



## **LONDON BOROUGH OF BRENT**

### **MEETING OF THE EXECUTIVE**

**Monday, 16 April 2007 at 7.00 pm**

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

### **AGENDA**

#### **LEAD MEMBER**

Cllr Lorber  
Cllr Blackman  
Cllr Allie  
Cllr V Brown  
Cllr D Brown  
Cllr Castle  
  
Cllr Colwill  
Cllr O'Sullivan  
Cllr Van Colle  
Cllr Wharton

#### **PORTFOLIO**

Corporate Strategy & Policy Co-ordination  
Resources  
Housing & Customer Services  
Crime Prevention & Public Safety  
Highways & Transportation  
Human Resources & Diversity, Local  
Democracy & Consultation  
Adults, Health & Social Care  
Regeneration & Economic Development  
Environment, Planning & Culture  
Children & Families

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

For further information contact:

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e-mail address: [anne.reid@brent.gov.uk](mailto: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](http://www.brent.gov.uk/commins.nsf)**

Apologies for Absence

- 1 Declarations of Personal and Prejudicial Interests
- 2 Minutes of the Previous Meeting: 12 March 2007 p (i)
- 3 **Matters Arising**
- 4 **Deputations (if any)**

Children & Families Report	Lead Member	Lead Officer
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|---|--|--------------|---------------|------|
| 5 | <b>Children’s Centre Capital Programme - Phase 2 Alternative Site Options and Phase 1 update</b> | Cllr Wharton | John Christie | p. 1 |
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This report reviews the risks attached to the whole phase 2 capital programme. However the report acknowledges that there are no Council capital resources able to be re-directed to fund any gap-finance in the phase 2 Children’s Centres. This report confirms that officers will seek reductions in the scope of the specification of new build and refurbishment projects so as to contain costs within the resources available from external funding (Sure Start grant). Whilst this report focuses on the development of infrastructure for Phase 2 Children’s Centres, work is progressing well with partners to enable centres to deliver meaningful, appropriate and relevant services to local people. It also considers the potential future transfer of the Harmony and Granville Children’s Centres to the direct management of the Council.

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| 6 | <b>Authority to tender contract for speech and language therapy services</b> | Cllr Wharton | John Christie | p. 19 |
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This report concerns the provision of a Speech and Language Therapy (“SALT”) service primarily to key stage 1, 2, 3, and 4 Brent pupils with Statements of Special Educational Needs attending Brent maintained primary and secondary schools but also to other groups requiring a SALT service. Officers are seeking experienced contractors to provide speech and language therapy services and consider that this is best and most flexibly done through the procurement of a Framework Contract with one contractor.

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| <b>7</b> | <b>Proposed Community Primary and Nursery Schools Admission Arrangements for September 2008 - update</b> | Cllr Wharton | John Christie | <b>p. 29</b> |
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Members were asked to consider proposed admissions arrangements for community schools for September 2008 in February of this year. The Council has received an objection from the Governing Body of Gladstone Park Primary School against increasing their admission number from 84 to 90; therefore members are required to determine the admission arrangements having considered the representations of the Governing Body of Gladstone Park Primary School.

<b>Central Reports</b>	<b>Lead Member</b>	<b>Lead Officer</b>	
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| <b>8</b> | <b>The Local Government White Paper – “Strong and Prosperous Communities” Briefing</b> | Cllr Lorber | Phil Newby | <b>p. 43</b> |
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This report summarises the proposals for local government outlined in the White Paper “Strong and Prosperous Communities” and gives some initial analysis of potential implications for Brent. It is intended as a briefer guide to the voluminous (222 pages) White paper. Most service areas across the Council have contributed to this document.

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| <b>9</b> | <b>Annual Audit and Inspection Letter</b> | Cllr Lorber | Gareth Daniel | <b>p. 87</b> |
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This report accompanies the Annual Audit and Inspection Letter for 2005/06. The Letter is issued by the Audit Commission and draws on the work by PricewaterhouseCoopers (PwC) as the Council’s appointed auditors from the statutory audit.

