

**MINUTES OF THE EXECUTIVE MEETING**  
**Monday, 14<sup>th</sup> November 2005 at 7.00 pm**

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

Apologies for absence were received from Councillors John and Kagan.

Councillors R Blackman, Mrs Fernandes, Moher and Van Colle also attended the meeting.

**1. Declarations of Personal and Prejudicial Interests**

Councillors Fox and Thomas declared prejudicial interests in the item relating to the Non HRA Private Finance Initiative and would leave the meeting and not take part in discussion. Councillor Jones declared prejudicial interest in the item relating to consideration of the Second City Academy in Brent and withdrew from the meeting. Councillor Thomas also declared a personal interest in this item.

**2. Minutes of the Previous Meeting**

RESOLVED:-

that the minutes of the previous meeting held on 10<sup>th</sup> October 2005 be approved as an accurate record.

**3. Petition - Closure of Brent Triangle**

The Executive received a petition from registered electors of the Borough relating to Brent Triangle expressing concern at the closure of Brent Triangle Ltd after 23 years of service to the community providing help, guidance and respite care. The petitioners urged the Council to ensure that the service to carers of the vulnerable continues. Mrs Charalambides addressed the meeting on behalf of petitioners and referring to the report submitted by the Director of Housing and Community Care and identified significant differences between information in the report and her experience as a previous recipient of help from Brent Triangle. She did not consider it acceptable for the Council to not have information relating to funding received by the organisation. She questioned the options explored prior to closure, the closure process and the effect on carers. Also, the extent to which carers were contacted for assessment for continued provision of respite care and whether adequate alternative arrangements were in place. She felt that the closure of the service was a severe loss which was difficult to comprehend as other local authorities were expanding their services. Additionally Mrs Charalambides felt that the staff who were replacing the care previously provided by Brent Triangle did not have the required experience to deal with people with dementia with the effect that the assistance offered was considered inappropriate. She also questioned whether or not the funding allocated for 2005/6 would be long term or limited. Mrs Charalambides felt that pay levels were not sufficient to attract staff with the required experience of dealing with challenging behaviour and that it was difficult for carers to leave family members with staff with whom they were not familiar. She emphasised the importance of

continuity of care. She pointed out that dementia was on the increase and questioned whether this had been taken up as part of the long term budget process. Brent Triangle was considered to have good staff providing continuous care which had now been lost and she felt nothing had been put in its place. Mrs Charalambides expressed the considerable stress being suffered by people in a similar situation and reiterated the need for appropriate help particularly given that the alternative of full time care would be even more costly.

#### **4. Closure of Brent Triangle**

Councillor Coughlin, on behalf of the Executive, expressed sympathy for the concerns raised by the petitioner, Mrs Charalambides, during the preceding item. Councillor Fox (Lead Member, Adults and Social Care) was also sympathetic. He referred to the alternative services that had been put in place and felt that the staff had experience in providing a range of care. The organisations chosen to provide services were carefully selected using tendering processes and noting that at the time Brent Triangle was first established there were no alternative service providers. The report before the Executive provided information on the Brent Triangle Trustees and the alternative arrangements and emphasized that the Council was not responsible for the running of the organisation and that once concerns had been raised, Brent Triangle's Chief Executive had reported back to the Council and announced the organisation's closure. The relevant financial information had not previously been available and there had been no funding shortfall. Consideration had been given to whether the organisation could be merged with another but this was thought not to be possible. Meetings had taken place with the Brent Triangle Chief Executive and the Trustees and it had been confirmed that closure was the only viable option. Councillor Fox stated that the Council would co-operate with any investigation carried out by the Charity Commission. He also stated that all users had been offered an alternative service and that organisations selected would have a full understanding of all frailties. Councillor Fox concluded by stating that the expenditure had increased year on year and that the Council would continue to be committed to providing improved levels of care.

