

**MINUTES OF THE FORWARD PLAN SELECT COMMITTEE**  
**Wednesday, 24<sup>th</sup> October 2007 at 7.30 pm**

PRESENT: Councillor Coughlin (Chair), Councillor Leaman (Vice Chair) and Councillors Dunn (alternate for Castle), Detre, J Long, Malik and Powney

Apologies for absence were received from Councillors V Brown and Castle.

Also present were Councillors Arnold (part), D Brown (part), Lorber (part), Matthews (part) and O'Sullivan (part).

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

Councillor J Long declared a personal interest with regard to items 8 (iii) and 8 (iv) as a member of Brent Housing Partnership and Fortunegate Housing boards, however she did not consider the interests prejudicial and remain present and took part in discussion on these items.

Councillors Detre and Dunn declared personal interests with regard to items 8 (i) and 8 (ii) as members of the South Kilburn Project Steering Group, however they did not consider the interests prejudicial and remained present and took part in discussion on these items.

**2. Deputations**

None

**3. Minutes of Last Meeting – 26<sup>th</sup> September 2007**

RESOLVED:-

that the minutes of the meeting held on 26<sup>th</sup> September 2007 be received and approved as an accurate record, subject to the following amendment:-

Page 9, 6<sup>th</sup> paragraph to read:

Members supported Councillor Powney's concern that a decision on Barham Park Estate Redevelopment Options was still outstanding.

**4. Matters Arising**

***Award of Contract for the Provision of a Day Service for Asian Older People***

Councillor J Long queried why Members had not received a letter providing an explanation as to why an exemption to Contract Standing Orders was necessary to enable the award of a contract for the provision of a day service for Asian older people.

5. **Call-in of Executive Decisions from the meeting of the Executive on Monday, 8<sup>th</sup> October 2007**

There were none.

6. **The Executive List of Decisions for the meeting that took place on Monday, 8<sup>th</sup> October 2007**

RESOLVED:-

that the Executive List of Decisions for the meeting that took place on Monday, 8<sup>th</sup> October 2007 be noted.

7. **Briefing notes/information updates requested by the Select Committee following consideration of earlier versions of the Forward Plan (2007/08)**

**(i) *Wembley Security Arrangements***

The Select Committee noted that this item would be deferred to a later meeting dependent upon the timing of the report to the Executive.

**(ii) *Proposal for Borough-Wide Controlled Drinking Zone***

Phil Newby (Director of Policy and Regeneration) introduced the item, stating that following the success of a pilot Controlled Drinking Zone (CDZ) scheme introduced in Kilburn in 2006, the Brent Community Safety Board had subsequently supported the extension of the scheme to the whole borough. The extension was also supported by the Crime Prevention Strategy Group. The Select Committee heard that the purpose of the scheme was to dissuade anti-social behaviour and disorder resulting from street drinking and the Police had the power to remove alcohol from persons considered to be causing such problems. The scheme also referred people to the appropriate bodies where they had been identified as problem drinkers. The proposed extension of the CDZ scheme was supported by relevant charities and would bring Brent into line with its neighbouring boroughs. It was anticipated that the Safer Neighbourhood Teams would support the scheme, concentrating on areas where this problem was most evident. Phil Newby added that street drinking had been identified as one of the main causes for public nuisance.

Councillor Matthews advised Members that there had been wide consultation with partner groups on the scheme and that 105 of 108 responses received were in support of the scheme, including those of the Police and councillors.

During Members' discussion, Councillor Detre queried whether the Police already had the necessary powers to remove alcoholic drinks from those deemed to be causing a nuisance. He suggested that a borough-wide scheme was unnecessary as the problem only existed in some areas and concern was expressed about the costs involved. Councillor Powney enquired whether the Council needed to acquire additional legal powers to enforce the CDZ and could it be legally challenged. Where problem hotspots had been identified, Councillor Powney asked whether there would be

additional signage displaying that the scheme was in place. He then made enquiries about the support available for street drinkers, seeking details of the outreach and voluntary workers available to support the scheme and problem drinking and he also enquired how long the Ethnic Alcohol Counselling – the Brent Service (EACH) scheme in Wembley would continue. Councillor J Long commented that the pilot scheme in Kilburn had contributed to the displacement of street drinkers to Willesden and she sought opinion on where street drinkers would go once the scheme became borough-wide. She sought clarification concerning the charities involved in supporting street drinkers and whether the scheme could be enforced on private land. Councillor J Long also enquired whether the signage required would impact negatively on the street furniture.