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| <b>10</b> | <b>The Council’s Efficiency Strategy</b> | Cllr Blackman | Duncan McLeod | <b>p. 107</b> |
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This report proposes a revised efficiency strategy for the council as part of the council’s Medium Term Financial Strategy (MTFS). It also asks the Executive to endorse the 2007/08 annual efficiency statement prior to submission to the Department of Communities and Local Government.

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| <b>11</b> | <b>Award of Contract for IT Hardware (PCs and laptops)</b> | Cllr Blackman | Duncan McLeod | <b>p. 127</b> |
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This report requests authority to award contracts for supply of IT hardware through an eAuction as required by Contract Standing Order 88. This report summarises the process being undertaken to procure these contracts through a mini competition, under an existing pre-tendered OGC Catalist Framework, and recommends approval of the processes and mechanisms of the mini competition and award to successful eAuction bidders.

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| <b>12</b> | <b>Authority to Award Contract for Cleaning of Municipal Buildings</b><br><i>(See appendix below)</i> | Cllr Blackman | Duncan McLeod | <b>p. 141</b> |
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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.

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| <b>13</b> | <b>1 Olympic Way, Wembley, Middlesex<br/>HA9 0NP</b> | Cllr Blackman | Duncan McLeod | <b>p. 153</b> |
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This report seeks members' consent for the leasing of Suites 122 & 123 at 1 Olympic Way, for a term of 2 years for use by Brent In2 Work, (which is part of the Council).

<b>Housing &amp; Community Care Reports</b>	<b>Lead Member</b>	<b>Lead Officer</b>
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| <b>14</b> | <b>Supply and Demand and Temporary Accommodation</b> | Cllr Allie | Martin Cheeseman | <b>p. 159</b> |
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This report seeks Members' approval of the lettings targets for 2007/08, and provides Members with an updated supply and demand analysis for housing, including lettings performance in 2006/07 and progress against Temporary Accommodation reduction targets. This report provides Members with an update on progress in developing temporary to permanent housing schemes and seeks approval to invite expressions of interest for the provision of management and maintenance services for the sub-regional TTP scheme as required by Contract Standing Orders 88 and 89. This report also seeks approval for such management and maintenance services and the provision of the units for the sub-regional TTP scheme to be procured as part of a collaborative procurement with other West London Authorities.

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| <b>15</b> | <b>Approval of Tendering process for the provision of a multicultural day centre for older people</b> | Cllr Colwill | Martin Cheeseman | <b>p. 181</b> |
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Following the approval by the Executive on 15 January 2007 to invite expressions of interest for the contract for day care services provided by Sudbury Neighbourhood Centre as part of a market testing exercise, at the end of the initial contract period advertisements were placed in community care and local press on 1 February 2007. After evaluation of the expressions of interest received officers determined that there was more than one viable expression for this service and therefore this report has been produced to set out the tendering process and evaluation criteria to be followed. This report requests approval of the process and evaluation criteria as required by Contract Standing Orders 88 and 89.

<b>Environment &amp; Culture Reports</b>	<b>Lead Member</b>	<b>Lead Officer</b>
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NONE

## 16 Reference of items considered by Forward Plan Select Committee

The following items were called in for scrutiny and considered at the Forward Plan Select Committee on 27 March 2007:

- (i) **Carlyon Print**
- (ii) **Town Centre Wardens**

A supplementary report on the Carlyon Print report is circulated herewith, an extract **p. 187** from the minutes will follow.

## 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 No. 64

## 18 Date of Next Meeting

The next meeting of the Executive will be decided at the Annual Meeting in May 2007.

## 19 EXCLUSION OF PRESS AND PUBLIC

The following items are not for publication as they relate to:

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

Central Reports	Lead Member	Lead Officer
20 APPENDIX: Cleaning Contract	Cllr Blackman	Duncan McLeod

(‡ Appendices circulated separately to members are available on the Council's website [www.brent.gov.uk/Democracy.nsf](http://www.brent.gov.uk/Democracy.nsf))



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- The meeting room is accessible by lift and seats will be provided for members of the public.
  - Toilets are available on the 2<sup>nd</sup> floor.
  - Catering facilities can be found on the 1<sup>st</sup> floor near the Grand Hall.
  - A public telephone is located in the foyer on the ground floor, opposite the Porters' Lodge.