

**Meeting of the Executive
Monday, 11th July 2005 at 6.15pm
LIST OF DECISIONS**

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

ALSO PRESENT: Councillors Crane, H B Patel and Sayers.

Apologies for absence were given on behalf of Councillor Beswick.

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| ITEM 1 | Older People's Services Inspection |
| Summary: | This report details the outcomes from the joint inspection of older people's services in Brent carried out by the Commission for Social Care Inspection, Audit Commission and Healthcare Commission during December 2004 and February 2005. |
| Ward(s): | All |
| Decision Taken: | (i) that the contents of the inspection report be noted; (ii) that the action plans attached at Appendix B and C be agreed; (iii) that the Director of Adult and Social Care convey to staff gratitude and congratulates to staff on behalf of the Executive. |
| ITEM 2 | Fostering Statement of Purpose |
| Summary: | The purpose of this report is to obtain agreement from members of the Statement of Purpose for the Fostering Service in Brent. The document was updated for the recent Fostering Services Inspection in March 2005, carried out under the Care Standards Act 2000. The full detail of the Statement of Purpose is presented in Appendix 1 which accompanies this report. |
| Ward(s): | All |
| Decision Taken: | that the Fostering Statement of Purpose for 2005-2006 as appended to the report from the Director of Children and Families be agreed. |

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| ITEM 3 | A Civic Centre for Brent |
| Summary: | This report represents the third in a series of feasibility reports. It sets out the work to date on financial modelling, property, architecture and service issues and concludes that the arguments for proceeding are stronger than ever. This report asks members, on the basis of the work undertaken so far, to agree that officers undertake a final set of feasibility work with a view to bringing forward definitive options and recommendations next year. |
| Ward(s): | All |
| Decision Taken: | <p>(i) that the considerable progress made on this project since the meeting of the Executive in December 2004 be noted;</p> <p>(ii) that the earlier decision in principle to proceed with a new civic centre for Brent located within the Wembley regeneration area be confirmed;</p> <p>(iii) that officers be instructed to develop proposals for promoting neighbourhood working across the borough and that the property implications of these proposals be considered in tandem with the proposals for a new Civic Centre;</p> <p>(iv) that the project execution plan in Section 10 of this report be agreed and officers instructed to take the Civic Centre project to the next stage by:</p> <ul style="list-style-type: none"> • defining the professional tasks and assistance required in order to take the project to the next stage • developing a definitive specification which incorporates: <ul style="list-style-type: none"> ○ an operational policy for the disposition of administrative service resources across the borough; ○ an identifiable and sustainable business case supporting all key public elements of the civic centre; ○ a definition of the quality of accommodation to be specified which meets affordability and value for money criteria • identifying a preferred procurement route through assessment of the most appropriate allocation of risks and continued discussions with landowners. • further analysis of suitable sites as the accommodation brief develops. The focus will be on the three or four short listed sites recommended in this report, if accepted by members, but may potentially extend to additional options which present themselves as having the potential to satisfy the civic centre brief. This could include York House. |