Councillor Leaman enquired whether the number of outreach workers would remain the same regardless of whether the scheme was introduced borough-wide and whether they would also be involved in supporting any other schemes. Councillor Dunn stated that Kilburn residents had indicated their support for the pilot scheme and he was satisfied that the Safer Neighbourhood Team would be given extra powers to deal with street drinkers.

The Chair enquired whether the Drugs and Alcohol Action Team (DAAT) was already performing the tasks that the CDZ had been designed for and sought reasons for the additional funding being provided and was this funding guaranteed. He asked whether the pilot scheme in Kilburn had led to more referrals. The Chair also sought details on the future of the Crime and Disorder Partnerships funding.

In reply to the issues raised, Councillor Matthews felt that there was enough evidence to support the implementation of a borough-wide CDZ and cited additional examples of why this was necessary, such as Wembley Stadium Event Days and the risk of displacement street drinking in other areas. She confirmed that additional signage would be provided in areas where street drinking was a problem, although it would be implemented in a considerate way so as not to unduly increase street furniture. Councillor Matthews advised Members that Cricklewood Homeless Concern and Brent MIND charities were involved in supporting problem drinkers, whilst the Police had also been briefed to provide vulnerable street drinkers with information on services that were available to them. A common sense approach would be taken to help vulnerable street drinkers and issue referrals to the appropriate services, however Councillor Matthews stressed that there would be other programmes in addition to the CDZ that would be addressing this issue. Meanwhile, discussion with the Police, the Brent teaching Primary Care Trust (PCT), DAAT and other partners was being undertaken to see what other charities could become involved. Councillor Matthews confirmed that the CDZ scheme did not make street drinking illegal, however the Police would have discretionary powers to remove alcohol from those deemed to be behaving anti-socially or being a public nuisance and they would concentrate on problem areas identified. She also confirmed that there would be scope for outreach workers to undertake other activities other than supporting the CDZ scheme, irrespective of whether it was implemented. The Select Committee

noted that implementation of the CDZ scheme would represent a one-off additional cost to the Council.

Phil Newby advised the Select Committee that the CDZ scheme was necessary to provide the Police with the necessary powers to deal with street drinkers and he reiterated the specific targeting of problem areas. Members heard that there was plenty of evidence across the borough that street drinking was causing disorder and nuisance and that sufficient consultation had been undertaken. Phil Newby advised that the 2 outreach workers would target areas that experienced the most problems, although discussions were taking place regarding staffing in this area and he added that other charities could perform a similar supporting role. He stressed the scheme's main objective of preventing disorder, whilst Crime and Disorder Partnership funding was to become an unringed allocation within the new Local Area Agreement (LAA) and funding levels would be subject to the Comprehensive Spending Review. The Select Committee noted that Members would be written to providing details of the future of the EACH scheme, the number of voluntary workers currently supporting problem drinkers, the reasons for additional funding and the need for the CDZ scheme and whether the pilot scheme had led to an increase in referrals.

The Select Committee agreed to Councillor Powney's motion that it express its' concern that the proposed CDZ scheme appears to be under resourced and had not been given sufficient consideration.

RESOLVED:-

- (i) that the briefing note be noted; and
- (ii) that the Select Committee record its' concerns that the proposed CDZ scheme appears under resourced and has been given insufficient consideration.

***(iii) Review of Free Parking Areas***

RESOLVED:-

that the briefing note be noted.

***(iv) One Stop Shops and Tricycle Theatre***

The Chair confirmed that he would be contacting the Assistant Director of Customer Services to obtain clarification on a number of issues.

RESOLVED:-

that the briefing note be noted.

