

MINUTES OF THE EXECUTIVE MEETING
Monday, 12th February 2007 at 7.00 pm

PRESENT: Councillor Lorber (Chair), Councillor Blackman (Vice Chair), and Councillors Allie, D Brown, V Brown, Castle, Colwill, O'Sullivan, Van Colle and Wharton.

1. Declarations of Personal and Prejudicial Interests

The following declarations of personal interest were made:

Councillor Blackman – Wembley Primary School governor
Councillor Lorber – Barham Primary School governor
Councillor O'Sullivan – Chalkhill Primary School governor
Councillor Wharton – Fryent and Sudbury Primary Schools governor.

2. Minutes of the Previous Meeting

RESOLVED:-

that the minutes of the previous meeting held on 15th January 2007 be approved as an accurate record subject to:

Clause 4 - School Places

Pg 3, 2nd para 2 – line 10: after 'prejudice' insert "at the conclusion of the decision making process"

Pg 4, 3rd para 3 - line 8: after 'regretted that' insert "the finance for John Kelly schools".

3. Order of Business

The Committee resolved to change the order of business to the Brent tPCT report first followed the 2007/8 Budget, and then the items on which there were deputations namely, Customer Contact and the Meals Service.

4. Brent tPCT update report on Brent tPCT implementation of their turnaround plan and implications for Brent Council

This report updated members on the known progress of Brent tPCT implementing their turnaround plan, which was required due to the deficit that they are currently projecting on their revenue budget for 2006/7. It also updated members on the continuing serious financial situation that some of the proposals would have on the Council's own budget and the action that was being taken to try and mitigate the effect.

Councillor Lorber (Leader of the Council) set out the position on negotiations over the level of debt owed by the tPCT to Brent. Of the original £9.8m, £3.38m remained in discussion. The tPCT was still in serious financial difficulties and it was likely that further savings would have to be made which would have implications for Brent residents. Councillor Lorber made clear the Council's commitment to defending local services

and outlined the way in which the tPCT turnaround plan had been scrutinised by the Health Select Committee and Select Committee Task Group. He indicated that the financial implications on the Council's budget of cost transfers were serious, that, if necessary, legal action would be taken and that the additional expenditure of £4-5m on care for the elderly and young was responsible for the likely rise in Council Tax levels.

RESOLVED:-

- (i) that the report be noted;
- (ii) that Director of Housing and Community Care report back in six months on the future arrangements for delivering adult social care in Brent;
- (iii) that further representations be made to Secretaries of State for Health and the Department of Communities and Local Government concerning the need for additional resources to be given to Brent Council to enable the efficient delivery of those services which have/will be transferred from Brent tPCT to the Council.

5. **2007/08 Budget and Council Tax Report**

The report from the Director of Finance and Corporate Resources set out key decisions to be made on the 2007/08 General Fund revenue budget, the 2007/08 Dedicated Schools Budget, the 2007/08 Housing Revenue Account and the Council's capital programme to 2007/08 to 2010/11. The Council's treasury management strategy and prudential indicators aimed at ensuring the affordability of capital spending and a secure approach to borrowing and investment. Circulated prior to the meeting was the Budget Panel's second interim report which included the recommendations made that their meeting on 5th February 2007.

Councillor Blackman (Deputy Leader and Lead Member, Resources) in introducing the report, thanked members and officers for their efforts in the budget preparation process. He stated that the intention was to minimise council tax increases, protect frontline services, deliver the corporate strategy and resist cost shunting from the tPCT. A robust stance would be taken on people that owed the council money. Additionally, service reviews have recognised the need for increased spending in some areas due to particular difficulties. Some efficiency savings had been achieved and funds would be invested in areas including corporate strategy priorities. Councillor Blackman referred to the reduced spending in the corporate centre but increased expenditure in the Children and Families, Adults and Social Care and Environment and Culture service areas. Councillor Blackman stated that in a normal year, there would have been no need for a Council Tax increase, however, the reality of the tPCT cost shunting referred to earlier in the meeting had placed an additional financial burden of £4.3m on the Council. Nonetheless, there had been a dramatic improvement in service provision particularly in adults and social care and

children and families with extra resources allocated in invest to save schemes.

