

**Meeting of the Executive  
Monday 12 December 2005 at 7.00 pm  
LIST OF DECISIONS**

PRESENT: Councillor John (Chair), Councillor Coughlin (Vice-Chair) and Councillors Beswick, Fox, Jones, Kagan and Lyon.

Apologies for absence were given on behalf of Councillors D Long, R S Patel and Thomas.

Councillors Mrs Fernandes, Moher and H B Patel also attended the meeting.

<b>ITEM 1</b>	<p><b>Matters Arising Under the Minutes – Consideration of a Second Academy in Brent – Reference from the Children and Families Scrutiny Panel</b></p> <p>(i) The Executive notes and thanks the Scrutiny Panel for its in principle support for the promotion of a second City Academy, as a new school in Brent;</p> <p>(ii) The Executive notes the Panel's recommendations to reconsider the site options. Site options for the new school were exhaustively considered in the original report and supporting documentation. The Expression of Interest needs to specify a final decision on proposed site. In reviewing the alternative proposed sites the Executive considers that none of these beats the Wembley Park site in terms of availability, affordability, size, suitability and ease of access by public transport.</p> <p>(iii) The Executive reconfirms for consultation the proposed possible catchment area for the new school, which is based on a combination of: providing school places for the new development in Wembley; providing additional choice for areas of Brent with limited opportunities for choice of existing secondary schools; and targeting areas with relatively higher indices of social deprivation.</p> <p>(iv) the Executive commits to giving further consideration to the operation of the proposed primary area admissions in relation to the proposed catchment area, as part of the consultation on the Expression of Interest.</p>
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**ITEM 2****Enabling Development In Brent; Annual Monitoring Report 2004-2005**

<b>Summary:</b>	The Brent Annual Monitoring Report 2004-2005 is a statutory document with two main functions, firstly it informs the Secretary of State of the Council's progress in preparing the Local Development Framework and secondly outlines key development trends during 2004 -2005. The AMR is mainly a Factual Statement of Planning Trends for which Member endorsement is not sought but it will also contain changes to the timetable of the LDF and these changes require approval from the Executive.
<b>Ward(s):</b>	All
<b>Decision Taken:</b>	<p>(i) that it be noted the Director of Planning will, under delegated power, complete the Brent Annual Monitoring Report 2004-2005; and</p> <p>(ii) that the recommended changes to the timetable for progressing the LDF set out in paragraphs 3.12 – 3.14 of the report and in the chart and schedule in Appendix 1 to the report be agreed, and that the Director of Planning be authorised to make the consequential changes to the Local Development Scheme and submit this to the Secretary of State for approval.</p>

**ITEM 3****Park Royal 'Business Improvement District' (BID) Proposal**

<b>Summary:</b>	<p>Park Royal Partnership (PRP) has commissioned consultants to investigate the feasibility of a Business Improvement District (BID) within its area. A BID is a mechanism whereby businesses within a certain area vote to pay a supplement to their business rates in order to fund improvements and services over and above the existing provision of services to that area.</p> <p>This report provides a summary of work to date and seeks Council support to progress this initiative over the next six months. A further report on the detailed bid proposal would be presented to the Executive for approval in 2006/7.</p>
<b>Ward(s):</b>	All

<b>Decision Taken:</b>	<p>(i) that the concept and objectives of the new BID legislation be noted;</p> <p>(ii) that the proposal to establish a BID for Park Royal be supported in 'in principle'</p> <p>(iii) that officers continue to work with PRP in relation to undertaking preparatory work and developing a detailed bid proposal for the Park Royal area.</p>
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**ITEM 4 Guinness Brewery Site Supplementary Planning Document & Planning Position Statement**

