



Cabinet

Monday 13 November 2017 at 6.00 pm
Board Rooms 3, 4 & 5 - Brent Civic Centre

Membership:

**Lead Member
Councillors:**

Portfolio

Butt (Chair)	Leader of the Council
McLennan (Vice-Chair)	Deputy Leader
Farah	Lead Member for Housing and Welfare Reform
Hirani	Lead Member for Community Wellbeing
Miller	Lead Member for Stronger Communities
M Patel	Lead Member for Children and Young People
Southwood	Lead Member for Environment
Tatler	Lead Member for Regeneration, Growth, Employment and Skills

For further information contact: Thomas Cattermole, Head of Executive and Member Services: 020 8937 5446; thomas.cattermole@brent.gov.uk

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit: democracy.brent.gov.uk

The press and public are welcome to attend this meeting

Notes for Members - Declarations of Interest:

If a Member is aware they have a Disclosable Pecuniary Interest* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent and must leave the room without participating in discussion of the item.

If a Member is aware they have a Personal Interest** in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent.

If the Personal Interest is also a Prejudicial Interest (i.e. it affects a financial position or relates to determining of any approval, consent, licence, permission, or registration) then (unless an exception at 14(2) of the Members Code applies), after disclosing the interest to the meeting the Member must leave the room without participating in discussion of the item, except that they may first make representations, answer questions or give evidence relating to the matter, provided that the public are allowed to attend the meeting for those purposes.

***Disclosable Pecuniary Interests:**

- (a) **Employment, etc.** - Any employment, office, trade, profession or vocation carried on for profit gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences** - Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

****Personal Interests:**

The business relates to or affects:

- (a) Anybody of which you are a member or in a position of general control or management, and:
 - To which you are appointed by the council;
 - which exercises functions of a public nature;
 - which is directed to charitable purposes;
 - whose principal purposes include the influence of public opinion or policy (including a political party or trade union).
- (b) The interests of a person from whom you have received gifts or hospitality of at least £50 as a member in the municipal year;

or

A decision in relation to that business might reasonably be regarded as affecting, to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the electoral ward affected by the decision, the well-being or financial position of:

- You yourself;
- a member of your family or your friend or any person with whom you have a close association or any person or body who employs or has appointed any of these or in whom they have a beneficial interest in a class of securities exceeding the nominal value of £25,000, or any firm in which they are a partner, or any company of which they are a director
- any body of a type described in (a) above.

Agenda

Introductions, if appropriate.

Item	Page
1 Apologies for Absence	
2 Declarations of Interest	
	Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary, personal or prejudicial interests in the items on this agenda and to specify the item(s) to which they relate.
3 Minutes of the Previous Meeting	1 - 8
	To approve the minutes of the previous meeting held on 23 October 2017 as a correct record.
4 Matters Arising (if any)	
	To consider any matters arising from the minutes of the previous meeting.
5 Petitions (if any)	
	To discuss any petitions from members of the public, in accordance with Standing Order 66.
Community Well-being reports	
6 Bid to become London Borough of Culture 2020	9 - 12
	The Greater London Authority (GLA) has launched a new competition to award two boroughs the title of London Borough of Culture for 2019 and 2020. This award brings with it a £1.1 million revenue grant for each winning borough. A further six boroughs may receive grants of between £50k and £200k for exemplar projects. The application period closes on 1 st December 2017 with winning boroughs announced in February 2018. Brent Council is preparing a bid for 2020.
Ward Affected: All Wards	Lead Member: Lead Member for Stronger Communities (Councillor Tom Miller) Contact Officer: Sadie East, Change Manager Tel: 020 8937 1507 sadie.east@brent.gov.uk

7 Fire Safety in the Council's Housing Stock

13 - 24

The report provides an update on the work undertaken since July both in terms of engaging with residents on fire prevention and their concerns, and the work done to cost and plan fire safety improvement works for high rise blocks to ensure that residents are provided with reassurance and the safety of the council's high rise buildings is enhanced.

Ward Affected:
All Wards

Lead Member: Lead Member for Housing and Welfare Reform (Councillor Harbi Farah)
Contact Officer: Hakeem Osinaike, Operational Director Housing
Tel: 020 8937 2023
Hakeem.Osinaike@brent.gov.uk

8 Improving the Housing Offer for Tenants and Leaseholders

25 - 54

This report sets out proposed policy in meeting the needs of residents required to move as a result of estate regeneration programmes and, more widely, how the recommended approach could contribute to addressing Brent's supply shortage by increasing mobility within the housing stock and tackling under-occupation.