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| | <ul style="list-style-type: none"> • identifying a short short list of acceptable sites with which the Council can proceed to its final tender process including, if possible, a preferred site. <p>(v) that the approach to the procurement process for consultants for the next stage be noted;</p> <p>(vi) that further reports be brought to the Executive in due course in line with the project execution plan;</p> <p>(vii) that a cross-party Member steering group be set up to oversee the project to the next stage.</p> |
| ITEM 4 | Vital Signs Quarter Four |
| Summary: | <p>This report introduces the Vital Signs for the period January to March 2005. The Vital Signs set out the data on the Council's performance against the key priority indicators. The Vital Signs are colour coded</p> <ul style="list-style-type: none"> • Green for improvement against same quarter in previous year • Red where performance has fallen against same quarter in previous year • Yellow where there is incomplete data. |
| Ward(s): | All |
| Decision Taken: | that the clear and concise summary of performance over the previous 4 quarters and the comments from Executive Lead Members and key officers be noted. |
| ITEM 5 | Provisional 2004/2005 Outturn and 2005/2006 Revenue Budget |
| Summary: | This report sets out the provisional revenue outturn for 2004/2005. It shows an improvement in the position to that assumed when the 2005/2006 budget was set. All figures remain provisional and are subject to further verification and audit. |
| Ward(s): | All |
| Decision Taken: | <p>(i) that the provisional outturn be noted.</p> <p>(ii) that the requests for carry forwards detailed in Section 3.3.2 of the report from the Director of Finance and Corporate Resources be approved;</p> <p>(iii) that it be agreed that all other underspendings, apart from those agreed in recommendation 2.2, will be added to balances and no other carry forwards will be agreed, unless in specific earmarked reserves;</p> <p>(iv) that the latest budget in Appendix B to the report be noted;</p> <p>(v) that the virements in Appendix C to the report be agreed.</p> |
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| ITEM 6 | Provisional 2004/2005 Capital Outturn and 2005/2009 Capital Programme and Prudential Indicators |
| Summary: | The Capital Programme and Prudential Indicators were considered and approved by Full Council on the 28 th February 2005. This report sets out the closing position on the 2004/2005 capital programme and revised programme for 2005 – 2009. This report also provides monitoring information on prudential indicators, in line with arrangements the council has to ensure affordability and value for money of its capital programme. |
| Ward(s): | All |
| Decision Taken: | <ul style="list-style-type: none"> (i) that the outturn position for the 2004/05 capital programme be noted; (ii) that in accordance with the scheme of transfers and virements, the revised budgets for the 2005/06 capital programme, including the virement requested by Environment as detailed in paragraph 5.3 of the report be agreed and the forecast position on the 2006/07 to 2007/08 programmes be noted; (iii) that the proposed course of action to address the required Health and Safety works identified at Bridge Park in 2005 - 2009, as per paragraph 5.4 of the report be agreed; (iv) that the progress made on the School Loans Scheme, as detailed in paragraph 5.5 be noted and that the intention of the Director of Children and Families to confirm the issue of loans to both Claremont High School and Oakington Manor be noted; (v) that the revised position on the Council's Prudential Indicators for 2005/06 be noted. |
| ITEM 7 | Treasury Management Annual Report 2004/05 |
| Summary: | The report details treasury management activity and performance during 2004/05. |
| Ward(s): | All |
| Decision Taken: | that the report be recommended to full Council. |
| ITEM 8 | National Non Domestic Rate: Discretionary Rate Relief for Charities and Non Profit Making Organisations |
| Summary: | The Council has the power to grant discretionary relief to charities and to non-profit making organisations which meet specified criteria. This report includes details of the applications received by 15th June 2005. |
| Ward(s): | All |
| Decision Taken: | That the applications for NNDR discretionary relief as listed in |

