

MINUTES OF THE EXECUTIVE MEETING
Monday, 14th March 2005 at 7.00 pm

PRESENT: Councillor Coughlin (Vice-Chair, in the Chair) and Councillors Beswick, Fox, Jones, D Long and R S Patel.

Apologies for absence were submitted on behalf of Councillors John, Kagan, Lyon and Thomas.

Councillors Mrs Fernandes, Fiegel and H B Patel also attended the meeting.

1. Declarations of Personal and Prejudicial Interests

None.

2. Councillor Lyon

The Executive was pleased to join the Chair in expressing congratulations to Councillor Lyon (Lead Member, Education, Arts and Libraries) on the birth of his daughter earlier that day.

3. Minutes of the Previous Meeting

RESOLVED:-

that the minutes of the previous meeting held on 14 February be approved be approved as an accurate record.

4. Vital Signs Quarter 3

Councillor D Long (Lead Member, Equalities & Service Improvement) introduced this report which set out the Vital Signs report for the period October to December 2004. The Vital Signs set out the data on the Council's performance against the key priority indicators.

RESOLVED:-

that the digest which provided a clear and concise summary of performance over the previous 4 quarters, with comments from Executive Lead Members and key officers, be noted.

5. West London Economic Development Strategy

The West London Partnership had recently published a new West London Economic Development Strategy. The report from the Director of Regeneration summarised the contents of the strategy and highlighted the way forward in terms of developing an accompanying action plan. Councillor R S Patel (Lead Member, Regeneration &

Economic Development) in introducing the report felt it would serve as a road map for the future of West London economic development.

RESOLVED:-

that the West London Economic Development Strategy be endorsed.

6. **Order of business**

The Executive agreed to vary the order of business on the agenda to receive next the reports from the Director of Housing.

7. **Authority to Award Furniture Removals and Storage Services Contract**

This report requested authority to award the contract for furniture removals and storage services as required by Contract Standing Order No 89. This report summarised the process undertaken in tendering the contract and, following the completion of the evaluation of the tenders, recommended to which contractor the contract should be awarded.

The Assistant Director of Housing circulated minor changes to the report which amended all references to 5 years in the contract to 4 years necessary as a result of a late change in the contract period to be tendered. It was now felt that a 2 year contract with a 2 year extension was more viable.

The Executive also had before them an appendix to the report which was not for publication as it contained exempt information as specified in the Schedule 12A of the Local Government Act, namely:-

Information relating to the financial or business affairs of any particular person (other than the authority).

RESOLVED:-

- (i) that the amendments to the report circulated at the meeting relating to changes of the contract terms from 5 years to 4, as circulated at the meeting be noted;
- (ii) that approval be given to the award of the contract for Furniture Removals and Storage Services to Robinsons International Removals Limited;
- (iii) that officers extend the Council's current contract with Dymocks International Limited for the Furniture Removals and Storage Services for a further two months from 1st April 2005 until 31st May 2005 on terms as noted in paragraph 5.1 of the report;

- (iv) that delegated authority be given to the Director of Housing Services to finalise the terms for the extension (in consultation with the Borough Solicitor if such terms are to change from the current terms of the contract).

8. Supporting People Programme and Approval of 5 Year Strategy

The Supporting People programme provided housing support to vulnerable people. This report provided information about the progress of the programme in Brent. It summarised the proposed priorities for the 5 Year Supporting People Strategy and asked for members' approval of the Strategy. It also identified the key priorities of the West London and Cross London Supporting People strategies which provide the regional context. The Assistant Director of Housing drew attention to the areas that had been identified as priorities under the Strategy including services for frail and elderly people, community safety, and women escaping violence. Councillor Beswick (Lead Member, Community, Consultation and Public Safety specifically welcomed the funding for community safety initiatives and members joined the Chair in thanking officers for their work in producing such a comprehensive report.

RESOLVED:-

- (i) that approval be given to the London Borough of Brent 5 Year Supporting People Strategy;
- (ii) that approval be given to the draft 5 Year West London Supporting People strategy;
- (iii) that the financial and legal issues and other progress on the Supporting People programme during 2004/5 be noted.

