

LONDON BOROUGH OF BRENT

FORWARD PLAN OF KEY DECISIONS

for the period 3 August 2014 to 28 March 2015

The Council is required to give **28 days'** notice of Key Decisions to be taken by the Cabinet and council officers. Briefly, a Key Decision is defined by Regulations as a Cabinet decision which is likely to result in significant expenditure or savings, or have a significant effect on communities living or working in an area comprising two or more wards.

Decisions made by the Cabinet are subject to a call-in provision whereby a committee made up of councillors not on the Cabinet will meet to consider the decisions. Following this, the Cabinet will meet and take into account the recommendations of the committee and may then implement or change its decision as it sees fit. The exact date when the recommendations of the Scrutiny Committee are to be considered by the Cabinet can be obtained from Democratic Services.

Members of the public are entitled to see the reports that will be relied on when the decision is taken unless they contain confidential or exempt information under the Local Government Act 1972 as amended and will be published on the council's website at least five clear working days before the date the decision is due to be taken. Paper copies can also be obtained from Democratic Services, Brent Civic Centre, Engineers Way, Wembley, Middlesex, HA9 0FJ, telephone 020 8937 1366 or via e-mail to committee@brent.gov.uk.

Should you wish to make representations regarding any matter on listed or that a report should be considered in public, please email Democratic Services at committee@brent.gov.uk or telephone 020 8937 1366 at least one week before the decision is to be taken. Your representations and the council's response will be published on the Council's website at least 5 working days before the Cabinet meeting.

The current membership of the Cabinet is as follows:

Cllr Butt (Leader)

Cllr Pavey (Deputy Leader)

Cllr Hirani (Adults, Health and Well-being)

Cllr R Moher (Children and Young People)

Cllr Perrin (Environment)

Cllr Mashari (Employment and Skills)

Cllr McLennan (Regeneration and Housing)

Cllr Denselow (Stronger Communities)

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Contact Officer: Anne Reid
email: anne.reid@brent.gov.uk

Tel: 020 8937 1359

Fax: 020 8937 1360

Details of the decision to be taken	Decision to be taken by	Relevant report from	Expected date of decision	Representations may be made to the following officer by the date stated
<p>Performance and Finance Review Q1 To confirm the first quarter's performance and spending in 2014/15.</p>	Cabinet	Assistant Chief Executive	15 Sep 2014	Assistant Chief Executive Tel: 020 8937 6677 ben.spinks@brent.gov.uk
<p>Developing a new Borough Plan for Brent 2015-2019 To approve the process and timetable for agreeing the key priorities for Brent over the next five years and the plan to achieving them.</p>	Cabinet	Chief Executive	15 Sep 2014	Strategy, Partnerships and Improvement Tel: 020 8937 1045 cathy.tyson@brent.gov.uk
<p>Update on Public Health Contracts To note the progress on the procurements of the public health services and to approve the selection criteria and timetable for the procurements</p>	Cabinet	Assistant Chief Executive	15 Sep 2014	Assistant Chief Executive Tel: 020 8937 6677 ben.spinks@brent.gov.uk
<p>Financial Strategy update To approve the updated medium term funding forecasts for the Council.</p>	Cabinet	Chief Finance Officer	13 Oct 2014	Deputy Director of Finance Tel: 020 8937 1460 mick.bowden@brent.gov.uk
<p>Harrow ICT Bid To note the progress on the ICT Bid for Brent to become the preferred supplier of ICT infrastructure and services Harrow Council and to approve the progress to negotiate and enter into competitive dialogue with Harrow Council based on the business case that will be provided.</p>	Cabinet	Chief Finance Officer	13 Oct 2014	Chief Finance Officer Tel: 020 8937 6528 conrad.hall@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Expected date of decision	Representations may be made to the following officer by the date stated
Mid-Year Treasury Report To note recent Treasury Management Activity.	Cabinet	Chief Finance Officer	10 Nov 2014	Deputy Director of Finance Tel: 020 8937 1460 mick.bowden@brent.gov.uk
Collection Fund Report To approve the estimated balance on the Collection Fund as at 31 March 2015.	Cabinet	Chief Finance Officer	15 Dec 2014	Deputy Director of Finance Tel: 020 8937 1460 mick.bowden@brent.gov.uk
Performance and Finance Review Q2 To confirm the second quarter's performance and spending in 2014/15.	Cabinet	Assistant Chief Executive	15 Dec 2014	Assistant Chief Executive Tel: 020 8937 6677 ben.spinks@brent.gov.uk
Authority to award Public Health Contracts To approve the award of public health contracts	Cabinet	Assistant Chief Executive	26 Jan 2015	Assistant Chief Executive Tel: 020 8937 6677 ben.spinks@brent.gov.uk
Annual Audit Letter To note the Annual Audit Letter for 2013/14, produced by the Council's external auditors KPMG.	Cabinet	Chief Finance Officer	26 Jan 2015	Deputy Director of Finance Tel: 020 8937 1460 mick.bowden@brent.gov.uk
Brent's Borough Plan 2015-2019 To approve the Borough Plan 2015-2019	Council	Chief Executive	2 Mar 2015	Strategy, Partnerships and Improvement Tel: 020 8937 1045 cathy.tyson@brent.gov.uk
Consultation on sixth form or college students' financial contributions for Post-16 transport To approve the consultation with parent/carers/student on post 16 transport costs	Cabinet	Strategic Director, Children and Young People	26 Aug 2014	Strategic Director, Children and Young People Tel: 020 8937 6422 gail.tolley@brent.gov.uk

