



LONDON BOROUGH OF BRENT

MEETING OF THE EXECUTIVE

Monday, 13th November 2006 at 7.00 pm

Committee Rooms 1 & 2, Brent Town Hall,
Forty Lane, Wembley, Middx

AGENDA

LEAD MEMBER

PORTFOLIO

Cllr Lorber	Corporate Strategy & Policy Co-ordination
Cllr Blackman	Resources
Cllr Allie	Housing & Customer Services
Cllr V Brown	Crime Prevention & Public Safety
Cllr D Brown	Highways & Transportation
Cllr Castle	Human Resources & Diversity, Local Democracy & Consultation
Cllr Colwill	Adults, Health & Social Care
Cllr O'Sullivan	Regeneration & Economic Development
Cllr Van Colle	Environment, Planning & Culture
Cllr Wharton	Children & Families

Copies of reports (that are for publication) are available on the
Council's website: www.brent.gov.uk/democracy

For further information contact:

Democratic Services Officer - Anne Reid, Tel: 020 8937 1359

e-mail address: anne.reid@brent.gov.uk

For electronic copies of minutes, reports and agendas, and to be alerted when the
minutes of this meeting have been published visit
www.brent.gov.uk/commins.nsf

Apologies for Absence

- 1 Declarations of Personal and Prejudicial Interests
- 2 Minutes of the Previous Meeting – 9 October 2006 **p (i)**
- 3 Matters Arising
- 4 **Deputations (if any)**

Environment & Culture Reports	Lead Member	Lead Officer	
5 Supplementary Planning Document for Wembley West End (South) – approval for public consultation	Cllr Van Colle	Richard Saunders	p. 1
<i>(Appendix circulated separately)</i>			
This report seeks approval for adoption of a Supplementary Planning Document (SPD12) for the Wembley West End (South) site and the accompanying Sustainability Appraisal Report and Consultation Statement. The report sets out the aims and objectives of the SPD and explains fully the consultation process undertaken throughout the pre-production, production and statutory consultation periods.			
6 Authority to tender for Wembley Toilet Enhancement	Cllr D Brown	Richard Saunders	p. 13
This report considers the opportunity for improving the public convenience facilities in Wembley from Wembley Central Station to Wembley Stadium (Stadium Route). Officers have identified six sites and seek authority from the Executive to tender for a contract to improve public convenience provision at these sites. This report seeks approval to invite tenders in respect of the Framework Agreement, as required by Contract Standing Orders 88 and 89.			
7 Certificate of Appropriate Alternative Development for the Evans Business Centre, Brook Road, NW2	Cllr Van Colle	Richard Saunders	p. 33
This report seeks the Executive's decision in supporting the officer's recommendation to refuse the proposed 6 options of appropriate alternative development for the Evans Business Centre site.			
8 Church End Regeneration and Transportation Consultation	Cllr D Brown/ Cllr O'Sullivan	Richard Saunders	p. 55
The Council has undertaken consultation on a set of physical regeneration planning proposals for the Church End area during October 2006. At the same time, Council officers consulted local people on a number of highway proposals to improve bus services and create a new development site at the heart of Church End. This report summarises both the transport and the regeneration proposals, and local community reaction to them. It proposes that the Council proceed with the transportation proposals using government funding and works to implement the planning proposals as set out in the report.			

- 9 Queens Park Car Park site Planning Brief** Cllr Van Colle Richard Saunders **p. 83**
(Appendix circulated separately)

This report seeks approval for public consultation on a Supplementary Planning Document (SPD) for the Queen's Park Station Area (Salisbury Road car park & associated sites), a draft of which is attached, and the accompanying Sustainability Appraisal and Consultation Strategy (both of which will be supplied to members separately). A non technical summary of the Sustainability Appraisal Report for this document is also attached. The report sets out and considers 3 options for the development of the site, but it is recommended that only the comprehensive development option should be included in the SPD.

