



## LONDON BOROUGH OF BRENT

### MINUTES OF THE CABINET Tuesday 26 August 2014 at 7.00 pm

PRESENT: Councillor Butt (Chair), Councillor Pavey (Vice-Chair) and Councillors Denselow, Hirani, Mashari, McLennan and Perrin

Also present: Councillors Chohan, S Choudhary, A Choudry, Farah, Filson, Hylton, Long, Mahmood, Stopp, Tatler and Warren

Apologies for absence were received from: Councillor Moher

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

None made.

#### 2. **Minutes of the previous meeting**

RESOLVED:-

that the minutes of the previous meeting held on 21 July 2014 be approved as an accurate record of the meeting subject to:

Clause 6, Road closures for street parties and special events. para 2: delete and replace with: "Councillor Pavey (Deputy Leader) sought and received a commitment to the Council producing its own street party guide for the public."

Clause 17 - Review of 2013/14 Financial Performance, para 1: delete final sentence.

#### 3. **Matters arising**

None.

#### 4. **Parking Service Annual Report 2013/2014**

The report from the Strategic Director Environment and Neighbourhoods explained the aims and key objectives of delivering a parking enforcement service in Brent and the key achievements and statistical analysis of the last financial year. Councillor Perrin, (Lead Member, Environment) in introducing the report, drew attention to information about the number of parking enforcement related penalty charge notices issued for the period 2013/2014, the income and expenditure recorded in the 'parking account' and how the subsequent parking surplus had been spent or allocated. Councillor Perrin reiterated that the council was committed to a providing a fair, consistent and transparent enforcement service.

Members welcomed the report and noted the acknowledgement that the telephone service had not been as expected following the launch of the online parking system and were pleased to hear that this had now been rectified. Councillor Pavey suggested that in future, information be included in the report to enable comparisons with the previous year. Members raised questions on the number of parking appeals heard and questioned why the percentage of those allowed appeared to be relatively high. The Chair (Councillor Butt, Leader of the Council) assured that reviews would take place under the new contract.

RESOLVED:

that the Parking Services Annual Report 2013/14 as set out in Appendix A to the report from the Strategic Director Environment and Neighbourhoods be noted and approved for publication.

5. **Copland Community School - updates and plans for a new build school and associated costs**

Councillor McLennan (Lead Member, Regeneration and Housing) introduced the report from the Strategic Director, Regeneration and Growth and reminded the Cabinet that Copland Community School, currently a foundation school governed by an Interim Executive Board (IEB), was scheduled to become a sponsored Academy on 1 September 2014, transferring to ARK Schools operating in close relationship with ARK Wembley. Capital funding would be received under the Priority Schools Building Programme and a new school would be completed by September 2016. Elsley Primary School would benefit from the rationalisation and land ownership arrangements agreed in April 2014, in line with the Wembley Area Action Plan. Councillor McLennan referred to the two design options under consideration for the new building and recommended that Cabinet approve the Brent design option.

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

- (a) information relating to the financial or business affairs of any particular person (including the authority holding that information).
- (b) information in respect of which a claim for legal professional privilege could be maintained in legal proceedings.

In response to members' questions, the Strategic Director Regeneration and Growth advised that should the Brent design not be successful, this would need to be the subject of a further report to Cabinet.

RESOLVED:

- (i) that approval be given to the Brent design option and associated costs as set out in appendix 4 of the joint report from the Strategic Directors of Regeneration and Growth and Children and Young People;

- (ii) that it be noted that works in connection with the Brent design option would be undertaken by the Education Funding Agency under the Priority School Building Programme;
- (iii) that authority be delegated to the Operational Director Property and Projects, in consultation with the Chief Finance Officer and the Operational Director Early Help and Education to agree the full scope and detail of the Brent design option and final additional costs.

## **6. Proposed Expansion of Manor School, Chamberlayne Road, Kensal Green**

The report from the Strategic Director Regeneration and Growth advised that the council had been awarded Targeted Basic Need (TBN) grant funding of £1.541m by the Education Funding Agency in order to provide an additional 44 places at Manor School. In order to comply with the conditions of that grant funding and therefore retain it, all 44 additional places must be available and all of the TBN funding allocated to the project must be fully spent by 31 August 2015. Councillor McLennan (Lead Member, Regeneration and Growth) referred to the high costs of out borough placements and welcomed the opportunity to permanently expand the school. Members queried the timescales, consultation process and sought assurances that the council would get value for money given the timescales involved for commitment and spend.