| | Appendix A be approved. | | | | | | | | | | | | | | | |
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| ITEM 9 | NNDR Hardship Relief | | | | | | | | | | | | | | | |
| Summary: | The Council has the discretion to remit an individual National Non Domestic Rate liability in whole or part on the grounds of hardship. This report includes all the applications received since March 2005. | | | | | | | | | | | | | | | |
| Ward(s): | All | | | | | | | | | | | | | | | |
| Decision Taken: | <p>(i). that the applications for hardship relief for the organisations in detailed in the appendices to report from the Director of Finance and Corporate Resources;</p> <p>(ii) that a decision on the organisation in Appendix 2 to the report be deferred until its application for charitable status is decided.</p> | | | | | | | | | | | | | | | |
| ITEM 10 | Review of Charges in Brent Car Parks | | | | | | | | | | | | | | | |
| Summary: | This report informs Executive on the review of parking charges in Brent's car parks, and requests Executive to approve in principle the revised charge structure as detailed in the report, and to delegate authority to the Director of Environment and Culture to implement the revised charges following consideration of the responses to statutory consultation. | | | | | | | | | | | | | | | |
| Ward(s): | All | | | | | | | | | | | | | | | |
| Decision Taken: | <p>(i) that subject to statutory consultation, the following revised off-street parking charges for Brent's car parks be agreed:</p> <table border="1" data-bbox="574 1254 1308 1433"> <thead> <tr> <th>Duration</th> <th>Existing charge</th> <th>Proposed charge</th> </tr> </thead> <tbody> <tr> <td>1 Hour</td> <td>30p</td> <td>50p</td> </tr> <tr> <td>2 hours</td> <td>50p</td> <td>£1</td> </tr> <tr> <td>3 hours</td> <td>90p</td> <td>£1.50</td> </tr> <tr> <td>4 hours</td> <td>£1.00</td> <td>£3.00</td> </tr> </tbody> </table> <p>(ii) that the maximum duration of stay in the car parks to be limited to 4 hours and reduced to 2 hours in the following car parks on major event days at Wembley Stadium:</p> <p>Barham Park Kingsbury Road Preston Road Cecil Avenue Lonsdale Avenue St John's Road Elm Road Neasden Town Centre</p> <p>(iii) that the hours of operation of the car parks listed at Item 3.15 be from 8.00 am to 10 pm on major event days at Wembley Stadium;</p> | Duration | Existing charge | Proposed charge | 1 Hour | 30p | 50p | 2 hours | 50p | £1 | 3 hours | 90p | £1.50 | 4 hours | £1.00 | £3.00 |
| Duration | Existing charge | Proposed charge | | | | | | | | | | | | | | |
| 1 Hour | 30p | 50p | | | | | | | | | | | | | | |
| 2 hours | 50p | £1 | | | | | | | | | | | | | | |
| 3 hours | 90p | £1.50 | | | | | | | | | | | | | | |
| 4 hours | £1.00 | £3.00 | | | | | | | | | | | | | | |

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| | <p>(iv) that the Director of Environment and Culture be authorised to undertake the necessary statutory processes for the making of the Traffic Management Orders and to consider any objections received and subject to no substantive objections being received to implement the revised charges for Brent's car parks as detailed at para 3.9 of the report from the Director of Environment and Culture and the restrictions on the durations of stay detailed at paras 3.10 and 3.15 of the report;</p> <p>(v) that it be noted that there are currently two free car parks at Disraeli Road and High Road, Willesden (adjacent to Cobbold Road) and agreed that officers investigate the introduction of fees to these car parks and bring recommendations to a future meeting of the Executive.</p> |
| ITEM 11 | BACES Fees & Charges |
| Summary: | This report sets out proposals for changes to the Fees and Charges Schedule of Brent Adult and Community Education Service, which is part of the Arts and Learning Division of the Environment and Culture Department. |
| Ward(s): | All |
| Decision Taken: | that BACES' fees and charges for the academic year 2005/06 as set out in Appendix A to the report from the Director Environment and Culture be approved. |
| ITEM 12 | Partnership Working In London – Local Authorities and the Health & Safety Executive |
| Summary: | This report seeks members' endorsement of a local statement of intent for London partnership working between LB Brent and the Health & Safety Executive (HSE) and agreement to the signing of a joint declaration of partnership working. The declaration and statement of intent reflect the new Health & Safety Commission (HSC) strategy for work place health and safety and has been agreed between the HSE, HSC and local authority representative bodies. |
| Ward(s): | All |
| Decision Taken: | <p>(i) that the local statement of intent for London partnership working between the London Borough of Brent, other boroughs and the Health & Safety Executive be endorsed to demonstrate the Council's commitment to joint working;</p> <p>(ii) that the signing of a joint declaration of partnership working on 13th July 2005 by the Directors of Health Safety & Licensing and Environmental Health, who both hold responsibility for the council's statutory functions under the Health & Safety at Work etc Act 1974, be agreed.</p> |
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| ITEM 13 | Transfer of Land to the Trustees: St Mary Magdalen's Junior School & John Keble CE Primary School |
| Summary: | This report seeks Members' consent to transfer the Council's interests in St Mary Magdalen RC Junior School, Willesden Green and John Keble Memorial CofE Primary School, Kensal Green sites to the foundation body or the Trustees (as appropriate) of each of the schools. |
| Ward(s): | Willesden Green Kensal Green |
| Decision Taken: | That the disposal of the Council's interest in the St Mary Magdalen RC Junior School, Willesden Green and John Keble Memorial CofE Primary School, Kensal Green sites to the foundation body or the Trustees of each of the schools be authorised, as determined by the Borough Solicitor to be legally entitled to receive a transfer of the land. |