8. **Briefing notes/ information updates requested by the Select Committee following consideration of Version 5 (08.10.2007 to 01.02.2008) of the Forward Plan**

***(i) South Kilburn New Deals for Communities – Review of Governance Arrangements***

Councillor Lorber introduced the report and confirmed that there had been no amendments made at the Executive meeting on the 8<sup>th</sup> October 2007 to the recommendations. The Select Committee heard that a number of major changes to the South Kilburn New Deals for Communities (SKNDC) had been requested and all efforts were being made to ensure the success of the SKNDC in its remaining years. Phil Newby added that some of the recommendations were already in place, whilst others had been agreed by the SKNDC Board who had agreed at a meeting the previous week that they were to appoint an independent chair. Meanwhile, Honoria payments would cease in 2008 and Board members would pay tax through the Council's payroll system.

Members then discussed the issues arising from the report. The Chair expressed surprise that the SKNDC did not currently have an audit committee in place and suggested that the Council, as the current accountable body, should insist that such a committee be created which would include governance arrangements as part of its remit. He sought clarification as to whether audits had been taken by the accountable body on a bi-annual basis.

Councillor Dunn commented on the shortcomings that had been identified and sought explanation in view of there being 2 Council representatives on the Board who could advise. He enquired whether the reasons for needing to appoint an independent chair were constitutional and expressed concern that the person appointed would not be local, stating that it was important to explain the reasons for doing so to the local community. Councillor J Long referred to the Action Plan in the report and queried why it had not identified diversity training for Board members as relevant, nor the need to consider the gender, age, ethnic or disability background of the make up of the Board. She also queried why junior SKNDC staff would not be offered training on governance issues. Councillor Powney felt that the SKNDC had not been successful in addressing employment issues, suggesting that this was due to it being a residents- based organisation and he hoped that there would be a more outward-looking culture and approach in future. Councillor Detre felt that the irregularities of the SKNDC should have been identified earlier and the Council to have taken the appropriate action and assume control at this stage. He also expressed surprise that the irregularities concerning honoria payments had not been identified earlier.

In response, Councillor Lorber emphasised that the Council was focusing on the future and continued to lobby for additional funding for regeneration in South Kilburn. Issues such as employment would be included in the Brent to Work scheme and all efforts would be made to concentrate on the future relevant programmes. Councillor Lorber stated that it was appropriate that the Council, as the accountable body, request that the SKNDC Board have an

independent chair with relevant experience. Councillor Lorber acknowledged that the system of honoraria payments where SKNDC Board members were paid net of tax should not have happened, however he stated that audit investigations had concluded that there had been no incidences of fraud or financial irregularities. Councillor Lorber felt that Council representatives on the SKNDC Board should be nominated on an annual basis. Councillor O'Sullivan echoed Councillor Lorber's comments and emphasised the need that the SKNDC deliver for the community of South Kilburn.

Phil Newby reminded Members that when the SKNDC scheme was first launched, the Government Office for London (GOL) had favoured the option of the scheme being operated by a limited company which would also be the accountable body, as it was felt local authority control would impede the scheme. The Select Committee heard that there were many positive attributes to the SKNDC, which had initially received an excellence grading from the Government and most projects had performed well. However, problems were initially identified in performance in the employment area, whilst in 2006 Phil Newby had requested a review of governance arrangements, with concerns also raised by the Director of Finance and Corporate Resources and Legal Services. Meanwhile, the GOL guidance had since recommended that such schemes be under tight control of a separate accountable body which in practice would mean the local authority.

Phil Newby advised the Select Committee that an external-led review of the SKNDC had been taking place to consider the best structure. The position of independent chair of the SKNDC Board would combine both expertise and experience of the issues involved and it was important that a clear statement stating the benefits of an independent chair were explained to the local community. Furthermore, Phil Newby advised that the GOL had since supported the use of independent chairs for such schemes. The Select Committee heard that although the SKNDC had not been monitored by an Audit Committee, it had previously been referred to the General Purposes Committee. The SKNDC would be subject to the Council's rigorous audit and monitoring processes and there would be regular inspections. Discussions between the Head of Audit and Investigations and the interim Chief Executive of SKNDC would consider other audit issues and Phil Newby would raise the issue of creating an Audit Committee with them. Phil Newby stated that the Brent into Work scheme that was addressing the employment aspect of the SKNDC was a leader in its field within London and it was anticipated that it would be able to deliver. He commented that the changing culture would see the SKNDC as part of the Council's regeneration schemes and these changes would soon be evident. Phil Newby confirmed that he would contact the Chair concerning the frequency of audits undertaken by the Council as the accountable body of the SKNDC and he would seek clarification from the acting Chief Executive regarding the Board and diversity issues. Members heard that junior staff members of the SKNDC would not be involved in governance issues.

