

LONDON BOROUGH OF BRENT

FORWARD PLAN OF KEY DECISIONS

for the period 3 December 2014 to 31 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 Moher (Children and Young People)

Cllr Mashari (Employment and Skills)

Cllr Crane (Environment)

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
December				
Senior Manager Restructuring proposals To agree the restructuring proposals for senior officers including the deletion and creation of senior officer posts.	Cabinet	Chief Executive	15 Dec 2014	Chief Executive Tel: 020 8937 1007 christine.gilbert@brent.gov.uk
Collection Fund Report To approve the estimated balance on the Collection Fund as at 31 March 2015. KEY	Cabinet	Chief Finance Officer	15 Dec 2014	Operational Director, Finance Tel: 020 8937 1460 mick.bowden@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	15 Dec 2014	Operational Director, Finance Tel: 020 8937 1460 mick.bowden@brent.gov.uk
Budget 2015/16 and 2016/17 To set out draft savings proposals for initial consideration. KEY	Cabinet	Chief Finance Officer	15 Dec 2014	Operational Director, Finance Tel: 020 8937 1460 mick.bowden@brent.gov.uk

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<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>Independent North-West London Healthcare Commission To agree to the council's participation in the Independent North-West London Healthcare Commission.</p>	Cabinet	Assistant Chief Executive	15 Dec 2014	Assistant Chief Executive's Service Tel: 020 8937 1045 cathy.tyson@brent.gov.uk
<p>Authority to award Public Health Contracts To approve the award of public health contracts for a variety of services, following the invite of tenders approved by the Cabinet on 25 September 2014.</p> <p>KEY</p>	Cabinet	Assistant Chief Executive	15 Dec 2014	Assistant Chief Executive Tel: 020 8937 6677 ben.spinks@brent.gov.uk
<p>Enhanced Reablement To approve the award of an Enhanced Reablement contract that will deliver a mixture of reablement and rehabilitative therapy.</p> <p>KEY</p>	Cabinet	Strategic Director, Adult Social Services	15 Dec 2014	Commissioning and Quality Tel: 020 8937 4061 amy.jones@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>Extra Care To approve the award of a Domiciliary care and support contract for services at Willow House.</p> <p>KEY</p>	Cabinet	Strategic Director, Adult Social Services	15 Dec 2014	Commissioning and Quality Tel: 020 8937 4061 amy.jones@brent.gov.uk
<p>Determination proposal to permanently expand Manor Special School To approve the permanent expansion of Manor School (Special) by 44 places by September 2015.</p> <p>KEY</p>	Cabinet	Strategic Director, Children and Young People	15 Dec 2014	School Admissions Tel: 0202 8907 1061 judith.joseph@brent.gov.uk
<p>Consultation on Community Schools Oversubscription Criteria and Admission Arrangements To agree to amendments to the Oversubscription Criteria, and to conduct the statutory consultation on these amendments for the September 16/17 admission round.</p> <p>KEY</p>	Cabinet	Strategic Director, Children and Young People	15 Dec 2014	Operational Director, Early Help and Education Tel: 020 8937 3510 sara.williams@brent.gov.uk
<p>Schools Budget 2015/16 To approve the schools budget for 2015/16.</p> <p>KEY</p>	Cabinet	Strategic Director, Children and Young People	15 Dec 2014	Operational Director, Early Help and Education Tel: 020 8937 3510 sara.williams@brent.gov.uk

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<p>Delegation of Powers to London Councils Transport and Environment Committee under the Localism Act 2011 To confirm previous arrangements and agree the ongoing delegation of powers to London Councils Transport and Environment Committee (LCTEC) for the purpose of providing an appeals service for parking on private land via a contract, and that the LCTEC Governing Agreement be formally varied accordingly.</p>	Cabinet	Strategic Director, Environment and Neighbourhoods	15 Dec 2014	Operational Director (Environment and Protection) Tel: 020 8937 5302 michael.read@brent.gov.uk
<p>Proposed changes to Council owned Car Parks To approve changes to some of the council's car parks, implementing new controls, adjusting parking tariffs, making administrative changes, subject to statutory consultation.</p> <p>KEY</p>	Cabinet	Strategic Director, Environment and Neighbourhoods	15 Dec 2014	Operational Director (Environment and Protection) Tel: 020 8937 5302 michael.read@brent.gov.uk
<p>Agreement to a Revised Service Level Agreement between LB Brent and LB Harrow for the Trading Standards Consortium To agree a revised Service Level Agreement between LB Brent and LB Harrow for the continued provision of a Trading Standards Consortium between the boroughs.</p>	Cabinet	Strategic Director, Environment and Neighbourhoods	15 Dec 2014	Operational Director (Environment and Protection) Tel: 020 8937 5302 michael.read@brent.gov.uk

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<p>Procurement of Web Customer portal To agree the award of contract for a new web portal following procurement through a framework agreement.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Growth	15 Dec 2014	OD Customer Services Tel: 020 8937 1521 margaret.read@brent.gov.uk
<p>Block Booking of Hotel Provision To agree to directly let a medium value contract to block book provision in hotels for a three month period without competitive tender for use as emergency accommodation to meet statutory homeless duties.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Growth	15 Dec 2014	Operational Director, Housing and Employment Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk
<p>Recommendation for Award of a High Value Construction Contract at Manor School The decision will be to approve award of a High Value works contract in support of the expansion of Manor School by 44 additional pupils.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Growth	15 Dec 2014	Property and Asset Management Tel: 020 8937 3227 cheryl.andani@brent.gov.uk
January				

