



LONDON BOROUGH OF BRENT

MINUTES OF THE EXECUTIVE Wednesday, 17 August 2011 at 7.00 pm

PRESENT: Councillor John (Chair), Councillor Butt (Vice-Chair) and Councillors Arnold, Beswick, Jones, Long and Powney

APOLOGIES: Councillors Crane, J Moher and R Moher

ALSO PRESENT: Councillors Cheese, Hashmi, Harrison, Kansagra, Mitchell Murray and BM Patel

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 18 July 2011 be approved as an accurate record of the meeting.

3. **Order of business**

The Executive agreed to vary the order of business so as to take early in the meeting those items for which members of the public were present.

4. **Deputation - Strategy to provide primary school places in Brent up to 2014-15**

Mr Martin Francis (Green Party Children and Families spokesperson, Governor at Chalkhill and Braintcroft schools) addressed the Executive concerning the joint report from the Director of Regeneration and Major Projects and Children and Families which proposed a strategy for providing school places in Brent up to 2014/12. He recognised the problem the council faced in finding sufficient school places and welcomed the development of a longer term strategy. He expressed support for the lobbying of central government jointly with other local authorities in particular to provide 2FE (form entry) primary schools. Mr Francis advised that special meetings had taken place at both Braintcroft and Chalkhill primary schools to discuss the issue and the governing bodies had made submissions. He felt that proposals would lead to the demise of 1FE primary schools valuable in circumstances where a smaller, more intimate environment was beneficial to children. The proposals for all-through schools would also have the effect of a child's secondary school being chosen at the age of four in order to guarantee a place and this could have an adverse effect on stand-alone primary schools.

Additionally, as most of the secondary schools were in the north of the borough, the number of available secondary school places would reduce further disadvantaging children in the south. Mr Francis expressed concern that the ethos and character of small schools which supported younger and also vulnerable children would be lost in larger all-through school provision and that free schools which offered less impersonal environments would become the preferred option for parents.

The Chair thanked Mr Francis for his contribution.

5. **Strategy to Provide Primary School Places in Brent up to 2014-2015**

The Director of Regeneration and Major Projects introduced his report which set out the current pressures on the local authority in providing sufficient school places and the proposed strategy for meeting demand by 2014-15. The budget available based on the current costs of school expansion was insufficient to meet projected demand and the Director referred the Executive to the significant net capital deficit of £31.039m. The report recommended that the council adopt a three pronged approach which would involve lobbying central government, taking a medium term approach linked to the council's emerging property strategy, delivering a 'fit for purpose' portfolio on which consultation would take place. Finally, there was a costed short term strategy for delivery by 2012 to maximise the capacity of existing schools to be prioritised based on criteria.

Councillor Arnold (Lead Member, Children and Families) welcomed the feedback received as a result of the consultation exercise and acknowledged the points made earlier in the meeting in the deputation from Mr Martin Francis particularly in relation to finding ways of maintaining the advantages of small schools and the effect on existing schools, stating she would welcome a discussion. The Director of Children and Families agreed that there was a need to look at the whole range of options but pointed out that the pressure for places was very significant and still growing.

The Chair made reference to the work of the overview and scrutiny Early Intervention task group which was meeting at present the report from which Mr Francis may be interested.

The Executive agreed the report.

RESOLVED:

- (i) that the on-going pressures on primary school places as set out in the joint report from the Director of Children and Families and the Director of Regeneration and Major Projects, in particular the requirement for an additional 15 forms of entry (equating to 105 classrooms) by 2014/15 be noted;
- (ii) that it be noted that at the time of writing the government has announced that it will be allocating an additional £500m to fund more new school places in areas of greatest need. However, the allocation model has not been decided as of now and it may not be sufficient to support meeting this on-going pressure;

- (iii) that agreement be given to undertake a robust and co-ordinated lobbying campaign to highlight to government the nature and scale of the challenge faced;
- (iv) that it be noted that a longer term approach to the school's portfolio was being considered as part of the current property strategy work, and will be reported to members in due course;
- (v) that approval be given to the allocation of £13.770m from the Council's Main Capital Programme for providing additional primary school places across Brent schools from September 2012 onwards, as set out in the table under paragraph 9.15 of the joint report;
- (vi) that agreement be given to the current and future allocation of £7.201m from the Section 106 Capital Receipts for providing additional primary school places across Brent schools from September 2012 onwards, as set out in the table under paragraph 9.15 of the Directors' report;
- (vii) that the shortfall in funding of £31.039m by 2014-15 necessary to provide additional primary school places across Brent schools from 2012-13 to 2014-15, as set out in the table under paragraph 9.15 be noted;
- (viii) that agreement be given to the prioritisation of the recommended schemes for spending as set out in the table under paragraph 10.10 for providing additional primary school places;
- (ix) that approval be given to the preparation of feasibility studies for the short listed schools given under paragraph 10.10 of the Directors' report.
- (x) that the allocation of £150k from the Council's Main Capital Programme for updating the information on school condition and cad database which will enable intelligent planning for new expansions and allow timely maintenance work to be scheduled for existing buildings be endorsed.

