



Barham Park Trust Committee – Supplementary Agenda

Thursday 2 February 2017 at 7.00 pm
Boardrooms 5-6 - Brent Civic Centre

Membership:

Members

Councillors:

McLennan (Chair)
Hirani (Vice-Chair)
Farah
Miller
Southwood

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020 8937 1355; bryony.gibbs@brent.gov.uk

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The press and public are welcome to attend this meeting

Supplementary Agenda

Introductions, if appropriate.

Apologies for absence and clarification of alternate members.

Item	Page
4 Property Update, Barham Park Building Complex, 660 Harrow Road, Wembley	1 - 16

The following appendices are attached for the committee's consideration:

Appendix 1 – Recommendations regarding the Card Room

Appendix 2 – Site Plan

Appendix 3 - Equality Analysis



Please remember to set your mobile phone to silent during the meeting.

- The meeting room is accessible by lift and seats will be provided for members of the public.

APPENDIX 1

BARHAM PARK UNIT 1 CARD ROOM, 660 HARROW ROAD, WEMBLEY RECOMMENDATION

That the Trust note the details below and approve the lease of Unit 1 The Card Room to Tamu Samaj UK (TSUK) for a 7 year term.

Details

The Trust agreed on the 7 July 2015 that the Card Room be marketed under Brent Council's Community Asset Transfer (CAT) policy. Tamu Samaj UK (TSUK) and the Shree Vishwakarama Association (SVAUK) presented their proposals on 26th January 2017.

The attached table is in alignment to the criteria set out in the Council's CAT policy. Each bidder has a description of how it meets the criteria.

Officers considered that the 2 parties were very close in terms of their overall approach and fit with the CAT policy. TSUK propose a use that is wider in terms of impacts on a wider range of the community and positive impact on the park and a higher social value measure. SVAUK presented a stronger financial proposal.

The Trust needs to therefore weigh up the relative benefits of which of the 2 bidders it would like to approve.

Friends of Barham Library although submitting a proposal, required a longer lease than the 7 years offered. Therefore whilst the Trust have other offers that meet the criteria this bidder did not go to the presentation round.

SAAFI (Refugee outreach) did not submit any information about the Social Value Test and this is a key element of the CAT and therefore this bidder did not go the presentation round.

Application Evaluation.

Criteria	Tamu Samaj UK (TSUK-Gurkha Veterans)	SAAFI (Refugee outreach)	Shree Vishwakarama Assoc UK	Friends of Barham Library
1. Qualifying organisation	Yes. Registered Charity No: 1150097.	From July 2016 in the process of becoming a CIC.	Yes. Registered charity.	Yes. Registered charity.
2a. Properly constituted and governed.	Yes. Trust charitable body with minutes AGM.	Constituted with Board of trustees.	Yes. Charity governed by constitution governed by board of trustees.	Charity & company limited by guarantee.
2b. Skill and Capacity to manage asset and provide service	First time proposed leaseholders. Have hired many halls for events & have numerous people skills. At interview demonstrated personal & organisational skills gained in the army that could be transferable.	Business skills, but no direct skills to manage the subject asset.	Undertaken smaller scale projects & has pool of expertise from different backgrounds. At interview demonstrated skills plus capacity to manage the asset & provide a service.	Number of volunteers with access to pool of local professional supporting activities. However require longer lease for grant funding purposes.
2c. Accounts demonstrate ability to take on asset and deliver service	Business plan & cash flow forecast to 31 March 2017 provided. Established organisation. At interview other than savings funds in account did not demonstrate any cash flow projections for anticipated works.	3 years unaudited accounts provided as they advise not required under the Companies Act. Insufficient funds.	2 years audited accounts available to 31.12.14. Good balance sheet. At interview demonstrated works & cash flows as well as the availability of large lump sum donors.	2 years accounts supplied for Unit 4 The Lounge. Audit not required by Charity Commission as under a certain size.
2d. Experience of delivering similar	First time proposed leaseholders. Have hired	No similar scale experience.	Previously leased Tenby Hall from Harrow	Previously operated Library from Wembley High Rd. Operating Unit 4 The Lounge &