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<p>School Expansion To agree procurements and statutory consultations to take forward specific school expansion proposals.</p>	Cabinet	Strategic Director, Children and Young People	15 Sep 2014	Operational Director, Early Help and Education Tel: 020 8937 3510 sara.williams@brent.gov.uk
<p>Brent Education Commission Review To consider the action plan based on the recommendations of the Brent Education Commission review.</p>	Cabinet	Strategic Director, Children and Young People	15 Sep 2014	Strategic Director, Children and Young People Tel: 020 8937 6422 gail.tolley@brent.gov.uk
<p>School Place Planning Strategy 2014-18 To agree the proposed School Place Planning Strategy for 2014-18</p>	Cabinet	Strategic Director, Children and Young People	13 Oct 2014	Operational Director, Early Help and Education Tel: 020 8937 3510 sara.williams@brent.gov.uk
<p>Parking Service Annual Report 2013/2014 To publish the performance of the service for the 2013/2014 year (as required by statute).</p>	Cabinet	Strategic Director, Environment and Neighbourhoods	26 Aug 2014	Parking Manager Andrew.clarke@brent.gov.uk
<p>Domestic Violence Advocacy, family support and MARAC coordination services To award the contract for the provision of domestic violence advocacy, family support and MARAC coordination services for a period of two years from 1 Nov 2014 to 31 Oct 2016, with the option to extend for further one year.</p>	Cabinet	Strategic Director, Environment and Neighbourhoods	15 Sep 2014	Community Safety and Emergency Planning Tel: 020 8937 3301 chis.williams@brent.gov.uk

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<p>Event Day Parking and Vehicle removals (Pilot) To consider the results of the pilot in which removals would not take place for less serious parking offences and the impact on compliance and agree on a longer term policy on removals informed by the pilot.</p>	Cabinet	Strategic Director, Environment and Neighbourhoods	13 Oct 2014	Operational Director (Environment and Protection) Tel: 020 8937 5302 michael.read@brent.gov.uk
<p>Museum and Archives Strategy To approve the future direction of the museum and archives services, due to open in the new facility at Willesden Green in 2015.</p>	Cabinet	Strategic Director, Environment and Neighbourhoods	10 Nov 2014	Arts, Libraries and Heritage Tel: 020 8937 3144 sue.mckenzie@brent.gov.uk
<p>Brent Employment Services Provider Framework To approve the procurement of the framework to establish a list of preferred employment related partners (including providers from the voluntary and community sector) who the council can commission to deliver employment related services or seek to partner with when bidding for external funding. The framework will be for 2 years (+one).</p>	Cabinet	Strategic Director, Regeneration and Growth	26 Aug 2014	Employment and Enterprise Tel: 020 8937 5089 shomsia.ali@brent.gov.uk
<p>Non Domestic Rates – applications for Discretionary Rate Relief To approve relief for the organisations detailed in the report.</p>	Cabinet	Strategic Director, Regeneration and Growth	26 Aug 2014	Revenue and Benefits Tel: 020 8937 1503 richard.vallis@brent.gov.uk

