

**MINUTES OF THE EXECUTIVE MEETING**  
**Monday, 10<sup>th</sup> December 2007 at 7.00 pm**

PRESENT: Councillor Lorber (Chair), Councillor Blackman (Vice Chair), and Councillors Allie, D Brown, Clues, Colwill, Matthews, O'Sullivan, Van Colle and Wharton.

Councillors Dunwell, Castle, Gupta, Hashmi and Mistry also attended the meeting.

1. **Chair**

The Executive noted that the Chair, Councillor Lorber, had been delayed following a visit to South Kilburn NDC. The Vice-Chair, Councillor Blackman, took the Chair for the first part of the meeting.

2. **Declarations of Personal and Prejudicial Interests**

None declared.

3. **Minutes of the Previous Meeting**

RESOLVED:-

that the minutes of the previous meeting held on 12<sup>th</sup> November 2007 be approved as an accurate record.

4. **The transfer of Primary Care Trust led Children's Centre staff and buildings to the Local Authority**

Three Sure Start local programmes in Brent have been developed into three of the five Children's Centres delivered in phase 1 of the programme. Two of these three Centres were developed from Sure Start local programmes led by the Primary Care Trust (PCT). From April 2006 funding to sustain, and accountability for outcomes achieved by all Children's Centres was passed to the Local Authority by the Department for Education and Skills. The report from the Director of Children and Families proposed that the remaining roles of the PCT in managing the two remaining Centres transfer to the Council, including a transfer of staff.

The Executive also had before them an appendix to the report which was not for publication as it contained the following category of exempt information as specified in Schedule 12 of the Local Government (Access to Information Act) 1972:

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

RESOLVED:-

- (i) that approval be given to the transfer of the Harmony Children's Centre and the Granville Plus Children's Centre staff, from the Brent teaching Primary Care Trust, to the Local Authority by March 31<sup>st</sup> 2008;

- (ii) that the proposed surrender by the Brent teaching Primary Care Trust of its interests in the capital assets comprising the Harmony Children's Centre be noted, being the newly built Harmony Children's Centre building in Bridge Road NW10, and the Riverbank Nursery building in Crouch Road NW10 by 31<sup>st</sup> March 2008; and to agree that the Children and Families department will discharge the Council's responsibility for building maintenance;
- (iii) that the proposed surrender by the Brent teaching Primary Care Trust of its interest in the Granville Plus Children's Centre, being newly refurbished premises within the Granville Plus Community Centre by March 31<sup>st</sup> 2008 be noted; and to agree that the Children and Families department will discharge the Council's responsibility for building maintenance in respect of the Granville Plus Children's Centre;
- (iii) that approval be given to the Director of Children and Families making such reduction in staff numbers and such alignment of service delivery at Harmony Children's Centre as he considers appropriate to ensure that the Centre provides value for money in accordance with Option B in Appendix A of the report;
- (iv) that approval be given to further work by officers to determine local need for childcare places in the Harmony Children's Centre catchment area in line with the Council's 'sufficiency duty' under the Childcare Act 2006; and if necessary, approve negotiation by the Director of Children and Families with the government's Sure Start Unit to withdraw their original requirement to provide 40 early education and childcare places at the Crouch Road site.

## 5. **Meals Service Contract Update**

This report provided the Executive with an update on the progress of tendering for a cook on route meals service for vulnerable adults and requested approval to negotiate the terms and conditions of using the Council's delivery staff should any tenderer bid on the basis of this option. It also sought authority to extend the current food supply contracts until the start of the cook on route Service. The Director of Housing and Community Care assured that the rules regarding the distribution of kosher and also halal foods would be observed and that other local authorities had similar contracts for the provision of this type of service.

RESOLVED:-

- (i) that the new timetable for the contract process for the cook on route meals service attached at Appendix 1 to the report from the Director of Housing and Community Care be noted;
- (ii) that approval be given for officers to carry out post-tender negotiations with any tenderer for the cook on route meals service on the terms and conditions for the use of the Council's delivery staff

should their bid be based on this option, prior to recommending contract award;

- (iii) that approval be given to an extension to the five current food supply contracts for 39 weeks at a total value of approximately £275,000, so that these expire at the same time that the new contract is proposed to commence.

## 6. **Establishment of Older Persons Resource Centre**

The report from the Director of Housing and Community Care recommended, as part of the strategy for modernising day services, the creation of an Older Persons Resource Centre at Stag Lane at the former site of the Kingsbury Library. The Director of Housing and Community Care set out the rationale behind the proposal and the intention for the centre to re-provide the services currently available at the Dollis Hill Day Centre, as well as extending usage including proposed additional community use. The report set out the refurbishment requirements, and summarised the consultation concerning use of the public building.

Councillor Mistry (Ward Councillor) addressed the meeting and while in support of the proposals stressed the need for accommodation for Kingsbury Elders and for there to be a commitment at this stage for an area to allocated within the Centre for elderly people in Kingsbury, for which they were willing to pay a nominal charge. Councillor Mistry proposed that there also be a commitment to provide for other communities newly coming into the area.