Martin Cheeseman, the Director of Housing and Community Care, responded that while it was not possible to comment on individual circumstances, carers could use the complaints procedure if not satisfied with service provision. He felt that the vast majority of carers previously with Brent Triangle were now in receipt of services from other agencies and felt that Mrs Charalambides' case was in a very small minority; however the Council would continue to try to meet her needs. He emphasized that the Council had a statutory duty to provide services to those people assessed as being in need and therefore it was not a question of budget provision. Martin Cheeseman reiterated that it was not the Council's decision to close Brent Triangle once it had been discovered that there were financial difficulties. The Council had been monitoring the organisation for a number of years and it had been managed reasonably efficiently and only recently had problems occurred.

In discussion, members questioned the services offered, including whether the Trustees advised the users of the need for closure and Councillor Fox confirmed that the Chief Executive and Treasurer of Brent Triangle had stated that the only option was to close and that the joint statement issued indicated that it was not due to a lack of funding. It was not clear what the users had been told by the Trustees. However, Councillor Fox added that some of the Brent Triangle Managers had spoke to the users to ensure that assessments were carried out and their needs met without disruption. The Director accepted the difference between the requirements of people with physical disabilities and those with dementia, however this should be provided for in the care packages on offer. Councillor R S Patel questioned whether the decision taken was a unanimous one and Councillor Fox indicated that he was not in possession of this information, however he knew that the Trustees were very upset at the decision and that no alternatives were available.

Councillor Coughlin again reiterated sadness at the concerns raised by the petitioner and regretted that the organisation considered it necessary to close. Other options had been investigate but none were possible. The requirement now was to pick out care packages and provide the best care possible.

Councillor Fox added that he understood the need for continuity of care for people with dementia, however it would not be possible for this type of service to be guaranteed.

RESOLVED:-

that the contents of the report be noted.

**5. Brent Adult Protection Multi-agency Report and Proposed New National Standards**

The report presented the first annual report of the Brent multi-agency Adult Protection Committee. It outlined the work of the Committee, provided information on adult protection referrals, and outlined priorities for 2005/2006. This report also provided information on proposed new standards for local authorities and partner agencies on adult protection strategies, policy and procedure.

Councillor Fox (Lead Member, Adults and Social Care) pointed out that Brent was being as an example of good practice and as a result is a pilot for an action on Elder Abuse/Department of Health project to establish a national monitoring and reporting process. He also drew members' attention to the joint event to take place on 25<sup>th</sup> November launching the Corporate Domestic Violence Strategy and to also mark the United Nations International Day for the Elimination of Violence Against Women. New good practice guidelines were published on 21<sup>st</sup> October for adult protection procedures, safeguarding adults, a national framework for good practice and outcomes and adult protection work and a report would be submitted in future on required changes.

RESOLVED:-

- (i) that approval be given to the publication of the Brent Adult Protection report;
- (ii) that the report be referred to Adults & Social Care Scrutiny for consideration and be reported to scrutiny on an annual basis;
- (iii) that the Director of Housing and Community Care report back on the implications of the final new ADSS standards for good practice protection of vulnerable adults.

**6. Authority to Tender for Services for People with Mental Health Illness and Substance Misuse Problems**

This report sought the authority to invite tenders for contracts for the provision of health and social care service, housing support and floating support service for people with mental health illness and substance misuse problems.

RESOLVED:-

- (i) that approval be given to the pre - tender considerations and the criteria to be used to evaluate tenders as set out in the report from the Director of Housing and Community Care;
- (ii) that approval be given to officers to invite tenders and evaluate them in accordance with the approved evaluation criteria referred to in (i) above;
- (iii) that it be noted it is intended that a partnership arrangement under Section 31 of the Health Act 1999 be entered into in relation to one or more of the services covered by the report and that a further report will be brought forward concerning this in due course.

**7. Integrated Community Equipment Store Modernisation**

Councillor Fox (Lead Member, Adults and Social Care) referred to the need to modernise the store and outline the options available. The options included taking no action, investing in the current service or securing another building and continue to provide the service in-house. The Executive was being recommended to agree a fourth option of tendering the community equipment service with a new specification, the objective would be to meet all the ICES's requirements and provide a more cost-effective and rapid service to users. Martin Cheeseman confirmed that the current premises were too small and in need of modernisation. The small team meant that there were difficulties in providing service in times of staff shortage therefore the change would increase efficiency.