projects	many halls for events & have people skills. Although no direct experience the interview showed they had transferable skills from the army.		BC. Delivered smaller scale projects. At interview demonstrated availability of professional, managerial & trades for the project.	Unit in Sudbury Town Station.
2e. Copy of equality policy	Yes	Yes	No equality policy at present but governed under Charity Commission Rules. Provided at interview.	Yes
2f. Consortium	No	No	No	No
3. Analysis of heads of terms	Rental offer £1,500 pa under a 7 year lease. Year 1 works estimated at £3K. At interview indicated that they would undertake works through skilled volunteers with only costs of materials needing funding. Funds of £30k are available.	No details of works required.	Detailed that works to be agreed. Indicated at interview that an investment of about £60k would be made. Were a longer term available then this could rise substantially.	Longer lease than 7 years required for grant funding purposes as extensive works. Also requires the Trust to bring the property into a reasonable state of repair.
4. Service Offer	Rental offer £1,500 pa.	Rental offer £3,000 pa. 3 months' rent free. 7 year lease.	Rental offer £5,575 pa. 3 months' rent free. 7 year lease.	Rental £3,000 pa. Require a longer term than 7 years as level of investment necessary requires this for payback. Rent free for duration of works to make good.
5. Social Value Test	Better Lives 1. Enabling people to live better lives Year 1 - Incorrect entry. Year 2 - Incorrect entry. 2. Generating jobs for local people - Full time	Better Lives No information supplied. Better Place No information supplied. Better Locally No information	Better Lives 1. Enabling people to live better lives Year 1 - £9,360 Year 2 - £18,720 2. Generating jobs for local people- Full time	Submission was in paper form. No spreadsheet provided. No information was provided on the Social Value Test.

