

MINUTES OF THE MEETING OF THE EXECUTIVE
Monday, 29th March 2004 at 7.00pm

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

Councillors Crane, Fiegel, Harrod, Moloney, H M Patel, Thompson and Van Colle also attended the meeting.

1. Declarations of Personal and Prejudicial Interests

None declared.

2. Minutes

RESOLVED:

that the minutes of the previous meeting held on 8th March 2004 be approved as an accurate record.

3. Special Educational Needs Best Value Review

Councillor Lyon, Lead Member introduced this report which summarised the findings and recommendations of the recent SEN Best Value Review and set out an action plan for their implementation. The Director of Education, Arts and Libraries expressed a wish that the recent LEA Ofsted finding of 'satisfactory' would be improved on.

RESOLVED:-

- (i) that the findings of Best Value Review Panel be noted;
- (ii) that the Action Plan as appended to the report from the Director of Education, Arts and Libraries be approved.

4. The Standard School Year

For a number of years, the Association of London Government (ALG) had been in discussion with LEAs about the need to introduce, to all maintained schools, a Standard School Year – a 6 term academic year (currently 3) and a fixed Easter break. The ALG were seeking that two thirds of London LEAs were in favour of the new proposal and then would recommend that all LEAs move to the Standard School Year.

Councillor Lyon outlined the results of consultation with maintained schools, trades unions and the Schools Forum and the majority was largely in favour of the proposal. The London wide consultation was not expected to be completed until 2005.

RESOLVED:-

- (i) that the approach taken by the ALG's Education Steering Group and base terms on the traditional school year pattern (3 terms) in 2005/6 (Annex 1 to the report) be supported;
- (ii) that support, in principle, be given to the adoption of the Standard School Year from 2006/7 - if LEA wide consultation shows the majority of views in favour of the introduction of the scheme.

5. Grants to Voluntary Organisations

Councillor Fox (Lead Member) in introducing this report, referred to the long standing relationships Social Services has had with some with voluntary sector partners. Some services continued to be commissioned by grant funding pending the development of contractual arrangements.

RESOLVED:

that approval be given to the grants to the following voluntary groups for the year 2004/5:

Brent Bereavement	15,055
Brent Triangle	110,364
Brent Community Transport	155,711
Elders Voice	64,190
Elders Voice Handy person	53,092
Mission Dine	11,016
New Testament Church of God	65,597
WISE	112,551
Brent Crossroads	122,400

6. North West London Continuing Care Criteria

This report provided an update on developments and amendments to the Continuing Care Criteria following an internal review of a trial period implemented from the 1st April 2003.

RESOLVED:-

- (i) that approval be given to the amended North West London PCT and Local Authorities Continuing Care Criteria, Guidelines and Assessment Tool (Appendix 1) from 1st April 2004.
- (ii) that it be noted that so far application of the new criteria has not led to significant shifts in funding between the PCT and the Council in 2003 and that this will continue to be monitored.

7. Extension of Partnership Arrangement Between Social Services and the Brent Mental Health Trust

This report recommended an extension to the 3 year partnership arrangement between Social Services and Brent Mental Health Trust (BMHT). It also referred to considering other options for further integrating and pooling of budgets. The Trust manages the Social Services staff carrying out mental health assessment and care management and social care provider functions through an integrated management structure.

RESOLVED:-

- (i) that approval be given to the extension of the partnership between Social Services and the Brent Mental Health Trust for a further 3 years, up to March 2007;
- (ii) that the proposal to consider future options for integration be noted.

8. Partnership Agreement – Free Nursing Care

This report sought Executive approval to the Council entering into Partnership Agreements under the Health and Social Care Act 1999 with Primary Care Trusts, and in particular Brent Primary Care Trust and Harrow Primary Care Trust, for the purchase of and payment for Nursing Care for Adults of all care groups and Older People in care homes in the respective areas of each PCT.

Councillor Fox assured that a decision at this time would not lead to a disruption in service provision.

RESOLVED:-

- (i) that approval be given to the implementation of partnership arrangements with both Brent and Harrow PCTs as set out in paragraph 3.7 of the report from the Director of Social Services;
- (ii) that partnership arrangements may be entered into in the future with other PCTs in respect of purchase and payment for Nursing Care for Adults in care homes in their area;
- (iii) that the Director of Social Services be authorised in consultation with the Borough Solicitor to finalise the form of a written partnership agreement in each case.

