



LONDON BOROUGH OF BRENT

MINUTES OF THE CABINET Monday 13 February 2017 at 7.00 pm

PRESENT: Councillor Butt (Chair), Councillor McLennan (Vice-Chair) and Councillors Farah, Hirani, Miller, M Patel, Southwood and Tatler

Also present: Councillors Mahmood, Perrin and Warren

1. **Declarations of interests**

None.

2. **Minutes of the previous meeting**

RESOLVED:

that the minutes of the previous meeting held on 16 January 2017 be approved as an accurate record of the meeting.

3. **Matters arising**

There were no matters arising.

4. **Petitions (if any)**

There were no petitions presented to Cabinet.

5. **Budget and Council Tax 2017/18 to 2019/20**

Councillor McLennan, Deputy Leader of the Council, introduced the report stating that, over the past two years, central government's approach to local authority funding has changed.

She stated that, prior to this, the strong policy emphasis had been to encourage councils to freeze council tax and make savings from expenditure budgets as funding from central government was cut. As part of the local government finance settlement for 2016/17, central government removed the financial incentive for councils to freeze council tax.

She stated that, as serious pressures on local government finance caused by demand for adult social care had been identified, central government agreed to a proposal from local government leaders to allow an additional 2% increase in council tax to fund adult social care, making the overall increase allowable without a referendum 3.99%.

Councillor Tom Miller, Cabinet Member for Stronger Communities, welcomed the budget proposed by the Council's Administration. He stated that the administration had rightly prioritised services for the most vulnerable residents.

Councillor Krupesh Hirani, Cabinet Member for Community Wellbeing, welcomed the budget. He informed Cabinet colleagues that in comparison with 2009/10, the Council was now spending approximately £10m more on Adult Social Care services. He welcomed the Cabinet's decision to protect Adult Social Care spending. He stated that colleagues had worked hard, especially across back office functions, to achieve savings innovatively.

Councillor Ellie Southwood, Cabinet Member for Environment, thanked officers within the Environment and Regeneration Directorate for their support during the budget setting process.

Councillor Harbi Farah, Cabinet Member for Housing and Welfare Reform, thanked Councillor McLennan for steering the budget setting process. He welcomed the wide and inclusive consultation on the budget.

Councillor Shama Tatler, Cabinet Member for Regeneration, Growth, Employment and Skills, echoed the words of her fellow Cabinet Members.

In conclusion, Councillor Muhammed Butt, Leader of the Council, thanked his Cabinet colleagues for their significant work in shaping and finalising the budget for consideration. He stated that the financial hardship placed on local authorities by Central Government placed significant pressures on local services. He stated that Brent had prioritised services for vulnerable residents in setting this budget. Going forward, Councillor Butt stated that collaboration with other partners across the borough would be crucial to the effective delivery of services.

RESOLVED:

- 5.1 Cabinet agreed to recommend to full council an overall 3.99% increase in the Council's element of council tax for 2017/18 with 2% as a precept for Adult Social Care and a 1.99% general increase.
- 5.2 Cabinet noted that if the 2% adult social care precept in the Council's element of council tax is rejected, Adult Social Care expenditure will be cut by £2.1m in 2017/18 from the levels proposed in the paper.
- 5.3 Cabinet agreed to recommend to full council the General Fund revenue budget for 2017/18, as summarised in Appendix A.
- 5.4 Cabinet noted the cost pressures, technical adjustments and savings detailed in Appendix B.
- 5.5 Cabinet noted the dedicated schools' grants as set out in section 7.
- 5.6 Cabinet agreed the pension fund contribution rates of 32.5%, 33.8% and 35.0% for 2017/18, 2018/19 and 2019/20 respectively.

- 5.7 Cabinet noted the report from the Budget Scrutiny Panel in Appendix C.
- 5.8 Agree to recommend to full council the capital programme as set out in Appendix D.
- 5.9 Agree to recommend to full council the Treasury Management Strategy and the Annual Investment Strategy for 2017/18 set out in Appendix E.
- 5.10 Cabinet noted the Prudential Indicators measuring affordability, capital spending, external debt and treasury management set out in Appendix F.
- 5.11 Cabinet noted the advice of the Chief Legal Officer as set out in Appendix G.
- 5.12 Cabinet noted the categorisation of Earmarked Reserves and Provisions set out in Appendix H.
- 5.13 Cabinet agreed, and where relevant agree to recommend to full council, the schedules of fees and charges set out at Appendix I, and the proposed new fees and charges policy in Appendix J, including the officer delegated powers to which it refers.
- 5.14 Cabinet noted the results of consultation as set out in section 9 and detailed in Appendix K.

