

LONDON BOROUGH OF BRENT

FORWARD PLAN OF KEY DECISIONS

for the period 3 September 2014 to 28 February 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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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
September				
<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	Assistant Chief Executive's Service Tel: 020 8937 1045 cathy.tyson@brent.gov.uk
<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>Mobile Workforce Software Procurement To agree to procurement of a Mobile Workforce Software Solution through competitive tender that can be used by any field officer working in areas such as Social Services, Building Control, Planning, Environmental Health etc. to carry out their key tasks interacting with their line of business systems when offsite using mobile devices such as tablets.</p> <p>These are the following key benefits: * Customer service improvements and actions can be carried out immediately. * Staff and efficiency savings as staff can spend more time in the field and will not need to travel to the office before or after their appointments. * Potential cost reductions data will not need to be re-keyed when staff come back to the office.</p>	Cabinet	Chief Finance Officer	15 Sep 2014	IT Services Tel: 020 8937 6080 prod.sarigianis@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
<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>School Expansion To agree procurements and statutory consultations to take forward specific school expansion proposals.</p> <p>An appendix to this report will be not for publication as it contains the following categories of exempt information specified in the Schedule 12 of the Local Government Act, namely: information relating to the financial or business affairs of any particular person (including the authority holding that information); and, information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.</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

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<p>Brent Local Implementation Plan (LIP) submission for 2015/16 - 2017/18 To endorse the 2015/16 LIP submission to be submitted to Transport for London</p> <p>To delegate authority to Operational Director, Neighbourhoods to proceed with schemes subject to results of consultation and to deliver the programme within overall funding allocation.</p>	Cabinet	Strategic Director, Environment and Neighbourhoods	15 Sep 2014	Transportation Service Tel: 020 8937 5289 rachel.best@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, Strategic Director, Children and Young People	15 Sep 2014	Community Safety and Emergency Planning Tel: 020 8937 3301 chis.williams@brent.gov.uk
<p>Consultation on the proposed Mayoral Development Corporation for Old Oak and Park Royal To approve the response to the GLA consultation on the proposed Mayoral Development Corporation for Old Oak and Park Royal.</p>	Cabinet	Strategic Director, Regeneration and Growth	15 Sep 2014	Principal Planner in Policy and Projects Tel: 02089375301 claire.jones@brent.gov.uk

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<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
<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> <p>Appendices to this report will be not for publication as it contains the following categories of exempt information specified in the Schedule 12 of the Local Government Act, namely: information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>	Cabinet	Strategic Director, Regeneration and Growth	15 Sep 2014	Regeneration Officer - Major Projects Tel: 020 8937 1026 abigail.stratford@brent.gov.uk
October				
<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

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<p>Procurement of the Customer Services ACD Telephone System To agree the procurement of the Customer Services Automated Call Distribution (ACD) Telephone system as the previous contract has come to an end. The value of the contract over five years means makes a formal competitive procurement process necessary. It is expected the new contract will start from 1 April 2015.</p>	Cabinet	Chief Finance Officer	13 Oct 2014	IT Services Tel: 020 8937 6080 prod.sarigianis@brent.gov.uk
<p>Financial report – August 2014 To note the overall financial position of the Council as at August 2014, covering: Budget Monitoring Summary, Council Tax and NNDR collection rates, Debt Analysis, Capital Programme Summary, Financial Control.</p>	Cabinet	Chief Finance Officer	13 Oct 2014	Strategic Finance Tel: 020 8937 2468 eamonn.mccarroll@brent.gov.uk
<p>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</p>	Cabinet	Strategic Director, Children and Young People	13 Oct 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

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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>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	OD Customer Services Tel: 020 8937 1521 margaret.read@brent.gov.uk
<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	13 Oct 2014	Operational Director, Housing and Employment Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk

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<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	OD Customer Services Tel: 020 8937 1521 margaret.read@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>Petition - CCTV parking and traffic enforcement at Willesden Green To consider a response to a petition from Willesden Green Traders Association for the cessation of CCTV parking and traffic enforcement at High Road Willesden and High Road Dudden Hill.</p>	Highways Committee	Strategic Director, Environment and Neighbourhoods	20 Oct 2014	Parking and Lighting Tel: 020 8937 5172 steven.larden@brent.gov.uk
<p>Petition - proposed changes in the Zone MA CPZ To consider a petition from the Shree Swaminarayan Temple (over 3000 signatures) objecting to proposed changes to restrictions and controls in Willesden Lane and Chatsworth road.</p>	Highways Committee	Strategic Director, Environment and Neighbourhoods	20 Oct 2014	Highways and Transportation Tel: 020 8937 5113 sandor.fazekas@brent.gov.uk

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<p>Petition - Road vibrations in Tanfield Avenue To consider a response to a petition from residents for improvements to the road and measures to reduce road vibrations which they claim are causing structural problems to properties.</p>	Highways Committee	Strategic Director, Environment and Neighbourhoods	20 Oct 2014	Highways Contracts and Delivery Tel: 020 8937 3360 jonathan.westell@brent.gov.uk
<p>Quietways Cycle Route - Regents Park to Dollis Hill To consider proposed cycle routes through the Borough and to give approval to implement this scheme subject to consultation.</p>	Highways Committee	Strategic Director, Environment and Neighbourhoods	20 Oct 2014	Transportation Service Tel: 020 8937 5289 rachel.best@brent.gov.uk
<p>Stanmore - Thames Cycle Route To consider the proposed cycle route planned by WestTrans which traverses the Borough and for approval to implement this scheme subject to consultation and funding.</p>	Highways Committee	Strategic Director, Environment and Neighbourhoods	20 Oct 2014	Transportation Service Tel: 020 8937 5289 rachel.best@brent.gov.uk
November				
<p>Mid-Year Treasury Report To note recent Treasury Management Activity.</p>	Cabinet	Chief Finance Officer	10 Nov 2014	Deputy Director of Finance Tel: 020 8937 1460 mick.bowden@brent.gov.uk
<p>Museum and Archives Strategy To approval 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

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<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
<p>Procurement of Web Customer portal To agree the award of contract for a new web portal following procurement through a framework agreement.</p>	Cabinet	Strategic Director, Regeneration and Growth	10 Nov 2014	OD Customer Services Tel: 020 8937 1521 margaret.read@brent.gov.uk
December				
<p>Collection Fund Report To approve the estimated balance on the Collection Fund as at 31 March 2015.</p>	Cabinet	Chief Finance Officer	15 Dec 2014	Deputy Director of Finance Tel: 020 8937 1460 mick.bowden@brent.gov.uk
<p>Q2 Performance Report To review Council performance for the quarter.</p>	Cabinet	Assistant Chief Executive	15 Dec 2014	Corporate Policy Tel: 020 8937 5300 mark.fairchild@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 Dec 2014	Customer Services and Benefits Tel: 020 8937 1931 david.oates@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
<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	15 Dec 2014	Head of Strategic Property Tel: 020 8937 1705 sarah.chaudhry@brent.gov.uk
January				
<p>Annual Audit Letter To note the Annual Audit Letter for 2013/14, produced by the Council's external auditors KPMG.</p>	Cabinet	Chief Finance Officer	26 Jan 2015	Deputy Director of Finance Tel: 020 8937 1460 mick.bowden@brent.gov.uk
<p>Authority to award Public Health Contracts To approve the award of public health contracts</p>	Cabinet	Assistant Chief Executive	26 Jan 2015	Assistant Chief Executive Tel: 020 8937 6677 ben.spinks@brent.gov.uk
<p>Employment, Skills and Enterprise Strategy To approve the borough's five year Employment, Skills and Enterprise Strategy.</p>	Cabinet	Strategic Director, Regeneration and Growth	26 Jan 2015	Employment and Enterprise Tel: 020 8937 5089 shomsia.ali@brent.gov.uk