Councillor Blackman referred to increase in the GLA precept expected to be 5.7% which also contained a contribution to the 2012 Olympic Games and questioned whether this level would be capped at 5% as was the case for local authorities. Councillor Blackman emphasised that the tPCT's financial position had been taken very seriously and discussed in detail by the Health Scrutiny Committee, the business community and there had been wide consultation. However it was unlikely that the position would change between now and March 2007 as so regrettably, a Council Tax rise would be recommended to Full Council as a result of the tPCT stealth tax. Councillor Blackman circulated a motion in his name in support of recommendations 2.1 to 2.38 in the Director of Finance and Corporate Resources' report.

The Director of Finance and Corporate Resources advised that the level of increase in the GLA precept would not be confirmed until 14th February and that notification of those authorities to be capped would not be published until April. Councillor Lorber (Leader of the Council) suggested that the GLA should adhere to edicts, contain the precept within the 5% limit and that this should be conveyed to the Mayor of London. The Director of Finance explained the difference in the grant floor increase of 2.7% and the actual cash increase of 2.2% in government grant. It had been felt that there had been a lack of transparency and representations had been made without success. It was agreed that further representations should be made on this issue given the impact on the council tax levels.

Councillor D Brown (Lead Member, Highways and Transportation) referred to the expected 7% increase in the cost of providing Freedom Passes and the new 3-year deal was to be negotiated in 2007. This above inflation increase would be in addition to the GLA precept. However, he was pleased to support the extra funding for waste collection and streetcleaning. Councillor Wharton drew attention to the Children and Families service area that, having last year been heading for a significant overspend, now had a realistic budget and measures had been identified to improve quality and decrease long term costs. He accepted that this would not be easy to achieve and congratulated officers on their hard work.

The Executive then voted on the motion in the name of Councillor Blackman which was AGREED.

RESOLVED:-

1. The Executive notes that the extra financial responsibilities placed on the Council from the cost shunting by the PCT are entirely responsible for the proposed increase in Brent's Council Tax. We will continue to strongly resist these transfers by all means possible.
2. We also note that the cash increase in central government grant compared with 2006/07 is only £3.2m (2.2%). This does not even

cover inflation and makes no allowance for Brent's population increase and growth in demand for services.

3. Despite the above we note that these budget proposals bring more than £15m of real growth to the Council's front-line services. Major areas of planned service improvement where extra resources have been earmarked include:
 - Over £2.1m for a new and improved recycling and street cleaning contract
 - Over half a million pounds a year for upgrading roads and pavements
 - Over £5m to support and protect the most vulnerable children in Brent
 - £6m to meet the demand for adult social care
 - £140,000 to maintain new open spaces
 - An extra graffiti removal team
 - £30,000 extra to repair grass verges
 - £135,000 a year for new CCTV cameras, and extra money for camera maintenance
 - £50,000 a year towards the planting of 2,010 new trees across Brent by 2010
 - £50,000 for Street Recycling bins at stations – to further improve Brent's recycling rate

These enhancements are over and above £230 million spent on other vital services, such as £8.3m in 2007/08 for 39,000 freedom passes for older Brent residents.

4. We have funded the majority of this growth from efficiency savings and fees and charges levied at the point of service delivery. Front-line services have been protected.
5. We condemn the increase in the GLA precept which again appears to breach the Government's stated capping limit.
6. The Executive notes the comments and recommendations of the Budget Panel and thanks them for their informed input to the overall process.
7. The Executive notes the report and agrees to forward it as amended by:
 - (a) the final Greater London Authority precept; and
 - (b) any other significant changes to the budget figures,

to Full Council on 5th March 2007 who are asked to agree the recommendations 2.1 to 2.38.

6. **Deputation - Future of Customer Contact**

Mr Malde (Grove Park Residents Association) addressed the meeting on behalf of the residents of Kingsbury, Fryent and surrounding areas and also presented a petition against the proposal to relocate Kingsbury Library

from Stag Lane to the premises currently occupied by the Kingsbury One Stop Shop. Mr Malde put forward that the library was well attended, covered a wide catchment area and was a location considered to be safe for children. He had yet to be convinced of the feasibility of moving to a smaller venue, questioned why alternative proposals had not been considered and also referred to the shortness of the current lease for the OSS premises. Mr Malde urged the Executive to work with residents for a viable alternative.