Councillor Arnold declared a personal interest as a member of the SKNDC board, although she did not see this as prejudicial and therefore commented on this issue following agreement from the Chair. Councillor Arnold

acknowledged that there were financial issues outstanding that had been addressed by the General Purposes Committee. She stated that efforts would be made to ensure that the structural changes to the SKNDC would mean closer working relationships with its partners and the community. Councillor Arnold agreed that there should be a clear statement as to why an independent chair should be appointed to the SKNDC Board and emphasised the importance of securing the future of South Kilburn.

The Select Committee then agreed to the Chair's motion that the Executive recommend that the SKNDC Board establish a standing Audit Committee.

RESOLVED:-

- (i) that the update be noted; and
- (ii) that the Executive be advised to recommend to the SKNDC Board that it establish a standing Audit Committee.

**(ii) South Kilburn Regeneration - Update**

Maggie Rafalowicz (Assistant Director, Housing Strategy and Regeneration) provided Members with an update on South Kilburn regeneration, stating that the Communities and Local Government (CLG) had offered the Council £50 million funding. However, negotiations continued as this was to fund the housing element only and represented about half the amount required by the Council who were also seeking funding for the non-housing elements. Maggie Rafalowicz advised the Committee that discussion was taking place with regard to the housing specification, of which the space standards were being discussed and any agreement would be subject to receiving a positive ballot result from residents. Andrew Donald from the Regeneration Action Team was leading discussions with the CLG concerning the non-housing element. Final proposals for the South Kilburn regeneration programme were due to be submitted to the CLG in January 2008.

During Members' discussion, Councillor J Long enquired where the Albert Road Day Centre would be relocated. With regard to the Section 106 money from the North-West College of London site set aside for sports provision, she enquired whether there were also plans to bring in a private sponsor. Councillor Powney sought information on the prospects of a healthy living centre and how much funding had been withdrawn from this scheme by the Brent teaching Primary Care Trust (PCT). He made enquiries with regard to the possible merging of Carlton Vale and Kilburn Park primary schools, the prospects of a sports centre being built, the preferred housing options and whether the proportion of social renting housing would be reduced. Councillor Powney also asked if changes to the Planning Brief would affect the total number of units built.

In reply, Maggie Rafalowicz confirmed that 2 sites were being considered with regard to the relocation of the Albert Road Day Centre and feasibility studies would be undertaken in the next few months. Whilst a healthy living centre had been withdrawn from the Forward Plan because of the unavailability of

PCT funding, other options were being considered and the Select Committee heard that consideration was being given as to whether these proposals could be refinanced. Maggie Rafalowicz agreed to investigate the amount of funding that had been withdrawn by the PCT. She reaffirmed the Council's commitment to a comprehensive regeneration scheme. Maggie Rafalowicz advised Members that the merging of Carlton Vale and Kilburn Park primary schools to provide a three form entry school would double the capacity. Members noted that a range of options were being considered with regard to the housing specification and consultation with residents and a review of the Master Plan would continue, although Members noted that there was no intention to alter the space standards. Maggie Rafalowicz stated that the social renting housing proportion was under consideration and she acknowledged that changes to the Planning Brief could potentially impact upon the number of units built, although every effort was being made to minimise this. Councillor Lorber reaffirmed the Council's commitment to a comprehensive regeneration programme, stating that lobbying for Government funding would be undertaken for a range of regeneration issues. Phil Newby stated that the Andrew Donald was leading discussions with regard to sports provision with all options under consideration, including a possible public/private partnership.

RESOLVED:-

that the briefing note be noted.

***(iii) Delegation of Anti-Social Behaviour Order Functions to Brent Housing Partnership***

RESOLVED:-

that the briefing note be noted.