<b>Summary:</b>	<p>This report seeks approval for adoption for a Supplementary Planning Document (SPD) which has been prepared by the Planning Service in conjunction with interested parties following a period of consultation from 16<sup>th</sup> September 2005 to 14<sup>th</sup> October 2005. The SPD seeks to secure the prompt redevelopment of the site and provides guidance to potential developers on the form of the development that the Council considers acceptable. The SPD also sets out the planning justification for a Section 106 Agreement associated with any future planning application for the site.</p>
<b>Ward(s):</b>	All
<b>Decision Taken:</b>	<p>(i) That the Guinness Brewery Site combined SPD &amp; Planning Position Statement incorporating revisions following consultation (as set out in Appendix 1A and 1B of the report) be adopted; that part of the document which constitutes a Supplementary Planning Document as a Supplementary Planning Document to Brent's Unitary Development Plan and the remainder of the document as a Planning Position Statement;</p> <p>(ii) that the Officer response to the request by Planning Committee (Policy) as set out sat paragraph 3.8 of the report be agreed;</p> <p>(iii) that the Sustainability Appraisal incorporating revisions following consultation (as set out in Appendix 3 of the report) be noted;</p> <p>(iv) that the Director of Planning be delegated to approve editorial and other minor changes to the combined SPD &amp; Planning Position Statement prior to its publication.</p>

**ITEM 5                      Planning Obligations Supplementary Planning Document (SPD)**

<b>Summary:</b>	The ODPM have issued a revised Planning Obligations Circular 05/2005. This Circular obliges local authorities to set out the implications for planning obligations of topic-based Development Plan Documents policies (e.g. transport, open space etc.) in a Supplementary Document, based on the policies of the Circular. The Circular also encourages local planning authorities to adopt standard formulae and charges where possible.
<b>Ward(s):</b>	All
<b>Decision Taken:</b>	<ul style="list-style-type: none"> <li>(i) That an amendment be made to Brent’s Local Development Scheme to bring forward the drafting of a Planning Obligations SPD originally planned for Summer 2006;</li>   <li>(ii) that officers produce a proposed SPD covering both planning obligations based on topic led Development Plan Policies and the standard formulae / charges approach.</li> </ul>

**ITEM 6                      BHP Performance Report to Executive**

<b>Summary:</b>	The report looks at the performance of Brent Housing Partnership Ltd in Key Performance areas and the progress it has made in achieving its long term aims of achieving “Decent Homes” for the Council properties under its control. It also considers progress that has been achieved in securing improved ratings thorough the external inspection process.
<b>Ward(s):</b>	All
<b>Decision Taken:</b>	<ul style="list-style-type: none"> <li>(i) that the progress made by BHP in delivering the decent homes programme, as well as on other significant performance indicators be noted;</li>   <li>(ii) that it be agreed to receive performance reports at six monthly intervals i.e. half yearly performance.</li> </ul>

**ITEM 7****Draft Service Development Plans 2006/2007 – 2009/2010**

<b>Summary:</b>	Draft service development plans for 2006/2007 – 2009/2010 were circulated with the First Reading Debate papers for Full Council on 28 <sup>th</sup> November 2005. These are due for consideration at this meeting, together with draft budget matrices which are attached as Appendix 1 to this report. The First Reading Debate papers also included savings proposals put forward by departments to achieve the 2% annual budget savings targets for 2006/07. Most of these savings proposals were already included in the 2005/06 budget papers. The Executive is being asked to agree the savings so that departments can ensure full year implementation for 2006/07 (details in Appendix 2 to the report).
<b>Ward(s):</b>	All
<b>Decision Taken:</b>	<ul style="list-style-type: none"> <li>(i) That the draft service development plans and budgets for 2006/2007 – 2009/2010 be received and noted;</li> <li>(ii) that the E draft SDPs and budgets be used to help formulate budget proposals to Full Council on 6<sup>th</sup> March 2006;</li> <li>(iii) that the savings proposals set out in Appendix 2 to the report from the Director of Finance be approved.</li> </ul>

**ITEM 8****Brent Council Corporate Procurement Strategy**

<b>Summary:</b>	The National Procurement Strategy requires Councils to have a corporate procurement strategy in place which has been endorsed by members. Procurement also features heavily in the criteria for assessing councils under the government's CPA framework. This Strategy sets out the framework within which the Council will work to ensure that our procurement activity fulfils all requirements and targets across all service areas.
<b>Ward(s):</b>	All
<b>Decision Taken:</b>	That the Corporate Procurement Strategy be approved.

**ITEM 9 Authority to Award Contract for Credit Card Acquiring Services**

<b>Summary:</b>	This report requests authority to award a contract, as required by Contract Standing Order No 89. This report summaries 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 contract enables the council to accept payments by credit and debit card face to face, by telephone and on-line.
<b>Ward(s):</b>	All
<b>Decision Taken:</b>	That Members award the contract for Credit and Debit Card Acquiring Services to the National Westminster Bank Plc carrying on business as Streamline Merchant Services ("Streamline") to take effect from 3rd January 2006.