Councillor Blackman responded that suggestions for the centre to be available for wider community use were not being ruled out at this stage and would be considered in due course however it would be necessary for costs to be kept within budget. The Director added that the Council's Property Management Team would be taking into account the existing design and what could be accommodated on the site. Consideration would also be given to the feasibility of dual use of premises.

The Executive agreed the report and requested that there be a further report after the design work had been completed.

### RESOLVED:-

- (i) that approval be given to the development of a resource centre model for older people;
- (ii) that approval be given to the refurbishment and conversion of Kingsbury Library to an Older Persons Resource Centre including the relocation of the Dollis Hill Day Centre in September 2008;
- (ii) that a progress report be submitted following completion of the design work.

7. **Chair**

During the discussion of the above item Councillor Lorber arrived and took the Chair for the remainder of the meeting.

8. **Carpenders Park Garden Centre and Nursery - proposed surrender of tenancy and re grant of new business lease**

The Executive considered a report which proposed the surrender and re grant of a business tenancy at Carpenders Park Garden Centre and Nursery in order that the tenant could finance the construction of new retail space to expand the business and, as a consequence, achieve an increased turnover rental income to the Council. Councillor Blackman (Lead Member, Resources) commended the officers for negotiating this agreement which would benefit all parties concerned.

RESOLVED:-

- (i) that agreement be given to the surrender and re grant of a business tenancy for Carpenders Park Garden Centre and Nursery on the basis of the terms set out in the report from the Director of Finance and Corporate Resources;
- (ii) that the Head of Property and Asset Management be authorised to agree any necessary further terms or amendments as shall be in the best financial interests of the Council.

9. **Tourism in Brent**

The report from the Director of Policy and Regeneration set out the findings of the Tourism Task Group set up by the Overview and Scrutiny Committee to review how tourism was managed and developed in Brent.

Councillor Castle (Vice-Chair, Overview and Scrutiny) introduced the report drawing attention to the revised recommendations agreed by the Overview and Scrutiny Committee which had been amended to ensure consistency with usual Council practice. Councillor Dunwell (Task Group Chair) emphasised the need for tourism to be recognised as an industry capable of generating income and, in relation to Wembley regeneration, for Brent to take a lead in organising events. He also stressed the need for tourism to be driven by proven experts.

Councillor Van Colle (Lead Member, Environment, Planning and Culture) referred the Executive to the recommendations as set out in the report from the Director of Policy and Regeneration which included a proposal for a tourism task group to be set up. The Director confirmed that the officers would be reporting back with costed proposals.

Councillor Blackman referred to the recommendation to develop a brand and associated logo for use by Brent services and all tourism related

products and agencies. He cautioned against spending monies on creating new brands/logos expressing instead a preference for using what was already in existence and recognised by the public.

Councillor Van Colle thanked the Task Group for their work.

**RESOLVED:-**

- (i) that the report and recommendations as set out in the attached report from the Director of Policy and Regeneration be noted;
- (ii) that a tourism group led by Saida Ladha, Business Development Manager, Brent Film Office, be convened to determine how the recommendations of the task group could be implemented and that this group report back to this Executive;
- (iii) that members of the task group be thanked for their work.

**10. Performance and Finance Review - Quarter 2 (July – September 2007)**

This report summarised Brent Council's spending, activity and performance in the second quarter of the 2007-08 financial year and highlights key issues and solutions to them. It took a corporate overview of financial and service performance, was set out in terms of the main budgets and provided a general overview and analysis of high risk areas. Vital signs trend data and graphs and the overall budget summary were also provided.

Councillor Blackman (Lead Member, Resources) in introducing the report referred to the forecast overspends and commended officers for their on work to bring spending back under control in demand led services. The budget settlement had been announced the previous week and the figures for London and Brent in particular were disappointing and financial arrangements would be very difficult. Councillor Blackman also referred to Central Government's failure to take into account Brent's increasing population which meant that additional services had to be provided without extra resources. He also felt that a lack of clarity over the capping criteria was adding to difficulties in making financial arrangements. Discussions continued over the tPCT cost transfers however officers were working towards agreement.

Members thanked the Director of Finance and Corporate Resources for the briefing on the budget position that had been circulated which they found to be very informative.

Councillor Lorber drew members' attention to the quarterly performance review and the Director of Policy and Regeneration assured that good progress was being made towards delivering the key objectives in the Corporate Strategy. Attention would be focussed especially on those indicators that were well below target and it was noted that in depth consideration would be given at the Performance and Finance Select Committee.

RESOLVED:-

- (i) that the Council's spending, activity and performance in quarter two be noted;
- (ii) that all directors ensure that spending is kept within budget, underperformance is tackled and measures are taken, in consultation with relevant portfolio holders, to achieve this;
- (iii) that it be noted that measures are being taken by departments to deliver £1.870m of savings in 2007/08 to address the currently forecast overspend of £870k and enable £1m of balances to be used to support the 2008/09 budget;
- (iv) that agreement be given to the virements and balance transfers set out in Appendices A1 and A2 of the joint report.

The meeting ended at 7.50 pm.

P LORBER  
Chair