7. Future of Customer Contact

The report from the Director of Housing of Community Care presented outcome of work to develop customer contact to enable the Council to maintain and improve its high standard of customer service whilst meeting budgetary constraints. The report set out a strategy showing how the One Stop Service can be modernised and re-designed to provide more cost-effective customer contact arrangements. The report sought member approval to begin implementing the strategy by replacing the Kingsbury Library in Stag Lane and the One Stop Local Office in Kingsbury with a modern Library and Customer Contact Point in the Kingsbury One Stop Service premises and seeking to replace the Kilburn Local Office with a Customer Contact Point on premises shared with another partner.

Councillor Allie (Lead Member, Housing and Customer Services), responding to the deputation presented earlier in the evening stated that while understanding residents' concern at the proposals there was a need for the Council to adapt to future challenges. He assured that the new facilities would reflect the importance placed on customer care and the library service. Changes to OSS services had been under consideration for some time reflecting the need for new modern public interface and the OSS premises in Kingsbury presented an opportunity to improve the service delivery. The Director of Housing and Community Care referred to his report which indicated the changing pattern of customer contact with the use of email and the internet. OSS services across the borough would have to reflect the changing demands to ensure that high standards are maintained. The Director assured that Stag Lane Library would not close until the new library on the Kingsbury High Road had opened. New facilities were also being sought for the Kilburn OSS and progress report would be submitted in due course.

Other members were also concerned at the proposals. Councillor Arnold (Ward Councillor) expressed dismay at the planned relocation of Kilburn OSS which she said had been decided without consultation with the public or partner agencies. She considered the delay in a decision on alternative accommodation to be unacceptable adversely affecting the most vulnerable members of the community. Councillor Malik (Ward Councillor) was concerned that the lease on the Kingsbury OSS site was currently only for 5 years and at the cost of relocation which included the appointment of additional staff to implement the change. He also drew attention to the lack of parking provision on Kingsbury High Road, the lack of consultation and the 900 housing units due to be built in the Queensbury and Fryent areas that would lead to an increase in demand for services. Local schools in the

vicinity of the existing library would also be disadvantaged. Other libraries had benefited from promotion and he feared for the future of a library in Kingsbury should usage not improve. Councillor Malik urged the Executive to act in accordance with residents' wishes.

In response it was put that the new OSS service would be more efficient responding to preferences for telephone contact and an appointments system. There would be a full consultation exercise over the April-November period. Councillor Van Colle (Lead Member, Environment and Culture) pointed out that a significant increase in opening hours at Kingsbury Library had not led to similar rise in the number of visits and that this situation was more likely to improve if the Library was sited in a more convenient location. Councillor Lorber referred to the general challenge for the library service which would be set out in a forthcoming detailed strategy report. While £½m had been spent on books, £5m had to be spent on repairing library buildings which were not fit for purpose. Councillor Lorber echoed the need for the Kingsbury Library to be relocated to a more central location and cited the example of Ealing Road Library, which despite being small and having limited parking, was very well used as it was on a busy High Road. He supported the pilot to assess usage and service provision. The meeting was assured that consultation would take place over April and November, that there were currently no plans for the Stag Lane premises and that there would be full consultation once it was declared surplus to requirements.