6. Schools cleaning contract - pre tender amendment

Councillor Arnold (Lead Member, Children and Families) introduced the report which sought authority to invite tenders for a Cleaning Framework Agreement to commence on 2 January 2012 at the May 2011 Executive, which requested an amendment to the pre-tender considerations contained in that report as required by Contract Standing Orders 88 and 89. She advised that the change would allow schools to choose from multiple providers including smaller and local providers.

RESOLVED:

that approval be given to amend the pre-tender considerations so that multiple providers suppliers can be appointed to the framework in place of the single supplier recommended in the previous report to the Executive on 23 May 2011.

7. Removal and replacement of contaminated soil from St Raphael's and Brentfield estates

The report before the Executive referred to the decision on 26 July 2010 following which sixty one properties in St Raphael's and Brentfield estates were formally determined as contaminated and a remediation statement written setting out how the remediation would be undertaken. An award of grant to cover the costs of the remediation works has now been made by the Environment Agency which required the works to be completed by 31 March 2012. The report informed the Executive of the procurement process proposed and of an exemption to Standing Orders approved on the grounds of extreme urgency to allow tenders to be invited to meet the demanding timetable and avoid potential loss of grant. Councillor Powney (Lead Member, Environment and Neighbourhoods) advised that the council had been awarded 30% of the national allocation and Brent Housing Partnership would also be contributing. He congratulated officers for their work in obtaining the funding.

RESOLVED:-

- (i) that approval be given to proceed with the remediation work at St Raphael's and Brentfield Estates in accordance with the remediation design approved by the Environment Agency using the £1,422,525 grant monies allocated;
- (ii) that it be noted that the grant funding will only cover the cost of basic re-instatement of fencing and turf, and that Brent Housing Partnership (BHP) proposes to make a contribution from its capital budgets for necessary works outside the scope of the grant such as re-instatement of sheds etc;
- (iii) that the timing issues relating to the works set out in paragraphs 3.11 – 3.16 of the report from the Director of Environment and Neighbourhood Services be noted and that, in view of the urgent requirement to ensure that works are completed by 31 March 2012, an exemption from Standing Orders has been sought and granted from the Director of Finance and Corporate Resources on grounds of extreme urgency pursuant to Standing Order 84(b) after consultation with the Director of Legal and Procurement, exempting the procurement from the requirement to seek Executive authority to go out to tender for remediation works and exempting the requirement to use a single stage or two stage tender process;
- (iv) that the procurement process for remediation works being followed as set out in paragraphs 3.16 and 3.17 of the report be noted and the Director of Environment and Neighbourhood Services be authorised to award the contract for remediation works following the identification of a preferred contractor.

8. Authority to establish a framework agreement for the provision of a leased maintained vehicle fleet and to establish call off arrangements

The report from the Director of Environment and Neighbourhood Services requested authority to establish a single-supplier Framework Agreement for Brent Transport Services for the provision of vehicle maintenance services and for the supply and maintenance of new vehicles, as required by Contract Standing Order No 88. The report summarised the process undertaken in tendering these requirements and, following the evaluation of the tenders, recommended which supplier should be appointed to the Framework Agreement. The report also advised members of a short review presently being undertaken to confirm Brent's

future requirement for the passenger transport services provided by Brent Transport Services (BTS).

Councillor Powney (Lead Member, Environment and Neighbourhoods) advised that a number of vehicles were not compliant with the London Emission Zone regulations that come into effect on 1 January and this presented additional reasons for replacement. He drew members' attention to a supplementary report from the Director which amended recommendation (i) in the original report so as to delegate to the Director of Finance and Corporate Services the decision to establish a four-year framework agreement in order to allow for further financial analysis.

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 delegate to the Director of Finance and Corporate Services in consultation with the Director of Environment and Neighbourhood Services the decision to establish a four-year framework agreement with Translinc Ltd as sole supplier for (1) maintenance of existing fleet and (2) supply and maintenance of new vehicles, which can also be accessed by other members of the West London Alliance group of local authorities;
- (ii) that authority be delegated to the Director of Finance and Corporate Services in consultation with the Director of Environment and Neighbourhood Services to approve the award of a 4-year call-off contract for the maintenance of the existing Brent fleet to Translinc Limited in the estimated contract sum of £1.1million following completion of the review of future requirements described in paragraphs 3.39 – 3.41 of the report from the Director of Environment and Neighbourhood Services;
- (iii) that authority be delegated to the Director of Environment and Neighbourhood Services to approve individual call-off contracts with Translinc Ltd for the supply and maintenance of new leased vehicles during the course of the framework agreement.

9. Future Customer Services: delivering change to the council's customer services

The report from the Director of Strategy, Partnerships and Improvement set out proposals arising from a project in the One Council Programme designed to improve the way that customers access council services and the level of service they receive. The new Corporate Customer Services approach to be introduced by summer of 2012 aimed to make it much easier for customers to get answers quickly to the problems that most commonly concern them through a restructure of telephone and face-to-face service and redesigning the website to deliver more services online. A key element of these changes was the establishment of a new division, Corporate Customer Services, which would bring together the existing One

Stop Service and Revenues and Benefits service. Phil Newby (Director of Strategy, Partnerships and Improvement) acknowledged that the change while exciting, did not come without risks. Councillor Jones (Lead Member, Customers and Citizens) welcomed the proposed changes which although challenging, would be a positive development.