9. Charges for Social Services 2004/2005

This report sought approval for charges for Social Services for the year 2004/2005. Charges relating to long and short-term residential and

nursing care as defined under the Charging for Residential Accommodation guidelines (CRAG) would be applied from 12th April 2004. All other charges would apply from this date as it coincided with the new benefit year. The Executive agreed the recommendations with the amended paragraph numbers referred to in the recommendations as suggested by Councillor Fox.

RESOLVED:-

that approval be given to:

- (i) increases in charges for existing Residential and Nursing Care from 12th April 2004 as set out in paragraph 6.9 of the report from the Director of Social Services;
- (ii) the setting of a 'usual cost' of residential and nursing care costs;
- (iii) a rise in the subsidised hourly charge for home care to £4.22 per hour from 12th April 2004;
- (iv) a rise in the hour charge for self funded home care clients to £13.66 per hour from 12th April 2004;
- (v) to agree the increase in charges for Meals on Wheels at home in a Day Centre or Luncheon Club to £2.60 as set out in paragraph 6.13;
- (vi) the charges for Extra Care Sheltered Accommodation Care as set out in paragraph 6.12;
- (vii) the charges for Adult Home Finding as set out in paragraph 6.15;
- (viii) the introduction of charges for Home Improvement Agency services as set out in paragraph 6.16

10. **Best Value Performance Indicators 2002/03 - A Comparison of Brent's Performance**

This document provided information on the way that the Council had performed by comparison with the audit family and neighbours. All data was based on that provided by the Office of the Deputy Prime Minister and had been audited.

The Director of Policy and Regeneration, Phil Newby, reported on improvements on the previous quarter and noted that incomplete data from schools was still an issue. The report would be discussed in greater detail in other places including the Performance and Finance Select Committee.

RESOLVED:

that the document be noted.

11. Vital Signs Quarter 3

This report set out the top set of Performance Indicators which represent the key improvement priorities of the Council. Phil Newby stated that the report was a useful opportunity to consider performance comparisons with the Council's audit family and other London boroughs.

RESOLVED:

that the report be noted.

12. Award of Contract for Upgrade of the Council's Data Network

This report described the outcome of a procurement exercise for the supply, installation, maintenance and rental of equipment and associated circuits. It also recommended the supplier to which the contract should be awarded and sought Executive approval in accordance with the Scheme of Delegation in Part 4 paragraph 2.5 of the Constitution.

Councillor Coughlin (Lead Member) reminded the Executive of the reasons for the proposed change which included the need to update the network and as the old system was at capacity level. He outlined the position of the tendering process. The Deputy Director of Corporate Services, Stefan Samek, gave the up to date position on the exchange rate between the dollar and sterling which at its current level would not affect the relative positions of the bidder's prices.

The Executive also had before them an appendix to the report which was not for publication as it contained exempt information as specified in Schedule 12A to the Local Government Act 1972, namely:-

"The amount of any expenditure proposed to be incurred by the Authority under any particular contract for the acquisition of property or the supply of goods or services."

RESOLVED:-

- (i) that approval be given to awarding a contract to Pinacl Solutions for the supply and installation of equipment to upgrade the Data Network together with a 3-year contract for the maintenance of equipment and rental of circuits;
- (ii) that the Director of Corporate Services be authorised to finalise the contract and any outstanding matters subject to obtaining

advice, where appropriate, from the Director of Finance or the Borough Solicitor.

13. Extension of Short Term Contract with Vectra Group Limited for Access Consultancy Services and Authority to Invite Tenders for a Contract an a Longer Term

This report sought the Executive's approval to the extension of the existing, short term contract with Vectra Group Limited (Vectra) and authority to go out to tender for a 3 plus 2 year contract for access consultancy services. Councillor Coughlin added that VECTRA had helped the Council in the development of its DDA programme which was on target for 100% compliance by the October deadline. The specifications for the long term contract were included in the report.

RESOLVED:-

- (i) that approval be given to extend the authority's short term contract with Amey Vectra Limited (now Vectra Group Limited) for access consultancy services for a further six months from 01 April 2004 until 30 September 2004 on terms as noted in paragraph 7.4 of the report from the Director of Corporate Services report;
- (ii) that authority be delegated to the Manager, Corporate Property to finalise the terms for the extension in consultation with the Borough Solicitor;
- (iii) that approval be given to the pre-tender considerations for the 3 plus 2 year contract and the criteria to be used to evaluate tenders as set out in paragraph 8.1 of the report;
- (iv) that the Manager, Corporate Property Services be authorised to invite expressions of interest for the 5 year contract for access consultancy services to commence on 01 October 2004 in accordance with the timetable as noted in paragraph 8.1 of the report and evaluate them in accordance with the approved evaluation criteria referred to in (iii) above;
- (v) that the reasons why the proposed re-tendering exercise did not take place as intended during 2003 be noted.

