



CITY OF WESTMINSTER

# MINUTES

## General Purposes

### MINUTES OF PROCEEDINGS

Minutes of a meeting of the **General Purposes** Committee held at 6pm on **Wednesday 1st November, 2017**, Room 3.4, 3rd Floor, 5 Strand, London, WC2 5HR.

**Members Present:** Councillors Tim Mitchell (Chairman), Robert Davis, MBE, DL (Vice-Chairman), Melvyn Caplan and David Boothroyd

#### 1 MEMBERSHIP

1.1 There were no changes to the membership.

#### 2 DECLARATIONS OF INTEREST

2.1 There were no Declarations of Interest.

#### 3 MINUTES

3.1 The Chairman, with the consent of the Members present, signed the minutes of the meeting held on 5 July 2017 as a true and correct record of the proceedings.

#### 4 FREEDOM RIGHTS - ROYAL YEOMANRY WESTMINSTER DRAGOONS (SEE REPORT OF THE CHIEF OF STAFF)

##### Resolved:

1. That in light of the Council's close association with the Royal Yeomanry, the Regiment be granted "the freedom and distinction of proceeding through the City on all ceremonial occasions in full panoply and, so far as appropriate, with drums beating, colours flying and bayonets fixed".
2. That an illuminated document under the Common Seal recording the grant of such privilege be prepared and presented to the officers and other ranks of the Royal Yeomanry.
3. To note that sponsorship will be sought to cover the maximum cost of £15,000 of the illuminated document, the presentation ceremony and a

reception to mark the occasion and if sufficient sponsorship is not forthcoming a report be submitted to the Cabinet Member for Finance, Property and Corporate Services.

**5 APPRAISAL ARRANGEMENTS FOR CHIEF EXECUTIVE (SEE REPORT OF THE DIRECTOR OF PEOPLE SERVICES AND THE HEAD OF COMMITTEE AND GOVERNANCE SERVICES)**

**Resolved:**

1. That the Council be recommended that the Appointments Sub-Committee Terms of Reference be amended by the deletion of the following:

“(2) Appraisal

- (a) To undertake the annual performance appraisal of the Chief Executive”.

2. That, the Council be recommended to approve the additional term of reference of the Leader, as follows:

“To conduct the annual appraisal, including the setting of annual targets, of the Chief Executive and make an award in accordance with the Performance Related Pay Scheme currently in place, having regard to a report of the Director of People Services which shall include the views of the Council’s External Adviser (if any) appointed for these purposes, the Deputy Leader of the Council, the Leader of the Opposition, the Cabinet Member for Finance, Property and Corporate Services and such other Members or Officers as the Leader and/or the Director of People Services shall consider appropriate”.

**6 CHANGES TO TERMS OF REFERENCE: STANDARDS COMMITTEE (SEE REPORT OF THE HEAD OF COMMITTEE AND GOVERNANCE SERVICES)**

**Resolved:**

That the Council be recommended to approve the following additional term of reference to the Standards Committee:

“To monitor the Member Development Programme and make recommendations thereon to the relevant Cabinet Member”.

**7 PROGRAMME OF COMMITTEE AND COUNCIL MEETINGS 2018-2019  
(SEE REPORT OF THE HEAD OF COMMITTEE AND GOVERNANCE  
SERVICES)**

**Resolved:**

- (i) That the Council be recommended to approve the dates of full Council meetings, as follows: 16 May 2018 (Annual), 11 July 2018, 7 November 2018, 23 January 2019, 6 March 2019, 1 May 2019, 15 May 2019 (Annual).
- (ii) That the Programme of other formal meetings set out in Appendix A be approved.

The Meeting ended at 6.14 pm

**CHAIRMAN:** \_\_\_\_\_

**DATE** \_\_\_\_\_