

MINUTES OF THE EXECUTIVE MEETING
Monday, 10th October 2005 at 7.00 pm

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

An apology for absence was submitted on behalf of Councillor Thomas.

Councillors Moher and Sayers also attended the meeting.

1. Declarations of Personal and Prejudicial Interests

Councillor Beswick declared a prejudicial interest in the item relating to the organisation of Special Educational Needs, took no part in the discussion and left the meeting for that item.

2. Minutes of the Previous Meeting

RESOLVED:-

that the minutes of the previous meeting held on 12th September 2005 be approved as an accurate record.

3. Future organisation of Special Educational Needs provision in Brent

This report summarised the results of the consultation which had taken place on improving provision for special educational needs in Brent. It set out final proposals for the future organisation of special educational needs provision in the Authority.

Councillor Lyon (Lead Member for Children and Families) outlined the outcome of the review. The Director of Children and Families stated that the review was comprehensive and the outcome would form a strong base for the recommendations arising from the recent Key Stage IV Ofsted inspection. The Director agreed to assess how the proposals might impact on the viability of the Brent Transport Services.

RESOLVED:-

- (i) that there should continue to be 5 special schools in Brent (paragraph 3.7 of the report refers);
- (ii) that Manor School should be re-designated as a school for primary aged children with severe learning difficulties and autism to reflect more closely the current profile of needs met by the school (paragraph 3.9 of the report refers);
- (iii) that arrangements be piloted at Vernon House to enable a small number of temporary or part-time placements whilst a pupil remains on the roll of a Brent mainstream school (paragraph 3.11 of the report refers);

- (iv) that the admission criteria for Grove Park School be amended to enable a wider range of learning needs to be met at the school as previously agreed by the Governing Body at Grove Park School (paragraph 3.13 of the report refers);
- (v) that the following recommendations with revenue implications be approved in principle at this stage:
 - i) that a third secondary Pupil Referral Unit should be established for pupils with high level support needs at Key Stage 3 and 4 (paragraphs 3.16, 3.17 of the report refer);
 - ii) resourced mainstream provision for children with physical disabilities should be developed in designated primary and secondary schools across the Borough (paragraphs 3.19, 3.20, 3.21 of the report refer)
 - iii) a specialist outreach service should be developed to provide consultancy support to schools on including children with a range of complex needs (paragraphs 3.22, 3.23, 3.24, 3.25 of the report refer).
- (vi) that work be undertaken by officers in consultation with the Schools Forum, to review the formula funding arrangements for special schools in light of the proposed changes set out in this report, noting that this may have revenue implications;
- (vii) that it be noted that the total revenue costs are estimated at £1.5 million per year (see paragraph 4.8) but will be offset by savings on out-borough placements in the medium term (see paragraph 4.17) and that the above recommendations which have revenue implications can only be approved in principle at this stage and will need to be reconsidered through a further report once details of school funding arrangements for 2006/07 onwards are clearer;
- (viii) that it be noted that consultation with the School Forum will be required on the financial implications arising from this report;
- (ix) that it be noted that significant capital investment is required to secure the necessary improvements in local provision for meeting special educational needs. All capital costs will be met from within the £7.7 million identified in the agreed 2005/8 capital investment plan.

4. Approval by the School Organisation Committee of the Council's Proposals on the Future Organisation of Wembley Manor Infant and Wembley Manor Junior Schools

This report was withdrawn at the meeting following legal advice that there was no decision for the Executive to take, the matter having been agreed by the School Organisation Committee.

5. **Authority to award the contract for the installation of CCTV cameras for Brent Council and Wembley National Stadium**

This report requested authority to award the contract for the supply, installation and maintenance of CCTV cameras on roads around Wembley National Stadium as required by Contract Standing Order No 88. It summarised the process undertaken in tendering the contract and, following the completion of the evaluation of the tenders, recommended to whom the contract should be awarded.

The Director of Environment and Culture advised that written confirmation had been received of the funding that WNSL would be contributing to the project.

The Executive also had before them an appendix to the report which was not for publication as it contained the following category of exempt information as specified in the Schedule of the Local Government (Access to Information Act) 1985:

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

RESOLVED:-

that the contract for the supply, installation and maintenance of twelve public safety and traffic monitoring CCTV cameras around Wembley National Stadium (including the supply and installation of ducting and fibre to enable the Council to own, rather than rent, the CCTV transmission lines) be awarded to Tyco Integrated Systems Limited, subject to the Director of Finance and Corporate Services being satisfied that adequate funding is in place.

6. **West London Sub Regional Development Framework**

This report provided a brief summary of the Mayor of London's Sub-Regional Development Framework for West London, and proposed a response on behalf of the Brent Council. Councillor Jones (Lead Member, Environment, Planning and Culture) outlined the priorities including transportation and Wembley Stadium and challenges such as population growth and housing needs. She also set out the main issues for the Borough which included public transport and orbital roads, town centre development, Wembley Stadium and hotel development which were covered in the response.