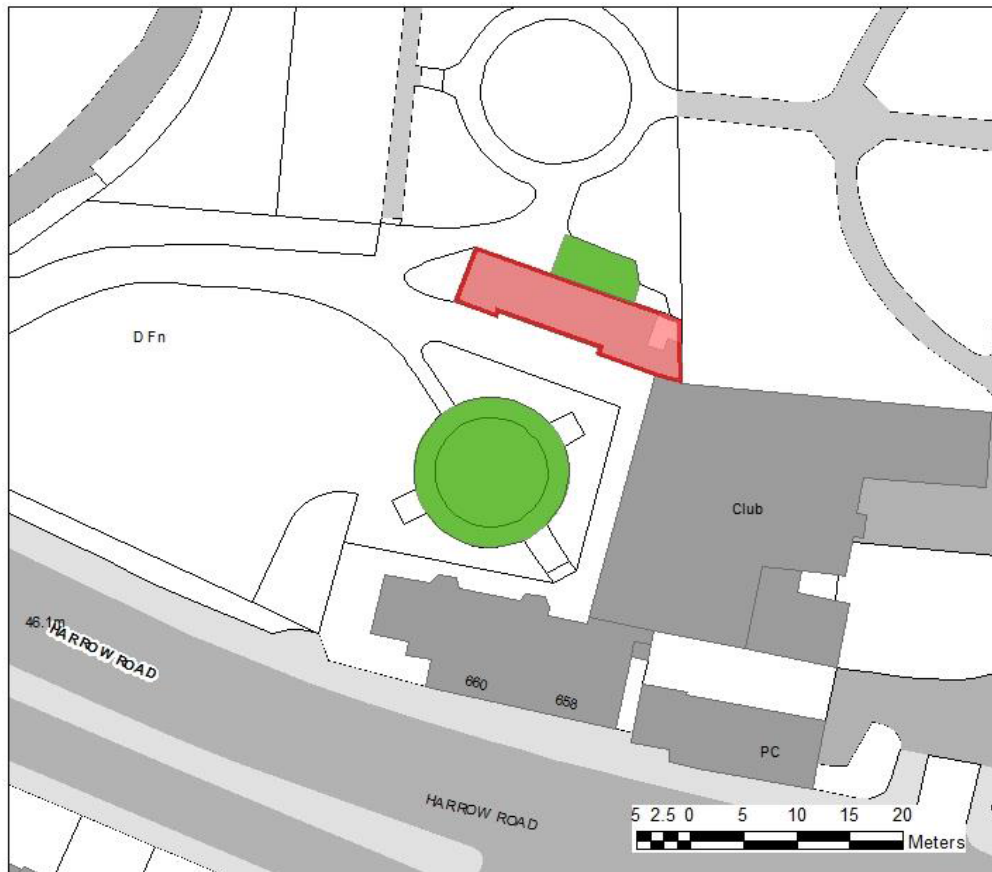
	<p>Year 1 - £0 Year 2- £0 Part time Year 1 - £0 Year 2 - £0 3. Supporting local enterprise - 3.1-Brents SME's in apply chain - Year 1 - £30,244 Year 2 - £30,455 3.2 Free use of assets to SME – Year 1 - £6,227 Year 2 - £6,277 4. Making sure our schools are the best. Year 1 - £0 Year 2 - £0 Better Place 1. Making sure Brent is a better place to live. Year 1 - £50,003 Year 2 - £50,003 2. Increase the supply of good quality arts & leisure facilities Year 1 - £3,000 Year 2 - £2,000 Better Locally 1.1 Building resilience & promoting local community Year 1- £215,016 Year 2 - £215,016 1.2 Accessing for social & community activities for</p>	<p>supplied Other Measures No information supplied Sum of Social Value No information supplied.</p>	<p>Year 1 - £0 Year 2- £0 Part time Year 1 - £0 Year 2 - £0 3. Supporting local enterprise - 3.1-Brents SME's in apply chain - Year 1-£0 Year 2-£0. 3.2 Free use of assets to SME - Year 1-£0 Year 2 - £0 4. Making sure our schools are the best. Year 1 - £0 Year 2 - £0. Better Place 1. Making sure Brent is a better place to live. Year 1 - £0 Year 2 - £0 2. Increase the supply of good quality arts & leisure facilities Year 1 - £0 Year 2 - £0 Better Locally 1. Building resilience & promoting local community. 1.1 Number of volunteering opportunities Year 1- £0</p>	
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	<p>local people. Year 1 - £18,460 Year 2 - £18,460 2. Building partnerships Year 1 - £6,277.40 Year 2 - £6,277.40 Other Measures 1.Other measures hours Year 1 - £0 Year 2 - £0 2.Other measures pounds Year 1 - £0 Year 2 - £0</p> <p>Sum of Social Value Year 1 - £373,000 Year 2- £382,000 At interview indicated that the high social value calculation showed the real contribution that would be made.</p>		<p>Year 2 - £0 1.2 Accessible social & community activities Year 1 - £0 Year 2 - £0 2. Building partnerships Year 1 - £0 Year 2 - £0 Other Measures 1.Other measures hours Year 1 - £0 Year 2 - £0 2. Other measures pounds Year 1- £0 Year 2- £0 Sum of Social Value Year 1 - £18,720 Year 2- £18,720 At interview no clear explanation was available on why more of the social value calculator was not filled in.</p>	
<p>6. Equalities outcomes</p>	<p>Tamu Samaj UK have indicated a positive outcome on all the 9 protected characteristics of age, disability, gender identity, marriage & civil partnership, race, religion & belief, sex, sexual orientation. At interview it was demonstrated that other groups at Barham Park, the church & other</p>	<p>SAAFI have indicated 7 a positive outcomes & 2 neutral out of the 9 protected characteristics of age, disability, gender identity, marriage & civil partnership, race, religion & belief, sex, sexual orientation.</p>	<p>SVAUK have indicated a positive outcome on all the 9 protected characteristics of age, disability, gender identity, marriage & civil partnership, race, religion & belief, sex, sexual orientation. At interview examples of how the 9 protected characteristics may be applied were not clearly</p>	<p>Friends of Barham Library have indicated a positive outcome on all the 9 protected characteristics of age, disability, gender identity, marriage & civil partnership, race, religion & belief, sex, sexual orientation.</p>

	veterans groups had been approached to work inclusively.		demonstrated.	
6a. Inclusive to all	Yes	Yes	Yes	Yes
7. Equality monitoring	To be undertaken.	No Information.	No information.	Yes.
8. Connection or interest.	None noted.	None noted.	None noted.	No supporting information.

Appendix 2. Site Plan

Unit 1, Barham Park, 660 Harrow Road, Wembley, HA0 2HB



Brent



Demise



Proposed External Seating

1:500

Plan to stated scale if printed at A4.

PSMA OS copyright statement

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NORTH



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The Card Room-CAT Proposed Lease

Department

Regeneration and Growth

Person Responsible

Amin Soorma

Created

30th January, 2017

Last Review

30th January, 2017

Status

Complete

Next Review

30th January, 2018

Screening Data

1. What are the objectives and expected outcomes of your proposal? Why is it needed? Make sure you highlight any proposed changes.

The Barham Park Trust Report in July 2015 approved the proposal to Community Asset Transfer (CAT) of the Card Room, Barham Park to a third sector organisation (TSO).

The property is at present occupied by occupied The Veterans who have agreed to vacant once the CAT lease is in place to a TSO. The property requires works and the Council has no allocated budget to return it to a useful state of repair.