RESOLVED:-

- (i) that approval be given to draw up the tender specification as proposed in option (iv) in paragraph 3.15 of the report from the Director of Housing and Community Care;
- (ii) that the Director of Housing and Community Care report back to the Executive in due course to seek authority to invite expressions of interest and approval of pre-tender consideration in accordance with Standing Orders 88 and 89.

## **8. Corporate Environmental Policy 2005**

The Council has had a formally adopted Environmental Policy since 1998 and this has in part been a driver for some of the innovative and proactive environmental initiatives undertaken across the Council. The report before members proposed a revised Environmental Policy and a new method for its implementation via the Corporate Standards Framework. This would bring the Council up-to-date in relation to its role as environmental steward for the area and ensure the Policy objectives are delivered effectively and consistently across the Council. It was confirmed that additional staff would not be required but that training and support would be given to existing members of staff.

RESOLVED:-

- (i) that the revised Corporate Environmental Policy at Appendix A to the report from the Director of Environment and Culture be adopted;
- (ii) that the Corporate Management Team's decision that certain environmental additions and amendments be made to the Council's Corporate Standards (as outlined in Appendix B to the report) to further enable the effective delivery of the Policy be noted;
- (iii) that in order to encourage improved environmental performance within the Council itself, a 'best value' guideline be piloted with regard to environmental premiums attributed to certain goods and services, as outlined in paragraphs 3.5.5 to 3.5.9 of the report.

## **9. Civil Partnership Registration**

On 18th November 2004 the Civil Partnership Act 2004 was granted Royal Assent. This would allow same-sex couples to have legal recognition of their partnership, therefore obtaining similar rights as married heterosexual couples. The provision of civil partnerships would be the responsibility of the registration authority (ie the local authority). The report provided details of how the Brent Registrar Service intended to administer civil partnerships and proposed a level of charges for this new service.

RESOLVED:-

- (i) that the powers under the Civil Partnership Act 2004 be noted;
- (ii) that it be agreed the civil partnerships shall be conducted within the Brent Registration Service Unit;
- (iii) that delegated authority be given to the Service Unit Director to act as Authorised Persons and Civil Partnership Registrars and to appoint Authorised Persons and Civil Partnership Registrars for the purposes of the Act from amongst the Council's Deputy Superintendent Registrars;
- (iv) that the charges set out below and detailed in section 4 of the report be agreed:

Mon–Thurs	£43.50 (£40.00 for marriage/partnership & £3.50 for certificates)
Fri	£75.00 (£71.50 for marriage/partnership & £3.50 for certificates)
Sat	£100.00 (£96.50 for marriage/partnership & £3.50 for certificates)
Sun	£150.00 (£146.50 for marriage/partnership & £3.50 for certificates)

Fees for partnership formations:

Mon–Fri	£200.00
Sat	£250.00
Sun	£300.00

10. **Authority to Invite Tenders and apply a Contract Variation for the Wembley Crowd Management Scheme**

The scheme involved enhancements to the Council's ability to monitor crowd movement between the Stadium and the three stations (Wembley Park, Wembley Stadium and Wembley Central). The report requested approval to invite tenders in respect of the procurement of CCTV and PA systems as required by Contract Standing Orders 88 and 89. In addition approval was sought to apply a contract variation in order to deliver the control room upgrade and the use of Brent term contractors to install the duct network..

Michael Read (Assistant Director, Policy and Regulation) advised that Transport for London had confirmed the provision of funding. Councillor R Blackman (Chair, Forward Plan Select Committee) raised concerns expressed at the meeting on 27<sup>th</sup> October 2005 where maps on display at the meeting indicated areas where the CCTV cameras would not be showing images with optimum resolution. This was particularly in the area between Wembley Park and Wembley High Road. Additionally clarification was sought regarding the Stadium licence. Michael Read responded that this element of the contract had a longer time scale therefore there would be opportunity for concerns to be investigated regarding the licence.

