



LONDON BOROUGH OF BRENT

MINUTES OF THE EXECUTIVE Monday, 14 December 2009 at 7.00 pm

PRESENT: Councillor Lorber (Chair), Councillor Blackman (Vice-Chair) and Councillors Allie, Colwill, Detre, Matthews, Sneddon, Van Colle and Wharton

APOLOGIES: Councillors D Brown

1. **Declarations of personal and prejudicial interests**

None.

2. **Minutes of the previous meeting**

RESOLVED:

that the minutes of the previous meeting held on 16 November be approved as an accurate record of the meeting.

3. **Matters arising**

None.

4. **Deputations**

None.

5. **Future acquisition strategy for Brent Transport Fleet and authority to tender for provision of a leased maintained vehicle fleet**

The report from the Director of Environment and Culture advised that Brent Council had an ageing fleet of vehicles, almost two-thirds of which needed to be replaced within the next four years. The report sought approval for the acquisition and maintenance strategy for new vehicles and requested approval to invite tenders accordingly. Approval was also being sought for an outsourcing of maintenance arrangements for existing vehicles. In both cases the proposal was to set up a framework agreement that could be used by other members of the West London Alliance.

Councillor Wharton (Lead Member, Children and Families) referred to the fact that most of the existing fleet would not comply with existing emission controls regulations. Once the new arrangements were in place, decisions could be taken in future to reduce the fleet if necessary.

RESOLVED:-

- (i) that approval be given to adopt a new model of vehicle fleet acquisition through leasing with maintenance from a single supplier;
- (ii) that approval be given to the outsourcing of the current vehicle maintenance arrangements;
- (iii) that approval be given to procure a 4-year Vehicle Supply and Maintenance Framework Agreement split into two lots with Lot 1 consisting of the supply and maintenance of new vehicles and Lot 2 the maintenance of the Council's current vehicle fleet;
- (iv) that approval be given to the pre-tender considerations and the criteria to be used to evaluate tenders for Lots 1 and 2 of a Vehicle Supply and Maintenance Framework as set out in paragraph 4.0 of the report from the Director of Children and Families;
- (v) that approval be given to the invite of tenders and their evaluation in accordance with the approved evaluation criteria referred to in paragraph (iv) above.

6. **Authority to tender a contract for Supporting People funded services for women fleeing domestic violence accommodated in refuges and to extend associated Supported People contracts**

The report from the Director of Housing and Community Care sought authority to invite suitable providers to tender for a contract as required by Contract Standing Orders 88 and 89. The award of a contract would be for the provision of a Supporting People funded refuges service for women at risk of domestic violence with a range of support needs. The report additionally sought authority to extend the current contracts for Supporting People Family (Families, Refugees and BME) up to 31 March 2011. Councillor Colwill (Lead Member, Adults and Social Care) outlined the consultation that had taken place with service users and agencies and advised that the current providers would continue until the new contract was in place.

RESOLVED:

- (i) that approval be given to the pre tender considerations and the criteria to be used to evaluate tenders to award a contract for the provision of Supporting People funded services for women at risk of domestic violence accommodated in refuges with a range of support needs as set out in paragraph 10.1 of the report from the Director of Finance and Corporate Resources;
- (ii) that officers invite tenders and evaluate them in accordance with the approved evaluation criteria referred to in paragraph (ii) above;
- (iii) that approval be given to a further extension of Supporting People contracts for Families as specified in paragraph 7.6 of the report from the Director of Housing and Community Care up to 31 March 2011.

7. Authority to award contracts for the procurement and management of temporary accommodation

The report from the Director of Housing and Community Care requested authority to award contracts as required by Contract Standing Order No 88. This report summarised the process undertaken in tendering contracts for the Procurement and Management of Temporary Accommodation and, following the completion of the evaluation of the tenders, recommended to whom the contracts should be awarded.

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 finances or business affairs of any particular person (including the authority holding that information).”

RESOLVED:

that the two contracts for the Procurement and Management of Temporary Accommodation be awarded to Pathmeads Housing Association and Stadium Housing Association.

8. Reference of item considered by Forward Plan Select Committee - 2 December 2009

Authority to award the residential and respite care contract for people with learning difficulties

The Director of Housing and Community Care reported on the discussion at the Forward Plan Select Committee on 2 December relating to the report seeking authority to award the residential and respite care contract for people with learning difficulties considered at the Executive on 16 November 2009 and which had been called-in for scrutiny. He outlined the reasons for the call-in and pointed out the while the Select Committee's recommendations did not seek to change the original decision, the Committee had sought assurances and proposed caveats. He referred to the Select Committee's recommendation that staff transferred be retained as long as possible and responded that this was the intention and TUPE (Transfer of Undertakings Protection of Employment) provisions applied which safeguarded existing staff's conditions of employment. Individuals could still decide to leave of their own volition. In response to the Select Committee's request that approval of the contract be subject to the unions' satisfaction with the pension arrangements, the Director stated that this would not be appropriate but the final decision would be made by the Council's General Purposes Committee. Councillor Colwill (Lead Member, Adults, Health and Social Care) apologised for being unable to attend the Select Committee meeting as he had a prior engagement.