6. Joint ICT Work with the London Borough of Southwark

Councillor Margaret McLennan, Deputy Leader of the Council, introduced the report. She stated that this report sets out proposals for working with the London Borough of Southwark to provide them with ICT services by November 2017.

Councillor Margaret McLennan informed Cabinet that that Lewisham and Southwark officers are presenting reports to their respective Cabinets in relation to this delegation and future shared service.

RESOLVED:

- 6.1 Cabinet approved plans for the ICT Shared Service to be extended to cover the London Borough of Southwark.
- 6.2 Cabinet approved in principle the delegation from Southwark Council to Brent (as the primary host authority in the Shared Service with London Borough of Lewisham) of the delivery of ICT services and notes that a further report will be brought to Cabinet in June 2017 to approve delegation in its final terms.
- 6.3 Cabinet noted the ongoing due diligence process and the development of inter-authority agreement(s) for delegation of the ICT service delivery.
- 6.4 Cabinet approved the entering into a Memorandum of Understanding (attached as Appendix A to the Report) with the London Borough of Southwark and London Borough of Lewisham and notes the approval of the funding of preparatory and transition work at an estimated cost of £3 million

as noted to the Southwark Cabinet Report (attached as Appendix B to the Report).

- 6.5 Cabinet approved entering into an interim Inter-Authority Agreement which will cover the 3 boroughs obligations with regard to the preparatory and transition activities as detailed in paragraph 5.5 (b), liabilities, insurance arrangements and use of assets in relation to the Shared Service and delegates authority to the Chief Officer Strategic Director Resources to agree the final terms of the interim Inter- Authority Agreement(s).
- 6.6 Cabinet approved the delegation of authority to the Strategic Director Resources to authorise procurement and award of contracts on behalf of the London Borough of Southwark up to a maximum of £3 million (in the aggregate) as referred to in paragraph 2.5.
- 6.7 Cabinet approved the development of a final more detailed Inter- Authority Agreement for delegation of the ICT service delivery which will cover the 3 boroughs obligations, liabilities and insurance arrangements and use of assets in relation to the shared service.
- 6.8 Cabinet approved interim governance arrangements based on a shared joint partnership board to include representatives of Brent, Lewisham and Southwark working on an equal basis.
- 6.9 Cabinet noted that Lewisham and Southwark officers are presenting reports to their respective Cabinets in relation to this delegation and future shared service.

7. Brent Council's School Admission Arrangements for 2018/19

Councillor Muhammed Butt, Leader of the Council, welcomed Councillor Mili Patel to her first Cabinet meeting in her new role as Cabinet Member for Children and Young People. Cabinet Members joined Councillor Butt in wishing Councillor Patel well in her new role.

Councillor M Patel, Cabinet Member for Children and Young People, introduced the report presenting the proposed admission arrangements and scheme of co-ordination for Brent community schools for 2018/19 in accordance with statutory requirements.

She stated that no changes are proposed to admission arrangements for community schools for 2018/19.

She stated that Cabinet is asked to note the analysis undertaken of the impact on admissions for September 2016 of the new criteria approved by Cabinet in April 2015.

RESOLVED:

7.1 Cabinet agreed the proposed Admission Arrangements for Brent schools and schemes of coordination for maintained schools in Brent for the 2018/2019 academic year.

8. **Housing Revenue Account (HRA) Budget and Rent-setting for Council Dwellings for 2017/18**

Councillor Harbi Farah, Cabinet Member for Housing and Welfare Reform, introduced the report setting out the Housing Revenue Account (HRA) forecast outturn for 2016-17 and the proposed HRA budget for 2017-18 as required by the Local Government and Housing Act 1989.

Councillor Farah stated that the proposed annual budget takes account of the national rent reductions as required by Government. This will reduce rental income by £470,093 in 2017-18 with further reductions required each year to 2020.

He stated that in order to offset this it is necessary to make significant savings to revenue budgets over this period and the budget for 2017-18 includes provision for initial efficiency and other savings. Further savings will be required in future years to assure the future financial sustainability of the HRA and to support the programmes for stock investment and new housing development agreed through the HRA Asset Management Strategy in 2013.