***(iv) Stonebridge HAT Ballot Result***

RESOLVED:-

that the briefing note be noted.

***(v) Stag Lane Library, Kingsbury***

RESOLVED:-

that the briefing note be noted.

***(vi) Update on the Proposed Second City Academy at Wembley Park***

Councillor Detre recorded his opposition to the scheme and choice of site.

RESOLVED:-

that the report be noted.



9. **The Forward Plan – Issue 6 (2007/08)**

Issue 6 of the Forward Plan (05.11.07 to 07.03.08) was before members of the Select Committee. Following consideration of Issue 6 of the Forward Plan, the Select Committee made the following requests:-

**(i) Northwick Park Golf Course, Watford Road**

The Select Committee requested a briefing note on this item providing details about shared income and any potential risk to the Council. The request was suggested by Councillor Detre.

*The relevant Lead Member and lead officer for this item were not requested to attend the meeting and respond to Members' questions.*

**(ii) Voluntary Organisations Update**

The Select Committee requested a briefing note on this item updating Members on the progress of this report. The request was suggested by Councillor Powney.

*The relevant Lead Member and lead officer for this item were not requested to attend the meeting and respond to Members' questions.*

**(iii) The Transfer of Primary Care Trust led Children's Centre Staff and Buildings to the Local Authority**

The Select Committee requested a briefing note on this item updating Members on the progress of the report and providing details on the future of the Children's Centres. The request was suggested by Councillor Powney.

*The relevant Lead Member and lead officer for this item were not requested to attend the meeting and respond to Members' questions.*

**(iv) Proposed Community Primary and Nursery Schools Admission Arrangements for September 2009**

The Select Committee requested a briefing note on this item updating Members on the progress of the report. The request was suggested by Councillor J Long.

*The relevant Lead Member and lead officer for this item were not requested to attend the meeting and respond to Members' questions.*

**(v) Willesden Sports Centre PFI – Change of Control**

The Select Committee requested a briefing note on this item providing clarification of the decision made at the Executive meeting on the 12<sup>th</sup> November 2007. The request was suggested by Councillor Powney.

*The relevant Lead Member and lead officer for this item were not requested to attend the meeting.*

**(vi) Contract Award – CCTV Framework Agreement**

The Select Committee requested a briefing note on this item updating Members on the progress of this report. The request was suggested by Powney.

*The relevant Lead Member and lead officer for this item were not requested to attend the meeting and respond to Members' questions.*

**(vii) Brent Council's Travel Plan**

The Select Committee requested a briefing note on this item updating Members on the progress of the report and providing details of the timescale of implementation. The request was suggested by Councillor J Long.

*The relevant Lead Member and lead officer for this item were not requested to attend the meeting and respond to Members' questions.*

**(viii) To Update the Council's Allocations Scheme**

The Select Committee requested a briefing note on this item providing clarification of the decision taken at the Executive meeting on the 12<sup>th</sup> November 2007. The request was suggested by Councillor Leaman.

*The relevant Lead Member and lead officer for this item were not requested to attend the meeting and respond to Members' questions.*

**(ix) Meals Service Contract**

The Select Committee requested a briefing note updating Members on the progress of the report. The request was suggested by Councillor J Long.

*The relevant Lead Member and lead officer for this item were not requested to attend the meeting and respond to Members' questions.*

***Briefing notes previously requested and due for consideration at the meeting of the Select Committee on 28<sup>th</sup> November 2007, subject to confirmation about the timescales for decision making:-***

Wembley Security Arrangements

**10. Items considered by the Executive that were not included in the Forward Plan**

***Borough-Wide Roll-Out of Voucher Parking Trial***

Irfan Malik (Assistant Director, Streets and Transportation, Environment and Culture) introduced the briefing note, stating that a report entitled *Taking*

*Parking Forward in Brent* would be presented at the meeting of the Executive in November 2007, following an extensive review and development of the borough's parking strategy and parking policies. The report would seek approval for incorporation as a policy guidance document as part of the statutory parking policy contained within the Council's Local Implementation Plan. The first stage of the review involved widespread consultation with the public and had resulted in a number of issues being raised and Irfan Malik drew Members' attention to the various points to consider in the briefing note. He then advised Members that because of the relatively small revenue available to deliver such schemes, financial constraints needed to be considered.