RESOLVED:-

- (i) that the main principles for the strategy for customer contact with the Council as set out in the report from the Director of Housing and Community Care be agreed;
- (ii) that agreement be given to replacement of the Kingsbury Library in Stag Lane and the One Stop Local Office in Kingsbury with a modern Library and Customer Contact Point in the Kingsbury One Stop Service premises;
- (iii) that it be noted that as a result of the decision at (ii) above, the Kingsbury Local Office will close from the end of February 2007 until the new Library and Customer Contact Point opens in September 2007;
- (iv) that approval be given to the closure of the Kilburn One Stop Local Office in March 2007 and to authorise officers to seek to identify an appropriate partner with whom to develop and implement a more economic Customer Contact Point by the end of February 2008;
- (v) that agreement in principle be given to the investment of £649,000 during 2007/8 and £347,000 during 2008/9 and to recommend to Full Council on 5th March that this funding be approved against 'spend to save' investment as part of the annual budget setting process;

- (vi) that it be noted that operation of the new Kingsbury Customer Contact Point will be reviewed in the autumn and that a report on that review will be brought to members in December 2007. This report will include any recommended changes to the customer contact strategy considered necessary in the light of practical experience gained from the new joint Kingsbury local arrangements.
- (vii) that residents be consulted on the future use of the Library Building on Stag Lane, once it is declared surplus to requirements.

8. Deputation - Meals service

Mary Turner (GMBW) addressed the meeting in connection with the report from the Director of Housing and Community Care which proposed a change to the cook on route meals service. She questioned the net values quoted in the report which did not take into account the social care element provided by the drivers and escort staff. Ms Turner referred to the recent tornado incident in Kensal Rise where these staff had been among the first on site and had been invaluable in helping to identify the vulnerable members of the community. She added the existing staff complement meant that should a client be found to be ill, one member of staff could remain with them until help arrived. Mary Turner stated that the Meals Service were willing to tender for the new contract however could not do so as they did not have the required specialist vehicles. She doubted that all catering staff would be transferred under TUPE regulations. Mary Turner also referred to impact on Brent Transport Service and asked the new contractor be required to employ Brent drivers. Finally, she questioned the decision to move to cook on route given the feedback from the pilot which had indicated that food had sometimes been too hot. It was suggested that the report on the outcome of the trial be made available and also the original report on comparators. Mary Turner emphasised the value of freshly cooked food and that staff were willing to work to find other methods of delivering meals that would reduce costs.

9. Authority to invite tenders for Meals Service Contract

This report concerned the future provision of a meals service using the cook on route method which differed from the traditional system of central production and delivery in insulated containers in that individual choices of meals are loaded frozen into specialist vehicles and reheated during the delivery journey. This report requested approval to invite tenders in respect of the provision of such a Meals Service as required by Contract Standing Orders 88 and 89.

Martin Cheeseman (Director of Housing and Community Care) stated that the current contract was coming to an end and hence the need to tender. He referred to the financial pressures faced by Adult and Social Care and the need for efficiency savings to be made. He accepted the need to take into account and address issues raised in the cook on route trial. Martin Cheeseman stated that report on the pilot could be made available and that a number of local authorities have a cook on route service in place without health and safety issues.

Members, in questions, recalled past commitments to freshly cooked food and queried the tendering process and whether the expected savings would be realised. Martin Cheeseman responded that clients would be involved in the tendering process and that the report back would indicate if savings were achievable. It was agreed that if the Brent Meals Service could meet the criteria then they should be invited to tender however the tender process would have to be monitored to ensure it was fair and rigorous and accepted that external providers would have the advantage of a proven track record in delivering this type of service.

Councillor Wharton (Lead Member, Children and Families) referred to the Brent Transport Service and that without the meals service work drivers would be under employed in between the school run times. He suggested that any external contractor should be able to employ Brent drivers or sub contract that part of the work to them. Mary Turner (GMBW) added the Brent Meals Service were disadvantaged as they had to factor in pension contributions and had admitted body status.

The Executive accepted that the basis for the tendering process had to be clearly defined and agreed that subject to legal advice, consideration be given to an external contractor being offered the opportunity to put in a bid which included using Brent Transport Services . This did however not stop them also putting in a bid which did not include using BTS.

RESOLVED:-

- (i) that approval be given to the tendering of a contract for a cook on route Meal Service;
- (ii) that approval be given to the pre-tender considerations at paragraph 3.10 of the report and the criteria to be used to evaluate tenders as set out in Appendix 1 of the report from the Director of Housing and Community Care;
- (iii) that approval be given to the inviting of tenders and their evaluation in accordance with the approved evaluation criteria referred to in (ii) above;
- (iv) that approval be given to the contract extensions for five food supply contracts referred to in paragraph 3.12 of the report from the Director of Housing and Community Care for 31 weeks at a total value of approximately £220,000 so that these expire at the same time that the new contract is proposed to commence;
- (v) that subject to advice from the Borough Solicitor, an option be included in the tendering process for drivers employed by the Council to be used by the contractor for delivery of the meals.