9. School Forum Membership

This report asked the Executive to approve a minor change to the membership of the Schools Forum from December 2005.

RESOLVED:-

that the Early Years Development and Childcare Partnership (EYDCP) seat on the Schools Forum be deleted and replaced with two new seats, one for a Nursery School Head representative and one for a Nursery School Governor.

10. Grants Programme

This report provided an overview of the Main Grants Programme, April 2005 – March 2006. It sought decisions from members on the allocation of this budget. The Director of Education, Arts and Libraries

advised that grant allocation had been proposed in line with agreed criteria and additionally it was proposed that grant funds for Navratri/Dashera Festival and the Tricycle Theatre be transferred to the Cultural Services Unit for management and administration to ensure a consistent approach.

The Chair advised that he had received representations from Councillor Lemmon regarding the level of grant for BrAVA. In addition Councillors R S Patel and H B Patel requested that consideration be given to increasing the grant paid to the Hindu Council for management of the Navratri Festival as this had not increased for a number of years and given the amount of work that was involved which was much valued. Councillor Coughlin reminded that strict criteria had to be applied and no proposals for such changes had been raised at Full Council where the overall budget had been considered. Additionally it could be argued that all organisations in receipt of grant did good work, however, he did agree to take on board comments.

RESOLVED:-

- (i) that the recommendations for the allocation of the Main Grants Programme for April 2005 to March 2006 as summarised in Appendix A (see attached) and detailed in the individual reports attached at Appendix B of the report from the Director of Education Arts and Libraries be noted and approved subject to the standard grant conditions (Appendix F) and other relevant additional conditions contained in paragraph 5 and 8 of the report in Appendix B;
- (ii) that the Cultural Services Unit be allowed to allocate, manage and administer the Navratri and Dashera festivals funding from 2005/6 onwards in line with all other Brent Council Festivals funding and that the unit should also allocate, manage and administer the grant funding for the Tricycle Theatre as set out in paragraph 8 of the report;
- (iii) that an allocation of £10,856 be approved to deliver training and capacity building to the voluntary sector organisations by the Voluntary Sector Support Team.

11. **Award of Contract for Willesden Green Library/ Grange Museum**

This report requested authority to award contracts as required by Contract Standing Order No 89. This report summarised the process undertaken in tendering this contract and, following the completion of the evaluation of the tenders, recommended to whom the contract should be awarded.

The Director of Education, Arts and Libraries advised that the tender price was above budget, partly due to a change in the specification,

however it was proposed that shortfall be met through virements. He also confirmed that that there was sufficient monies available to meet health and safety obligations.

The Executive also had before them an appendix to the report which was not for publication as it contained exempt information as specified in the Schedule 12A of the Local Government Act, namely:-

Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

RESOLVED:-

- (i) that the tendering procedure for the construction contract for the Redevelopment of Willesden Green Library Centre and the Relocation of the Grange Museum be noted and approved and approval given to the evaluation criteria in paragraph 3.8 of the report from the Director of Education, Arts and Libraries;
- (ii) that approval be given to the omission and addition of the items outlined in paragraphs 4.7.1 - 4.7.3 of the report from/to the construction contract;
- (iii) that approval be given to the re-allocation of £171,184 from the existing Libraries Health and Safety Capital Budget for expenditure on the Willesden Green Library Centre / Grange Museum capital project.
- (iv) that approval be given to the award the construction contract for the redevelopment of Willesden Green Library Centre and the Relocation of the Grange Museum to Mitie Property Services (UK) Ltd.

12. **Annual Review of Fees and Charges for Adult Services**

Councillor Fox introduced the annual report which notified of non-discretionary increases in charges and seeking approval to raise discretionary charges in line with the Council's budget setting and charging policies for the year 2005/06.

RESOLVED:-

- (i) that the changes to non discretionary charges identified in section 3.1.1 of the report from the Director of Social Services relating to residential and nursing care charges be noted;
- (ii) that approval be given to the changes to discretionary charges summarised in section 3.2.11 of the report from the Director of Social Services.

