



LONDON BOROUGH OF BRENT

MEETING OF THE EXECUTIVE

Monday, 23 June 2003 at 7.00 pm

Committee Rooms 1 & 2, Brent Town Hall

AGENDA

LEAD MEMBER

Cllr John
Cllr Coughlin
Cllr Beswick
Cllr Lyon
Cllr Jones
Cllr Thomas
Cllr Fox
Cllr RS Patel
Cllr Kagan
Cllr D Long

PORTFOLIO

Corporate Strategy & Policy Co-ordination
Corporate Resources
Community, Consultation & Public Safety
Education, Arts & Libraries
Environment & Planning
Housing
Health & Social Care
Regeneration & Economic Development
Democratic Services
Equalities & Service Improvement

Copies of reports (that are for publication) are available on the Council's website: www.brent.gov.uk/democracy

**For further information contact:
Democratic Services Officer - Anne Reid Tel 020 8937 1359
e-mail address: anne.reid@brent.gov.uk**

Apologies for Absence

- 1 Declarations of Personal and Prejudicial Interests
- 2 Minutes of the Previous meeting – 28 May 2003 (i-x)
- 3 Matters Arising

Housing Reports		Lead Member	Lead Officer	
4	Scrutiny Committee Task Group on Housing Associations and Housing Management	Cllr Thomas	Martin Cheeseman	p.1
<p>This report summarises the work of the Scrutiny Task Group on Registered Social Landlords and sets out recommendations based on the findings of the Group. A fuller report on the discussions, setting out the background, examples of good practice and an action plan has been produced as a separate document.</p>				
5	Choice Based Lettings – the future of Letting Social Housing	Cllr Thomas	Martin Cheeseman	p. 13
<p>Following the success of the Locata pilot, this report seeks approval for the London Borough of Brent to adopt the Choice Based Lettings system of allocation as the sole means of housing allocation for the Borough.</p>				

Social Services Reports		Lead Member	Lead Officer	
6	Grants to Voluntary Organisations	Cllr Fox	Jenny Goodall	p. 23
<p>Social Services has some long standing relationships with voluntary sector partners, and continues to commission some services by grant funding pending the development of contracts. The constitution requires that these grants are approved by Executive.</p>				

Environment Reports		Lead Member	Lead Officer	
7	Service Plan for Food Safety Enforcement 2003/04	Cllr Jones	Richard Saunders	p. 39

Appendix circulated separately

The Food Standards Agency require that each local authority publish annually, a service delivery plan specifying the arrangements that they have put in place for the enforcement of food safety, food standards and feeding stuffs standards, for approval by members.

8	Highway Maintenance Major Works Programme 2003/2004	Cllr Jones	Richard Saunders	p. 41
	This report makes recommendations to Members detailing the prioritised programme for the major footway upgrade projects, road surfacing schemes, hard paving of grass verges, renewal of marginal highway land, new street signage and gully maintenance. A sum of £1.5m has been allocated in the Capital Programme for 2003/04.			

Corporate Reports	Lead Member	Lead Officer	
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9	Budget Processes for 2004/5	Cllr Coughlin	Stephen Hughes	p. 51
	The report explains changes to the legislation currently being considered by Parliament, and the implications this will have for the way that the Council will need to consider budget and Council Tax setting procedures for 2004/5 and beyond.			

10	Authority to Invite Tenders for Banking Services Contract and Credit Card Services Contract	Cllr Coughlin	Stephen Hughes	p. 57
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(Appendix also below)

This report concerns the future provision of the Council's Banking Services and Credit Card Services. This report requests approval to invite tenders in respect of the proposed Banking Service and Credit Card Services contract to start 1 April 2004, as required by Contract Standing orders 88 and 89.

11 (-12)	Authority to Invite Tenders for an Access Consultancy Contract	Cllr Coughlin	Marcus Perry	p. 71
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This report concerns the proposed award of a three to five year contract for Access Consultancy and seeks the approval of the Executive to invite tenders for the contract in accordance with Standing Orders 89 and 90.