RESOLVED:-

that the proposed response on behalf Brent Council, as set out in paragraphs 3.12 – 3.21 of the report and the schedule which forms Appendix 1, be agreed and sent to the Mayor of London.

7. **Authority to Award Contract for Wembley Park Station Bridge Strengthening**

This report requested authority to award the contract for the Wembley Park Station Bridge Strengthening and Ancillary Works as required by Contract Standing Order No 88. The 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 Executive also had before them an appendix to the report which was not for publication as it contained the following categories of exempt information as specified in the Schedule of the Local Government (Access to Information Act) 1985:

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

RESOLVED:-

(i) that it be agreed -

(a) if the funding from S106 monies from Transport for London becomes available, and subject to the Director of Finance and Corporate Resources being satisfied that adequate funding is in place, the contract for Wembley Park Station Bridge Strengthening Works and Ancillary Works be awarded to J Murphy and Sons Ltd;

(b) if the funding from S106 monies from Transport for London does not become available, or the Director of Finance and Corporate Resources is not satisfied that adequate funding is in place, the contract for the Wembley Park Bridge Strengthening Works alone be awarded to J Murphy and Sons Ltd;

(ii) that the Director of Environment & Culture, in consultation with the Director of Finance and Corporate Resources, be authorised to determine whether to award the contract in paragraph (a) or the contract in paragraph (b) above depending on the outcome of the negotiations over the s106 funding from Transport for London.

8. **Freedom of Information**

This report was a review of the Council's position some 8 months after the disclosure provisions of the Freedom of Information (Fol) Act 2000 came into force in January 2005. Councillor Coughlin outlined the current position regarding the number of requests made and felt that the high level monitoring ensured that procedures were being implemented to meet the requirements of the legislation. He indicated the proposed changes to Freedom of Information policy which related to the signing of refusal notices and the renaming of the Fol Implementation Group to Fol Operations Group. The Executive were pleased to note that the Director of Finance and Corporate Resources had been nominated to be Information Champion.

The Executive also had before them an extract from the minutes of the Forward Plan Select Committee on 28th September which received an overview of the FoI report. The Deputy Director, Sam Samek, stated that it was for the Executive to consider how they dealt with the issues raised by the Select Committee but by way of background indicated that the majority of the items that had been raised by the FoI Overview Task Group had either been implemented or were in the course of being implemented, though not always to the full extent that the Task Group wished or precisely in the way that they had proposed. In response to two items of particular concern namely the publication scheme and the use of the internet for FoI purposes, he stated that officers accepted that there could be improvements in this regard and that should the recommendation for funding for a temporary resource be agreed, this would be addressed. However, officers would not be supportive of recommendations in the Task Group report associated with very extensive publicity and the proposal that the Authority go beyond 'mere compliance with the law'. Councillor John concurred that these proposals should not be progressed and proposed that the recommendations in the report be agreed.

RESOLVED:-

- (i) that the amendments to the FoI Policy detailed in paragraphs 3.8 to 3.11 of the report be agreed;
- (ii) that the Director of Finance and Corporate Resources be the Council's Information Champion (paragraph 3.12 of the report refers);
- (iii) that the Council's policy should continue to be not to provide information where the cost of doing so would exceed the appropriate limit as set out in the FoI Act Fees Regulations (FoI and Data Protection (Appropriate Limit and Fees) Regulations 2004), detailed in paragraph 3.16 of the report;
- (iv) that the FoI Fees Policy be amended to charge for disbursements only where a fee of £2 or more will be incurred (paragraph 3.17 of the report refers);
- (v) that work commence on the e-Government National Priority Outcome G19 as detailed in paragraph 3.22 of the report;
- (vi) that it be noted a request for growth will be made as part of the 2006/7 budget process in order to fund an additional temporary post to assist the Corporate Information Manager with FoI work as laid out in paragraph 3.23 of the report.

9. Future arrangements for the management of the Adults and Social Care Services

Consideration had been given on 12th April 2005 to a report setting out proposals by the Chief Executive to modernise the structures of Brent

Council. The changes to the Council's structures agreed by the Executive were implemented with effect from 4th July 2005. This report set out further proposals for amendments to the structure following the decision of the current Director of Adults and Social Care to accept an appointment with another local authority.

The Chief Executive in introducing the report indicated that this was the last stage of organisational change and that consultation had been well received. Councillor Fox (Lead Member, Adults and Social Care) welcomed the creation of a new department of Housing and Community Services noting that there was already a degree of overlap between the services and looked forward to working with the new director.