NB the Draft Sustainability Appraisal Report for Queen's Park and the accompanying Draft Consultation Statement may be read in conjunction with the Queen's Park SPD. Copies are available in the Group Offices

- 10 Award of Waste Management Contract** Cllr Van Colle Richard Saunders **p. 93**
(Appendices also below)

This report requests authority to award contracts, as required by Contract Standing Order No 88. This report summarises the process undertaken in tendering this contract and, following the completion of the evaluation of the tenders, recommends to whom the contract should be awarded.

- 11 Review of Residents' Parking Permits** Cllr D Brown Richard Saunders **p. 119**

The report sets out a proposal to give free first residents permits for all electric vehicles and all vehicles with engines under 1101cc and increasing visitors annual permits from £75 to £100 as soon as the necessary orders and administrative changes can be made.

- 12 Review of Parking Charges** Cllr D Brown Richard Saunders **p. 133**

This report sets out proposals to increase on, off street parking charges and visitors' scratchcards. The increase in parking charges will generate additional income and assist this authority to manage the loss of income resulting from a recent High Court Case.

Central Reports

Lead Member

Lead Officer

- 13 Authority to award contract for Bill Payment Collection Service** Cllr Blackman Duncan McLeod **p. 141**
(Appendices also below)

The Bill Payment Collection Service enables the Council to offer a method of payment using barcodes printed on bills which customers can use to pay their Council bills at shop type outlets (many open 24 hours, 7 days a week) and at Post Offices. This report requests authority to award a contract, as required by Contract Standing Order No 88. This report summarises the process undertaken in tendering this contract and, following the completion of the evaluation of the tenders, recommends to whom the contract should be awarded.

- 14 Authority To Award Contract For Human Resources / Payroll IT Services (Appendices also below)** Cllr Blackman Duncan McLeod **p. 153**

The Payroll IT service is currently provided under contract with Serco Ltd with the contract expiring on 1st October, 2007. This report requests authority to award the contract for integrated HR/Payroll IT services, as required by Contract Standing Order No 89. This report summarises the process undertaken in tendering the contract and, following the completion of the evaluation of the tenders, recommends to which contractor the contract should be awarded.

- 15 Authority to Tender Municipal Buildings Cleaning Contract** Cllr Blackman Duncan McLeod **p. 163**

This report concerns the future provision of cleaning services to the Council in respect of fifteen municipal buildings. This report requests approval to invite tenders in respect of the proposed cleaning contract for all fifteen municipal sites starting 4th June 2007, as required by Contract Standing Orders 88 and 89.

- 16 London Authorities Mutual Insurance** Cllr Blackman Duncan McLeod **p. 171**

At the Executive meeting on 9th October, a report entitled *London Authorities Mutual Insurance and Procurement of Insurance Services* was considered and a number of recommendations agreed. This report gives further legal advice and sets out more information on the commercial terms. As a result of this updated information, the report recommends the Council participates in establishing London Authorities Mutual Limited as a full member.

- 17 Revenue Budget 2006/07 Monitoring Report** Cllr Blackman Duncan McLeod **p. 181**

This report updates the Executive on the 2006/07 budget position, including actions being taken to address forecast budget overspends in the current year. It also shows an improvement in general fund balances brought forward from £9.7m to £10.3m following the signing off of the 2005/06 accounts by our auditors. Overall, the forecasts in this report, together with actions set out, would reduce general balances held by the Council to £7.6m at 31st March 2007 which is an improvement on the £6.3m reported to members at the September Executive and now falls within the Council's target for balances of £7.5m to £8m.

- 18 Capital Strategy and Corporate Asset Plan** Cllr Blackman Duncan McLeod **p. 199**

This report presents the Capital Strategy and Corporate Asset Plan.

- 19 2006/07 to 2009/10 Capital Programme Monitoring Report** Cllr Blackman Duncan McLeod **p. 203**

This report provides monitoring information on the 2006/07 to 2009/10 capital programme. It also provides information on prudential indicators, in line with arrangements the Council has to ensure affordability and value for money of its capital programme.