14. Progress Report on Implementation of Key Issues within 2002/2003 Audit Letter

This report provided an initial progress report of the implementation of the key recommendations in the 2002/2003 Audit Letter issued by PricewaterhouseCoopers (PwC, in the role of external auditor) to Brent Council. Councillor Coughlin was pleased to report progress in all areas.

RESOLVED:

that progress to date be noted.

15. Items selected by Non-Executive Members at Council – Decision Tracking

This report followed on from the report to the Executive on 12th November 2003 and detailed the progress of those items raised at Full Council by non-executive members since September 2003.

RESOLVED:

that the decisions taken at Council in response to the non-executive member items since September 2003 be noted and the Council informed of the actions since taken as a result.

16. Petition for the Designation of a New Conservation Area in Kilburn

The Council received a petition from some residents of Victoria, Algernon, Brondesbury, Hazlemere, and Donaldson Roads, Kilburn requesting the designation of the area defined by the above roads as a new Conservation area. The petition also requested that the Council increase the resources it applies to the conservation of the existing Kilburn Conservation Area.

The Lead Member, Councillor Jones, reminded the Executive of the recent, detailed Borough wide review of conservation areas. She acknowledged the residents' concerns and the remedies suggested in the report. Councillor Jones and other members of the Executive commended the residents for their interest and assured of the Council's continued concern.

RESOLVED:-

- (i) that the petition from, and the concerns of, the 119 petitioners be noted;
- (ii) that Hazlemere, Donaldson, Victoria and Algernon roads be not considered for designation as a new statutory Conservation Area.

17. A Masterplan for Wembley

This report summarised the response to the broad public consultation round which was recently undertaken, including discussions with partners and other stakeholders involved in the area. It also informed Members of the changes to the Masterplan, and sought agreement to the document which, in conjunction with other guidance for the area,

could be used to consider future planning applications within the Masterplan area. Circulated at the meeting was a supplementary schedule setting out additional comments received since the drafting of the report and various changes recommended in response.

Councillor Jones pointed out that the Masterplan set out a long term strategy for the physical structure of the area and advised that consultation had taken place with local business and statutory agencies. She made reference to the revisions made following consultation as outlined in the report and the additional recommendation authorising the Director to amend the final Masterplan as set out in the supplementary schedule.

Councillor Van Colle questioned whether there would be adequate school and health care provision in the area. Richard Saunders (Director of Environmental Services) responded that the supplementary report would further trigger consideration in this area. Additionally, discussions were taking place with the Department of Education and Skills on school places.

The Executive agreed the recommendations in the report and the additional recommendation (iv) set out on the supplementary information.

RESOLVED:-

- (i) that the responses from the public consultation exercise be noted;
- (ii) that agreement be given to the Wembley Masterplan and in conjunction with the Wembley Development Framework that it be used to determine the acceptability or otherwise of planning applications within the Comprehensive Development Area;
- (iii) that approval be given to the revised Masterplan and the Director of Environment authorised to publish an illustrated version with minor editorial amendments as necessary;
- (iv) that the Director of Environment be authorised to amend the final Masterplan to take account of the changes proposed in the schedule attached to the supplementary information circulated at the meeting.

18. Mapesbury Dell Doorstep Green

This report sought members' consent to enter into a deed of covenant with the Countryside Agency to use Mapesbury Dell and park as open space as a green open space, in partnership with the Mapesbury Conservation Area Trust, and turn it into a community asset using

Section 106 monies and funding from the New Opportunities Fund and the Living Spaces Scheme.

Councillor Jones stated the area was recognised as one of open space deficiency and the Countryside Agency had launched this scheme to help communities to develop open spaces. The project had benefited from community involvement and the project would involve a playground, soft furnishing with an 80 covenant protect the open space usage.

The Executive agreed the recommendations in the report.

RESOLVED:-

- (i) that provided the Countryside Agency makes a grant of £55,000 to the Council towards the Mapesbury Dell project, the Council enter into a deed of covenant in favour of the Countryside Agency for a period of 80 years to use Mapesbury Dell and the Park as open space and not to dispose of them without the consent of the Countryside Agency;
- (ii) that the sum of £50k be allocated to the scheme as match funding;
- (iii) that agreement be given to utilise £32k of the £480k Parks Improvement Programme capital Budget approved at the Council on 1st March 2004 for Mapesbury Dell.