Ward Affected:
All Wards

Lead Member: Lead Member for Housing and Welfare Reform (Councillor Harbi Farah)
Contact Officer: Hakeem Osinaike, Operational Director Housing
Tel: 020 8937 2023
Hakeem.Osinaike@brent.gov.uk

9 Compulsory Purchase of a Residential Property in the Kenton Area

55 - 72

This report seeks Members' approval to make a Compulsory Purchase Order of a residential property in the Kenton area.

Ward Affected:
Northwick Park

Lead Member: Lead Member for Housing and Welfare Reform (Councillor Harbi Farah)
Contact Officer: Spencer Randolph, Head of Private Housing Services
Tel: 020 8937 2546
spencer.randolph@brent.gov.uk

Regeneration and Environment reports

10 Air Quality Action Plan (2017 - 2022)

73 - 126

The Brent Air Quality Action Plan (2017 – 2022) outlines twenty broad measures the council will undertake to reduce levels of two key air pollutants, nitrogen dioxide and particulate matter, known to be harmful to

health. The target date for publication of the plan is 30th November 2017. The new plan will supersede the previous Air Quality Action Plan. Work is currently being undertaken to provide detailed implementation plans outlining how each measure will be delivered. The purpose of this report is to seek approval of the action plan measures.

Ward Affected:
All Wards

Lead Member: Lead Member for Environment
(Councillor Eleanor Southwood)
Contact Officer: Jennifer Barrett, Nuisance
Control Manager, Community Protection
Tel: 020 8937 5284
jennifer.barrett@brent.gov.uk

- 11 Authority to Award the Design Team for South Kilburn Regeneration Programme - Carlton & Granville Centres Site - Development Options** 127 - 138

This report provides an update to the 15 November 2016 Cabinet report – South Kilburn Regeneration Programme – Carlton & Granville Centres Site – Development Options. This report seeks approval to progress with appointment of a Design Team for Phase 2 of Carlton and Granville Centres Development as required by Contract Standing Order 88.

Ward Affected:
Kilburn

Lead Member: Lead Member for Regeneration, Growth, Employment and Skills (Councillor Shama Tatler)
Contact Officer: Emma Sweeney, Senior Project Manager, Estate Regeneration
Tel: 020 8937 1650
emma.sweeney@brent.gov.uk

- 12 Authority to Award Works Contract for South Kilburn Enterprise and Community Hub (Phase 1b)** 139 - 150

This report provides an update to the 13 March 2017 Cabinet report – Phase 1 Building Project at The Granville Centre – Approval to Tender Works Contract. It seeks authority to award a works contract to progress Phase 1 of Carlton and Granville Centres Development as required by Contract Standing Order 88. It also asks Members to note a revision in weightings and adjustment in criteria used to evaluate tenders compared to those set out in the March 2017 Cabinet report for the reasons detailed in section 3.

Ward Affected:
Kilburn

Lead Member: Lead Member for Regeneration, Growth, Employment and Skills (Councillor Shama Tatler)
Contact Officer: Emma Sweeney, Senior

Resources reports

13 Financial Forecasts 2017/2018 - Quarter 2	151 - 168
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This report sets out the forecasts as at 30 September of income and expenditure against the revenue budget for 2017/18, and other key financial data. The actual spend information in the report is to the 31 August 2017, and the forecasts were prepared and finalised as at 30 September.

Ward Affected: All Wards **Lead Member:** Deputy Leader (Councillor Margaret McLennan)
Contact Officer: Benjamin Ainsworth, Head of Finance
Tel: 020 8937 1731
benjamin.ainsworth@brent.gov.uk

14 Community Asset Transfer of the Former Butlers Green Public Convenience, Harrow Road, Sudbury HA0 2SL. The outcome of marketing and recommendation to proceed with a preferred applicant	169 - 190
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On 24 April 2017 Brent's Cabinet approved the marketing of the Former Butlers Green Public Convenience (FBGPC), Harrow Road, Sudbury HA0 2SL as a Community Asset Transfer opportunity. This report details the outcome of marketing making a recommendation to grant a lease of the FBCPC to a preferred applicant.

Ward Affected: Sudbury **Lead Member:** Leader (Councillor Muhammed Butt)
Contact Officer: Sarah Chaudhry, Head of Strategic Property
Tel: 020 8937 1705
sarah.chaudhry@brent.gov.uk

15 Disposal of Vacant Residential Properties	191 - 200
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The purpose of this report is to seek the authority of Cabinet to dispose of surplus vacant residential properties which are presently non-operational and non-income producing.