RESOLVED:

- (i) that it be noted that the consultation on the statutory expansion of pupil numbers would commence in September 2014, with a report on the outcome of the consultation to be submitted to the Cabinet in December 2014;
- (ii) that approval be given in principle to the allocation of additional funds (£641k) from the council's Basic Needs Capital grant allocation required to deliver the provision of 44 additional pupils at Manor School, pending consideration of the outcome of the consultation on the statutory expansion of pupil numbers in December 2014;
- (iii) that approval be given to the invite of tenders for the proposed building works to support the expansion of Manor School on the basis of the pre-tender considerations set out in paragraph 3.11 of the report from the Strategic Director of Regeneration and Growth and via the London e-Tender Portal;
- (iv) that approve be given to the evaluation of the tenders referred to in (iii) above by officers on the basis of the evaluation criteria set out in paragraph 3.11 of the report.

## **7. Brent Employment Services Provider Framework**

Councillor Mashari (Lead Member, Employment and Skills) introduced the report which set out the terms of a provider framework agreement for the procurement of employment-related support services in Brent. The report explained the context and detail of the Brent Employment Services Provider Framework from conception through to anticipated delivery. Councillor Mashari stated that the framework would

commission and identify partners to increase the chances of successful bidding for external funding for employment services and increase coordination. The invitation to tender would be launched on 1 September with a view to sign off in November 2014. Councillor Mashari drew members' attention to the Equalities Impact Assessment appended to the report.

The Cabinet welcomed the initiative as a good example of working with the voluntary sector and the opportunity to provide jobs for residents. Councillor Mashari also confirmed that support would be targeted at those communities most in need.

RESOLVED:

- (i) that approval be given to the pre-tender considerations and the criteria to be used to evaluate tenders for the Brent Employment Services Provider Framework as set out in paragraph 3.26 of the report from the Strategic Director of Regeneration and Growth;
- (ii) that approval be given to the proposal to invite expressions of interest, agree shortlists, invite tenders for the Brent Employment Services Provider Framework and their evaluation in accordance with the evaluation criteria referred to in paragraph (i) above;
- (iii) that approval be given to a waiver from Contract Standing Order 104 (b) to evaluate Framework tenders solely on the basis of 100 per cent Quality as opposed to considering the Most Economically Advantageous Tender for the reasons set out in para. 3.28 to 3.34 of the Director's report.

#### **8. National Non-Domestic Rates – applications for Discretionary Rate Relief**

Councillor Mashari (Lead Member, Employment and Skills) introduced the report from the Strategic Director Regeneration and Growth which set out new applications for rate relief received since 22 April 2014. The Council has the discretion to award rate relief to charities or non-profit making bodies. It also has the discretion to remit an individual National Non-Domestic Rate (NNDR) liability in whole or in part on the grounds of hardship. The award of relief was based on policy and criteria agreed by the Executive in September 2013.

Members welcomed the opportunity to assist community organisations based in the borough.

RESOLVED:

that the applications for discretionary rate relief detailed in Appendices 2 and 3 of the report from the Strategic Director of Regeneration and Growth be agreed.

#### **9. Selective Licensing in the Private Sector**

Councillor McLennan (Lead Member, Regeneration and Housing) reminded the Cabinet that in April 2014 the Executive approved the introduction of an Additional Licensing scheme for the whole borough and deferred a decision on a proposal for a Selective Licensing scheme pending further consultation on the possible addition

of Dudden Hill and Mapesbury wards to the area to be covered by the scheme. Following completion of this exercise, the report from the Strategic Director Regeneration and Growth sought approval for the introduction of a Selective Licensing scheme in the three wards of Wembley Central, Harlesden and Willesden Green.

Councillor McLennan drew attention to the results of consultation undertaken from 20 May to 18 July 2014 which indicated that concerns in Dudden Hill and Mapesbury wards did not sufficiently meet the test for inclusion under the legislation. The council would therefore proceed with the three wards and the matter would be annually reviewed. The Strategic Director undertook to circulate the definition of the type of properties that would be affected.

Members welcomed the introduction of the scheme aimed to reduce anti-social behaviour related to private renting and improve standards and conditions for private tenants, working with landlords. They looked forward to the scheme's expansion across the borough and suggested the Strategic Director monitor progress in other boroughs. The Chair (Councillor Butt, Leader of the Council) reminded the meeting that the aim was to protect tenants and to encourage the provision of accommodation that was fit for purpose. Councillor Mashari assured that good landlords would not be adversely affected by the proposals.