19. **Highways Maintenance Major Works Programme 2004/05**

This report made recommendations for a prioritised programme for major footway upgrade projects, road surfacing schemes, improvements to grass verge areas, renewal of marginal highway land, new street signage and gully maintenance. Approval had been given to the sum of £3.88m for the 2004/5 Capital programme, bringing forward £55k to carry out additional work on facilities for pedestrian crossings, for completion in the 2003/4 financial year.

Councillor Jones stated that programme involved considerable expenditure and significant improvements were expected to result. The programme had been prioritised by an independent survey taking into account the number of accidents, concerns raised by the public and ward councillors and the condition of the roads. A number of reserved schemes had also been identified for approval.

RESOLVED:

that approval be given to utilise the split of £3.825m capital funding as follows:

	% of budget	Amount of budget
Major footway upgrade	60.5	£2,305k
Major carriageway resurfacing	23.5	£900k
Improvement to grass verge areas	3.5	£130k
Renewal of marginal highway land	2.5	£100k
New street signs	4.5	£170k
Upgrading approaches to pedestrian crossings	0.5	£20k
Replacement/Maintenance Gully	2.5	£100k
Concrete Roads	2.5	£100k

- (ii) that approval be given to the schemes and reserve schemes, as listed in Appendices 1 – 4 of the report from the Director of Environment.

20. **References from other Committees**

(a) ***Performance and Finance Select Committee – 2nd March 2004***

Update on the Current Performance with the Revenues and Benefits Service

At their meeting on 2nd March the Select Committee considered a report on Capita's performance and made recommendations to the Executive. The Deputy Director of Finance advised that Capita had submitted their plan for Council Tax Collection which was being considered.

RESOLVED:-

- (i) that the comments from the Performance and Finance Select Committee be noted;
- (ii) that it be noted that Capita have submitted their Council Tax Collection Plan for 2004/5 which is being considered by officers.

(b) ***Forward Plan Select Committee – 17th March 2004***

Transport Grants to Voluntary Organisations

This item had been called in following the meeting of the Executive on 8th March. At their meeting on the Select Committee recommended that implementation of the decision taken by the Executive be deferred until such time that a further a report is submitted to the Executive and the Forward Plan Select Committee with an explanation of each criteria (in

particular nos 3 and 6) and a clear justification of how the criteria had been applied.

Councillor Fox noted the concerns raised by the Select Committee however suggested that the current arrangements continue until the end of the quarter. He assured that any anomalies would be reported back.

RESOLVED:-

- (i) that the comments of the Forward Plan Select Committee as set out in the extract of the minutes circulated at the meeting be noted;
- (ii) that the current arrangements remain in place until the end of the next quarter in order to provide time for clarification and that there be a report back on any anomalies identified.

21. Exclusion of the Press and Public

RESOLVED:-

that the press and public be now excluded from the meeting as the following item contains exempt information as specified in Schedule 1 of the Local Government (Access to Information) Act 1985, namely:-

Item 22:

The amount of any expenditure proposed to be incurred by the Authority under any particular contract for the acquisition of property or the supply of goods or services.

Item 23:

Any terms proposed or to be proposed by or to the Authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

22. Wembley Estate Access Corridor Project Progress Report

Councillor Jones introduced this report which updated members on the progress (including recent delays) and consequent funding implications to the completion of the SRB funded Estate Access Corridor project. She outlined the budget position and deficits incurred as a result of the bridge delayed bridge works, the potential risks and other unforeseen delays that had occurred. The CCTV costs would also need to be included.

RESOLVED:-

- (i) that the delays experienced and the progress made to complete the project be noted;
- (ii) that the work undertaken by Officers in relation to the Bridge Strengthening Works be endorsed;
- (iii) that the funding implications for meeting the expected increased costs be noted and approach taken approved.

23. Pyramid House, Fourth Way, Wembley – Lease Renewal

This report sought Members' consent to the renewal of the Council's lease of the above property on the terms detailed in the report from the Director of Corporate Services.

RESOLVED:-

- (i) that approval be given to extend the Council's lease of Pyramid House for a term of 3 years from expiry of the lease on the main terms set out in the Detail of the report from the Director of Corporate Services and such other terms which the Manager of Corporate Property Services considers to be in the best interest of the Council;
- (ii) that the element of internal rent relating to the rental value will accrue to the capital programme.

The meeting ended at 7.45 pm

A JOHN
Chair

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