

MINUTES OF THE EXECUTIVE MEETING
Monday, 27th May 2008 at 7.00 pm

PRESENT: Councillor Lorber (Chair) and Councillors Allie, D Brown, Detre, Matthews, Sneddon, Van Colle and Wharton.

Councillors Ahmed, Gupta and Hashmi also attended the meeting.

Apologies for absence were received from Councillors Blackman and Colwill.

1. Declarations of Personal and Prejudicial Interests

In respect of the Civic Centre report, Councillors Lorber and Van Colle declared personal interests having received invitations to events at Wembley Stadium.

2. Minutes of the Previous Meeting

RESOLVED:

that minutes of the previous meeting held on 15th April 2008 be approved as an accurate record.

3. Homelessness Review, Strategy and Action Plan 2008 - 2013

The report from the Director of Housing and Community provided an update on progress against the Council's five year Homelessness Strategy (2003-08), findings from the review of homelessness during 2007-2008, the Homelessness Strategy for the period 2008-2013 and the Homelessness Action Plan for 2008-2013. The Director referred to underlying problems in particular the large number in temporary accommodation and initiatives in place to reduce this by 2010.

In response to a question from the Leader of the Council on new initiatives to provide affordable housing, the Director advised that there were plans to build 2000 new properties however central government funding was inadequate and additional input was required from the private sector. National initiatives were required. The Leader requested, and it was agreed, that the Director produce a summary of steps to be taken to meet homelessness targets. He would report back in due course. It was also noted that the current credit crunch while not affecting this client group, it was having an adverse impact on house builders some of whom had announced cut backs and there would be less opportunity for speculative development.

The Executive noted that the Director was due to meet Caroline Flint MP, Minister for Housing, in July and members agreed that this opportunity should be taken to strongly impress the need for additional funding.

RESOLVED:-

- (i) that the findings of the homelessness review attached as Appendix 1 to the report from the Director of Housing and Community Care be noted;

- (ii) that approval be given to the Homelessness Strategy and Action Plan for 2008-2013 attached as Appendix 1 and 2 to the report from the Director of Housing and Community Care;
- (iii) that authority be delegated to the Director of Housing and Community Care, to make any minor amendments to the Homelessness Review, Strategy and Action Plan;
- (iv) that the Director of Housing and Community Care submit a report on the steps to be taken to meet homelessness targets and representations made.

4. Authority to implement a Move On/Move In Team (START Plus) within Housing and Community Care

The report from the Director of Housing and Community Care related to the proposed implementation of a Move On/Move In team within Housing and Community Care to improve the Council's ability to refer vulnerable people to hostels, supported housing and floating support, and the work undertaken to develop this over the past four months. The Executive were asked to give authority to the implementation of the new service, START Plus and the timescale for implementation. This report summarised the process undertaken in planning the development of the new team and the implications including benefits, and made recommendations for taking the project forward.

RESOLVED:-

that approval be given to the establishment of a Move On/Move In Team to co-ordinate access to all supported accommodation (except sheltered housing) and floating support services in the borough, with a phased implementation from September - November 2008.

5. Edward Harvist Trust Fund Criteria

The report sought approval to revise the local criteria used to assess applications for the Edward Harvist Trust and also to increase the funding available to individual organisations. The amendments were requested following the decision made on 18th March 2008 to transfer organisations previously funded by the Council's Main Programme Grant to the Edward Harvist Trust funding programme. The new criteria would be effective from May 2008 when the first round of the grant for 2008/09 will be advertised and the Executive hoped that the changes would free up funds for new initiatives and attract applications for schemes including those to help young people.

RESOLVED:-

- (i) that approval be given to the revised local criteria for which applications for funding from the Edward Harvist Trust are considered as set out in Appendix A of the report from the Director of Housing and Community Care;
- (ii) that approval be given to the following further changes to the current criteria agreed by the Executive on 13th September 2006:

Add to paragraph (b):

The grant will be awarded for expenses made after the Council approves funding any expenses incurred prior to approval will be the responsibility of the organisation

Revise paragraph (g):

The maximum grant payable is up to £7,000 for each project subject to the resources held by the fund.

Revise paragraph (h):

In order to encourage new applications organisations that received funding within the first round of the financial year will not be considered in the second round.