Councillor Farah stated that the proposed HRA annual budget for 2017-18 sets out proposed expenditure for housing management services, stock investment and maintenance works and new council housing development programmes as well as rent and service charge setting proposals for 2017-18. This report also sets out rent-setting proposals for other council managed partnerships by Hillside (Hyde Group) and for the Residential Pitches portfolio.

RESOLVED:

8.1 HRA Business Plan Budget 2017-18:

- a) Cabinet noted the HRA forecast outturn for 2016/17 as set out in Appendix 1 to the report.
- b) Cabinet approved the proposals and agree the savings and budget reductions for the HRA budget for 2017/18, as set out in Appendix 2 to the report and agree that they be included in the overall Budget for 2017/18 for approval by Full Council on 27th February 2017.
- c) Cabinet approved the HRA budget growth for 2017/18 of £3.476m and the use of £3.492m of one-off available resources.

8.2 HRA Rent Setting 2017-18:

- a) Cabinet approved an average overall rent decrease (excluding service charges) from April 2017 of £0.97 per dwelling per week, for HRA council dwellings, which is an average overall rent decrease of 1% as set out in section 3.2.1 (Table 1) of the report.

- b) **Cabinet approved agreed an average overall rent decrease from April 2017 of £1.29 per dwelling per week for Hillside Dwellings, which is an average overall rent decrease of 1% as set out in section 3.2.2 (Table 2) of the report.**
- c) Cabinet approved an average overall licence decrease (excluding service charges) from April 2017 of £2 per pitch, per week, for residential council pitches, which is an average overall licence decrease of 1% as set out in section 3.2.3 (Table 3) of the report.

8.3 HRA Service Charges 2017-18:

- a) Cabinet agreed to increase the service charges for HRA dwellings from April 2017 by an average of 1% (an average increase of £0.09 per dwelling per week) as set out in Appendix 3 to the report.
- b) Cabinet agreed an increase in Garage Rents for Council and Private Renters, as set out in section 3.3.3 (Table 4) of the report.
- c) Cabinet agreed to increase the service charges for Hillside dwellings from April 2017 by an average of 1.8% (an average increase of £0.16 per dwelling per week) as set out in Appendix 3 of the report.

8.4 Management Services 2017-18:

- a) Cabinet agreed a Management Fee for Brent Housing Partnership of £7.488m for 2017/18.

8.5 HRA Stock Investment Programmes 2017-18:

- a) **Cabinet approved an overall HRA stock investment programme of (£32.765m) for 2017/18, and an indicative budget of £20m for 2018/19 as set out in section 3.4 (Table 5) of the report.**

8.6 HRA Development Programmes 2017-19:

- a) Cabinet agreed to continue delivery of Phase 1 (Infill) Council New Build Development Programme with HRA budget of £9.990m for 2017/18 and £0.906m for 2018/19 to complete 62 homes.
- b) Cabinet agreed to continue delivery of Phase 2 (Infill) Council New Build Development Programme with HRA budget of £18.799m for 2017/18 and £5.454m for 2018/19 to develop 95 homes.
- c) Cabinet agreed to continue delivery of Phase 2 (NAIL) New Accommodation Independent Living Development Programme with General Fund budget of £9.020m for 2017/18 and £1.224m for 2018-19 to complete 40 homes.
- d) Cabinet agreed a feasibility budget (Revenue Budget) of £0.125m for 2017/18 to work on future pipeline schemes beyond March 2018.

9. **NAIL Programme Accommodation and Financial Mitigation Plan**

Councillor Krupesh Hirani, Cabinet Member for Community Wellbeing, informed Cabinet Members that the NAIL (New Accommodation for Independent Living) Programme is a major cross-Council strategic initiative to provide high quality accommodation for a range of vulnerable people which promotes their wellbeing and ability to live independently through good design.

He stated that by separating accommodation from care & support costs, the NAIL Programme will deliver significant efficiency savings for Adult Social Care (ASC) budgets, making it the largest savings programme within the Council.

Councillor Krupesh Hirani, Cabinet Member for Community Wellbeing, stated that projected savings to be delivered by the NAIL Programme were mainly based on new-build schemes to provide long-term accommodation.

He stated that in light of challenges in the market, the Council has taken the decision to reshape and broaden the NAIL programme to include elements of investment and self-development. This has the added benefit of allowing the NAIL programme to work more closely with housing to support delivery of identified strategic housing requirements for the Council as a whole, as well as to bring forward the delivery of NAIL units to meet specific gaps in the current programme. To fully meet ASC's current accommodation requirements for all groups, and provide a more balanced and sustainable savings profile an increased number of short- medium term units will be required.