Councillor Coughlin noted the concerns raised by the Forward Plan Select Committee which it was agreed should be resolved. This did not however prevent the project from proceeding at this stage.

RESOLVED:-

- (i) that the packages of works necessary to deliver the Wembley Crowd Management Scheme as set out in the report and the routes for procuring them be noted;
- (ii) that approval be given to the pre-tender considerations and the criteria to be used to evaluate tenders for the supply and installation of CCTV cameras and public address system as set out in paragraph 3 of the report;
- (iii) that approval be given to officers to invite tenders for the supply and installation of CCTV cameras and public address system and evaluate them in accordance with the approved evaluation criteria referred to in (i) above;
- (iv) that it be agreed for the reasons set out in the report there are good financial and operational reasons to include the digital recording system to the recently awarded S106 (WNSL) contract without seeking 3 written quotes in accordance the Council's Standing Orders;
- (v) that the positioning and resolution of cameras and the resolution of images on areas such as Wembley Hill Road raised at the Forward Plan Select Committee relating to be resolved and a report submitted on the outcome.

**11. Vital Signs Performance Digest Quarter Two: July to September 2005**

This report introduced the Vital Signs for the period July to September 2005. The Vital Signs monitors the Council's performance against key indicators. The Assistant Director, Policy and Regeneration Unit, stated that of the 57 measures, 36 were assessed as low risk with targets being either met or exceeded and as such this was considered to be a positive quarter. There were nine high risk indicators whose targets not being met. The Local Public Service Agreement targets were generally good and on track. Councillor D Long (Lead Member, Human Resources & Diversity) commended the new report format and reminded the Executive that detailed consideration of performance also takes place within service areas, with individual Lead Members and at the Performance and Finance Select Committee.

RESOLVED:-

that the Council's performance against key performance indicators be noted.

## 12. **Complaints Annual Report 2004/05**

The Executive considered the report for 2004/05 on complaints about Brent Council, the sixth annual report on the operation of the Council's complaints procedure. This report was introduced by the Corporate Complaints Manager. She was pleased to report that for the fourth year running the Ombudsman had not issued any formal reports against the Council and that the Ombudsman's Annual letter had been highly complimentary of the Council's complaint performance. Performance since April continued to be good and it was considered to be now be time for a review of the policy to ensure that all agencies are aware of the complaints process, including the voluntary sector.

Councillor Coughlin welcomed the report which he considered to be a success story. On behalf of the Executive he thanked the Corporate Complaints Manager and her Team for their work.

RESOLVED:-

that the report be noted and thanks extended to staff in the Complaints Team for their work.

## 13. **Efficiency Programme Progress Report**

This report set out progress on the council's efficiency programme which was set up to enable implementation of the recommendations of the Independent Review of Public Sector Efficiency by Sir Peter Gershon. The Director of Finance and Corporate Resources drew attention to the forecast efficiency gains in 2005/6 of £6.364m which was ahead of the target of £3.895m set out in the forward looking Annual Efficiency Statement.

RESOLVED:-

- (i) that the progress on the efficiency programme set out in the report (section 4 and Appendix 1) be noted;
- (ii) that the Efficiency Board's recommendations on use of the £250k spend to save fund (paragraph 4.4) be endorsed;
- (iii) that the communication strategy set out in this report (section 5 and Appendix 2) be endorsed;
- (iv) that the key challenges (section 6) be noted;
- (v) that approval be given to the submission of the mid-year progress report against targets in the 2005/06 Annual Efficiency Statement (section 7 and Appendix 3);
- (vi) that the next steps (section 8) be agreed.



14. **Authority to enter into a contract for the provision of Temporary Agency Workers**

This report made recommendations to the Executive for the award of a contract for the provision of temporary agency workers to Eden Brown Ltd. The contract was tendered by the London Borough of Hillingdon on behalf of all London boroughs.

