

APPENDIX 2

The membership and terms of reference of the Executive Committee(s) are set out in Part 4 of this Constitution. The structure of the Council and Executive Committees are shown in the Decision Making Structure Chart included in this Part 1.

9. Consultative Forums

In order to give local citizens a greater say in Council affairs the Council has established a number of consultative forums.

Five Area Consultative Forums have been created. These cover Kingsbury & Kenton, Wembley, Harlesden, Willesden and Kilburn & Kensal. Four Area Housing Boards have been created. These cover (1) North Wembley and South Wembley, (2) South Kilburn, (3) North Kilburn, and (4) Harlesden, Brentfield and St Raphaels. Five Service User Forums have been created. These are Disability and Mental Health, Private Sector Housing, Pensioners, Voluntary Sector Liaison and ~~Black Minority and Ethnic Equality~~ Forum. The Council has also established a Youth Parliament.

These bodies provide a forum for residents and businesses to discuss and raise concerns about issues in their locality or which are important to the particular group for which the forum or board is designed. They also respond to consultation initiatives by the Council. The consultative forums involve relevant councillors and their meetings are generally held in public. Issues arising from the forums are fed back into the Council's decision making process.

10. The Council's Staff

The Council has people working for it (called 'officers') to give advice, implement decisions and manage the day-to-day delivery of its services. Some officers have a specific duty to ensure that the Council acts within the law and uses its resources wisely.

11. Citizens' Rights

The Council welcomes participation by its citizens in its work. Citizens have a number of rights in their dealings with the Council. Some of these are legal rights, whilst others depend on the Council's own processes. The local Citizens' Advice Bureau and Community Law Centre can advise on individuals' legal rights. Citizens have the right to:

- vote at local elections if they are registered;
- contact their local councillor about any matters of concern to them;
- obtain a copy of the Constitution;
- attend meetings of the Council and its committees except where, for example, confidential or exempt information would be disclosed;
- petition to request a referendum on an elected Mayor;
- contribute to reviews conducted by the Overview and Scrutiny Committees and/or their task groups;
- find out, from the Forward Plan, what Key Decisions are to be discussed by the Executive or decided by the Executive, its committees or officers, and when;

Register of Members of the Brent Executive

Address for Executive Members

The address for all correspondence to the Executive members is Town Hall, Forty Lane, Wembley, Middlesex, HA9 9HD.

Post Title	Name	Portfolio	Ward
Leader	Councillor Muhammed Butt	Corporate Strategy & Policy Co-ordination	Stonebridge
Deputy Leader	Councillor Ruth Moher	Corporate Resources	Tokington
Executive Member	Councillor Mary Anne Michael Pavey	Children and Families	Kilburn
Executive Member	Councillor Linda Beswick-MBE <u>Aslam Choudry</u>	Crime <u>Prevention</u> and Public Safety	
Executive Member	Councillor George Crane	Regeneration and Major Projects	Fryent
Executive Member	Councillor Lesley Jones <u>James Denselow</u>	Customers and Citizens	Willesden
Executive Member	Councillor Janice Long <u>Margaret McLennan</u>	Housing	Harlesden
Executive Member	Councillor Jim Moher	Highways and Transportation	Fryent
Executive Member	Councillor Krupesh Hirani	Adults and Health	Dudden Hill
Executive Member	Councillor James Powney <u>Roxanne Mashari</u>	Environment and Neighbourhoods	Kensal
Green			

Register of Members of the Highways Committee of the Executive

The members of the Highways Committee of the Executive are as follows:

- Councillor Jim Moher (Chair)
- Councillor ~~James Powney~~ Roxanne Mashari (Vice Chair)
- Councillor ~~Linda Beswick-MBE~~ Aslam Choudry
- Councillor ~~Lesley Jones~~ James Denselow
- Councillor ~~Janice Long~~ Margaret McLennan

The members of the Barham Park Trust Committee are as follows:

Councillor Krupesh Hirani

~~Councillor James Pewney~~James Denselow

~~Councillor Lesley Jones~~Roxanne Mashari

Councillor Ruth Moher

Councillor George Crane

Article 10 – Brent Connects Consultative Forums

The consultative forums described in this Article are ~~not a~~ part of the Brent Connects programme. They have no formal decision making structure and ~~processes of the council~~ and have no decision-making powers. They are however a central part of the council's approach to consultation and engagement strategy. Five forums cover specific geographic areas and a further five cover service users or specific interest groups. Representations and recommendations may be made by these ~~consultative~~ forums to a committee or sub-committee of the council or to the executive or to officers. The chairs of the Brent Connects area consultative forums ~~and the service user consultative forums~~ shall be appointed by full council.