BELOW THE LINE REPORT

ITEM 14 Proposed Lease to College of North West London - Link Land at Ryde House Priory Park Road NW6

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| Summary: | This report sets out the proposed terms for the grant of a lease of the Link land at Ryde House Priory Park Road London NW6 to the College of North West London. |
| Ward(s): | Kilburn |
| Decision Taken: | (i) that the Council grants a lease be granted by the Council to the College of North West London, upon the main terms set out in the detail part of the report; (ii) that the Head of Property & Asset Management be authorised to agree such other terms as are in the best financial interest of the Council in granting the lease. |

A JOHN
Chair

Appendix A

NATIONAL NON-DOMESTIC RATE-DISCRETIONARY RELIEF FOR CHARITIES AND NON-PROFIT MAKING ORGANISATIONS

1. We agree that the following local charities are to be granted 100% discretionary relief for 2005/06:

COST TO COUNCIL

| | Cost to Brent at 75% |
|---------------------------------------------|----------------------|
| 3 rd Wembley Scout Group | 110.78 |
| 18 th Wembley Scouts | 122.44 |
| 20 th Willesden Scouts | 227.88 |
| 22 nd Hampstead Sea Scout Group | 43.88 |
| 28 th Willesden Scout Group | 215.22 |
| 34 th Willesden Sea Scout Group | 392.46 |
| 37 th Willesden Boys Scout Group | 104.45 |
| Addaction | 2278.80 |
| Age Concern Brent | 1867.35 |
| Age Concern Brent | 180.41 |
| Age Concern Brent | 537.02 |
| Alzahra Women Centre | 595.02 |
| Brent Adolescent Centre | 1373.11 |
| Brent Community Law Centre | 949.50 |
| Brent Community Transport | 633.00 |
| Brent Community Transport | 158.25 |
| Brent Community Transport | 161.42 |
| Brent Indian Association(The) | 569.70 |
| Brent Indian Community Centre | 696.30 |
| Brent Mental Health User Group | 345.68 |
| Brent Private Tenants Rights Group | 331.79 |
| Brent Private Tenants Rights Group | 362.57 |
| Brent Triangle | 443.10 |
| Brent Triangle | 379.80 |
| Brent Victim Support | 563.37 |
| B T Y C Sailsports | 161.42 |
| Caribbean Cultural Organisation | 269.03 |
| Christian Holt Housing Association | 601.35 |
| Churchend & Roundworld Comm Assn | 451.94 |
| Cyron Housing Co-operative Ltd | 405.12 |
| Dennis Jackson Centre | 727.60 |
| Education and Culture (The) | 3009.16 |
| Elder Voice | 569.70 |
| Energy Solutions | 1538.61 |
| Family Outreach Project | 202.56 |
| Fortunegate Community Housing | 2946.67 |
| Greater London Somali Community | 58.87 |
| Greenford & District Scouts | 227.88 |
| Greenford & District Scouts | 163.84 |
| Harlesden Church of God | 865.97 |
| Hopscotch Under 5's | 1466.83 |
| Islamic Cultural | 1781.70 |
| Jenny Abbott Healing Trust | 268.01 |
| Kenton Youth Aid Trust | 1909.31 |