The Eden Brown solution would provide temporary agency workers via a 'vendor managed service' to co-ordinate the activities of all agencies supplying temporary agency workers. The Director of Finance and Corporate Resources stated that it was felt that this would be a opportunity to influence the market thereby generating savings that could be put invested in front line services.

RESOLVED:-

- (i) that it be agreed for the reasons set out in paragraph 3.6 of the report there are good financial and operational reasons to enter into a contract with Eden Brown for the provision of temporary agency workers without tendering in accordance the Council's Standing Orders;
- (ii) that the award of the contract for the provision of temporary agency workers to Eden Brown be agreed, subject to the Borough Solicitor being satisfied that appropriate terms and conditions of the contract have been agreed and finalised.

15. **Revenue Budget 2005/2006 Monitoring Report**

This was the standard quarterly report which had been considered by the Performance and Finance Committee on 9<sup>th</sup> November 2005. Members' attention was drawn to details of budget virements for approval. The report set out the final position on the 2004/2005 accounts and the few adjustments made had been reported to the General Purposes Committee. The estimated level of balances at end of March 2006 was currently estimated to be more than that reported in July 2005. Reference was made to areas of concern in particular the forthcoming Local Government Finance Settlement based on population statistics which the Council regarded as significantly understating the actual position and which would lead to a loss of resources. The overall position of balances for 2005/2006 was estimated at £7.226m, in excess of the budgeted figure.

RESOLVED:-

- (i) that the latest budget in Appendix A to the report be noted;
- (ii) that the latest forecast in Appendix B to the report be noted;
- (iii) that the virements in Appendix C to the report be agreed;

- (iv) that the current position on General Fund Balances in 2005/2006 in Section 3.4 of the report be noted.

## 16. **Capital Programme Monitoring**

This report set out the monitoring position on the capital programme for the first six months of 2005/06, and provided information on prudential indicators, in line with arrangements the council has to ensure affordability and value for money of its capital programme. The report also set out the progress on the review of Section 106 usage and balances held.

The Director of Finance and Corporate Resources made reference to demands on the capital budget from the need to invest in schools including £4.5m added to the programme to reflect spending on the St Mary Magdalen Junior School rebuild following a successful targeted Capital Fund Bid.

### RESOLVED:-

- (i) that the adjustments to the schools capital programme set out in paragraph 4.5 of the report be agreed;
- (ii) that it be agreed no further schemes will be brought forward to 2005/06 from later years of the schools programme, pending completion of the review of the overall needs for the schools capital programme as part of a wider review of the council's capital programme – paragraph 4.7 of the report refers;
- (iii) that a 'spend to save' scheme for the refurbishment of Willesden Library be agreed, to be funded from additional prudential borrowing – paragraphs 4.8 to 4.10 of the report refer;
- (iv) that the proposed programme of repairs to address priority 1 schemes be agreed, identified as part of the recent building surveys carried out as part of the corporate asset plan process – paragraphs 4.11 to 4.16 refer;
- (v) that other adjustments to the non-schools capital programme set out in paragraph 4.17 to the report be agreed;
- (vi) that overall position on the capital programme in paragraphs 4.18 to 4.20 of the report be noted;
- (vii) that the risks in Section 5 of the report be noted;
- (viii) that the position on the S106 review in Section 6 of the report be noted;
- (ix) that the revised position on the Council's Prudential Indicators for 2005/06 in Section 7 of the report be noted.

## 17. National Non-Domestic Rate Relief & Hardship Relief

The Council has the discretion to award rate relief to charities or non-profit making bodies. It also had the discretion to remit an individual National Non-Domestic Rate liability in whole or in part on the grounds of hardship. This report included all the applications received from 11th July 2005.

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) 1972:

“Information relating to the financial or business affairs of any particular person.”