13. **Partnership working with Voluntary Sector Organisations**

The report outlined the continuing development of the Social Services Department's working partnership with the voluntary sector. This is was felt to be more in tune with a modern Brent, better meeting the needs of the Borough's diverse community. Councillor Fox was pleased to note that the list of organisations yet to be moved providing services on a contractual basis continued to reduce, with the aim of this being completed by October 2005. The Director of Social Services reminded the Executive that to directly commission services also gave organisations increased stability.

RESOLVED:-

- (i) that approval be given to one year grants to the following voluntary groups as detailed paragraph in 3.14 for the year 2005/6:

- Brent Bereavement
- Brent Triangle
- Mission Dine
- New Testament Church of God
- WISE
- Brent Crossroads

- (ii) that the progress in respect of partnership working with the voluntary sector be noted.

14. **Environment Capital Spend Programme 2005-2006**

This report gave members further information on elements of the Environment Capital Programme for 2005/06 and sought scheme approval where required over and above that already obtained in the Budget Setting Reports. It was noted that a separate report on the Highways Maintenance Major Works programme and the TfL funded Borough Spending Plan would be reported to the Highways Committee, which will account for the balance of the Environment Capital programme. The Executive welcomed the programme which they felt merited wide publicity and extended congratulations to officers for the work.

RESOLVED:-

- (i) that approval be given to the schemes included in Appendix 1 of the report from the Director of Environment highlighted as requiring scheme approval, amounting to £1,100k;
- (ii) that the Director of Environment report to the next meeting on details of the Highways Maintenance Major Works Programme

and reports to a future meeting of the Highways Committee on TFL Grant works.

15. Environment Fees & Charges

Councillor Jones introduced this report which proposed changes to a range of fees and charges levied by various service units in Environmental Services. Agreement was also sought to the levels of fees and charges proposed in relation to specific services provided by Land Charges, Trading Standards, Health Safety & Licensing, Environmental Health and Cemeteries & Mortuary. It was noted that Fees and charges for Parks and Sports would be the subject of a separate report following a review. The Executive noted that the pilot service for checking citizenship applications had been well received by the public, providing an efficient and popular service.

RESOLVED:-

- (i) that the levels of fees and charges proposed in paragraphs 3.1-3.6 and Appendices 1-5 of the report from the Director of Environment. be approved;
- (ii) that approval be given to the charges for the Cemeteries and Mortuary service applying from 10th January 2005 with retrospective effect; that the Registrars' change should apply from 1st May 2005; and that all other charges should apply with effect from 1st April 2005.

16. Energy Strategy Report

This report updated members on national and London-wide energy policy issues following a paper to this Committee last year which agreed a response to the Mayor's Energy Strategy. It outlined the current initiatives being undertaken to address such issues at the local level and proposed an Energy Policy Statement to deliver improvements in energy conservation, efficiency and awareness and help guide further action in line with the Council's Corporate Strategy and corporate Environmental Policy.

RESOLVED:-

- (i) that the current situation with regard to national and London-wide energy policy issues be noted;
- (ii) that the proposed Energy Policy Statement to help guide further action in this area be agreed (Appendix A of the report from the Director of Environment refers);
- (iii) that the emerging Energy Action Plan be noted and that officers:

- (a) progress such actions within existing resources and relevant legislation, and
 - (b) report back to the Executive or relevant decision-making body on actions which require further approval and/or resources.
- (iv) that it be noted that corporate responsibility for ensuring a coordinated approach to such issues has been attributed to the Director of Finance.