6. Authority to award two Framework Agreements for Services for People with a Learning Disability

The Director of Housing and Community Care introduced his report which related to the tendering of Housing Support and Care Services for People with a Learning Disability, undertaken over the past 6 months. The report summarised the process undertaken and recommended the organisations to be appointed to the framework agreements and the award of initial call-off contracts in respect of two of the contracts for which there had been a good response. In respect of the contract for personal and care services, this would be reviewed.

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

Councillor Lorber drew members' attention to the indication in the report that most young people with learning disabilities living in Brent have a Direct Payment, a finding that he felt would be relevant in future service provision discussions.

RESOLVED:-

- (i) that approval be given to the appointment of the following organisations to the framework agreements for housing support services for people with a learning disability for a period of two years (plus provision for extension of up to two years) commencing on 1st September 2008:

Lot 1 Accommodation Based services
Brent Mencap/Stadium Housing Association
Support for Living Ltd
Yarrow Housing Limited

Lot 2 Floating Support services
Brent Mencap/Stadium Housing Association
Support for Living Ltd
Turning Point Services Ltd

- (ii) that approval be given to the award of the following call-off contracts for a period of two years commencing on 1st September 2008 with an option to extend the contracts for a further two year period:
 - A contract for accommodation based services, approx 350 hours per week (inclusive of front line managers) to Yarrow Housing Ltd
 - A contract for floating support to be phased in up to a maximum of 350 hours per week plus 70 hours per week for housing advice to Brent Mencap/Stadium Housing Association.
- (iii) that the abortion of the tender process with respect to Lot 3 for personal and care services be noted.

7. Approval of the Award of Contracts for Highway Maintenance Works

The report from the Director of Environment and Culture requested authority to award contracts as required by Contract Standing Order No 88. This report summarised the process undertaken in tendering these contracts and, following the completion of the evaluation of the tenders, recommended which suppliers should be appointed.

The Executive also had before them appendices to the report which were not for publication as they 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 that information)

RESOLVED:-

that approval be given to the appointment of the contractors, listed in Appendix 1 of the report from the Director of Environment and Culture, to the Highways Maintenance framework agreements, from 1st August 2008 for 3 years with the option of a one-year extension.

8. Authority to tender for Parking Service Bailiff Contracts

The Director of Environment and Culture's report concerned the enforcement and collection of unpaid penalty charge notices (PCNs). The report requested approval to invite tenders and evaluate them in respect of Enforcement and Collection of PCN's, contracts to commence on 1st April 2009, as required by Contract Standing Orders 88 and 89. The report set out proposals for tendering and formalising the service provided by two bailiff firms, Collect Services and Rundle and Co.

RESOLVED:-

- (i) that approval be given to the pre-tender considerations and the criteria to be used to evaluate tenders as set out in paragraph 3.17 of the report from the Director of Environment and Culture;
- (ii) that approval be given to officers inviting tenders and evaluating them in accordance with the approved evaluation criteria referred to in (i) above.

9. Developing the Primary (Schools) Capital Programme in Brent

The report from the Director of Children and Families introduced a draft Primary Strategy for Change (PSfC), set out the approach to developing Brent's Primary Strategy for Change Primary (Schools) Capital Programme (PSfC), how the PCP would be developed and delivered, the approach to identifying projects, initial priorities and next steps in the short, medium and longer term. It also sought for authority to be delegated to the Directors of Children and Families, and Finance and Corporate Services to finalise the submission following comments and decisions from the Executive and one further consultative meeting with primary headteachers seeking views on the near final form of the PSfC.

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

Councillor Wharton (Lead Member, Children and Families) welcomed the report the implementation of which would help to address the serious shortage of school places. He referred to the need for programmes for primary schools as well as for secondary and that, for this borough, the emphasis would be on the expansion of the number of places available. Capital resources earmarked for Brent amounted to approximately £11.5m over a two year period from 2009 and proposals were reflective of current initiatives including the expansion of Sudbury Primary School due to demand, the South Kilburn development, the proposed rebuilding and improvement at Stonebridge and Our Lady of Lourdes Schools and a new Oriental City school in the north east of the borough. Councillor Wharton indicated that there was some flexibility in the projects put forward should the need arise.