BRENT CONNECTS AREA CONSULTATIVE FORUMS

- 10.1 The Council is committed to involving the community through effective consultation and two-way communication.
- 10.2 The Council recognises that meaningful participation can only take place:
- in an environment where people are better informed about local services;
 - where community spirit is fostered so that people care enough to want to take part, and are encouraged to do so; and
 - where council decisions can be seen to reflect the views and concerns of local residents.
- 10.3 Area consultative ~~F~~forums provide an important opportunity for members of the public to access, participate in and influence the council's decision-making process and those of the Council's partner organisations. Consultation, participation and community engagement have become increasingly important for all organisations and are at the heart of central government policy to improve and modernise local services.

Consultative forums are central to Brent Council's response to these issues.

- 10.4 Five area consultative forums were set up in 1997 to give local people a say about the issues which matter to them. ~~These area consultative~~ forums are public events, meeting four times per year. At each meeting local people are able to ask questions and comment on services provided by both the Council and partner agencies in Brent.
- 10.5 Chaired by a local councillor and assisted by a lead manager, each area forum meeting is open to the public, and is always held during a weekday evening in an accessible venue central to the community.
- 10.6 Agendas are determined prior to each forum meeting. Local people, the forum chair and lead manager, other local councillors, partner organisations and council officers are all invited to participate in the agenda setting process. The agenda setting process is coordinated by officers from the Council's consultation team and the draft agenda is published on the Council's internet pages.
- 10.7 At each meeting local people have the chance to listen to and question the Council and partner agencies such as the police and health authority about services they provide. There is also a 'soapbox slot' for residents to express their

views and concerns on an issue of their choice. The five area consultative forums are listed below and each is made up of the electoral wards as shown:

<u>Brent Connects</u> Harlesden	<u>Brent Connects</u> Kilburn & Kensal	<u>Brent Connects</u> Kingsbury & Kenton	<u>Brent Connects</u> Willesden	<u>Brent Connects</u> Wembley
Harlesden Stonebridge Kensal Green	Brondesbury Park Kilburn Mapesbury Queens Park	Barnhill Fryent Kenton Queensbury	Dollis Hill Dudden Hill Welsh Harp Willesden Green	Alperton Northwick Park Preston Sudbury Tokyngton Wembley Central

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- 10.8 The ward boundaries delineate the area covered by that particular forum although residents may choose to attend a forum other than that in which they live.
- 10.9 The area consultative forums will be supported by officers from the council's consultation team, the forum lead manager and officers from other council service areas as appropriate.

Functions of Brent Connects Area Consultative Forums

- 10.10 (a) To consider and comment on Brent Council services, policies and practices, and those of its partners in the Brent area, and to influence practices and policies which determine the provision of council services by submitting reports on views expressed and issues raised at forum meetings to the appropriate lead officer, the Executive or a member of the executive and/or the overview and scrutiny committees or other council committees, or full council.
- (b) To provide information to the community about the services, policies and the practices of Brent Council and other partner organisations in Brent.
- (c) To seek out the opinions and views of the community with regard to needs and aspirations for the area, sharing council draft reports and budget plans as appropriate and relay them to council decision making bodies.
- (d) To develop and support partnership and inter-organisational discussion, consultation and participation between the statutory and voluntary sectors and business, in relation to local issues.
- (e) To consider and participate in arrangements for public consultation regarding council services and policies which directly or indirectly affect the area, and/or those requiring 'local consultation'.
- (f) To consider all matters of relevance and/or interest to residents of the area including any related to the activities of other organisations. Area consultative forums shall not however discuss individual or personal cases relating to the authority's regulatory functions, planning, licensing etc., with the exception of major developments, significant planning applications, environmental improvements and traffic management issues.

(g) To request the attendance of members of the executive, other members, council officers and representatives of other partner organisations to listen to residents' concerns and/or report on matters of local interest.

(h) Notwithstanding the above, the [Brent Connects](#) area consultative forums are consultative only and have no formal decision making powers within the Council's formal decision making processes.

Structure and Membership [Brent Connects](#) of area consultative forums

10.11 Each [Brent Connects](#) area consultative forum:

(a) shall meet at least four times per year. Notwithstanding, a forum may meet more than four times per year, subject to identifying suitable funding, as appropriate.