10. **Review of Play Services**

This report concerned the future delivery of play services in the London Borough of Brent following an independent strategic review of the current method of delivery of such services in Brent. The report requested approval to invite and evaluate tenders in respect of the provision of play services in the London Borough of Brent, as required by Contract Standing Orders 88 and 89.

RESOLVED:-

- (i) that the results of the strategic review of the current delivery of play services in Brent, as outlined in paragraphs 3.9 and 3.10 of the report from the Director of Children and Families be noted;
- (ii) that approval be given to the recommendations for the future delivery of play services in Brent, as outlined in paragraph 3.12 of the Director's report;
- (iii) that approval be given to the pre-tender considerations and the criteria to be used to evaluate tenders as set out in paragraph 3.18 of the report;
- (iv) that approval be given to the invite of tenders and their evaluation in accordance with the approved evaluation criteria referred to in paragraph (iii) above;
- (v) that the Director of Children and Families be authorised to:-
 - (a) decide which parts (if any) of the service currently provided by the Brent Play Association are to be delivered in-house rather than be included in the new contract to be tendered.
 - (b) decide whether the function of Brent Play Service's Quality and Training Officer is to be included in the new contract to be tendered or is to remain delivered in-house.

11. **Phase 2 Children's Centre Capital Programme**

Councillor Wharton reminded the meeting that in November 2006 approval had been given to capital project proposals and associated capital allocations from the block grant for the phase 2 Children's Centre Capital Programme. The report from the Director of Children and Families reviewed the risks attached to four of those projects and made recommendations to develop alternative site options and confirm all project proposals in order to manage risk effectively and to ensure successful delivery of all seven centres by March 2008.

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 Schedule 12 of the Local Government (Access to Information Act) 1972, namely:

information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

Councillor Wharton drew attention to two outstanding issues firstly, the participation of the PCT in plans to share accommodation in Willesden and Wembley given their financial position and secondly the availability of St Raphael's Community Centre during the required timescales.

The Executive agreed to set a deadline of the end of February for the receipt of confirmation of participation from the PCT after which time the alternative options should be developed.

RESOLVED:-

- (i) that approval in principle be given to the model of service delivery and management proposed for St Raphael's Community Centre and officers authorised to undertake further work to develop it (paragraphs 3.2 – 3.10 of the report from the Director of Children and Families refers);
- (ii) that approval be given to the capital allocation of £412,548 to be spent on providing suitable facilities at St Raphael's Community Centre as detailed in paragraph 3.8 of the Director's report;
- (ii) that approval be given to the development of a standalone Children's Centre at Queens Park Community School with the associated capital allocation, as detailed in paragraphs 3.11 – 3.15 of the report from the Director of Children and Families;
- (iv) that officers undertake further work with Brent tPCT to secure suitable and sufficient accommodation for Children's Centres to be opened at both Willesden and Wembley Centres for Health and Care noting the risk attached to working with the PCT at this time. In the event that this cannot be achieved by the end of February 2007 approve the development of the following alternative options:
 - (a) In the Willesden locality, to provide a small standalone building on the site of Treetops Nursery with an associated capital budget allocation of £600,000 to be funded from Sure Start Sustainability Capital (not from Children's Centre capital).
 - (b) In the Wembley locality, to build 2 classrooms at Barham Primary School to release the nursery block for use as Children's Centre with an associated capital budget of £308,166.

12. **Proposed Community Primary and Nursery Schools Admission Arrangements for September 2008**

This report advised members of the need to agree proposed admissions arrangements for Brent's Community Schools for the September 2008 intake. Once agreed, these arrangements would be formally consulted upon. Final admission arrangements must be determined before 15th April 2007.