RESOLVED:-

- (i) that the following local charities are to be granted 100% discretionary relief for 2005/06;

	Cost to Brent
Bang Edutainment Ltd.	£300.68
Brahmin Society North London	£250.03
Brent Community Housing	£542.65
Brent Community Housing	£542.65
Preston Mall / Magnolia Club	£489.08
Samaritans of Brent	£696.30
Wembley National Spiritualist Church	£342.79
Wembley Nat Spir Church (2004/05)	£285.64

- (ii) that the following non-local charities are to be granted 25% discretionary relief for 2005/06;

	Cost to Brent
Irshad Trust	£284.85

- (iii) that the following non-profit making organisations should be granted 25% discretionary relief for 2005/06;

	Cost to Brent
Stonebridge Housing Action Trust	£229.45
Kingsbury Town Football Club	£265.86
Abbey Estate Community Association	£258.48

- (iv) that the following application for hardship rate relief be declined;

	Cost to Brent
Sonia Edward t/a Big Apple Bagel and Snack Bar	£249.63

18. **Review and Determination of the Relevant Area for Consultation on School Admissions Arrangements**

This report advised the Executive of the need to formally decide either to continue with the current arrangements or determine a new 'Relevant Area for Consultation on Admissions Arrangements.'

RESOLVED:-

that approval be given to the retention of the current Relevant Area for Consultation on Admission Arrangements as detailed in paragraph 3.8 of the report.

19. **Approval for the Process and Timetable of the Procurement of Connexions Services 2006-2008**

This report requested approval to invite and evaluate tenders in respect of the contract for education, employment, training and careers Connexions services in Brent as required by Council Contract Standing Orders 88 and 89.

RESOLVED:-

- (i) that the pre-tender considerations and the criteria to be used to evaluate tenders for the contract for education, employment, training and careers Connexions services in Brent (the "Contract") be agreed as set out in paragraphs 3.15 to 3.19 of the report;
- (ii) that officers be authorised to invite tenders for the Contract and evaluate them in accordance with the approved evaluation criteria referred to in paragraph (i) above;
- (iii) that the Director of Children and Families be authorised to decide which parts (if any) of the service specified in the Council's current contract with Lifetime Careers Limited are to be brought in-house rather than included in the new Contract to be tendered. This authorisation is subject to the Director of Children and Families bringing a further report to the Executive as required by the Constitution should the bringing of these services in-house be likely to result in 20 or more Lifetime Careers employees TUPE transferring to the Council.

20. **Deputation – Second Academy in Brent**

Mr Dunwell, addressed the Committee on behalf of the Barnhill Residents Association 2004 and QARA Group speaking against plans for a second Academy in Brent in the Wembley area. He felt that the area was already congested and future development would lead to traffic chaos. He referred to the map appended to the report which depicted the possible catchment area of the proposed Wembley Stadium Academy which he felt indicated that most of the students would be travelling from the south of the borough

which would lead to public transport problems. It would be preferable for the proposed site to be more centrally located. Mr Dunwell doubted the ability of planning restrictions to protect against traffic congestion citing past experience in the borough. He felt that existing successful schools should be supported and expanded and the fact that the Council did not have funding to build another school should not be a reason for risking further traffic chaos. He urged the Executive to use S106 funding for a new school.

## 21. **Consideration of a Second Academy in Brent**

The Executive considered a report attached to which was an expression of interest for the establishment of a second Academy in Brent to be submitted to the Department for Education and Skills (DfES). The proposal was to establish by September 2009 an all-through Academy for 1,630 3 – 18 year olds, to be built on the Wembley Park site. Circulated at the meeting was a note outlining concerns expressed by the Children and Families Scrutiny Panel on 10<sup>th</sup> November 2005 relating to the proposals.

The Director of Children and Families explained that if the second Academy were to be approved, the DfES would authorise the commissioning of a feasibility study, which would involve consultation with all interested parties including the local community. He stated that detailed plans would need to be prepared and outlined why the LEA was not in favour of the alternative option of establishing an open competition for any provider to establish a new school including that it was felt that it was in the best interests of the Council to work in partnership with a sponsor to provide a new school on the basis of shared values. He set out the advantages of the identified site in terms of the proximity to the Wembley Regeneration Area and addressed concerns expressed by the Children and Families Scrutiny Panel relating to consultation, suitability of alternative sites and expanding existing schools as an alternative option. The Director stated that expansion of existing schools would be required in addition to a new school and he had already agreed to include details of schools concerned and the number of forms of entry envisaged.

