

**London Borough of Brent  
Summary of Decisions taken by the Cabinet  
on Monday 13 November 2017**

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

ALSO PRESENT: Councillors Long and Perrin

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
1.	Apologies for Absence		None.
2.	Declarations of Interest		There were no declarations of interest made.
3.	Minutes of the Previous Meeting		RESOLVED:  That the minutes of the previous meeting, held on 23 October 2017, be approved as an accurate record of the meeting.
4.	Matters Arising (if any)		None.
5.	Petitions (if any)		None.
6.	Bid to become London Borough of Culture 2020	All Wards	RESOLVED:  6.1 The Council's commitment to submitting a bid to the Mayor for Brent to become the London Borough of Culture 2020 be confirmed; and  6.2 If the bid was successful, the Council would make available the required match funding.

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 13 November 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
7.	Fire Safety in the Council's Housing Stock	All Wards	<p>RESOLVED:</p> <p>7.1 Cabinet approved a programme of Type 4 Fire Risk Assessments to be undertaken in every low, medium and high-rise block to ensure all fire risks (including any breaches in compartmentation) are fully understood and inform further works. This programme will start with high rise blocks over 12 storeys in January 2018;</p> <p>7.2 Cabinet approved that the fire safety improvement programme be integrated within the HRA capital investment programme with immediate effect and that 3 blocks per year are to be completed. This means all blocks over 12 storeys will be complete within 5 years; and</p> <p>7.3 Cabinet approved the rationale for prioritising the order in which blocks receive fire safety improvements set out in paragraph 4.16 of this report.</p>
8.	Improving the Housing Offer for Tenants and Leaseholders	All Wards	<p>RESOLVED:</p> <p>8.1 The policy approach set out in sections 5 and 6 in the Cabinet report be approved to be pursued and the specific recommendations set out in resolutions 8.3 to 8.11 be approved, subject to consideration of responses arising from the consultation by the Strategic Director for Community Wellbeing;</p> <p>8.2 Authority be given to the Strategic Director for Community Wellbeing to consult on the policy for improving the housing offer for displaced tenants and leaseholders, and to finalise and adopt the policy in consultation with the Lead Member for Housing after consideration of the responses received in the consultation</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 13 November 2017 (continued)**