The CAT provides for the asset to be leased to a TSO, aiming to build capacity and capability in Brent's TSO community, while returning The Card Room to a reasonable repair condition, generating management and maintenance savings.

2. Who is affected by the proposal? Consider residents, staff and external stakeholders.

Residents. The condition of The Card Room may attracted anti-social behaviour to the area that could have an effected on the nearby housing. The proposed CAT will enable a TSO organisation directly to manage the proposed repair.

Staffing. There are no staffing issues. On completion of the CAT the operators will employ their own staff.

External Stakeholders. Proposed leaseholder. The CAT will enable the new operators to make good repairs to The Card Room as well as hiring to others.

3.1 Could the proposal impact on people in different ways because of their equality characteristics?

- Yes

If you answered 'Yes' please indicate which equality characteristic(s) are impacted

- Age
- Disability
- Race

Age

Tamu Samaj UK . Impact positive. The charity indicates that they actively seek to promote greater social inclusion and the work that the charity delivers is fully inclusive and non-discriminatory.

SVAUK. Impact positive. The charity has detailed that they will ensure that the facilities are available to all age groups.

Disability

Tamu Samaj UK. Impact positive. The charity indicates that they will ensure that the facility and services are available to all communities regardless of disability.

SVAUK. Impact positive. The charity has detailed that they will ensure that the facilities are available to all communities regardless of disability.

Religion or belief

Tamu Samaj UK. Impact positive. The charity indicates that they will ensure that the facility and services are available to all communities regardless of religion or belief.

SVAUK. Impact positive. The charity has detailed that they will ensure that the facilities are available to all communities regardless of religion or belief.

3.2 Could the proposal have a disproportionate impact on some equality groups?

- Yes

If you answered 'Yes', please indicate which equality characteristic(s) are disproportionately impacted

- Other (please specify)

Others: Both the Tamu Samaj UK and the SVAUK proposal will lead to an improved facility, that may command a higher rental charge for hiring of the hall space.

3.3 Would the proposal change or remove services used by vulnerable groups of people?

- Yes

The proposed services offered by both the Tamu Samaj UK and SVAUK has the potential to change overtime. As the property is presently used by elderly persons there is potential that the changes may impact vulnerable groups of people that use the service. The CAT process is flexible, allowing providers the ability to alter their service offer over time with changes captured through the annual self assessment process that is undertaken by tenants and submitted to the Council to review and feedback on.

3.4 Does the proposal relate to an area with known inequalities?

- Yes

As the proposed services is for both young and older persons both in Brent and outside. It is likely the service offer will be accessed by young and older people from a range of backgrounds. Including those that live in deprived areas, or areas with high crime, high health issue or low education attainment, employment and families living in social housing, that may be benefit dependant.

3.5 Is the proposal likely to be sensitive or important for some people because of their equality characteristics?

- Yes

If you answered 'Yes', please indicate which equality characteristic(s) are impacted

- Other (please specify)

Low Income Households. The Brent Borough Profile shows Brent residents have the second lowest gross average income of all the London boroughs. Any significant increase in the hall hire fees by the Tamu Samaj UK and SVAUK to access the premises may have an adverse effect on outside groups ability to use the site and their young and older persons ability to pay.

3.6 Does the proposal relate to one of Brent's equality objectives?

- Yes

To know and understand all our communities. The proposal from the Tamu Samaj UK and SVAUK provide for community engagement.

To involve our communities effectively, both proposals provide for community involvement.

To demonstrate leadership in equalities and human rights, both within the Council and amongst partners and

organisational commitment to excellence. The proposal attempts to safeguard The Card Room by providing opportunities for children and older persons in Brent and surrounding areas. Additionally it offers the potential for wider access by the community to the facilities.

Recommend this EA for Full Analysis?

Yes

Comments

In respect of CAT and marketing both applicants submitted organisational equality data that was broadly in line with Brent's equality policy.

Rate this EA

N/A

Impact Assessment Data

5. What effects could your policy have on different equality groups and on cohesion and good relations?

5.1 Age (select all that apply)

- Positive

The CAT process aims to ensure opportunity for all and an open market process inviting applications from eligible organisations.

The response below are as per each application service analysis.

Tamu Samaj UK - Position positive. The charity's work is inclusive of age.

SVAUK - Position positive. The SVAUK has detailed that the facility is to be available to all persons in Brent and the surrounding area regardless of age.