RESOLVED:-

- (i) that the proposed changes to improve customer access arrangements as part of the Future Customer Services project be noted;
- (ii) that agreement be given, subject to the outcome of consultation with staff, to the creation of a new Assistant Director of Corporate Customer Services post and the deletion of the Head of Revenues and Benefits post;
- (iii) that it be noted that further changes to structures needed to fully implement the Future Customer Services arrangements would be carried out in accordance with the council's Managing Change Policy.

10. **Award of Framework Contracts - young people housing support services**

The report from the Director of Adult Social Services updated members on the outcome of the procurement process of two frameworks for young people housing support services and sought approval to appoint organisations to the frameworks as required by Contract Standing Order 88. The report requested authority to award call-off contracts from the two frameworks for young people housing support services as required by Contract Standing Order 88. The report further requested authority to extend existing contracts for a period of three weeks to the 24 of October 2011 to ensure planned implementation for the new services.

RESOLVED:

- (i) that approval be given to the three organisations detailed at paragraph 3.15 of the report from the Director of Adult Social Services being appointed to the Supporting People Young People Accommodation based Support Services Framework Agreement for a period of three years with an option to extend the framework for a further two years, such organisations being:

Coram (Thomas Coram Foundation for Children);
De Paul UK
Lookahead Housing and Care

- (ii) that approval be given to award a call-off contract from the Supporting People Young People Accommodation based Support Services Framework Agreement to Coram (Thomas Coram Foundation for Children), in respect of Lot A (single sex accommodation based services for young people with complex needs across scattered accommodation) from 24 October 2011 for a period of three years with an option of extending the contract for two years;
- (iii) that approval be given to award a call-off contract from the Supporting People Young People Accommodation based Support Services Framework Agreement to DePaul UK in respect of Lot B (mixed sex accommodation

based services for young people across hostel, crash pad and move on units) from 24 October 2011 for a period of three years with an option to extend the contract for a further two years;

- (iv) that approval be given to the four organisations detailed at paragraph 3.15 of the report from the Director of Adult Social Services being appointed to the Supporting People Young People Floating Support Services Framework Agreement for a period of three years with an option to extend the framework for a further two years, such organisations being:

Lookahead Housing and Care
Coram (Thomas Coram Foundation for Children
De Paul UK
Brent Housing Partnership

- (v) that approval be given to award a call-off contract from the Supporting People Young People Floating Support Services Framework Agreement to Coram (Thomas Coram Foundation for Children) from 24 October 2011 for a period of three years with an option to extend the contract for a further two years;
- (vi) that approval be given to a short extension of existing contracts for young people based accommodation services and floating support services with De Paul Trust, Catch 22, St Christopher's Fellowship, Coram Housing and Support Services, Brent Housing Partnership and Centre Point for the period from 1 October 2011 to 24 of October 2011 to ensure appropriate implementation of services.

11. **Treasury annual report 2010/11**

Councillor Butt (Lead Member, Resources) introduced the report from the Director of Finance and Corporate Services which set out information on borrowing and investment activity, and performance compared to prudential indicators during 2010/11. As the Treasury Management Annual Report should be agreed by Full Council, the Executive was asked to recommend it to Full Council for approval. The report would also go to the Audit Committee as part of the scrutiny function required under the 2009 Treasury Management Code of Practice issued by CIPFA. Councillor Butt referred to the two deposits outstanding with Icelandic banks which he hoped would be recovered in full.

RESOLVED:

that Full Council be recommended to:

- (i) approve the Treasury Management Annual Report and Annual Investment Strategy Report;
- (ii) note the outturn for prudential indicators;
- (iii) note the updated position in 2010/11.

12. **Performance and Finance review 2010/11 Quarter 4**

The report from the Directors of Strategy, Partnership and Improvement and Finance and Corporate Services summarised Brent Council's budget position and performance in relation to the delivery of the Borough Plan, Our Brent Our Future 2010-2014. Councillor John (Lead Member, Corporate Strategy and Policy Co-ordination) drew members' attention to the new performance framework and other initiatives introduced to improve performance monitoring and she urged all members to pay close attention. The Director of Strategy, Partnerships and Improvement referred to areas in which data had not been provided and assured that efforts would be made to improve this next quarter. He also referred to the separately circulated crime figures which were positive and the Lead Member (Crime and Public Safety), Councillor Beswick, expressed support for the commitment to the timely availability of information, work on which had already commenced.

RESOLVED:-

- (i) that the finance and performance information contained in the joint report from the Directors of Finance and Corporate Services and of Strategy, Partnerships and Improvement be noted and remedial actions as necessary be agreed;
- (ii) that agreement be given to the 2010-11 budget virements contained in the report.

13. Reference of item considered by Call in Overview and Scrutiny Committee

None.

14. Any Other Urgent Business

None.

The meeting ended at 7.30 pm

A JOHN
Chair