



## Executive

**Monday, 23 May 2011 at 7.00 pm**

Committee Rooms 1, 2 and 3, Brent Town Hall, Forty Lane, Wembley, HA9 9HD

### Membership:

#### Lead Member Councillors:

#### Portfolio

|                   |   |
|-------------------|---|
| John (Chair)      | Leader/Lead Member for Corporate Strategy and Policy<br>Co-ordination |
| Butt (Vice-Chair) | Deputy Leader/Lead Member for Resources                               |
| Arnold            | Lead Member for Children and Families                                 |
| Beswick           | Lead Member for Crime and Public Safety                               |
| Crane             | Lead Member for Regeneration and Major Projects                       |
| Jones             | Lead Member for Customers and Citizens                                |
| Long              | Lead Member for Housing   |
| J Moher           | Lead Member for Highways and Transportation                           |
| R Moher           | Lead Member for Adults and Health                                     |
| Powney            | Lead Member for Environment and Neighbourhoods                        |

**For further information contact:** Anne Reid, Principal Democratic Services Officer  
020 8937 1359, [anne.reid@brent.gov.uk](mailto:anne.reid@brent.gov.uk)

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**[www.brent.gov.uk/committees](http://www.brent.gov.uk/committees)**

**The press and public are welcome to attend this meeting**

# Agenda

Introductions, if appropriate.

Apologies for absence and clarification of alternate members.

| Item | Page |
|------|------|
|------|------|

|          |   |  |
|----------|---|--|
| <b>1</b> | <b>Declarations of personal and prejudicial interests</b> |  |
|----------|---|--|

Members are invited to declare at this stage of the meeting, any relevant financial or other interest in the items on this agenda.

|          |  |        |
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| <b>2</b> | <b>Minutes of the previous meeting</b> | 1 - 14 |
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|          |                                 |  |
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| <b>3</b> | <b>Matters arising (if any)</b> |  |
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| <b>4</b> | <b>Deputations (if any)</b> |  |
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## Environment and Neighbourhood Services reports

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| <b>5</b> | <b>Update on the implementation of the Libraries Transformation Project</b> | 15 - 18 |
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This report updates members on the implementation of the Libraries Transformation Project, including the closure of the six libraries.

**Ward Affected:**

All Wards;

**Lead Member:** Councillor Powney

**Contact Officer:** Sue McKenzie, Arts, Libraries and Heritage

Tel: 020 8937 3144 sue.mckenzie@brent.gov.uk

|          |                       |         |
|----------|-----------------------|---------|
| <b>6</b> | <b>Waste Strategy</b> | 19 - 24 |
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This report provides an update on procurement matters in relation to the Council's proposals to implement the new Household Waste Collection Strategy (2010), thus:

- The provision of new waste collection vehicles.
- The supply and distribution of various household waste containers, namely:
  - Kitchen caddies and food waste kerbside containers
  - Wheeled bins
- The use of the Chief Executive's Delegated Powers to complete this process.

**Ward Affected:**

All Wards;

**Lead Member:** Councillor Powney

**Contact Officer:** Chris Whyte, Environment

**7 Authority to award the contract for the provision of a managed service for the supply of staff services for Brent Transport Services (BTS)** 25 - 36

This report seeks authority in accordance with Contract Standing Orders 88 to award a contract for the provision of a managed service for the supply of personnel for Brent Transport Services. The report summarises the tender process undertaken by officers and following evaluations of tenders, recommends the tenderer that should be awarded the contract.

*Appendix also below*

**Ward Affected:**

All Wards;

**Lead Member:** Councillor Powney

**Contact Officer:** David Shelley, Brent Transport Services

Tel: 020 8937 6720 [david.shelley@brent.gov.uk](mailto:david.shelley@brent.gov.uk)

### Children and Families reports

**8 Authority to invite tenders for a framework agreement for the provision of cleaning services to Brent schools** 37 - 42

This report concerns the procurement of a framework agreement for cleaning services for schools. This report seeks authority to invite tenders for a Cleaning Framework Agreement to commence on 2<sup>nd</sup> January 2012 as required by Contract Standing Orders 88 and 89.

**Ward Affected:**

All Wards;

**Lead Member:** Councillor Arnold

**Contact Officer:** David Furse, Procurement

Tel: 020 8937 1170 [david.furse@brent.gov.uk](mailto:david.furse@brent.gov.uk)

**9 Restructuring short break residential provision in Brent for children with disabilities** 43 - 64

This report proposes a restructure of the residential short break services currently provided at Crawford Avenue and Clement Close units. The proposals are in line with the longer term strategy for reducing residential provision and increasing more flexible options for families for short breaks which are community based.

**Ward Affected:**

All Wards;

**Lead Member:** Councillor Arnold

**Contact Officer:** Krutika Pau, Director of Children and Families

Tel: 020 8937 3126 [krutika.pau@brent.gov.uk](mailto:krutika.pau@brent.gov.uk)

**10 Authority to award a contract for the delivery of services at Stonebridge Adventure Playground and Special Educational Needs Afterschool Clubs in Brent** 65 - 68

This report requests authority to award a contract for the delivery of services at Stonebridge Adventure Playground and SEN Afterschool Clubs (including Manor School, The Village School and Middlesex House) in Brent to Brent Play Association on the basis that there are good operational and financial reasons for doing so.