In response to the deputation, the Director of Children and Families stated that the proposed site was the best available and that there would be an extensive period of consultation over a period of six to eight months, conducted by the DfES in association the sponsor. In response to questions from Councillor Van Colle, the Director replied that new administration elected following the local elections in May 2006 could take a different decision if it so wished, up until the agreement was signed and the site made over to a new academy trust. He assured that a traffic impact study would be carried out.

Councillor Mrs Fernandes (Chair, Children and Families Scrutiny Panel) referred to the extensive debate that had taken place at the recent meeting. Teacher representatives present were against the proposals and members were concerned at the proposed location and the process so far which was considered to have been conducted secretly. She felt that consideration should rather be given to other options including the expansion of other

schools. Councillor Moher contributed that there was consensus for a new school points of difference were over the form this should take, consultation and location.

The Director of Children and Families responded that there was a pressing need for school places and that it was currently government policy to build academies. Consequently given the availability of resources a new Academy was the strongest option. He reiterated that the consultation process would be extensive and the chosen sponsor would play a lead role. The Director pointed out that in order for schools to be eligible for funding for expansion they had to fit set criteria which would not be the case where exam results were good.

Councillor Coughlin stated that the need for additional schools places had been discussed for a considerable time and that the Council needed a new school in addition to expanding existing premises. Central government policy was clear and in the absence of alternative funding sources the Academy option was inevitable. He did not consider that there were alternative viable sites and added that transport facilities would improve alongside the development in the area. Councillor Coughlin concluded by saying that his prime concern was for the parents and their children in need of school places.

*(Councillor Jones declared an interest in this item and withdrew from the meeting. Councillor Thomas also declared an interest in this item.)*

RESOLVED:-

- (i) that the concerns raised by the Children and Families Scrutiny Panel be noted;
- (ii) that the submission of the Expression of Interest (Annexe 1) for the establishment of an Academy in Wembley be approved;
- (iii) that approval be given, in principle, to the acquisition of a site for the proposed Academy at Wembley Park Sports Ground from Transport for London (TfL);
- (iv) that the Director of Children & Families be authorised, in consultation with the Lead Member, to approve minor variations to the Expression of Interest which may be proposed by the DfES and sponsor.

**22. Award of Architectural and Consultancy Services Contract for Rebuilding of Wembley Manor Infant and Junior Schools**

This report requested authority to award the contract for the architectural and contract administration as required by Contract Standing Order 88. This report summarises the process undertaken in tendering this contract and, following the completion of the evaluation of the tenders, recommends 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 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 approval be given to award the contract of architectural and consultancy services for rebuilding of Wembley Manor Junior and Infants Schools (the “Project”) to Walters and Cohen Architects.

**23. The Composition and Function of the Adoption and Permanency Panel**

The Adoption Agencies Regulations 2005 stipulate that all members of a panel established before 30<sup>th</sup> December 2005 should cease their appointments on that date. The agency was required to establish a new adoption panel, with effect from 30<sup>th</sup> December 2005. The Regulations do not make fundamental changes to the operation of the panel but there are alterations to membership, tenure and quoracy, as well as more significant changes to the placement of children for adoption, covered by Pan London new policies and procedures.

RESOLVED:-

- (i) that the proposals to create a new adoption and permanency panel as required by the Adoption and Children Act 2002 be agreed;
- (ii) that it noted the Director of Children and Families will appoint officers and other persons to the Panel save for Councillors;
- (iii) that it be noted that Councillors will be appointed to the Panel by either the General Purposes Committee or Full Council;
- (iv) that it noted the Director of Children and Families shall appoint one member of the Panel as the Chair and one as the Vice Chair of the Panel;
- (v) that it be noted the Director of Children and Families will pay such fee as he may determine, to independent Panel members, being a fee of a reasonable amount.