RESOLVED:-

- (i) that the establishment of a new Department of Housing and Community Care be agreed to include the statutory function in relation to Adult Social Services and in addition to take the corporate lead on housing, adult social services, customer services, and voluntary sector support.;
- (ii) that a new post of Director of Housing and Community Care be created and the Job Description and Person Specification as attached to the report be agreed for the post which includes the statutory role of Director of Adult Social Services;
- (iii) that the deletion from the Council's establishment of the posts of Director of Adults and Social Care and Director of Housing and Customer Services be agreed, and the dissolution of the departments of Housing and Customer Services and Adults and Social Care;
- (iv) that the recommendation to retain two separate Lead Member portfolios for Adults, Health and Social Care, and Housing and Customer Services be noted;
- (v) that it be noted the appointment to the new Director of Housing and Community Care will be made by a Senior Staff Appointments Sub-Committee and is likely to be made in November 2005;
- (vi) that it be noted a review of the structure of the new department will be carried out once the implications of the forthcoming White Paper on Adult and Community Care and subsequent legislative changes, if any, are clear;
- (vii) that the Chief Executive, in consultation with the Director of Human Resources and Diversity, be authorised to take such other steps as may be necessary to ensure effective implementation of these proposals;

(viii) that it be agreed the structural changes to the Council outlined in this report and summarised in the recommendations above will take effect on Monday 31st October 2005.

10. London Borough of Brent Domestic Violence Corporate Strategy 2005- 2008 and London Borough of Brent Domestic Violence Corporate Manual 2005-2008

The London Borough of Brent Domestic Violence Corporate Strategy together with the London Borough of Brent Domestic Violence Corporate Manual set out the Council's strategic intent in relation to this crime. The draft Domestic Violence Strategy document and Manual document were disseminated as one document for internal consultation between 5th August- 24th August 2005 and amendments made.

Councillor Beswick (Lead Member, Crime Prevention and Public Safety) referred to the findings of the report commissioned from Gill Hague from Bristol University's Domestic Violence Research Group into the extent of domestic violence in the borough of Brent and the effectiveness of policy development and service provision. He considered that the Council's strategy compared well with other strategies and was pleased that each service area had a nominated lead officer. He outlined the impact of this crime on families and the council and hoped for cross party support. Councillor Beswick invited members to attend an event at the Town Hall on 25th November in support of International Women's Day against violence against women.

RESOLVED:-

- (i) that Appendix A to the report from the Director of Policy and Regeneration be adopted as the London Borough of Brent's Domestic Violence Corporate Strategy 2005-2008, and Appendix B as the London Borough of Brent Domestic Violence Corporate Manual 2005-2008, subject to any minor amendments officers may need to make;
- (ii) that the recommendations for action to be taken by individual Council Departments and senior officers in order to make the strategy effective be noted and supported.

11. Exclusion of Press and Public

RESOLVED:-

that the press and public be now excluded from the meeting as the following reports are not for publication as they contain the following categories of exempt information as specified in Paragraphs 8 and 9, Schedule 12A of the Local Government Act 1972:

"The amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods or services.

“Any term 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 supply of goods or services”.

12. Proposed Lease to EDF Energy of part of land adjoining Ryde House Priory Park Road London NW6

This report set out the proposed terms and seeks Executive approval for the grant of a lease of part of land adjoining Ryde House, Prior Park Road, London NW6 to EDF Energy plc.

RESOLVED:-

- (i) that it be agreed the Council grant a lease to EDF Energy plc (or their duly authorised nominee) upon the main terms set out in the detail part of the report;
- (ii) that the Director of Finance in consultation with the Borough Solicitor be authorised to agree such other terms as are in the best interest of the Council in granting the lease.

13. Payroll Contracts

The Executive considered a report containing recommendations in relation to the future of the Council's payroll services contracts as previously agreed by the General Purposes Committee earlier in the evening.

RESOLVED:-

- (i) that officers be authorised to terminate the payroll services contract between the Council and Serco Solutions Limited dated 16 December 2003 (“2003 Agreement”);
- (ii) that officers be authorised to extend the payroll services contract between the Council and Serco Solutions Limited dated 2 June 1999 (“1999 Agreement”) to the 31st October 2007 with provision to terminate the contract at an earlier date up to 3 months before the 31st October 2007, should a new payroll system be ready to go live;
- (iii) the Director of Finance and Corporate Resources, in consultation with the Borough Solicitor, be authorised to negotiate and agree the terms of the termination of the 2003 Agreement and the extension of the 1999 Agreement;
- (iv) that the novation of the 1999 Agreement and the 2003 Agreement from Serco Solutions Limited (formerly ITNET UK Limited) to Serco Limited be agreed;
- (v) that it be agreed in principle to the re tender of the Council's Payroll and IT Support Services contract.

14. **Acquisition of the leasehold interest of 6 & 7 Peel Precinct**

The report highlighted the need to acquire these units that are due to be demolished as part of the programme but will provide temporary facilities for the current development in Granville Rd and will be counted as S106 contribution to health (by way of GP facilities) in the event that the first Healthy Living Centre development is delayed.

RESOLVED:-

- (i) that the acquisition of the leasehold interest in 6 & 7 Peel Precinct on the terms and conditions as set out in the report and as may be agreed by the Head of Property and Asset Management be approved;
- (ii) that it be noted the acquisition cost will be met by the Single Regeneration Pot funding grant and it will be at nil cost from Council resources.

The meeting ended at 7.40 pm

A JOHN
Chair

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