(b) will be chaired by a councillor appointed by the Council and supported by a councillor in the role of vice-chair, also appointed by the Council.

(c) has an appointed lead manager. Lead managers are council officers appointed as 'community champions' because of their close professional and personal links with the forum area they serve.

(d) will be open to attendance by residents, councillors and council officers, local businesses and traders, representatives of community groups and associations, voluntary and other public and statutory/partner organisations, and other relevant outside agencies.

Talkback - AREA HOUSING BOARD FORUM

Area Housing Board Forum Structure

10.12 The Council's Area Housing Board Forum, *Talkback*, has been established with the aims and roles set out below.

Areas covered

10.13 The boundaries of the Council's Area Housing Board Forum, *Talkback*, will be those of the landlord service area.

Aims of the Forum

10.14 (a) To involve customers in the provision of housing services.

(b) To monitor the performance of housing management and contractors of the housing management service and other parts of the housing services.

(c) To develop new ideas and methods for solving Council housing problems.

(d) To influence practices and policies that determines the provision of housing services.

(e) To influence practices and policies that determine the provision of housing services.

- (f) To advise the housing management service on local priorities for the provision of housing services and the allocation of resources.
- (g) To advise the housing management service in the development of an area strategy/business strategy.
- (h) To liaise with other groups and organisations.

Membership of the Forum

- 10.15 Membership of the Council's Area Housing Board Forum, *Talkback*, will be open to all residents in tenant and leasehold properties that are managed on behalf of the Council by the housing management service.
- 10.16 There will be no voting rights for any attendees at the Council's Area Housing Board Forum.
- 10.17 Members of the Council will be eligible to attend meetings of the Area Housing Board Forum.

Meetings of the Forum

- 10.18 (a) Meetings of the Council's Area Housing Board Forum, *Talkback*, will be open to the public and to the press, and at the discretion of the person facilitating/co-ordinating/chairing the meetings, any person may speak.
- (b) The Council's Area Housing Board Forum shall meet at least four times a year and once in every quarter and the meetings will be held on a rotational basis in the following geographical areas: Wembley; East Brent (formerly North Kilburn); South Kilburn; and Harlesden, Brentfield and St Raphaels.
- (c) There will be no formal chair or quorum requirements or restrictions.
- (d) In June each year, one representative from each registered tenants' and residents' association may be put forward to join a forum organising team to seek advise on the composition of agendas, the format of the Council's Area Housing Board Forum meetings and shaping outcomes from sessions of the Forum. This Forum organising team will meet at least eight times a year.
- (e) Meetings shall be conducted in accordance with any rules agreed in respect of the conduct of those meetings.

Paragraph numbers 10.19 and 10.20 are not used.

BRENT CONNECTS SERVICE USER FORA

- 10.21 The Council has established the following Service User Fora with the aims and roles set out below:
- Brent Connects ~~Brent Disabled User~~ Forum
 - Brent Connects Private Sector Housing Forum
 - Brent Connects Pensioners Forum

- Brent Connects Voluntary Sector Liaison Forum
- Brent Connects Equality Black and Minority Ethnic Forum

Brent Connects - Disability Disabled User Forum

- 10.22 (a) To provide the focal point for disabled people and mental health service users, their carers, advocates, service providers, advisors, officers, Council members and representatives from voluntary organisations and community groups to meet together on a quarterly bi-monthly basis to exchange views and to learn from each others experiences.
- (b) To consider all aspects of the Council's policies as they relate to the needs of disabled people and mental health service users and their carers living in Brent.
- (c) To influence members to make the best and most efficient use of resources available in the borough for disabled people and mental health service users within the framework of Best Value.
- (d) To ensure that the Council is aware of current and forthcoming legislation and the demands and expectations of disabled people and mental health service users who live and/or work within the borough.
- (e) To be a formal point of consultation for the Council on services provided for disabled people and mental health service users.
- (f) To encourage and identify opportunities for the Council to work in partnership with other agencies and voluntary groups on issues relating to disabled people and mental health service users.
- (g) To be empowered to make formal representations through the Council's decision-making structure on matters relating to disabled people and mental health service users.
- (h) To ensure suggestions and recommendations agreed are incorporated as part of the Council's annual service planning process.
- (i) Where necessary, the Forum to request reports from officers on matters relating to disability and mental health services.
- (j) To identify and manage differences between disabled people, their carers and other agencies.
- (k) The Council will be encouraged to utilise the forum to keep disabled people and mental health service users informed of current and forthcoming policies, practices and procedures that may affect them.
- (l) To acknowledge and campaign for equal access to service provision for those people who have disability and mental health support needs.