The Select Committee then raised a number of issues. Councillor Detre commented that residents of Northwick Park had indicated that they had not been consulted. Councillor Dunn welcomed the change in approach to parking issues and enquired whether there would be a rationalisation of the size of Controlled Parking Zones (CPZs). He asked whether a 'get what you pay for' payment system would be introduced to pay and display schemes. With regard to use of mobile phone technology based on number plate recognition, he enquired whether this information would be shared with other information systems. Councillor J Long asked whether larger CPZs would include a 'ring of steel' parking protection around stations and if the review would include a reconsideration of annual visitor permits and motorcycles. She sought clarification on the timetable of implementation of the review, including the introduction and costs of new technology and whether Westminster Council's voucher scratch card system had been considered during the review. Councillor J Long also enquired whether the existing parking meters could be modified to a 'get what you pay for' scheme and had there been investigation into blue badge misuse. Councillor Powney queried whether there would be a simultaneous review of a block of CPZs and when the reviews would commence. He also enquired whether higher resident parking permit charges would, if introduced, be based on size of vehicle or vehicle emissions and sought clarification on the advantages of reducing residents parking permits to 2 per household.

In reply to the issues raised, Irfan Malik advised Members that residents were consulted whenever a CPZ was proposed or changes made to one. He agreed to investigate what consultation had been undertaken in Northwick Park. The Select Committee noted that it was intended to reduce the overall number of CPZs, with the merging of some CPZs under consideration. Irfan Malik explained that there would be the appropriate level of parking protection around stations although this would be subject to residents' consultation. Annual visitor permits would be re-considered and whilst there had been no suggestions with regard to motorcycle parking, this could also come under consideration especially in view of increasing use of motorcycles. It was anticipated that most of the proposals agreed in the review would be introduced over 2008/2009, depending on the financial and legal implications. Irfan Malik stressed that there were a number of areas to review and that issues such as signage and costs would also influence the timing of implementation. He advised the Select Committee that it was intended to review neighbouring CPZs simultaneously to consider where they could be

merged or extended and thought would be given to the timetable of CPZ reviews, providing the report's recommendations were agreed at the November meeting of the Executive.

Irfan Malik confirmed that Westminster and Hounslow Councils' voucher scratch card system had been studied prior to a trial scheme being introduced in specific areas of the borough. However, parking machines had been broken into, and although the trial had been reasonably successful, it would be costly to introduce borough-wide and would be gradually phased out as more advanced technology schemes were introduced. Irfan Malik stated that one of the advantages in using a phone system of payment was that new machines would not need to be introduced as the system would inform traffic wardens electronically when a payment had been made. He added that the Westminster Council phone payment system had been studied and had passed all the necessary tests, stating that such a system would have to fulfil all legal requirements prior to being introduced in Brent. He did not believe that the Westminster model shared the information with any other agencies. With regard to higher resident permits for certain vehicles, Irfan Malik stated that this was likely to target higher emission vehicles to promote efficiency, however higher charges to larger vehicles were also being considered with the scheme operated by Richmond Council being looked at, although this issue would be subject to residents' consultation. Irfan Malik commented that reducing resident parking permits to 2 per household was being considered as it would reduce the number of vehicles parking in streets. He confirmed that a 'pay what you get for' scheme was being considered and further research was being undertaken, with some parking meters already capable of supporting such a change. Irfan Malik confirmed that misuse of blue badges had been looked at and that examples of this would be well-publicised and this area was undergoing changes in legislation with regard to enforcement.

Councillor D Brown added that although there would be initial costs in introducing new technologies, savings would be made in the long term and would mean an end to needing to regularly empty parking meters.

**11. Date of Next Meeting**

It was noted that the next meeting of the Forward Plan Select Committee would be held on Wednesday, 28<sup>th</sup> November 2007.

**12. Any Other Urgent Business**

None

The meeting ended at 9.45 pm.

D COUGHLIN  
Chair