**Ward Affected:**

All Wards;

**Lead Member:** Councillor Arnold

**Contact Officer:** Krutika Pau, Director of Children and Families

Tel: 020 8937 3126 [krutika.pau@brent.gov.uk](mailto:krutika.pau@brent.gov.uk)

### Housing and Community Care reports

**11 Authority to award a support and maintenance contract** 69 - 74

This report requests authority to award a support and maintenance contract in respect of "frameworki", the Council's Adult and Children Social Care Case Management IT System and seeks approval not to invite tenders in accordance with Contract Standing Order 86 (e)(i).

*Appendix also below*

**Ward Affected:**

All Wards;

**Lead Member:** Councillor R Moher

**Contact Officer:** Juan Murray

Tel: 020 8937 1467 [juan.murray@brent.gov.uk](mailto:juan.murray@brent.gov.uk)

### Regeneration and Major Projects reports

**12 The East Lodge, Paddington Cemetery, 93 Willesden Lane** 75 - 88

This report seeks the Executive's approval for the disposal by auction of the East Lodge located in the Paddington Cemetery, 93 Willesden Lane London NW6 7SD. The property has now become surplus to requirements after the previous occupier, an employee of the Environmental Health Unit vacated the property in February 2011.

**Ward Affected:**

Queens Park;

**Lead Member:** Councillor Crane

**Contact Officer:** Howard Fertleman, Property and Asset Management

Tel: 020 8937 1566

[howard.fertleman@brent.gov.uk](mailto:howard.fertleman@brent.gov.uk)

**13 Proposed Park Royal Partnership Business Improvement District** 89 - 106

This paper informs Members of Park Royal Partnership's intention to ballot eligible businesses within the Park Royal industrial estate for the

establishment of a Business Improvement District (BID) anticipated to take place on 30<sup>th</sup> June 2011. The paper includes background information about the BID, the progress Park Royal Partnership has made to date and outlines the implications for the Council.

**Ward Affected:** All Wards;  
**Lead Member:** Councillor Crane  
**Contact Officer:** Joanne Francis, Regeneration Policy Team  
 Tel: 020 8937 1043 joanne.francis@brent.gov.uk

**14 Development of SEN Provision at Hay Lane and Grove Park Sites - 107 -  
 The Village School including award of Design and Build contract 128**

This report summarises the procurement process undertaken by the Council to procure a Design & Build contractor for the temporary accommodation at The Village School and provides an update on the award of the contract for the appointment of a Design and Build contractor for that temporary accommodation.

*Appendix also below*

**Ward Affected:** Queensbury;  
**Lead Member:** Councillor Crane  
**Contact Officer:** Andrew Donald, Director of Regeneration and Major Projects  
 Tel: 020 8937 1049  
 andrew.donald@brent.gov.uk

### Central Reports

**15 Authority to award contract for supply of energy (Gas and Electricity) to the Council 129 -  
 136**

This report relates to the procurement of both gas and electricity across the Council. The report requests approval to award two call-off contracts under flexible energy procurement frameworks operated by Kent County Council in accordance with Contract Standing Orders 88.

**Ward Affected:** All Wards;  
**Lead Member:** Councillor Butt  
**Contact Officer:** David Furse, Procurement  
 Tel: 020 8937 1170 david.furse@brent.gov.uk

**16 Applications for Discretionary Rate Relief 137 -  
 146**

**Ward Affected:** All Wards;  
**Lead Member:** Councillor Butt  
**Contact Officer:** Richard Vallis, Revenue and Benefits  
 Tel: 020 8937 1503 richard.vallis@brent.gov.uk

## 17 Any Other Urgent Business

Notice of items to be raised under this heading must be given in writing to the Democratic Services Manager or his representative before the meeting in accordance with Standing Order 64.

## 18 Reference of item considered by Call in Overview and Scrutiny Committee - 27 April 2011

The Call in Overview and Scrutiny Committee considered the report on the Libraries Transformation project and made the following recommendation:

“that the Executive be requested to ensure that the existing libraries or alternative local premises continue to be available for young people throughout the 2011 exam period.”

A related report from the Director of Environment and Neighbourhood Services is on this evening’s agenda.

## 19 Exclusion of Press and Public

The following items are not for publication as they relate to the following category of exempt information as specified in the Local Government Act 1972 namely:

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

### APPENDICES:

- Authority to award support and maintenance contract
- Authority to award the contract for the provision of a managed service for the supply of staff services for Brent Transport Services (BTS).
- Development of SEN Provision at Hay Lane and Grove Park Sites  
-The Village School including award of Design and Build contract

*(reports above refer)*

**Date of the next meeting: 13 June 2011**



- Please remember to **SWITCH OFF** your mobile phone during the meeting.
- The meeting room is accessible by lift and seats will be provided for members of the public.
  - Toilets are available on the second floor.
  - Catering facilities can be found on the first floor near The Paul Daisley Hall.

- A public telephone is located in the foyer on the ground floor, opposite the Porters' Lodge