The Chair proposed, and it was agreed, that the Select Committee's recommendations be noted with the exception of recommendation relating to pension arrangements. He also requested that the trade unions be kept informed of progress.

RESOLVED:-

- (i) that the recommendations from the Forward Plan Select Committee on 2 December 2009 in relation to the award of the contract for residential and respite care for people with disabilities be agreed with the exception of that at (iii) requesting that the contract The Camden Society be not agreed until the trade unions and their advisors were satisfied with the pension arrangements;
- (ii) that this Executive's decision taken on 16 November in relation to the authority to award the contract residential and respite care contract for people with learning difficulties be confirmed.

9. **Brent's Sport and Physical Activity Strategy 2010 - 2015**

Councillor Van Colle introduced the report which provided an overview of Brent's Sport and Physical Activity Strategy 2010 - 2015. The strategy had been developed and written by Brent's Community Sport and Physical Activity Network (Brent CSPAN), with CSPAN members responsible for ensuring the actions were undertaken to achieve the strategic themes and priorities. The Strategy was Brent's CSPAN's strategy of which the council was one of several key stakeholders. The Executive were being asked to agree key themes, target groups and three additional priority sports.

RESOLVED:-

- (i) that it be noted that the strategy was a joint sport and physical activity strategy produced by Brent's Community Sport and Physical Activity Network;
- (ii) that the findings of the Strategy be noted and agreement given to the strategy's vision to *"increase opportunities for, and levels of participation in sport and physical activity by all sections of the community resulting in improved health, well being, community cohesion and enhanced quality of life for those people who live, work, learn and play in Brent"*;
- (iii) that agreement be given to the seven key themes, identified target groups and three new priority sports within the strategy as set out in paragraphs 3.17, 3.23 and 3.24 respectively and that the Council will build these in to all sport and physical activity related work;
- (iv) that the action plan detailed within the strategy (attached as appendix 1 to the report from the Director of Environment and Culture) be noted and agree that the Council will take the lead on those actions identified as such.

10. **Brent Cultural Strategy 2010 - 2015**

The report from the Director of Environment and Culture provided a background and overview of the new Brent Cultural Strategy 2010 – 2015 which was a joint strategy produced by the partners on the Brent Culture, Sport and Learning Forum and, as such, was designed to influence all providers of cultural services in Brent to help deliver a shared vision for culture in the borough. The Strategy set out a set of

eight agreed principles that partners have identified as key to achieving the shared vision for culture in the borough.

RESOLVED:-

- (i) that it be noted that the strategy was a joint Cultural Brent Strategy produced by the Brent Culture, Sport and Learning Forum;
- (ii) that the key principles and actions within the Strategy be approved and that these will be reflected in the Council's own direct service related 'sub strategies' as explained at paragraph 3.7 of the report from the Director of Environment and Culture.

11. **Disposal of properties at 776 and 778 Harrow Road**

The Director of Environment and Culture's report detailed how two properties located on the western edge of the park were surplus to Parks Service need and how capital secured from the sale of the two properties could be used to improve infrastructure and facilities within the park.

RESOLVED:-

- (i) that subject to consent from the Charities Commission and to paragraph (ii) below, agreement be given to the disposal of 776 and 778 Harrow Road to the Notting Hill Housing Trust and for the capital receipt to be used for improvements within Barham Park;
- (ii) that officers advertise the proposed disposal, as set out in paragraph 3.13 in the report from the Director of Environment and Culture and that authority be delegated to the Director to decide on the matter, unless in his opinion significant objections are received, in which case the matter will be reported back to the Executive;
- (iii) that officers develop an application for grant funding to the Heritage Lottery Fund, using the capital receipt from the disposal of the properties as match funding.

12. **Alperton Growth Area - a vision for change**

Councillor Detre (Lead Member, Regeneration and Economic Development) introduced the report from the Director of Environment and Culture which outlined a vision for how Alperton, identified as a growth area within the Local Development Framework Core Strategy, could be developed over the coming years which would form the basis of the Masterplan Supplementary Planning Document. Councillor Detre referred to the four key objectives of the transformation which related to the canal, improving links to the between Ealing Road and the High Street, improved housing, facilities and open spaces and improving employment opportunities. He moved the recommendations in the report.

RESOLVED:-

- (i) that approval be given to the vision as set out in report from the Director of Policy and Regeneration and the prospectus attached;
- (ii) that the Regeneration Team feed back to the local businesses, residents, landowners and all stakeholders the vision for Alperton;
- (iii) that a multi-disciplinary project team be established to drive forward the regeneration of this area in line with the ambitions set out in the vision. Encompassing Regeneration, Planning, Housing, Transportation, Communication, Consultation and Property specialists, the team will provide a holistic service for all development partners.

13. **The future of Brent in2 Work and employment provision within the Borough**

The report from the Director of Policy and Regeneration set out the proposed future role of the council in the delivery of employment services in the light of reduced funding opportunities. It presented a number of options to explore that could offer the council a new delivery model to support the borough's long term unemployed into work. Approval was being sought for the establishment of a Special Purpose Vehicle in partnership with Working Links, an opportunity to deliver appropriate training across the West London area. Councillor Detre (Lead Member, Regeneration and Employment) outlined the risks associated with the project, the requirement for the council and Working Links to contribute £1m each of working capital and the need for students to stay in a job for a minimum period in order for the government grant to be payable.