**ITEM 10 Implementing Electronic Government Statement 5 (IEG5)**

<b>Summary:</b>	The Council is required to submit the fifth Implementing Electronic Government (IEG) Statement to the Office of the Deputy Prime Minister (ODPM) by 19th December 2005. The IEG5 statement describes the Council's preparedness for e-Government and its plans for achieving the targets of having all relevant services available electronically by the end of 2005.
<b>Ward(s):</b>	All
<b>Decision Taken:</b>	That the IEG5 Statement and notes the Council's excellent progress towards meeting the required targets be approved.

**ITEM 11 Brent People Management Strategy**

<b>Summary:</b>	This report provides details of the work undertaken by KPMG on behalf of the council in preparing a People Management Strategy and recommending an associated HR delivery model. It also outlines the main recommendations contained within the KPMG report, and seeks funding to take this work forward.
<b>Ward(s):</b>	All
<b>Decision Taken:</b>	(i) that the contents of the KPMG report be noted;  (ii) that the broad approach outlined in the report be approved and officers tasked to produce a detailed project implementation plan by the end of January 2006;  (iii) that agreement be given to the establishment of the four

	<p>Hay graded 'Strategic HR Manager' posts to take forward the People Management Strategy within individual service areas, and to the appointment of a project manager to develop and implement the 'People Centre', subject to funding being agreed by full Council.</p> <p>(iv) that approval be given to one-off funding in 2005/06 of up to £105k to meet the cost of (1) preparing a detailed project plan for implementation of the KPMG recommendations, and (2) selection and recruitment to the Strategic HR Manager posts;</p> <p>(v) that it be noted that the cost in 2006/07 of the 'Strategic HR Manager' posts and of the project manager to develop and implement the 'People Centre', net of savings from the measures set out in paragraph 3.5, will be a maximum of £200k, and that funding for this be considered by full council at the budget making meeting on 6th March 2006.</p> <p>(vi) that approval be given to an immediate freeze on advertising or recruitment to HR, Learning and Development and related posts;</p> <p>(vii) that approval be given to the savings proposals referred to in paragraph 3.5 with respect to HR staffing and efficiencies in training procurement.</p> <p>(viii) that a further report be submitted in six months time setting out progress in implementing the KPMG recommendations.</p>
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## BELOW THE LINE REPORTS

### ITEM 13 Authority to Settle Final Account for Estate Access Corridor Construction Contract

<b>Summary:</b>	The Estate Access Corridor (EAC) contract was completed on 24 <sup>th</sup> December 2004 and the measurement and valuation process has continued since that time. The report makes proposals to settle the account.
<b>Ward(s):</b>	All
<b>Decision Taken:</b>	<ul style="list-style-type: none"> <li>(i) That the Director of Transportation be authorised to enter into an agreement with the contractor, John Mowlem &amp; Company Plc (Mowlem) to settle the Final Account for the EAC construction contract in the total amount as set out in the report as full and final settlement of all construction costs and construction claims issues;</li> <li>(ii) that the work undertaken by Officers in relation to achieving the conclusion of the contract be endorsed;</li> <li>(iii) that the funding implications for meeting Mowlem's offer to finalise the construction contract, together with the funding implications to meet expected outstanding land costs be noted, and the approach taken be approved.</li> </ul>

### ITEM 14 Carlyon Road to Mount Pleasant Footbridge over Grand Union Canal - Negotiation and Award of Contract for the Construction of a New Access Ramp

<b>Summary:</b>	The existing approach ramp to the footbridge over the Grand Union Canal between Carlyon Road and Mount Pleasant is structurally unsound. Funds have become available at short notice which would enable a new access ramp to be built. The report puts forward proposals.
<b>Ward(s):</b>	All
<b>Decision Taken:</b>	<ul style="list-style-type: none"> <li>(i) That it be agreed for the reasons set out in this report there are good financial and operational reasons to negotiate the contract for the construction of the eastern ramp to the Carlyon Road Footbridge and additional demolition works (if funding allows) without inviting tenders in accordance the Council's Standing Orders;</li> <li>(ii) that the negotiation of a contract for the work with a single tenderer be agreed.</li> </ul>

A JOHN  
Chair