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			<p>process. If the finalised policy following consultation is significantly different from the approach set out in sections 5 and 6 below, the policy be submitted to the Cabinet for consideration of the consultation responses and to approve the final version of the policy;</p> <p>8.3 The basic options currently available to tenants and leaseholders to remain part of the menu of options as follows:</p> <ul style="list-style-type: none"> <li>• Market purchase in the regeneration area</li> <li>• Market purchase elsewhere</li> <li>• Shared ownership on the basis of a minimum purchase of 25% of the equity, funded through the buyback receipt and a contribution from Home Loss payments and, where appropriate, any other capital or savings, with rent payable on the share retained by the Council;</li> </ul> <p>8.4 A shared equity option, with no rent payable on the equity retained by the council, be available subject to a minimum purchase of 50% of the equity. This only applies to resident leaseholders;</p> <p>8.5 A leasehold swap option be offered, through which a leaseholder can transfer the equity in their current home into a void council property within (provided the property is not scheduled for demolition) or outside the regeneration area;</p> <p>8.6 Where it would be to the Council’s advantage or will assist in meeting needs that could otherwise delay a regeneration programme, advance purchase of properties scheduled for demolition be considered;</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 13 November 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			<p>8.7 On a similar basis to that proposed in resolution 8.5, advance payment of Homes Loss and Disturbance compensation be available to leaseholders and tenants;</p> <p>8.8 In limited cases, subject to detailed review, reversion to tenancy in acquired private sector property be offered to leaseholders unable to pursue any other option, with buyback prices based on full market value. This would also be available to other leaseholders or tenants who wish to pursue this option;</p> <p>8.9 Support and advice be available to vulnerable households to secure supported housing where required, including the option of reversion to tenancy in Extra Care or similar provision where necessary;</p> <p>8.10 The Council purchases properties tailored to the needs of under-occupiers to release larger homes for renting within existing acquisition programmes. This could include purchase in the private sector or buy-back from leaseholders of smaller properties seeking to sell;</p> <p>8.11 That the Council develops a programme to buy back properties from leaseholders who need to move on grounds of ill-health, disability or vulnerability, offering the full range of options available to displaced leaseholders in regeneration schemes;</p> <p>8.12 The council investigates how a similar approach to that set out in resolution 8.10 above might be taken to assist home owners in the private sector; and</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 13 November 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			<p>8.13 The Council, where appropriate, offers temporary rehousing for vulnerable leaseholders affected by major works programmes, with a requirement for leaseholders to meet associated charges for such properties.</p>
<p><b>9.</b></p>	<p>Compulsory Purchase of a Residential Property in the Kenton Area</p>	<p>Northwick Park</p>	<p>RESOLVED:</p> <p>9.1 Cabinet agreed to use its compulsory purchase powers to acquire the property in the Kenton area of the borough of Brent, the full address of which is set out in Appendix 1 to this report, under section 17 of the Housing Act 1985;</p> <p>9.2 The Chief Legal Officer be authorised to make and seal the Compulsory Purchase Order in respect of the property for submission to the Secretary of State for Communities and Local Government for consideration and approval. Further, the Chief Legal Officer be authorised to confirm the said Compulsory Purchase Order in the event of the Secretary of State approving the Order;</p> <p>9.3 To proceed with the acquisition, upon confirmation of the Compulsory Purchase Order; and</p> <p>9.4 Subject to confirmation of the Compulsory Purchase Order by the Secretary of State for Communities and Local Government, Cabinet approved the disposal of the property through the Council's I4B project in the first instance if it was an affordable option for their scheme, to a Registered Social Landlord, or to a Private Developer (in which case the sale would be by way of auction) with covenants applied to bring the property back into use as soon as possible.</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 13 November 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
10.	Air Quality Action Plan (2017 - 2022)	All Wards	<p>RESOLVED:</p> <p>10.1 The Air Quality Action Plan (2017 – 2022) measures be noted; and</p> <p>10.2 The measures be published as final.</p>
11.	Authority to Award the Design Team for South Kilburn Regeneration Programme - Carlton & Granville Centres Site - Development Options	Kilburn	<p>RESOLVED:</p> <p>11.1 The redevelopment of Carlton and Granville Centres site as Phase 2 of the works be awarded to an architecturally led multidisciplinary design team;</p> <p>11.2 Authority be delegated to the Strategic Director of Regeneration &amp; Environment in consultation with the Cabinet Member for Regeneration and Employment to oversee design development through further viability testing, local consultation and ultimately agree the scheme that is submitted for planning approval; and</p> <p>11.3 Authority be delegated to the Strategic Director of Regeneration &amp; Environment to proceed with RIBA Stage 4 and surveys and assessments as outlined in Appendix 2 to the Cabinet report.</p>
12.	Authority to Award Works Contract for South Kilburn Enterprise and Community Hub (Phase 1b)	Kilburn	<p>RESOLVED:</p> <p>12.1 The revised weightings and criteria used to procure and evaluate tenders as detailed in paragraph 3.3 of the Cabinet report be noted; and</p> <p>12.2 The award of a works contract for South Kilburn Enterprise and Community Hub (Phase 1b) to Surecast Limited be approved.</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 13 November 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
13.	Financial Forecasts 2017/2018 - Quarter 2	All Wards	<p>RESOLVED:</p> <p>13.1 The overall financial position and the actions being taken to manage the issues arising be noted;</p> <p>13.2. The fact that the overspend of £0.8m across nursing and homecare will be offset through short term one-off improved Better Care Fund resources, which are currently available until 2019/20 only, be noted. The government has committed to finding a longer term solution for the funding of adult social care; and</p> <p>13.3. The Chief Finance Officer be delegated the authority to increase existing Capital Programme budget lines to reflect additional spending funded by ring-fenced grants or contributions, in line with agreed policy objectives.</p>
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	Sudbury	<p>RESOLVED:</p> <p>14.1 Cabinet approved the proposal for a Community Asset Transfer of the Former Butlers Green Public Convenience (FBGPC) entering into a lease for 7 years with Sudbury Town Residents Association (STRA) subject to a satisfactory response to equalities monitoring and assessment of the social value test; and</p> <p>14.2 Authority be delegated to the Strategic Director of Resources to finalise and agree the terms of the leasehold disposal.</p>
15.	Disposal of Vacant Residential Properties	Fryent	RESOLVED:

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 13 November 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			<p>15.1 The disposal of surplus properties at 8 Coniston Gardens and 67 Woodheyes Road to I4B Holdings Limited (I4B) – the Council’s wholly owned company, at market value (which has been determined by an independent Chartered Surveyor) plus the Council’s costs, for use under the Private Rented Sector programme (PRS), be approved;</p> <p>15.2 The disposal of Property X, which is owned by an Adult Social Care user, in the open market for a capital receipt in order that the Council may exercise its duty under the Care Act and deputyship order granted by the Court of Protection, be approved. The property will be sold at an arms-length transaction on the open market to ensure that no conflict of interest arises and that best consideration is obtained for the service user. Approval was granted for all subsequent disposals under the Care Act, which is a statutory function, to be carried out under the delegated authority of the Strategic Director of Resources;</p> <p>15.3 The disposal of surplus property at 20 Claremont Road at market value for a capital receipt, following a thorough review of options by officers to bring the property back into use, be approved. The property will be offered to I4B at market value, which has been determined by an independent Chartered Surveyor, for use within I4B’s programmes, or will be sold on the open market;</p> <p>15.4 Authority be delegated to the Strategic Director of Resources to approve, in consultation with the relevant Lead Member, the method of disposal and agree the final terms for properties within this report, including for 3 Kent Road and 18 Alliance Close;</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 13 November 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			<p>15.5 An application to the Secretary of State for the disposal of 3 Kent Road and 67 Woodheyas Road be approved; and</p> <p>15.6 An application to the Secretary of State for Education for the disposal of 8 Coniston Gardens be approved.</p>
<b>16.</b>	Revenues and IT Support Service – Future Service Delivery Options	All Wards	<p>RESOLVED:</p> <p>16.1 The invitation of tenders for the provision of the Business Rates Service (“NNDR”) including associated customer service, IT Support for the Academy IT System and printing for the NNDR service on the basis of the pre-tender considerations referred to in paragraph 5.2.2 and further defined within Appendix F of the Cabinet report, be approved;</p> <p>16.2 Officers evaluating tenders referred to in resolution 16.1 above on the basis of the evaluation criteria set out in Appendix F of the report, be approved;</p> <p>16.3 The return of Council Tax Service and associated IT Support (including support for the Northgate IT System, Debtsys for Housing Benefit Overpayments and View 360 electronic document management system) to in-house provision at the expiry of the existing Revenues and IT Support Services contract, be approved, based upon the options appraisal set out within this report;</p> <p>16.4 Cabinet noted that subject to resolution 16.3 above, printing services for the Council Tax and Benefits Services be procured by the Council (the timing of such procurement to form part of detailed transition plans in order to minimise risk of service disruption at contract expiry);</p>

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			<p>16.5 Authority be delegated to the Strategic Director Resources in consultation with the Deputy Leader to agree variations to the existing Revenues and IT Support Services contract to permit discrete areas of the existing contract package to be returned to in house provision before the contract expiry date, if appropriate; and</p> <p>16.6 Growth of £0.2m arising from resolution 16.3 above be approved as set out within paragraph 3.8 and Section 6 (Financial Implications) of the Cabinet report.</p>
<b>17.</b>	Future Provision of the Pension Administration Service	All Wards	<p>RESOLVED:</p> <p>17.1 The selection of the Local Pensions Partnership (LPP) as a shared service partner for the Brent Council pension administration service, using the delegation of functions of the Local Government Acts stated in paragraph 1.1 of the Cabinet report, be approved.</p>
<b>18.</b>	Authority to Award a Contract for the Managed Services for Contingent Labour	All Wards	<p>RESOLVED:</p> <p>18.1 The contract for the managed services for contingent labour be awarded to Comensura Limited for the period three years plus one year extension.</p>
<b>19.</b>	Proposed Remodelling of Brent Customer Services	All Wards	<p>RESOLVED:</p> <p>19.1 The proposed remodelling of services provided by Brent Customer Services as piloted from June 2017 and detailed in paragraphs 4.2 to 4.6 of the Cabinet report, be approved. The revised service model included:</p> <p>- A move to an appointments only service for residents visiting the</p>

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			<p>Customer Services Centre (CSC), with appointments only available for enquiries that cannot be resolved on line, except where the customer is identified as vulnerable and unable to use on-line facilities with assistance.</p> <ul style="list-style-type: none"> <li>- A move to digital assistance for residents phoning Brent Customer Services except where the customer is identified as vulnerable and unable to use on-line facilities with assistance.</li> <li>- Active promotion of digital channels with increased support available to customers who need assistance in using these, including assistance via webchat and floor walkers in the Customer Services Centre; and</li> </ul> <p>19.2 Subject to resolution 19.1 above, the fact that the permanent shift to digital-based service delivery would become effective from December 2017 and the associated staffing and other arrangements would be managed between mid-November 2017 and April 2018, be noted.</p>
<b>20.</b>	Reference of item considered by Scrutiny Committees (if any)		None.
<b>22.</b>	Any Other Urgent Business		None.

The meeting was declared closed at 6:46 pm.