RESOLVED:-

- (i) that the draft Primary Strategy for Change (PSfC) enclosed as Attachment 1 to the report from the Director of Children and Families be noted;
- (ii) that approval be given to the approach to the development of the Primary Capital Programme and the initial priorities set out in the report;
- (iii) that the provision of additional primary places and the replacement of poor accommodation in areas of multiple deprivation be confirmed as the key strategic objectives of the Primary Capital Programme in Brent;
- (iv) that agreement be given to delegate, to the Director of Children and Families in consultation with both the Director of Finance and Corporate Services and the Lead Member for Children and Families, authority to finalise the PSfC based on the draft submitted with this report as Attachment 1;
- (v) that it be noted that the Director of Children and Families will proceed with the necessary public consultation (relating to statutory procedures required to be followed when proposing changes to forms of school

organisation) to be carried out to enable the priorities identified in the first four years to be delivered with respect to:

- (a) The expansion of Sudbury School, through additional accommodation, from 3 Forms of Entry to 4 Forms of Entry with effect from 01/09/2011;
 - (b) The expansion of Stonebridge School, in newbuild accommodation, from 1 Forms of Entry to 2 Forms of Entry, with effect from 01/09/2011;
 - (c) The future organisation and size of Carlton Vale Infants and Kilburn Park Junior Schools taking any steps necessary arising from the provisions of the Education Act 2006 governing school competition rules.
- (vi) that it be noted that the Director of Children and Families will proceed with the necessary consultation in respect of the new 2 Forms of Entry Primary School on the site of Oriental City development in the context of the provision of the Education Act 2006 governing school competitions;
- (vii) that it be noted that Department for Children Schools and Families (DCSF) PCP grant alone is insufficient to deliver the desired transformational change to Brent's primary schools and that therefore a business case will be submitted in October 2008 setting out proposals for gap funding Brent's PCP.

10. Building Schools for the Future (BSF): Readiness to Deliver (RtD) Submission – Work in Progress and Next Steps

The report provided the Executive with details of the requirements of a Readiness to Deliver (RtD) submission prepared in support of the Council's entry into the Building Schools for the Future programme and sought the Executive's endorsement of a RtD statement submitted in April 2008, following a request in March 2008, and prepared in accordance the joint guidance from the Department of Children, Schools and Families and the Partnership for Schools. Councillor Wharton (Lead Member) reported that this was an opportunity for other local authorities, not in the early wave of the national investment programme, to move forward. A fuller plan would be submitted if necessary and reported to the Executive for approval. Councillor Wharton summarised the initial priorities adding that he was hopeful that the Council would be successful in getting through to the next stage.

The Director of Children and Families, in response to questions, confirmed that additional staff for the BSF project team would only be engaged once a commitment to proceed had been obtained. He also confirmed that Kingsbury School was not a priority for inclusion in the first phase and members were reminded that approval had previously been given for the expansion of two other schools in the borough.

RESOLVED:-

- (i) that the requirements from DCSF and PfS for the submission of a RtD be noted and in particular:

- (a) That in the event that the application for early entry to the BSF programme were successful and the Council took a decision to proceed, there would be a commitment to support revenue funding for the delivery of the project at a rate at least equivalent to 3% of the estimated project value;
 - (b) That in the event that the application for early entry to the BSF programme were successful and the Council took a decision to proceed, there would be a commitment to following the BSF model, noting that nationally new build schemes are expected to be delivered predominantly through PFI, the Local Education Partnership (LEP) procurement route (unless otherwise agreed with DCSF) and commitment to the procurement of a managed ICT service;
 - (c) As a precondition to submitting an early entry application, DCSF required confirmation that (regardless of whether or not the application for early entry to the BSF programme were ultimately successful) the Council would have a Project Director in place for June 2008, and that a BSF team and advisers (BSF Unit) could be put in place prior to the start of the project;
 - (d) Agree in the interim to the appointment of education consultants and of other relevant expertise pending the establishment of the BSF unit, all such appointments to be carried out in accordance with Contract Standing Orders.
- (ii) that the contents of the RtD enclosed as Attachment 1 to the report from the Director of Children and Families be noted;
 - (iii) that the submission of the RtD made on 11th April 2008, by the Director of Children and Families be endorsed.