Ward Affected: Fryent **Lead Member:** Leader (Councillor Muhammed Butt)
Contact Officer: Sarah Chaudhry, Head of

Strategic Property
Tel: 020 8937 1705
sarah.chaudhry@brent.gov.uk

16 Revenues and IT Support Service – Future Service Delivery Options 201 - 248

This report considers and evaluates options for delivery of the Revenues and IT Support Service when the existing contractual arrangements with Capita Business Services Ltd ("Capita") end on 30th April 2019 and makes recommendations accordingly.

Ward Affected: All Wards **Lead Member:** Deputy Leader (Councillor Margaret McLennan)
Contact Officer: Margaret Read, Director of Brent Customer Services
Tel: 020 8937 1521
margaret.read@brent.gov.uk

17 Future Provision of the Pension Administration Service 249 - 260

This report seeks approval from Cabinet to enter into a shared service arrangement with a partner through the delegation of functions pursuant to The Local Government Acts 1972, and 2000, the Localism Act 2011 and the Local Authorities (Arrangement for the discharge of Functions) (England) Regulations 2012 for the provision of the future pensions administration service.

Ward Affected: All Wards **Lead Member:** Leader (Councillor Muhammed Butt)
Contact Officer: David Veale, Director of Human Resources and Organisational Development
Tel: 0208 937 4565 David.Veale@brent.gov.uk

18 Authority to Award a Contract for the Managed Services for Contingent Labour 261 - 278

In accordance with Contract Standing Order 88, this report seeks Cabinet authority to award a contract for the Managed Services for Contingent Labour. The service will provide temporary staff, to fill vacant posts in the short term and on an interim basis, to manage fluctuations in workload and to obtain specialist skills quickly when the need arises.

Ward Affected: All Wards **Lead Member:** Leader (Councillor Muhammed Butt)
Contact Officer: David Veale, Director of Human Resources and Organisational Development
Tel: 0208 937 4565 David.Veale@brent.gov.uk

This report sets out details of proposals to remodel access arrangements for services provided by Brent Customer Services, following a pilot of revised arrangements which commenced in June 2017. The changes directly support achievement of the new Digital Strategy launched in July 2017 and build on work that has taken place over the last two years to make it easier for residents to access services and information through digital channels.

Ward Affected:
All Wards

Lead Member: Deputy Leader (Councillor Margaret McLennan)
Contact Officer: Margaret Read, Director of Brent Customer Services
Tel: 020 8937 1521
margaret.read@brent.gov.uk

20 Reference of item considered by Scrutiny Committees (if any)

To consider any reference reports from any of the Council's three Scrutiny Committees.

21 Exclusion of Press and Public

The following items are not for publication as they relate to the following category of exempt information as specified under Part 1, Schedule 12A of the Local Government Act 1972, namely: Paragraph 3 – “Information relating to the financial or business affairs of any particular person (including the authority holding that information)”

- Compulsory Purchase of a Residential Property in the Kenton Area - **Appendices 1 – 4**
- Authority to Award the Design Team for South Kilburn Regeneration Programme - Carlton & Granville Centres Site - Development Options – **Appendix 1**
- Authority to Award Works Contract for South Kilburn Enterprise and Community Hub (Phase 1b) – **Appendix 2**
- Disposal of Vacant Residential Properties – **Appendix 1**
- Revenues and IT Support Service – Future Service Delivery Options – **Appendices A and D**
- Future Provision of the Pensions Administration Service – **Appendix 1**
- Authority to Award a Contract for the Managed Services for Contingent Labour – **Appendix 1**

The following items are not for publication as they also relate to the following category of exempt information as specified under Part 1, Schedule 12A of the Local Government Act 1972, namely: Paragraph 1 – “Information relating to any individual”

- Compulsory Purchase of a Residential Property in the Kenton Area

- Appendices 1 – 4

The following items are not for publication as they also relate to the following category of exempt information as specified under Part 5, Schedule 12A of the Local Government Act 1972, namely: Paragraph 5 – “Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings”

- Authority to Award a Contract for the Managed Services for Contingent Labour – **Appendix 3**

22 Any Other Urgent Business

Notice of items to be raised under this heading must be given in writing to the Head of Executive and Member Services or his representative before the meeting. Any decisions taken urgently under this heading must comply with the provisions outlined in paragraphs 12 and 39 of the Council’s Access to Information Rules (part 2 of the Constitution)."

Date of the next meeting: **Monday 11 December 2017**



Please remember to set your mobile phone to silent during the meeting.

- The meeting room is accessible by lift and seats will be provided for members of the public.