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| Kensal Green Under Fives Group | 272.86 |
| Kilburn Housing Co-op Ltd | 189.90 |
| Kingsbury Community Association | 237.38 |
| Kingsbury Veterans Club | 316.50 |
| Kings Hall Community Association | 633.00 |
| Local Employment Access Projects | 633.00 |
| Loud & Clear Mental Health Adv Ltd | 589.11 |
| Mandhata Youth & Comm Assn | 712.52 |
| Minster Centre (The) | 1280.31 |
| New Life Christian Centre | 392.46 |
| Oxford Boys Club Trust | 1345.13 |
| Pentahact | 1639.36 |
| Samaritans of Brent | 586.43 |
| Sea Cadet Association | 514.00 |
| Shishunj | 791.25 |
| Shree Vishwakarma Assoc of UK | 1849.97 |
| South Hampstead Club Ltd | 1107.75 |
| St Kitts & Nevis Friendly Association | 260.53 |
| St Michaels & St Raphaels Womens Project | 281.73 |
| Stadium Housing Association | 4604.62 |
| Stadium Housing Association | 2723.25 |
| Stadium Housing Association | 2743.34 |
| Stanmore & District Scout Council | 55.70 |
| Stanmore & District Scout Council | 155.77 |
| South Kilburn Festival | 606.36 |
| Turning Point (The) | 755.17 |
| Tricycle 269 (The) | 5481.78 |
| WAQF Al Birr Educational Trust | 5570.40 |
| Willesden & St Marylebone Sea Cadets | 286.10 |
| Willesden District Scout Council | 487.41 |
| WISE Education Project | 1313.48 |
| Total | £70,397.96 |

We agree to defer consideration of the applications from FED 2000 and Islamic Trust Elrahma organisations until further information is available.

2. We agree that the following non-local charities are to be granted 25% discretionary relief for 2005/06;

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|-------------------------------------------------|---------|
| Ancient Order of Foresters | 188.79 |
| Asian Womens's Resource Centre | 213.64 |
| Brahma Kumaris World Spiritual University (The) | 137.68 |
| British Association of Psychotherapists | 671.03 |
| British Wizo | 126.60 |
| Charity Logistics | 2522.22 |
| Clarity Employment for Blind People | 193.86 |
| Dar Al-Islam Foundation | 288.81 |
| FORWARD | 110.78 |
| Greater London Fund for the Blind | 96.14 |
| Green - Works | 1503.37 |
| Hope Charity (The) | 188.79 |
| International College of Islamic Science | 408.99 |
| Joshua Generation | 50.15 |
| Lebanese Welfare Community | 126.60 |
| Liberal Jewish Synagogue (The) | 118.69 |
| Middle East Relief Fund | 19.35 |

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| Muslim Women's Helpline | 21.23 |
| Oxfam | 572.18 |
| Pakistan Workers Association | 112.26 |
| RSPCA Middlesex N W | 344.93 |
| Rainbo | 194.34 |
| Roadpeace | 62.51 |
| Royal British Legion (The) | 50.64 |
| SCOPE | 431.23 |
| Stagetext Ltd | 151.31 |
| West Kilburn Royal British Legion | 272.98 |
| Total | £9,179.10 |

3. We agree that the following non-profit making organisations should be granted 25% discretionary relief for 2005/06;

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| Brondesbury Bowling Club | 123.51 |
| Century Bowling & Sports Club | 998.00 |
| Coles Green Lawn Tennis Club | 39.56 |
| Diverse Training & Recruitment Ltd | 157.35 |
| Information Centre | 195.18 |
| LNER Club | 326.81 |
| Shrine Coop Credit Union | 53.99 |
| Stonebridge Tenants Advancement Committee | 110.78 |
| Wembley Hill Sports & Social | 64.78 |
| Wembley & Sudbury Tennis Squash & Social Club | 263.75 |
| Total | £2,333.71 |

4. We agree that the following Community Amateur Sports Club should be granted 25% discretionary relief for 2005/06;

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| Wembley Sports Association | 201.77 |
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5. We agree that the following local charities are granted 100% discretionary relief for 2004/05 as they either did apply in time or applied after receiving a late bill;

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| Islamic Cultural Centre | 1,949.40 |
| WAQf Al- Birr Trust | 2,937.45 |
| Total | £4,886.85 |

TOTAL COST TO COUNCIL

£ 86,999.39

6. We agree that the 15 Voluntary Aided Schools as shown in Appendix 6 are granted 100% discretionary relief for 2005/06.
7. We agree that the 19 Foundation Schools as shown in Appendix 7 are granted 100% discretionary relief for 2005/06.