RESOLVED:-

- (i) that the proposed admissions arrangements as outlined in Appendix B of the report from the Director of Children and Families be agreed and approved to go forward for statutory consultation;
- (ii) that in the case of twins, triplets or other children of multiple births that the Local Authority will, in the first instance, randomly select the child to be offered the place. The Local Authority will also inform the parents that they may prefer the other, or another child, have the place instead of the child initially randomly selected. That when twins, triplets or other children of multiple births tie for a place, the Local Authority will not offer all the children places in breach of class size legislation;
- (iii) that approval be given to an increase in the admissions number of Gladstone Park School from 83 to 90 to bring it line with other community schools in the borough. The admission number has been increased in the proposed admission arrangements for 2008;
- (iv) that if no comments are received following a wider consultation on the proposed admission arrangements for community schools 2008, that the proposed arrangements are accepted as the determined arrangements without a further report to committee;
- (v) that where a child lives with parents with shared responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence;
- (vi) that it be noted that the admission number for Wembley Primary School will increase from 90 to 120 in 2008 due to the expansion.

13. **Local Development Framework – Saved UDP Policies**

This report provided an explanation as to why the Council must request the Secretary of State to save Unitary Development Plan (UDP) policies beyond September 2007, proposed which policies should be saved and gave reasons as to why.

The Executive also had before them the recommendations of the Planning Committee held on 31st January 2007 which recommended additional

policies for inclusion in the schedule and the Site Specific Allocations which should be saved.

Councillor Arnold drew attention to the STR29 – Town Centre Vitality and Viability, supporting Wembley and Kilburn and stated that this appeared to be inconsistent with plans set out in the budget 2007/8 to reduce expenditure.

RESOLVED:-

that the Secretary of State be requested to save the UDP policies as indicated in the schedule attached as Appendix 2 to the report from the Director of Children and Families as amended by the Planning Committee on 31st January 2007.

14. Queen's Park Station Area Supplementary Planning Document – Approval for Adoption

This report sought approval for adoption of the Queens Park Station Area Supplementary Planning Document (SPD) and its accompanying Sustainability Report (SA) and Consultation Statement following changes recommended in the responses to representations to the draft SPD as set out in Appendix 1 to the report. Councillor Van Colle advised that residents were still in support of the plans and urged the Executive to accept the recommendations.

RESOLVED:-

- (i) that the Queen's Park Station Area be adopted as Supplementary Planning Document to the Brent Unitary Development Plan 2004;
- (ii) that approval be given to an exclusivity agreement between the Council and Hyde Housing/Bellway Homes Plc/Taylor Woodrow Homes Plc and to delegate to the Head of Property and Asset Management, in consultation with the Borough Solicitor, the determination of the detailed terms of the agreement;
- (iii) that authority to make minor changes to the final draft be delegated to the Director of Planning Services.

15. Proposed increase in Travellers' Site Licence Fee

This report sought approval for an increase in the travellers' site licence fee and provided an update on the management of the site. It was noted that fee had not been increased for two years and that the increase was in line with inflation.

RESOLVED:-

- (i) that the Lynton Close Travellers' Site licence fee be increased from £150 per week to £160 effective from Monday 5th March 2007, or the earliest date when four weeks notice could be applied;

- (ii) that licence fees on the Lynton Close site be increased annually in line with inflation.

16. Authority to Tender Contract for the Supply of Independent Mental Capacity Advocacy Services

This report concerned the Council's participation in the procurement process being undertaken by Westminster City Council on behalf of a number of West London in respect of the provision of independent mental capacity advocacy services ("IMCA Service"). This report requested that approval the Council's participation in the collaborative procurement of a contract for the provision of an IMCA Service for vulnerable adults who lack capacity under the terms of the Mental Capacity Act 2005, delegated authority to Westminster City Council to procure and enter into the IMCA Service contract and agreed to the Council not competitively tendering a contract for IMCA services with the Council instead entering into a contract with Westminster City Council to access the IMCA Service.