Brent Connects - Private Sector Housing Forum

- 10.23 To raise and/or respond to issues and concerns and to make representations and recommendations to the Executive and relevant Council Committees or Sub-Committees (including Overview and Scrutiny) concerning:

- (a) the development of policies and procedures in consultation with users which promote and support the availability of good quality owner occupied in rented accommodation in the private sector;
- (b) topics of general interest on private sector housing;
- (c) performance of services offered to elderly and disabled people; and
- (d) any other matters affecting residents and stakeholders involved in the provision of residential accommodation in the private sector in the borough.

Brent Connects - Pensioners Forum

- 10.24
- (a) To ensure that the Council is aware of the policies and aspirations of older people within the borough.
 - (b) To consider at a draft stage all aspects of Council policy as it relates to the needs of older people.
 - (c) To encourage the Council to make the best and most efficient use of resources available in the borough for older people and to publicise them to the residents of Brent.
 - (d) To be a formal point of consultation for the Council on services provided for older people.
 - (e) To encourage and identify opportunities for the Council to work in partnership with other agencies and voluntary groups on issues relating to older people.
 - (f) To raise and/or respond to issues and concerns and to make representations and recommendations to the Executive and relevant Council committees or sub-committees (including Overview and Scrutiny) concerning matters relating to older people.

Brent Connects Voluntary Sector Liaison Forum

- 10.25
- (a) To provide a vehicle for effective voluntary sector input into Council policy development and to promote more active partnership working between the Council and the local voluntary sector.
 - (b) To oversee the ongoing development, implementation and review of Brent Council's Voluntary Sector Strategy.
 - (c) To maintain a strategic overview of voluntary and statutory service provision in Brent, including the identification of gaps and overlaps in service provision.
 - (d) To consider Council policy and practice as it relates to voluntary sector issues.
 - (e) To provide advice to the Council on possible areas of grant funding priority and consider how these reflect the Council's overall strategic aims and objectives.

- (f) To consider and promote mechanisms through which the voluntary sector can become more effectively involved in regeneration within Brent.

Brent Connects - Equality Forum~~Black and Minority Ethnic Forum~~

- 10.26 (a) To focus on partnership working and building resilience within Brent's underrepresented and vulnerable communities, with the aim of reducing inequality.
- (b) To actively support the progress, achievement and development of initiatives to ensure that residents have equal access to services, resources and amenities.
- (c) To help the authority to develop strategies that contribute to reducing inequality across the borough and across all 9 protected characteristics.
- (d) To empower communities with knowledge and confidence to build capacity and reduce inequality.
- (e) To focus on partnership working and knowledge sharing with underrepresented communities and vulnerable groups, with the aim of building resilience reducing inequality.
- (f) GIs an open form open to any member of the public.
- (g) Will meet quarterly – meeting dates to be set annually as part of the Brent Council's Committee calendar.
- (h) Will be chaired by an elected Brent Council member appointed annually by full council.
- (i) The Equality Forum will be supported by officers from the Council's Diversity Team.
- (i) The Diversity Team will publicise and develop contacts to encourage participation from officers, members, the community and Brent's voluntary and Private sectors.
- (i) Officers to engage across the community to try to ensure representation across all 9 characteristics protected under the Equality Act 2010
- ~~10.26 (a) To raise and/or respond to issues and concerns, and make representations and recommendations to the Executive and relevant Council Committees concerning the needs of black and ethnic minority ('BME') communities.~~
- ~~2 To provide a vehicle for effective BME communities input into Council policy development and to promote more active working partnership between the Council and the BME voluntary and community sector.~~
- ~~3 To present suggestions to the Council as to how services and programmes can be developed or changed to meet the needs and aspirations of black and ethnic minority communities.~~
- ~~4 To promote community cohesion by promoting the development of strong and positive relationships between our diverse communities.~~

~~5 To consider and participate in arrangements for public participation regarding Council services and policies which directly or indirectly affect BME communities e.g. the Council's Race Equality Scheme, the Community Plan and relevant Best Value service reviews.~~

~~To encourage and identify opportunities for the Council to work in partnership with other agencies and voluntary groups on issues relating to BME communities.~~

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YOUTH PARLIAMENT

10.27 The Council has established a Youth Parliament to give children and young people a genuine voice in the affairs of the Borough, and to implement the Council's obligations under the Children Act 2004.