The Executive in discussion sought assurances on the assumptions to keep people in work for a year and also ensure a reasonable return for the council and the consortium. The Director of Finance and Corporate Resources contributed that following a meeting the preceding week, further data was sought from the partner and so agreement in principle was required at this stage subject to satisfactory analysis.

Councillor Detre also drew attention to contract the value which now had to be divided between two successful bidders at approximately £16m each.

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:

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RESOLVED:-

- (i) that the changing economic, policy and funding environment for the local delivery of employment services be noted;
- (ii) that the implications for the council's approach to employment, and specifically for the Brent in2 Work services be noted;

- (iii) that the proposed approach to allocating the remaining Working Neighbourhoods Transition Fund beyond April 2010, as set out in section 5 of the report from the Director of Policy and Regeneration be noted;
- (iv) that approval be given, in principle, to the establishment of a new Special Purpose Vehicle for the delivery of employment services, in partnership with Working Links, subject to the development of a satisfactory business model and in line with the Heads of Terms agreement set out in Appendix 1;
- (v) that agreement be given in principle to the contribution of £1 million of Working Neighbourhood funding to the SPV;
- (vi) that agreement be given in principle to the provision of the guarantees as set out in the report from the Director of Policy and Regeneration;
- (vii) that a further report be submitted in Spring 2010 setting out the draft Memorandum and Articles and Shareholder Agreement for the Special Purpose Vehicle;
- (viii) that the Council's participation in a full bid at Invitation To Tender stage for the delivery of the Flexible New Deal Contract for West London be endorsed;
- (ix) that the above approval be subject to the satisfactory outcome of the Director of Finance and Corporate Resources' review of analysis.

14. Increasing participation in recycling in flats task group report

The Executive received the report which brought forward the work, findings and recommendations of the Overview and Scrutiny Committee's task group investigation into increasing participation in recycling in flats. The task group was set up to identify how participation rates could be increased on estates in Brent to help the council reach its LAA target of 40% recycling of waste by 2011. The task group's findings related to the following areas: understanding our local population to raise the profile of recycling; resources available for recycling from flats; making recycling easy; communication, education and involving residents; and signage. The Director of Policy and Regeneration advised that the report would now go before the Council's Waste and Recycling Service Review project.

RESOLVED:-

- (i) that the recommendations contained in the task group report be considered as part of the Waste and Recycling Gold Project;
- (ii) that members of the task group be thanked for their work.

15. National Non-Domestic Rate Relief and Hardship Relief

The report from the Director of Finance and Corporate Resources set out details of applications received since the Executive in July 2009 for rate relief to charities or non-profit making bodies. The report also presented an application for relief on the grounds of hardship.

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:

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RESOLVED:-

- (i) that the discretionary rate relief applications in appendix 2 to the report from the Director of Finance and Corporate Resources be agreed;
- (ii) that the hardship application in appendix be not approved.

16. Collection Fund Surplus/Deficit at 31 March 2010

Councillor Blackman (Lead Member, Resources) introduced the report from the Director of Finance and Corporate Resources which was part of the Council Tax setting process for 2010/2011. The council was required to estimate the amount of any surplus or deficit on the Collection Fund as at 31 March 2010. This must be done by the 15 January 2010 and this report asked members to approve the balance projected. Councillor Blackman referred to the collection rate which continued to improve and the historic deficit not collected which would be shared with the GLA in its role as a preceptor.

RESOLVED:

that the calculation of the estimated Collection Fund balance as at the 31 March 2010 as a deficit of £1,500,000 be agreed.

17. Performance and Finance Review Quarter 2, 2009/10

The joint report from the Directors Finance and Corporate Resources and Policy and Regeneration summarised Brent Council's spending, activity and performance in Quarter 2, 2009/10 and highlighted key issues and solutions to them. It took a corporate overview of financial and service performance and provided an analysis of high risk areas. The report was accompanied by appendices providing budget, activity and performance data for each service area, the Local Area Agreement, ring fenced budgets and the capital programme. Vital Signs trend data and graphs were also provided along with the council's overall budget summary.

Councillor Lorber (Lead Member, Corporate Strategy and Policy Co-ordination) urged the Executive to take responsibility for their areas and to take up issues of underperformance with officers. Councillor Blackman (Lead Member, Resources) added that regular meetings would be held with officers to address areas of overspend.

RESOLVED:-

- (i) that the council's spending, activity and performance in the second quarter of 2009/10 be noted;

- (ii) that all directors ensure that spending is kept within budget and underperformance tackled, and that measures are taken, in consultation with relevant portfolio holders, to achieve this;
- (iii) that approval be given to the virements detailed in appendix F to the joint report from the Directors of Policy and Regeneration and Finance and Corporate Resources.

18. **Any Other Urgent Business**

None.

The meeting ended at 7.35 pm

P LORBER
Chair