11. Best value performance indicators - a comparison of Brent's performance 2006 – 2007

Each year the Council reports against a set of national measures called best value performance indicators. The Audit Commission have recently released the data for 2006/07. The information before members, while nearly a year old, was a useful gauge of how well the Council is performing, widely used by government agencies and inspection bodies. The report from the Director of Policy and Regeneration assessed whether Brent was performing within the top, middle or lower quartile for each indicator and whether performance has improved or declined since the previous year.

The Director of Policy and Regeneration reminded the Executive that given the competitive environment, the Council was not making as much progress as had been the case over the past two years. He was pleased to report that since the data had been collected, there had been improvements in the statistics for crime and street cleanliness. It was now for Lead Members to consider what other measures could be taken to improve performance.

Councillor D Brown reminded the Executive of the significant investment in street cleaning which had seen results and members agreed that with additional resources, further improvements could be made in other areas. Members noted that there had been recent recognition in Parliament that the mid-year population estimates, which formed the basis for local authority

funding, were 'not fit for purpose' failing to take into account internal migration. Councillor Lorber indicated that the estimated loss for Brent was £9m and stressed the need for Central Government to be reminded of this previously highlighted unfairness.

RESOLVED:-

that the Council's performance in comparison nationally, against the set of best value performance indicators, be noted.

12. **Potential Development on an area of the Stonebridge Estate**

This report provided an update on proposals for the development of a section of the former Stonebridge Housing Action Trust (HAT) site following the transfer of around 13 hectares of public open space to the Council. This involved the construction of approximately 245 residential units and the use of resources gained by the Council from this proposed residential development to help support the demolition new build and expansion of Our Lady of Lourdes and Stonebridge Primary Schools. This would subject to further consideration and a full financial feasibility study.

The Property and Asset Manager advised that the proposals had received all round support at the Greater London Authority planning committee, from the schools' governors and (in principle) from the Archdiocese. It was the intention to submit an application to the Planning Committee in June and consideration of a likely developer for the project would take place after this.

RESOLVED:-

- (i) that approval be given in principle the proposed scheme of regeneration of land forming part of the Stonebridge Estate (shown on the plan attached as Appendix 1 to the report from the Directors of Finance and Corporate Resources and Policy and Regeneration) to provide approximately 245 residential units and the demolition and new build of the two existing primary schools;
- (ii) that officers pursue negotiation of a development agreement with the Archdiocesan Board of Westminster and to enter such agreement subject to the Directors of Finance and Corporate Resources and Policy and Regeneration being satisfied as to the final terms;
- (iii) that approval be given in principle the disposal of the area of land identified on the plan for residential development but instruct officers to report back Executive with detailed proposals in due course;
- (iv) that approval be given in principle the disposal of such area of school playing fields within the overall site area as is required to implement the scheme, but that officers report back with detailed proposals in due course;
- (v) that officers prepare detailed proposals for the scheme to be reported back in due course.

13. **A New Civic Centre - site identification and land acquisition**

The detailed background to the report from the Chief Executive was contained in a report to the Executive in March 2008 and provided detail of the Council's Civic Centre programme which was primarily focused on shaping the Authority for the 21st Century.

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

Members agreed that the new facilities should be both modern and welcoming, but also provide value for money. It was noted that a committee of members to work alongside officers on the development would be formed at a later date. Councillor Van Colle raised the question of adequate parking for public functions and the Assistant Director (Streets and Transportation) confirmed that a review of staff parking was taking place and it was hoped that premium parking for visitors would be available.

Members commended officers on the success of the negotiations for the identified site.

RESOLVED:-

- (i) that agreement be given to enter into an Agreement for lease with Quintain Developments Plc for a site as shown on the plan attached to the report from the Chief Executive and payment of deposit;
- (ii) that subject to the necessary funding being agreed by Full Council; agreement be given to enter into a long leasehold interest of 999 years on the main terms and conditions as set out in the confidential appendix below. The lease to be subject to approval of the Chief Executive such that he is satisfied as to final details of the agreement being in the best interests of the Council;
- (iii) that approval be given to the location of the Civic Centre as being within the boundary of the plot shown on the attached plans subject to the detailed site area being agreed by Chief Executive.

14. **Reference of items called in by the Forward Plan Select Committee**

None.

The meeting ended at 8.05 pm.

P LORBER
Chair