5.2 Disability (select all that apply)

- Positive

The CAT process aims to ensure opportunity for all and an open market process inviting applications from eligible organisations.

The response below are as per each application service analysis.

Tamu Samaj UK - Position positive. The TSUK have said that the Card Room will remain available to all communities regardless of disability within Brent and surrounding areas. The diversity and deprivation levels in Brent mean that for some residents the use of the proposed facility may be the only time that such an experience takes place.

SVAUK - Position positive. SVAUK have indicated that the facility is to be available to all persons in Brent and the surrounding area regardless of disability.

5.3 Gender identity and expression (select all that apply)

- Positive

The CAT process aims to ensure opportunity for all and an open market process inviting applications from eligible organisations.

The response below are as per each application service analysis.

Tamu Samaj UK - Position positive. The TSUK have said that the Card Room will remain available to all communities regardless of gender identity within Brent and surrounding areas. The diversity and deprivation levels in Brent mean that for some residents the use of the proposed new facility may be the one and only time that such an experience takes place.

SVAUK - Position positive. SVAUK have detailed that the facility is to be available to all persons in Brent and the surrounding area regardless of gender identity.

The CAT process aims to ensure opportunity for all and an open market process inviting applications from eligible organisations.

The response below are as per each application service analysis.

Tamu Samaj UK - Position positive. The TSUK have said that the Card Room will remain available to all communities regardless of gender identity within Brent and surrounding areas. The diversity and deprivation levels in Brent mean that for some residents the use of the facility may be the one and only time that such an experience takes place.

SVAUK - Position positive. SVAUK have detailed that the facility is to be available to all persons in Brent and the surrounding area regardless of gender identity.

The CAT process aims to ensure opportunity for all and an open market process inviting applications from eligible organisations.

The response below are as per each application service analysis.

Tamu Samaj UK - Position positive. The TSUK have indicated that the repaired will be emain available to all communities regardless of gender identity within Brent and surrounding areas outside school term times. The diversity and deprivation levels in Brent mean that for some residents the use of the proposed new facility may be the one and only time that such an experience takes place.

Forest United - Position positive. Forest United have detailed that the facility is to be available to all person in Brent

and the surrounding area regardless of gender identity.

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5.4 Marriage and civil partnership (select all that apply)

- Positive

The CAT process aims to ensure opportunity for all and an open market process inviting applications from eligible organisations.

The response below are as per each application service analysis.

Tamu Samaj UK - Position positive. TSUK have detailed that the facility is to be available to all persons in Brent and the surrounding area regardless of their marriage or civil partnership position.

SVAUK - Position positive. SVAUK have detailed that the facility is to be available to all persons in Brent and the surrounding area regardless of their marriage or civil partnership position.

5.5 Pregnancy and maternity (select all that apply)

- Positive

The CAT process aims to ensure opportunity for all and an open market process inviting applications from eligible organisations.

The response below are as per each application service analysis.

Tamu Samaj UK - Position positive. The TSUK have said that the Card Room will remain available to all communities regardless of pregnancy and maternity within Brent and surrounding areas. The diversity and deprivation levels in Brent mean that for some residents the use of the proposed new facility may be the one and only time that such an experience takes place.

SVAUK - Position positive. SVAUK have detailed that the facility is to be available to all persons in Brent and the surrounding area regardless of pregnancy or marriage position.

5.6 Race (select all that apply)

- Positive

The CAT process aims to ensure opportunity for all and an open market process inviting applications from eligible organisations.

The response below are as per each application service analysis.

Tamu Samaj UK - Position positive. The TSUK have indicated that the Card Room will remain available to all communities regardless of race. The diversity and deprivation levels in Brent mean that for some residents the use of the proposed new facility may be the one and only time that such an experience takes place.

SVAUK - Position positive. SVAUK have detailed that the facility is to be available to all persons in Brent and the surrounding area regardless of their racial profile.

5.7 Religion or belief (select all that apply)

- Positive

The CAT process aims to ensure opportunity for all and an open market process inviting applications from eligible organisations.

The response below are as per each application service analysis.

Tamu Samaj UK - Position positive. The TSUK have said that the Card Room will remain available to all communities regardless of religion or belief. The diversity and deprivation levels in Brent mean that for some residents the use of the proposed new facility may be the one and only time that such an experience takes place.

SVAUK - Position positive. SVAUK have detailed that the facility is to be available to all persons in Brent and the surrounding area regardless of their religion or belief.