Councillor Tom Miller, Cabinet Member for Stronger Communities, spoke in support of the report.

RESOLVED:

- 9.1 Cabinet approved the use of 3 year leases to secure 3 properties for the use of 24 NAIL customers – a total cost of £327,500 per annum.
- 9.2 Cabinet approved a budget of £19.7M for the purchase and modification of private residential properties to provide an additional 90 units of accommodation for NAIL customers.
- 9.3 Cabinet approved the long-term use of the supported housing properties at 73 & 80 Wembley Park Drive, with a budget of £0.88M to refurbish the buildings to a standard suitable for long-term occupation by NAIL customers.
- 9.4 Cabinet approved asked to note that the above investment will generate savings of £2.6m p.a., bring the achievement of anticipated NAIL savings forward, and support Brent Council's strategic vision for residents to remain independent in a home of their own and in the community for as long as possible, as evidence shows us that those who do, live longer, happier and healthier lives.

10. **Authority to Award Multiple Contracts under the Accommodation Plus Dynamic Purchasing System**

Item deferred.

11. **Brent Neighbourhood Community Infrastructure Levy (NCIL) Allocation Process**

Councillor Shama Tatler, Cabinet Member for Regeneration, Growth, Employment and Skills, introduced the report stating that the Community Infrastructure Levy (CIL) is a charge applied to development to help fund strategic (borough-wide) and neighbourhood infrastructure to address deficits that might otherwise be caused by development. Brent's CIL was formally introduced on 1 July 2013.

As there is greater predictability about income received, the availability of CIL encourages more effective planning to deliver projects that, as well as dealing with deficits in infrastructure caused by new development, can also deliver wider benefits to the local community.

She informed Members that the purpose of this report is to propose a NCIL allocation process for approval by Cabinet.

RESOLVED:

11.1 Cabinet reviewed and approved the proposed NCIL allocation process in Appendix 1.

Principally:

11.2 Neighbourhood CIL priorities will be set for three years following consultation with residents and stakeholders.

11.3 The Head of Planning and Lead Member for Regeneration, Growth, Employment and Skills, will be responsible for shortlisting Neighbourhood CIL Projects following submission deadline.

11.4 Delegated authority should be given to the Strategic Director, Regeneration & Environment, in consultation with the Lead Member for Regeneration, Growth, Employment and Skills, to approve spend for individual Neighbourhood CIL projects up to the value of £100k

11.5 Projects above £100K in value will be agreed by Cabinet

12. **Draft Supplementary Planning Document Basement Development**

Councillor Shama Tatler, Cabinet Member for Regeneration, Growth, Employment and Skills, introduced the report stating that the report sets out the rationale for consultation on a draft Brent Basement Supplementary Planning Document (SPD).

It provides a high level summary of the content of the document. It provides clarity on what are planning matters and which matters are the remit of other legislation/statutory functions. It identifies how the Council will address the non-planning matters such as environmental monitoring in a more robust manner in the future.

Councillor Tatler stated that it seeks approval by Cabinet of the draft Basement SPD for consultation.

RESOLVED:

12.1 Cabinet considered the draft Basement Supplementary Planning Document as set out in Appendix 1 of the report and approved its issue for public consultation.

13. Updating Brent Council's Planning Strategy (The Local Plan)

Councillor Shama Tatler, Cabinet Member for Regeneration, Growth, Employment and Skills, introduced the report informing Cabinet Members that over the last decade Brent has seen some incredibly positive transformational change in its built environment and the associated opportunities this has provided for its residents and businesses.

She stated that investment and action has been facilitated by a strong planning policy framework providing clarity and confidence to the local community, developers, businesses and other investors.

RESOLVED:

13.1 Cabinet approved the commencement of a review and update of the existing development plan documents and supplementary planning documents in accordance with a revised Local Development Scheme set out in Appendix 1.

13.2 Cabinet approved the establishment of a Local Plan Member Liaison Group to enable discussion and input to developing planning policy and consultation material prior to the Publication Stage of the Local Plan.

13.3 Cabinet delegated authority to the Strategic Director Regeneration and Environment in association with the Portfolio Holder Regeneration, Growth, Employment and Skills to approve draft Supplementary Planning Documents, other planning guidance and Development Plan consultation material to be issued prior to pre-Publication (Regulation 19 of the The Town and Country Planning (Local Planning) (England) Regulations 2012) stage.