RESOLVED:

- (i) that the evidence and the responses to consultation be noted and the scheme as proposed be introduced;
- (ii) that that the legal requirements for introducing Selective Licensing as set out in paragraphs 11.1 to 11.8 of the report from the Strategic Director of Regeneration and Growth be agreed as having been met with regard to the three wards of Harlesden, Wembley Central and Willesden Green;
- (iii) that subject to (i) and (ii) above, approval be given to the designation of an Selective Licensing area to cover the three wards of Harlesden, Wembley Central and Willesden Green, as delineated and edged red on the map at Appendix 3 of the report, to take effect from 1 January 2015 and to last for five years from that date, in line with the timing of the Additional Licensing scheme approved by the April Executive;
- (iv) that the council begin to accept applications for Selective Licensing from 1 November 2014, in anticipation of the scheme coming into effect on 1 January 2015;
- (v) that authority to issue the required statutory notifications in relation to the Selective Licensing Scheme designation be delegated to the Strategic Director of Regeneration and Growth;
- (vi) that the fees for Selective Licensing be set at £350 for the five-year licensing period;

- (vii) that, subject to further consultation, authority be delegated to the Strategic Director of Regeneration and Growth to agree the basis for and level of any discounts to be applied to these fees.
- (viii) that it be noted that the Selective Licensing scheme would be kept under review annually. Any significant changes, including the withdrawal of a licensing designation, would be subject to further consultation and a decision by Cabinet.

#### 10. **Housing Supply and Demand - Homelessness, Allocations and Social Letting**

The report from the Strategic Director Regeneration and Growth provided an analysis of housing supply and demand issues, including performance in 2013/14 and challenges for 2014/15 onwards. A number of recommendations were made in order to manage the challenges including consultation on revisions to the council's Allocations Scheme.

Councillor McLennan (Lead Member, Regeneration and Housing) summarised the challenges over the past year but was pleased to report that in 2014/15 there was projected to be 673 lettings into social housing. Areas of focus in 2014/15 would be homelessness prevention and helping to increase the supply of private sector accommodation.

Councillor Mashari (Lead Member, Employment and Skills) referred to the adverse impact of the benefits cap and was pleased to note that last year some temporary accommodation households had found employment and so had become exempt from the cap. Members welcomed the proposed amendments to the Allocations Scheme (which would require further consultation) in particular Auto-bidding and the ability to make an increased number of Direct Offers.

#### RESOLVED:

- (i) that the analysis of housing supply and demand issues, including performance in 2013/14 and challenges for 2014/15 onwards be noted;
- (ii) that the target proportion of social lettings for 2014-15 for homeless, housing register and transfer applicants be agreed;
- (iii) that it be noted that consultation with Registered Providers, households on the Housing Register and the voluntary sector has commenced on a proposed revision to the Allocation Scheme that would enable the direct allocation of social housing to Overall Benefit Cap affected households who have been living in temporary accommodation for longer than the average waiting time to receive an allocation of social housing for their bedroom category, and following the consultation a further report for decision on this revision be submitted;
- (iv) that it be noted that consultation with Registered Providers, households on the Housing Register and the voluntary sector has commenced on other proposed revisions to the allocation scheme as outlined in the report from the Strategic Director of Regeneration and Growth and detailed in Appendix

D. Following the consultation a further report would be presented to Cabinet for decision on proposed revisions.

11. **Report back from Scrutiny Committee - changes to Recycling and Green Waste**

With the consent of the Chair, Councillor Choudry (Chair, Scrutiny Committee) reported back on the discussion at the Scrutiny Committee held on 6 August 2014 which had considered an item which had been subject to the Call in procedure – Changes to Recycling and Green Waste, previously considered by the Cabinet on 21 July 2014. The meeting had been well attended by councillors and members of the public. Concerns raised had included value for money, the operation of the new scheme (including the sale of bags instead of an annual fee), the likelihood of residents putting green waste in their rubbish bins, communication, making bins ‘fox-proof’ and arrangements for collection from non-subscribers to the scheme. The committee was, in principle, not against the changes proposed – assurances had been given and the committee welcomed the offer of further review in nine months’ time. He urged those responsible to consider the matter carefully and to minimise disruption to residents.

12. **Any other urgent business**

None.

13. **Date of next meeting**

Councillor Butt informed attendees that the next Cabinet meeting would take place at The Roundwood Youth Centre, Kensal Green Ward, as part of the Cabinet’s decision to hold meetings in community venues.

The meeting ended at 8.05 pm

M BUTT  
Chair