Children & Families Reports		Lead Member	Lead Officer	
--	--	--------------------	---------------------	--

- | | | | | |
|-----------|--|--------------|---------------|---------------|
| 20 | Small Homes project – request to exempt a contract from the full tender process | Cllr Wharton | John Christie | p. 229 |
|-----------|--|--------------|---------------|---------------|

The Council's Contract Standing Orders state that contracts for supplies and services exceeding £500,000 need to be subject to a full tender process. However, the Executive can authorise an exemption from this process, where there are good financial and/or operational reasons to seek an exemption. This reports requests that a contract to jointly commission a small children's home for young people with complex needs be exempted from the tender process.

- | | | | | |
|-----------|---|--------------|---------------|---------------|
| 21 | Adjustments in Allocation of Local Authority (LA) Governors' Seats | Cllr Wharton | John Christie | p. 237 |
|-----------|---|--------------|---------------|---------------|

Every school governing body has a number of Local Authority (LA) governors appointed to it. LA governors are appointed by the Director of Children and Families, following an appointment process agreed by Council. LA governor seats are allocated to the three Party groups for the purposes of making nominations. The allocation of seats to the Party groups overall should reflect the balance of the Council. Following the May 2006 election this has changed, and this report recommends a new allocation to the Executive.

- | | | | | |
|-----------|--|--------------|---------------|---------------|
| 22 | Phase 2 Children's Centre Capital Programme | Cllr Wharton | John Christie | p. 243 |
|-----------|--|--------------|---------------|---------------|

On 17th July 2006, the Executive agreed to a number of recommendations leading to further development work on seven phase 2 Children's Centre capital projects. This report follows that report and seeks approval of capital project proposals and associated capital allocations from the block grant.

- | | | | | |
|-----------|--|--------------|---------------|---------------|
| 23 | A Strategy for the Development of Primary and Secondary Schools – options fro delivering additional school places | Cllr Wharton | John Christie | p. 159 |
|-----------|--|--------------|---------------|---------------|

This report sets out a summary review of the case for additional primary and secondary school places. Members are invited to agree to consult on a strategy for developing schools, particularly with the aim of increasing the supply of school places in the longer term, while recommending that for the short to medium term the negotiations with the DfES continue on the development and siting of a proposed second Academy in Brent.

(See also Appendix below)

24	Authority to award the contract for a new-build of a 4 form entry school at Wembley Primary	Cllr Wharton	John Christie	p. 195
----	--	--------------	---------------	---------------

This report requests authority to award the contract for the new build of a 4 Form Entry school at Wembley Manor, as required by Contract Standing Order 88. This report summarises the process undertaken in tendering this contract and, following the completion of the evaluation of the tenders, recommends to whom the contract should be awarded.

(See also Appendix below)

Housing & Community Care Reports	Lead Member	Lead Officer
----------------------------------	-------------	--------------

NONE

25	Reference of items called in for Scrutiny (if any)			
----	---	--	--	--

26	Date of Next Meeting			
----	-----------------------------	--	--	--

The next meeting of the Executive will take place on **11 December 2006**.

27	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 No. 64

EXCLUSION OF PRESS AND PUBLIC

28	APPENDIX: Award of Waste Management Contract (See report above)	Cllr Van Colle	Richard Saunders	p. 207
29	APPENDIX: Authority to award contract for the Bill Payment Collection Service (See report above)	Cllr Blackman	Duncan McLeod	p. 221
30	APPENDIX: Authority to Award the HR Payroll IT Contract (See report above)	Cllr Blackman	Duncan McLeod	p. 227
31	APPENDIX: A Strategy for the Development of Primary and Secondary Schools – options fro delivering additional school places (See report above)	Cllr Wharton	John Christie	p. 231



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 2nd floor.
- Catering facilities can be found on the 1st floor near the Grand Hall.
- A public telephone is located in the foyer on the ground floor, opposite the Porters' Lodge.