5.8 Sex (select all that apply)

- Positive

The CAT process aims to ensure opportunity for all and an open market process inviting applications from eligible organisations.

The response below are as per each application service analysis.

Tamu Samaj UK - Position positive. The TSUK have said that the Card Room will remain available to all communities regardless of sex. The diversity and deprivation levels in Brent mean that for some residents the use of the proposed new facility may be the one and only time that such an experience takes place.

SVAUK - Position positive. SVAUK have detailed that the facility is to be available to all persons in Brent and the surrounding area regardless of their sex.

5.9 Sexual orientation (select all that apply)

- Positive

The CAT process aims to ensure opportunity for all and an open market process inviting applications from eligible organisations.

The response below are as per each application service analysis.

Tamu Samaj UK - Position positive. The TSUK have said that the Card Room will remain available to all communities regardless of their sexual orientation. The diversity and deprivation levels in Brent mean that for some residents the use of the proposed new facility may be the one and only time that such an experience takes place.

SVAUK - Position positive. SVAUK have detailed that the facility is to be available to all persons in Brent and the surrounding area regardless of their sexual orientation.

5.10 Other (please specify) (select all that apply)

- Unknown

6. Please provide a brief summary of any research or engagement initiatives that have been carried out to formulate your proposal.

What did you find out from consultation or data analysis?

Were the participants in any engagement initiatives representative of the people who will be affected by your proposal?

How did your findings and the wider evidence base inform the proposal?

The Community Asset Transfer (CAT) tender marketing campaign resulted in four applications for the Card Room. One of the applicants provided insufficient information and the other required a lease longer than 7 years that was available and so their applications were not moved forward. After a presentation interview the two remaining organisation have been recommended to the Barham Park Trust as potential applicants, but the Tamu Samaj UK appears to provide an offer that fits better with the property location in a park environment.

The Tamu Samaj are an established charitable body registered. Their equalities analysis comments in respect of the 9 protected characteristics are broadly in line with the Council's equality policy.

SVAUK are an established charitable body registered. Their equalities analysis comments in respect of the 9 protected characteristics were satisfactory.

7. Could any of the impacts you have identified be unlawful under the Equality Act 2010?

- No

8. What actions will you take to enhance any potential positive impacts that you have identified?

The Council will require the CAT leaseholder to submit a annual self assessment comprising a service review on a regular basis with the time frame to be agreed.

This monitoring approach will enhance the potential positive impacts that have been identified in the report.

9. What actions will you take to remove or reduce any potential negative impacts that you have identified?

There are no negative impacts identified.

10. Please explain the justification for any remaining negative impacts.

N/A

Comments

As identified in the screening stage, progressing the proposed CAT will enable a number of Brent's equalities objectives to be met. The proposal provides for community engagement and involvement, safeguarding and enhancing the facilities, providing opportunities for everyone to hire the premises. The Tamu Samaj UK and the SVAUK proposals offer in a highly diverse borough such as Brent a real opportunity for to greater participation.

The marketing process aimed to ensure that all eligible organisations have equality of opportunity and could put forward an application. The marketing process resulted in four applications submitted. The Tamu Samaj UK proposal is better aligned to maximise the use of the site as they already use the Barham Park for exercise and walking purposes, their bid provides the opportunity to enhance the service and create increased opportunity for people to make use of the facility. The SVAUK application looks to improve the Card Room over time and the offer has merits.

Organisation Sign-off Data

11. What did this equality analysis conclude?

- The proposal was accepted without changes

12. Please write a brief summary of your equality analysis which should be included in the 'diversity implications' section of any reports.

As identified in the screening stage. Progressing the proposed CAT will enable a number of Brent's equalities objective to be met. The proposals provide for community engagement and involvement, safeguarding and enhancing the environment

The marketing process aimed to ensure that all eligible organisations had equality of opportunity and could put forward an application. The marketing process resulted in four applications being submitted. Tamu Samaj Uk provided evidence of outreach to a wider community and age groups that has a range of social issues and by working with the community and park they will provide significant opportunity to improve community cohesion, health outcomes and quality of life outcomes.

13. I confirm that this equality analysis represents a fair and reasonable view of the implications of this proposal on equality and that appropriate actions have been identified to address the findings.

Enter your name

James Young

Enter your designation

Commercial Portfolio Manager

Enter your department

Resources Department

Enter today's date

01-02-2017

Next Review Date

2018-01-30

Outstanding Actions

No outstanding actions