13.4 Cabinet approved the revocation of the existing Supplementary Planning Guidance and Supplementary Planning Documents as set out in Appendix 2.

14. South Kilburn Draft Supplementary Planning Document

Councillor Shama Tatler, Cabinet Member for Regeneration, Growth, Employment and Skills, introduced the report reminding Members that that the regeneration of South Kilburn Growth Area and more particularly the South Kilburn Estate led by the Council over the last decade has been one of the most transformational changes to have occurred in the Borough.

The regeneration which is approaching its half way stage on the estate has resulted in approximately 1000 dwellings either being completed or about to start on site, of which over 500 will be replacements for social rented properties of existing tenants on the estate.

Councillor Tatler stated that the report sets out the rationale on the need for consultation on a draft South Kilburn Supplementary Planning Document. It provides an overview of the delivery of the 2005 South Kilburn Supplementary Planning Document. It provides some background on the South Kilburn estate masterplan review (completed in December 2016) which will set out a framework for the continued regeneration of the estate in the years ahead.

She highlighted to Cabinet Members that this report identifies the need to formalise this review through pertinent elements being incorporated into a new Supplementary Planning Document (SPD), which will then have weight as a material consideration in the determination of planning applications. Adoption of a Supplementary Planning Document will require processes to be undertaken in accordance with regulations, including a formal consultation stage.

RESOLVED:

14.1 Cabinet approved the draft South Kilburn Supplementary Planning Document for consultation.

14.2 Cabinet delegated approval of editorial changes of the draft Supplementary Planning Document to the Strategic Director of Regeneration and Environment.

15. **Appointment of Architecturally Led Multidisciplinary Design for Queens Park/ Cullen House site South Kilburn**

Councillor Shama Tatler, Cabinet Member for Regeneration, Growth, Employment and Skills, introduced the report seeking Cabinet's approval to the extension and variation to the existing contract for an architect, Maccreanor Lavington Architects and for the appointment of a wider consultant team; for the completion of a s73/s96a application for minor material amendment or for non-material amendments and for the completion of design works to the consented scheme.

She stated that the appointments, if approved would take forward the comprehensive redevelopment of Cullen House, Keniston Press, TfL offices at Premier House and the Falcon Public House and associated carparks.

This development has been stalled since 2012 due to safeguarding of the site by HS2 for a proposed ventilation shaft and auto transformer. This HS2 safeguarding is now removed from this site enabling the project to recommence.

RESOLVED:

15.1 Cabinet approved: (i) the extension and variation to the contract with Maccreanor Lavington Architects (ii) the appointment of a wider consultant team (iii) the completion of a s73/s96a application for minor material amendment or non-material amendments to the consented scheme.

15.2 Cabinet approved an exemption pursuant to Contract Standing Order 84 (a) from the requirement to seek quotes in respect of the consultants' appointments set out in paragraph 3.8 for the reasons detailed therein.

16. **Exclusion of Press and Public**

17. **Reference of item considered by Scrutiny Committees (if any)**

18. **Any other urgent business**

It was agreed to take this as an urgent item following the need to abort the tender process for award of the new Salmon Street supported living provision, and there was now a requirement to undertake a direct contract award urgently to ensure the service could mobilise in the required timescales.

Councillor Krupesh Hirani, Lead Member for Community Wellbeing, introduced the report.

He stated that, as the current service is closing, there is no opportunity to delay mobilisation of the new service at Salmon Street. The 5 people affected by the closure of their care home are vulnerable adults with autism who have very high care and support needs and who would be unable to cope with any sudden changes to their living circumstances and care arrangements and therefore Adult Services have been working very closely with the individuals and their families to prepare them for a move to Salmon Street.

Due to the urgency of finding a provider who can mobilise the Supported Living Service at Salmon Street within the previously agreed timescales, a direct award of a 12 month contract to Dimensions UK LTD is considered to be the best option to mitigate the impact on this group of vulnerable adults.

RESOLVED:

18.1 Cabinet approved an exemption pursuant to Contract Standing Order 84(a) of the requirement to tender a twelve month contract for care and support services at Salmon Street Supported Living Scheme for good operational and financial reasons as detailed in Section 4 of the urgent item supplementary.

18.2 Cabinet approved the award of a twelve month contract for care and support services at Salmon Street Supported Living Scheme to Dimensions UK Ltd. at a contract value of £455,000.

The meeting ended at 19:49pm.

M BUTT
Chair