RESOLVED:-

- (i) that approval be given to the Council's continued participation in the collaborative procurement of independent mental capacity advocacy services ("the IMCA service") led by Westminster City Council ("Westminster") as outlined in the report from the Director of Housing and Community Care;
- (ii) that approval be given to an exemption from the tendering requirements of the Council's Standing Orders for the Council's proposed contract with Westminster to access the IMCA Service (as further described in paragraphs 3.8 and 3.9 of the report from the Director of Housing and Community Care) on the basis that there are good operational and financial reasons for the Standing Orders to not apply to the procurement, as set out in paragraphs 3.1, 3.2, 3.5, 3.19, 3.20 and 3.21 of the report.
- (iii) that delegated authority be given to the Executive of Westminster to undertake the procurement and award of the IMCA Service contract in accordance with their Contract Procedure Rules on behalf of the Council;
- (iv) that it be noted that the Director of Housing and Community Care has delegated authority to award the proposed contract with Westminster because it would not be a High Value Contract.

17. Authority to enter into a Partnership Arrangement under Section 31 Health Act 1999 in respect of Brent's Integrated Community Equipment Service (ICES) and to award a contract for the provision of ICES

This report requested approval to develop and implement an agreement under Section 31 of the Health Act 1999 and a pooled budget between

Brent Teaching Primary Care Trust (tPCT) and the Council in respect of Brent's Integrated Community Equipment Service (ICES). This report further requested authority to award a contract as required by Contract Standing Order No 89. The report from the Director of Housing and Community Care summarised the process undertaken in tendering the contract for the provision of ICES and, following the completion of the evaluation of the tenders, recommended to whom the contract should be awarded. Also circulated at the meeting was a supplementary report updating the Executive on negotiations with the PCT and which confirmed that the tPCT now proposed to increase funding for the financial year by an extra £176k pro rata over its 2006/7 funding level. This would result in a decrease in the estimated Brent Council contribution producing a saving of £385k.

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 Schedule 12 of the Local Government (Access to Information Act) 1972, namely:

Information relating to the financial or business affairs of any particular person (including the authority holding the information).

RESOLVED:-

- (i) that gave approval be given to re-enter into a partnership arrangement of up to 5 years duration for provision of Brent's Integrated Community Equipment Service with the Brent tPCT under Section 31 of the Health Act 1999 as set out in the report from the Director of Housing and Community Care. Under this arrangement Brent Council would be lead agency on behalf of the partners [Brent Council and Brent tPCT] with each partner being financially accountable, through the Memorandum of Agreement, for the actions and expenditure of each partner's practitioners as set out in paragraph 3.11 of the report from the Director of Housing and Community Care;
- (ii) that approval be given to the setting up of a pooled budget with Brent tPCT under the partnership agreement and to the transfer of the Council's pro rata contribution of £617k for the financial year 2007/08 (at 2006/07 prices) to that budget;
- (iii) that the Council be the budget holder for the pooled budget as set out in paragraph 3.15 of the report from the Director;
- (iv) that it be noted that a written agreement is required to be entered into between the Council and the tPCT in respect of the proposed partnership and to authorise the Director of Housing and Community Care, in consultation with the Borough Solicitor, to agree the exact form of that agreement;
- (v) that the contract for the provision of Brent's Integrated Community Equipment Service be awarded to Millbrook Healthcare Limited

subject to approval of Brent tPCT board to the award and subject Brent tPCT executing the partnership arrangement under Section 31 of the Health Act 1999;

- (vi) that if agreement cannot be reached with the tPCT regarding the partnership arrangement under Section 31 of the Health Act 1999 on the basis outlined in this report, officers would report back to the with alternative proposals for the provision of the Community Equipment Service.

18. **HRA Budget Report 2007/08**

This report presented to members the Revised (Probable) Budget for 2006/2007 and the Draft Budget for 2007/2008 as required by the Local Government and Housing Act 1989. Members were required to consider these estimates and the associated options. There was a requirement to set an HRA budget that did not show a deficit and to consider the level of rents for 2007/2008.