The terms of reference of the Youth Parliament are:

- (a) To discuss and debate issues that affect children and young people and explore potential solutions within the context of formal and informal meetings.
- (b) To represent these views and receive responses from the Council's Executive, Scrutiny and Children & Young People's Strategic Partnership Board.
- (c) To evaluate the performance of service provision, recommending areas for improvement in the context of the Children and Young People's Plan.
- (d) To plan two consultation events per annum for children and young people to raise awareness of issues as agreed by the Youth Parliament.
- (e) To ensure that decisions taken as a result of young people's participation are fed back to young people through a variety of methods e.g. visits to schools, newsletters and websites.
- (f) Develop a training programme and materials for Youth Parliament members to enable effective participation.
- (g) To monitor progress towards implementation of the Hear by Rights standards across Council departments and other partner agencies represented on the Children & Young People's Strategic Partnership Board.
- (h) To consider possible options for the distribution of the Youth Opportunities Fund.

10.28 Members of the Youth Parliament will be chosen as follows:

- (a) 10 members from locality based youth groups,
- (b) 24 members from school councils,
- (c) 19 members from target and community groups.
- (d) 2 councillors appointed by Full Council

10.29 One member of the Youth Parliament together with one member of the Council will act as Co-Chairs. One further member of the Youth Parliament together with one further member of the Council will act as Co-Vice Chairs.

STAFF FORA

- Trading Standards Joint Advisory Board
- Schools Forum
- Admissions Forum
- Brent Housing Partnership

Adoption and Permanency Panel

- 11.2 (a) The Adoption and Permanency Panel (“the Panel”) fulfils the role of the statutory Adoption Panel required by the Adoption Agencies Regulations 2005 (as amended by the Adoption Agency and Independent Review of Determinations (Amendment) Regulations 2011 and the Adoption Agencies (Panel and Consequential Amendments) Regulations 2012.
- (b) The purpose of the Panel is to make recommendations to the Assistant Director Children’s Services as to:
- (i) Whether or not a relinquished child should be placed for adoption in accordance with Regulation 18 of the 2005 Regulations.~~whether or not the child should be placed for adoption in accordance with Regulation 18 of the Regulations~~
 - (ii) whether any advice should be given to the agency in terms of the matters which fall to be considered under Regulation 18(3) (subject to the amendments by 2012 Regulations)
 - (iii) suitability of prospective adopters to adopt in accordance with the terms of Regulation 26 of the Regulations
 - (iv) whether any advice should be given to the adoption agency in respect of the number of children the prospective adopter may be suitable to adopt, their age range, sex, likely needs and background in accordance with Regulation 26(3)
 - (v) whether the child should be placed for adoption with particular prospective adopters in accordance with Regulation 32 of the Regulations
 - (vi) whether any advice should be given to the adoption agency in respect of the provision of support services, the plan for contact and the exercise of parental responsibility in accordance with Regulation 32(4)
 - (vii) any other matter that it is required by law to consider.
- (c) Where recommendations are made in respect of an adoption with a foreign element then the Panel recommendations must take into account any modifications made to the Regulations by The Adoptions with a Foreign Element Regulations 2005.(as amended by the adoptions with a foreign element (amendment) regulations 2009 and the 2012 Regulations).
- (d) The Council must maintain a list of persons who are considered by it to be suitable to be members of an adoption panel (“the Central List”), including-

- (i) one or more social workers who have at least three years' relevant post-qualifying experience, and
 - (ii) the medical adviser to the adoption agency (or at least one if more than one medical adviser is appointed).
- (e) The Assistant Director Children's Services will appoint officers and other persons to the Central List and appoint members from that list to the Panel. Full Council or the General Purposes Committee will appoint elected members to be included in the Central List and appoint elected members to the Panel.
- (f) The Assistant Director Children's Services must appoint a Chair who is an independent person and who has the necessary skills and experience to chair an adoption panel and who is not a disqualified person under the Regulations.
- (g) The Assistant Director Children's Services must also appoint a vice-chair to act in the Chair's absence
- (h) A person included on the Central List and or appointed to the Panel may at any time ask to be removed from the Central List or Panel by giving one month's notice in writing to the Council.
- (i) In accordance with the provisions of the Regulations, a list/panel member's tenure may be brought to an end by the Council.
- (j) The Panel may not conduct its business unless its meeting includes the chair or vice-chair, at least one of the social workers, three other members, and where the Chair is not present and the vice chair is not an independent person, at least one other independent panel member.
- (k) The panel also carries out functions under the Fostering Regulations 2011 and will consider the following:
- ~~(i) whether long term fostering is in a child's best interest;~~
 - ~~(ii)(i) whether a prospective long term fosterer is suitable to be a long term fosterer;~~
 - ~~(iii)(ii) whether a prospective long term fosterer is suitable to be a long term foster carer of a particular child;~~
- ~~(l) The Panel also considers and makes recommendations in respect of;~~
- ~~(i) applications from foster carers who wish to apply for a Residence Order under section 8 of the Children Act 1989, or a Special Guardianship Order under S14A of the Children Act 1989, in respect of the child/children they are fostering; and~~
 - ~~(ii) applications for Residence Order or Special Guardianship allowances, both as to whether an allowance should be paid and at what level.~~