13	Sure Start – Roundwood Architectural Services	Cllr Coughlin	Marcus Perry	p. 77
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This report seeks the Executive's approval to the continued use of the architectural practice of Llowarch & Llowarch on the Sure Start Roundwood project.

14	Brent Council's Quarterly Performance Digest Quarter 4 - January to March 2003	Cllr RS Patel	Phil Newby	p. 81
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Appendices circulated separately

This report introduces the quarterly Performance Digest for the period January to March 2003. The Digest sets out the data on the Council's performance against the statutory best value performance indicators, together with service based locally developed indicators.

- 15 **Best Value Performance Plan** Cllr RS Patel Phil Newby **p. 83**

Appendices circulated separately

Each year the Council is required to publish its Best Value performance plan in accordance with government guidance by the end of June. The first draft of the 2003/4 plan is attached as an appendix to this report for consideration and agreement by the Executive. The 2003/4 Plan will be Brent's fourth published plan. It will look back over the last three years and forward over the coming three years.

Education, Arts and Libraries Reports		Lead Member	Lead Officer	
16	Welsh Harp Environmental Education Centre	Cllr Lyon	John Christie	p. 89
	This report provides details of a shortfall in the Welsh Harp Environmental Education Centre (WHEEC) budget, and updates Members on the latest position regarding the operational partnership with the London Borough of Barnet.			
17	Gordon Brown Outdoor Education Centre	Cllr Lyon	John Christie	p. 97
	This report updates members on progress of negotiations with Hampshire County Council regarding the possible transfer of the Gordon Brown Outdoor Education Centre (the Centre), and asks them to decide whether to implement the transfer or whether to retain the Centre in Brent ownership.			
18	Library Service Fees & Charges 2003/4	Cllr Lyon	John Christie	p. 107
	This report sets out officers' proposals for the schedule of Library Service fees and charges for the financial year 2003/4. The proposed introduction of the new charges is timed to coincide with an increase in library opening hours.			
19	Evaluation of EDP 2 – 2002/03	Cllr Lyon	John Christie	p. 113
	The first Education Development Plan (EDP1) for Brent, which set out priorities for education, ran for the period 1999-2002. EDP2 has a new set of priorities, and runs from 2002-7. Remaining tasks from EDP1 have been incorporated into EDP2.			
20	<u>Date and Time of Next Meeting</u>			
	The next meeting of the Executive will be held on 21 July 2003 at 6 pm .			
	<u>Any Other Urgent Business</u>			

Exclusion of Press and Public

These reports are not for publication as they contain the following categories of exempt information as specified in Schedule 12A Local Government Act 1972 namely:

The amount of any expenditure to be incurred by the authority under any particular contract for the acquisition of goods or services

- 21 **APPENDIX : Authority to Invite Tenders** Cllr Coughlin Stephen Hughes **p. 143**
for Banking Services Contract and Credit
Card Services Contract

(see report above)

- 22 **Wembley Park SRB** Cllr Jones Richard Saunders **p. 145**
Stadium Access Corridor

The report outlines the construction work progress to date of the Wembley Park Estate Access Corridor (EAC) project and the position regarding funding requirements from the Council's capital programme necessary to complete the scheme.

- 23 **Lease extension, Heritage Family** Cllr Coughlin Marcus Perry
Centre, 161 Pitfield Way, St Raphaels

This report seeks Executive approval for the extension of the term of the lease at a revised rent

- 24 **St. Martin's Church Hall – Kensal Rise –** Cllr Lyon John Christie
Compensation for purchase

This report informs the Executive of the long standing negotiations and 'in principle' agreement reached in March 2003 for the purchase of the church hall of St. Martin, Kensal Rise for expansion of the neighbouring Princess Frederica CE (JM&I) Primary School and seeks Executive approval for payment of the agreed compensation.

‡ **The appendices to these reports have been circulated separately to members.**
Further copies are available on request from Democratic Services.
Please bring any previously circulated copies to the meeting.