RESOLVED:-

- (i) that approval be given to the Revised (Probable) Budget for 2006/2007 (Appendix 2 Table 1 of the report from the Director of Housing and Community Care;
- (ii) that the draft Budget for 2007-08 (Appendix 2 Table 1 of the Director's report) be noted in the light of officers' advice contained therein;
- (iii) that the savings/budget reductions as set out in paragraph 3.42 of the report be agreed;
- (iv) that approval be given to approve an average overall rent increase (excluding service charges) of £3.89 per week, which is an average overall increase of 5%. This to be applied on an individual basis to each property based on the Government's rent convergence guidelines as detailed in paragraphs 3.16 to 3.21. This would raise an additional £1.882m;
- (v) that approval be given to increase service charges by 3.6% raising an additional £88K. In addition, agreement be given to a detailed analysis of the heating charges, a non-rebatable charge, in the light of substantial general increases in fuel costs, with a view to reviewing current charging policies;
- (vi) that approval be given to increase the rents on Middlesex House (including Service Charges) by 3.6% raising £27K;
- (vii) that the Director of Housing and Community Care be given delegated authority to agree the ALMO management fee after negotiations with that organisation on the basis it is funded from

agreed overall financial resources for the financial year 2007/08 and to negotiate an indicative fee for the following two years;

- (viii) that a revised HRA Business Plan be produced and that officers report back on the viability of the HRA.

19. Annual report on the Council's handling of complaints

This was the seventh annual report on the operation of the Council's corporate complaints procedure. It analysed the complaints considered by the Local Government Ombudsman; described the Council's performance under its own procedure; and reported on developments in the Council's complaint handling arrangements. Councillor Lorber was pleased to report that there had been no significant increase in complaints to the Local Government Ombudsman and that for the fifth year running, the Ombudsman had not issued any formal reports against the Council. However, he cautioned against complacency adding that there needed to be improvements in meeting deadlines especially at Stage 1 of the complaints procedure.

Members took the opportunity to pay tribute to the former Corporate Complaints Manager, Angela Hickey, who died in September 2006 following a long illness. She had worked tirelessly to transform the Council's complaints service to one that now received praise from the Ombudsman.

RESOLVED:-

that the report be noted.

20. Review of Fees and Charges 2007

This report set out the proposed fees and charges for council services in 2007/08. The proposed charges were reflected in the figures in the separate report to this meeting on the 2007/08 Budget and Council Tax.

Also circulated at the meeting was a supplementary report which summarised the results of consultation on the proposed increase in charges for homecare and the introduction of charges for day care and transport which Councillor Blackman (Lead Member, Resources) felt indicated a low level of opposition. In response to a question from Councillor Colwill, it was clarified that the new charge for day care of £3.50 was a maximum and the assessment of clients' overall ability to pay would take into account the new charge.

RESOLVED:-

that agreement be given to the proposed fees and charges set out in Appendix A of the report from the Director Finance and Corporate Resources, to apply from 1st April 2007 (9th April 2007 for adult care charges), including home care and day care for adult care clients noting the outcome of consultation, as reported to the meeting.

21. Exclusion of Press and Public

RESOLVED:-

that the press and public be now excluded from the meeting as the following item relates to a report that was not for publication as it contained the following category of exempt information as specified in Schedule 12 of the Local Government (Access to Information Act) 1972:

Information relating to the financial or business affairs of any particular person (including the authority holding the information).

22. Disposal of housing units in order to fund the purchase of alternative units to meet social housing needs

This report sought the Executive's approval for the disposal of property at Glengall Road, London NW6 at market value in order to purchase alternative property to meet social housing needs.

RESOLVED:-

- (i) that the Head of Property and Asset Management be authorised to proceed with the disposal of the property in Glengall Road as detailed in the report from the Director of Housing and Community Care and the freehold interest of the related property in Glengall Road as indicated in the report, at market value to the leaseholders of Glengall Road provided consent from the Secretary of State is obtained (if required);
- (ii) that the Head of Property and Asset Management be authorised, in liaison with the Director of Housing and Community Care, to purchase from the open market a property with a minimum of two bedrooms utilising the proceeds from the sale of the property referred to above;
- (iii) that insofar as not expended under paragraph (ii) above, agreement be given to ringfence the income from the sale of the property for the purchase of alternative properties.

The meeting ended at 9.30 pm.

P LORBER
Chair

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