Fostering Panel

- at least one member with experience in education who has knowledge of educational conditions in the area of the authority, or is a parent of a registered pupil at a school; and
 - at least one member who is a lay person, that is, someone without personal experience in the management of a school or the provision of education in a school (other than experience gained in a voluntary capacity or as a school governor).
- (d) The LEA retains a list of potential panel members. After an appeal has been submitted the LEA must arrange for three (or less often five) appropriate panel members, including a Chairperson from the list, to constitute the panel and hear the appeal.

Schools Exclusions Appeal Independent Review Panel

- 11.7 (a) The Independent Review Schools Exclusions Appeal Panel is established under the School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012~~the School Standards and Framework Act 1998~~. Its purpose is to review ~~determine~~ ~~appeals against any~~ the decision of a governing body not to reinstate a pupil who has been permanently excluded from a school maintained by the LEA if the parent of that pupil makes an application for review within the legal time frame.
- (b) The membership requirements for the Independent Review Schools Exclusions Appeal Panel are that there must be three or five members (as decided by the LEA). The Panel must contain :
- the Chair who must be a lay member, defined as someone who has not worked in a school in any paid capacity; and
 - at least one person who has been a governor of a maintained school provided that they have served in this capacity for at least 12 consecutive months in the last 6 years; and
 - at least one person who must be, or have been within the last five years, a head teacher of a maintained school.
- (c) The LEA retains a list of potential panel members. After a pupil has been excluded and an application for review ~~appeal~~ is submitted the LEA must arrange for three (or less often five) appropriate panel members, including a Chairperson, to constitute the panel and review the matter~~hear the appeal~~.

Trading Standards Joint Advisory Board

- 11.8 Brent Council has agreed to carry out Trading Standards services for the London Borough of Harrow. In order to oversee and review these arrangements the two authorities have established a Trading Standards Joint Advisory Board which will:-
- (a) consider the operation, extent and management of the Trading Standards service;

- (iv) three Secondary Governors;
- (v) one Special School Head;
- (vi) one Special School Governor;
- (vii) one Nursery School Head;
- (viii) one Nursery School Governor;
- (ix) one Voluntary Aided Sector representative; and
- (x) one Trade Union representative.

Admissions Forum

11.10 ~~Not in use (a) The Admissions Forum is established under the School Standards and Framework Act 1998. The role of the Admissions Forum is to:~~

~~consider how well existing and proposed admission arrangements serve the interests of children and parents within the area of the authority;~~

~~promote agreement on admission issues;~~

~~consider the comprehensiveness and accessibility of the admission literature and information for parents produced by the authority;~~

~~consider the effectiveness of the authority's proposed co-ordinated admission arrangements;~~

~~consider the means by which admissions processes might be improved and how actual admissions relate to the admission numbers published;~~

~~monitor the admission of children who arrive in the authority's area outside a normal admission round with a view to promoting arrangements for their fair distribution around schools;~~

~~promote the arrangements for children with special educational needs, looked after children and children who have been excluded from school; and~~

~~any other admissions issues which may arise.~~

~~(b) The membership of the Admissions Forum is:~~

~~five councillors;~~

~~two parent governors;~~

~~three representatives of the Westminster Roman Catholic Diocese;~~

~~three representatives of the London Church of England Diocese;~~

~~three representatives of Community Schools in Brent;~~

~~three representatives of Foundation Schools in Brent;~~

~~three representatives of Voluntary Aided Schools in Brent;~~

~~one representative of the Capital City Academy; and~~

~~two representatives of faith groups other than in (iii) and (iv) above.~~

Brent Housing Partnership

11.11 (a) Brent Housing Partnership Limited ("BHP") is a limited liability company wholly owned by the Council, which was established as part of central government's programme of Arms Length Management Organisations.