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<p>Alperton Station Public Realm Project To approve the expenditure of approximately £350k of s106 funding for Phase 2a to be paid to TfL as a grant; to grant delegated authority to the Director of Regeneration and Growth, in consultation with the Director of Environment and Neighbourhoods, to approve detailed costs and specification for Phase 2a.</p>	Cabinet	Strategic Director, Regeneration and Growth	26 Aug 2014	Regeneration Investment Tel: 020 8937 1038 beth.kay@brent.gov.uk
<p>Private rented sector - Selective Licensing To consider the results of consultation on proposals to introduce selective licensing and to decide whether to introduce such a scheme. To approve the designation of a selective licensing scheme and the extent of its coverage.</p>	Cabinet	Strategic Director, Regeneration and Growth	26 Aug 2014	Private Housing Tel: 020 8937 2546 spencer.randolph@brent.gov.uk
<p>Housing Supply and Demand report To note performance in 2013-14 and agree affordable housing allocation targets for 2014-15.</p>	Cabinet	Strategic Director, Regeneration and Growth	26 Aug 2014	Housing Needs Service Tel: 020 8937 2788 laurence.coaker@brent.gov.uk
<p>8 Coniston Gardens London NW9 0BD To consider a number of options and to approve the preferred option of re-letting the property, which is a semi-detached three-bedroom, former caretaker's house of the Oliver Goldsmith Primary which has been vacant for a number of years.</p>	Cabinet	Strategic Director, Regeneration and Growth	15 Sep 2014	Property and Asset Management Tel: 020 8937 1566 howard.fertleman@brent.gov.uk

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<p>Housing Private Finance Initiative To note the outcome of negotiations and agree any proposed changes to the PFI contract in response to government changes to housing benefit and social housing rents which are expected to reduce the income to the project over coming year and to agree the revised contractual provisions.</p>	Cabinet	Strategic Director, Regeneration and Growth	15 Sep 2014	Operational Director, Housing and Employment Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk
<p>Procurement of Web Customer portal To approve commence procurement of a Web Customer Portal.</p>	Cabinet	Strategic Director, Regeneration and Growth	15 Sep 2014	AD (Customer Services) Tel: 020 8937 1521 margaret.read@brent.gov.uk
<p>Review of Local Welfare Assistance scheme and proposals for 2015/16 To agree on whether a local scheme should continue in light of Central government funding of the current scheme ending in 2015/16 and if so to agree the criteria and funding arrangements for the scheme.</p>	Cabinet	Strategic Director, Regeneration and Growth	15 Sep 2014	Brent Customer Services Tel: 020 8937 1931 david.oates@brent.gov.uk
<p>Housing Zones To approve the submission of an application to the GLA to establish a housing zone and its location in the borough to accelerate housing supply.</p>	Cabinet	Strategic Director, Regeneration and Growth	15 Sep 2014	Operational Director, Housing and Employment Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk

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<p>South Kilburn Regeneration Programme To note the progress on the South Kilburn regeneration programme and to approve the progress the procurement of a developer partner for the Gloucester House and Durham Court redevelopment site.</p>	Cabinet	Strategic Director, Regeneration and Growth	15 Sep 2014	Regeneration Officer - Major Projects Tel: 020 8937 1026 abigail.stratford@brent.gov.uk
<p>START To approve the necessary arrangements to advance the transformation of the BACES(Brent Adult and Community Education Service) /START service including future property requirements, in order to support the Council's employment priorities.</p>	Cabinet	Strategic Director, Regeneration and Growth	13 Oct 2014	Operational Director, Housing and Employment Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk
<p>Options appraisal Revenues and IT Contract To approve a preferred option for the future provision of Revenue and IT services from 1 May 2016 when the existing contract expires.</p>	Cabinet	Strategic Director, Regeneration and Growth	13 Oct 2014	AD (Customer Services) Tel: 020 8937 1521 margaret.read@brent.gov.uk
<p>Customer Access strategy and target operating model/reconfiguration of face to face provision To approve the new Customer Access Strategy and proposed target operating model for the implementation of this.</p>	Cabinet	Strategic Director, Regeneration and Growth	13 Oct 2014	AD (Customer Services) Tel: 020 8937 1521 margaret.read@brent.gov.uk

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<p>Stonebridge redevelopment proposals including Primary School Expansion and the Stonebridge Day Centre - update To agree to revised proposals for the Stonebridge development including the Primary School Expansion, Open Space, Adventure Playground and Welsh School.</p>	Cabinet	Strategic Director, Regeneration and Growth	13 Oct 2014	Head of Strategic Property Tel: 020 8937 1705 sarah.chaudhry@brent.gov.uk
<p>Employment Services Provider Framework – Preferred Partners To approve the provisional preferred partners of the Employment Services Framework following a competitive tendering process, following the establishment of the Framework as approved in August 2014.</p>	Cabinet	Strategic Director, Regeneration and Growth	10 Nov 2014	Employment and Enterprise Tel: 020 8937 5089 shomsia.ali@brent.gov.uk