**24. The Establishment of a Local Safeguarding Children Board in Brent**

The Children Act 2004 requires each top tier local authority to establish a Local Safeguarding Children Board (LSCB) to replace the Area Child Protection Committee, by April 2006. This report informs members of the purpose of the Board, proposes a structure and asks members to agree that the Board is established from December 2005. The Director of

Children and Families advised that the new structure would have a wider remit in terms of safeguarding children and proposed an independent chair for the Board.

RESOLVED:-

- (i) that it be agreed to establish a LSCB in Brent from December 2005;
- (ii) that the Board structure described in the report be agreed;
- (iii) that it be agreed the Brent LSCB have an independent chair and that responsibility for the selection of the chair be delegated to the Director of Children and Families.

**25. Alperton Community School: Application to Dispose of School Land**

Alperton Community School have sought the Secretary of State's consent for disposing of their land at Woodside Close (between Woodside Avenue, Woodside Close and Woodside Place) and they wish to use the proceeds of the disposal to fund the building of a new sixth form facility at the school. The report set out the Local Authority's position and sought the approval of the Executive for the Council to confirm that it has no need for the site and that therefore it has no objection to the disposal of the land provided that the capital receipts are invested back in the school to provide a new build sixth form facility.

Circulated at the meeting was an extract from the minutes of the meeting of the Forward Plan Select Committee on 27<sup>th</sup> October 2005 that had considered the report from the Director of Children and Families. The Director outlined concerns raised at that meeting namely that all alternative uses had been considered and that the school governors be offered every assistance to obtain value for money. Councillor Jones (Lead Member, Environment, Culture and Planning) agreed with the concerns raised by the Select Committee which had in the main been addressed in the report. Councillor R Blackman (Chair, Forward Plan Select Committee) outlined discussion at the recent meeting relating to the land sale. Councillor Coughlin agreed to take the concerns on board noting that the school had sufficient time available.

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) 1972:

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

RESOLVED:-

- (i) that officers confirm to the Secretary of State for Education and Skills that the Council has no need for the School site at Woodside Avenue, Alperton (as shown on the attached plan) ("Site") and



therefore the Secretary of State may consider granting consent to Governing Body of Alperton Community School for the disposal of the Site on the condition that the whole proceeds of the disposal are re-invested in improving education provision by building a new Sixth Form facility on the school site;

- (ii) that the concerns raised by the Forward Plan Select Committee be noted and that consideration be given ways of ensuring that the school obtains maximum benefit from the sale of the land.

**26. Exclusion of Press and Public**

RESOLVED:-

that the press and public be now excluded from the meeting as the following report is not for publication as it contains the following categories of exempt information as specified in Schedule 12A of the Local Government Act 1972:

“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.

The identity of the authority (as well as of any other person ...) as the person offering any particular tender for a contract for the supply of goods or services.”

**27. Non HRA PFI – Approval of Shortlist of Bidders and of the Invitation to Tender Evaluation Criteria**

This report described developments in the prospective PFI scheme since the Executive last considered the item on 15<sup>th</sup> August 2005. It proposes which consortia are invited to submit detailed proposals in response to an Invitation to Negotiate (ITN) to be issued in November 2005. It also sought delegated powers for the Director of Housing and Customer Services to finalise the ITN documentation.

The Director of Housing and Community Care updated members on the tender process to date.

*(Councillors Fox and Thomas declared prejudicial interests in this item, took no part in the discussion and withdrew from the meeting).*

RESOLVED:-

- (i) that approval be given to the shortlist of bidders set out in the report and to delegate authority to the Director of Housing and Customer Services to finalise the ITN documentation;
- (ii) that delegated authority be given to the Director of Housing and Customer Services to invite the fourth placed Bidder if he considers it appropriate to maintain a competitive process.

The meeting ended at 9.05 pm

D COUGHLIN  
Vice-Chair (in the Chair)

*Mins0506/Executive/exec14nk*