The meeting ended at 7.30 pm

D COUGHLIN
Vice Chair, in the Chair

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Grants to Voluntary Organisations

	Name of organisation	Amount Approved for 05/06
1	African Child (UK)	0.00
2	African Women Care	4,000.00
3	African Women Coalition	9,000.00
4	Afri-Caribbean People's Organisation	5,071.00
5	Age Concern	88,700.00
6	Asian Women's Resource Centre	10,000.00
7	Association of Muslims with Disabilities	10,000.00
8	Bang Edutainment Ltd	20,000.00
9	Barham Park Veteran's Club	0.00
10	Bengali Community Education Centre	0.00
11	Bethel Community Services	3,790.00
12	Black Disabled People's Association	3,500.00
13	Brent Advocacy Concerns	27,620.00
14	Brent Alcohol Counselling Service	8,980.00
15	Brent Arts Council	10,000.00
16	Brent Association for Voluntary Action	30,000.00
17	Brent Association of Disabled People's LTD	153,190.00
18	Brent Black African & Caribbean Mental Health Consortium	0.00
19	Brent Community Housing Ltd.	11,500.00
20	Brent Domestic Violence Forum	0.00
21	Brent Indian Association	73,000.00
22	Brent Indian Community Centre	20,197.00
23	Brent Irish Advisory	36,100.00
24	Brent Mencap	50,000.00
25	Brent Neighbourhood Watch Association	20,000.00
26	Brent Refugee Forum	0.00
27	Brent Somali Community	500.00
28	Brent Women's Aid	0.00
29	Brent Youth Company	15,000.00
30	British Muslim Women's Association	2,169.00
31	Carlton Handicapped Children's Group	3,954.00
32	Chameleons Amateur Dramatic Society	1,600.00
33	Church End & Round Wood Youth & Community Asso	5,000.00
34	CompuSoft Training Centre	0.00
35	Creative Kids	0.00
36	Cricklewood Homeless Concern	10,000.00
37	Daniel's Den	0.00
38	Dayah (The Somali Youth Development Programme)	5,500.00
39	Dayspring Supplementary School	0.00
40	Drama Workhouse	6,000.00
41	Elcena Jeffers Foundation	0.00
42	Fairbridge In London	0.00
43	Federation of Patidar Association	10,000.00
44	Flamingo Carnival Arts	0.00
45	Hands in Unity	0.00
46	Healthy Care Ltd	0.00
47	Hindu Council & Navratri	71,750.00
48	Home Start Brent	0.00
49	Horn of Africa refugee Welfar Group	3,280.00

50	Horn Stars	0.00
51	I Serve	0.00
52	Kensal Green Under Five Group	0.00
53	Kingsbury District Guides	300.00
54	Kingsbury's Asian Elders Group	1,600.00
55	Kulmis Advisory Service	0.00
56	London Tamil Centre	3,238.00
57	Magnolia Senior Citizens Club	1,200.00
58	Mathematics	1,788.00
59	Middlesex Association for the Blind	3,000.00
60	Middlesex ITEC Ltd	40,863.00
61	New Testament Community Project	2,250.00
62	Oasis Education Alliance	0.00
63	Oxford Kilburn (OK) Club	10,000.00
64	Pakistan Workers Association	39,250.00
65	Polish Saturday School	1,000.00
66	Preston and Mall Youth & Community Centre	0.00
67	Prisoners Liaison Information & Advisory Service	0.00
68	Queen's Park Area Resident's Association	2,000.00
69	Relate Central Middx	13,000.00
70	Road Peace	2,000.00
71	Safe Start Foundation	29,000.00
72	Samaritans	16,300.00
73	SIRI Behavioural Health	10,000.00
74	Somali Advice & Education Group	1,600.00
75	St Kitts & Nevis Friendly Association	700.00
76	St Michael's Youth Project	14,166.00
77	Symbiosis Project	1,750.00
78	Tamil Association of Brent	9,238.00
79	Tamil United Club	1,000.00
80	Trampoline	0.00
81	Tricycle Theatre	218,000.00
82	U Can Do I.T.	0.00
83	VH Whizz Kids	0.00
84	Victim Support Brent	38,500.00
85	Victim Support Brent (School Project)	0.00
86	Willesden Business Association	0.00
CAPACITY BUILDING		10,856.00
TOTAL		1,202,000.00

* Hindu Council (Brent) - Revenue Grant
Hindu Council (Brent) - Navratri Festival Grant