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<p>Award of contract for the provision of Internal Audit Services To approve the award of a contract for the provision of internal audit services following the competitive tender exercise undertaken.</p> <p>KEY</p>	Cabinet	Chief Finance Officer	26 Jan 2015	Audit and Investigations Tel: 020 8937 1260 simon.lane@brent.gov.uk
<p>Electronic Monitoring To approve a procurement to appoint a Electronic Homecare Monitoring systems (and associated services) contractor.</p> <p>KEY</p>	Cabinet	Strategic Director, Adult Social Services	26 Jan 2015	Commissioning and Quality Tel: 020 8937 4061 amy.jones@brent.gov.uk
<p>London Councils Grants 2015/2016 To agree the London Councils Grants Committee Budget for the financial year 2015/2016 and the associated London Borough of Brent allocation to the London Councils Grants Programme.</p> <p>KEY</p>	Cabinet	Assistant Chief Executive	26 Jan 2015	Head of Partnerships and Engagement Tel: 020 8937 1971 carl.cheevers@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>Contract with Brent Play Association for Stonebridge Adventure Playground To determine the future of the contract with Brent Play Association for play provision at Stonebridge Adventure Playground which currently runs until 31st March 2015.</p> <p>KEY</p>	Cabinet	Strategic Director, Children and Young People	26 Jan 2015	Operational Director, Early Help and Education Tel: 020 8937 3510 sara.williams@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> <p>KEY</p>	Cabinet	Strategic Director, Environment and Neighbourhoods	26 Jan 2015	Libraries, Arts and Heritage Tel: 020 8937 3144 sue.mckenzie@brent.gov.uk
<p>Libraries Stock Contract To approve the approach to the re-tendering of the contract for library stock. The current contract expires in March 2016.</p> <p>KEY</p>	Cabinet	Strategic Director, Environment and Neighbourhoods	26 Jan 2015	Libraries, Arts and Heritage Tel: 020 8937 3144 sue.mckenzie@brent.gov.uk
<p>Prevent Strategy To agree the council's governance structure for the oversight and delivery of the Home Office Prevent Strategy.</p> <p>KEY</p>	Cabinet	Strategic Director, Environment and Neighbourhoods	26 Jan 2015	Community Safety and Emergency Planning Tel: 020 8937 3301 chis.williams@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>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	26 Jan 2015	Customer Services and Benefits Tel: 020 8937 1931 david.oates@brent.gov.uk
<p>Employment, Skills and Enterprise Strategy To approve the borough's five year Employment, Skills and Enterprise Strategy.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Growth	26 Jan 2015	Employment and Enterprise Tel: 020 8937 5089 shomsia.ali@brent.gov.uk
<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	26 Jan 2015	Head of Strategic Property Tel: 020 8937 1705 sarah.chaudhry@brent.gov.uk

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<p>London Living Wage NNDR discretionary discount To approve applying NNDR discount to Brent based businesses who become accredited as London Living Wage employers.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Growth	26 Jan 2015	Operational Director, Housing and Employment Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk
<p>Procurement and Management of Temporary Accommodation The report seeks approval to award the tender to contractors who have undergone an evaluation process conducted by officers from the Housing Needs Service. The report outlines the selection and evaluation criteria.</p> <p>The proposed contract will commence in February 2015.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Growth	26 Jan 2015	Operational Director, Housing and Employment Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk

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<p>Dynamic Purchasing System (DPS) for the Procurement and Management of Temporary Accommodation</p> <p>To authorise the invite of tenders for a DPS for the procurement and management of temporary accommodation. This procurement exercise is designed to provide a sufficient supply of accommodation both in and out of London to allow the Council to adequately respond to the changes made to the benefits system in 2013. The proposed DPS will commence in July 2015.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Growth	26 Jan 2015	Operational Director, Housing and Employment Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk
<p>Review of the Controlled Parking Zone (CPZ) SH</p> <p>To consider the results of a public consultation on changes to existing restrictions following the committees previous consideration of two petitions requesting and then opposing amendments.</p>	Highways Committee	Strategic Director, Environment and Neighbourhoods	22 Jan 2015	Head of Transportation tony.kennedy@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>Petition - Parking restrictions and safety measures in Chantry Crescent and Chapel Close To consider a response to a petition from residents requesting the introduction of new signage, residents parking and road safety measures.</p>	Highways Committee	Strategic Director, Environment and Neighbourhoods	22 Jan 2015	Head of Transportation tony.kennedy@brent.gov.uk
<p>Petition – Traffic calming measures on Brentfield, Stonebridge To consider the response to a petition from residents for introducing a speed camera and road safety measures.</p>	Highways Committee	Strategic Director, Environment and Neighbourhoods	22 Jan 2015	Head of Transportation tony.kennedy@brent.gov.uk
<p>Petition – New Controlled Parking Zone (CPZ) in Cromwell Road, Burns Road and Cromwell Court To consider the response to a petition Cromwell and Burns Residents Association (CABRA) requesting consultation for introducing a CPZ</p>	Highways Committee	Strategic Director, Environment and Neighbourhoods	22 Jan 2015	Head of Transportation tony.kennedy@brent.gov.uk
February				

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<p>Mental Health Improvement Phase 2 - operating model To approve proposals for a mental health operating model and joint commissioning intentions and to be updated on the progress of the Mental Health Improvement Project being delivered with NHS Brent CCG and Central and North West London NHS Foundation Trust.</p> <p>KEY</p>	Cabinet	Strategic Director, Adult Social Services	23 Feb 2015	Policy and Performance Tel: 020 8937 1609 andrew.davies@brent.gov.uk
<p>The Housing Revenue Account (HRA) Business Plan and Rent Levels for 2015/16 Approval sought to agree the Housing Revenue Account Business Plan, including associated stock investment and development expenditure and Housing Rent Levels for 2015/16.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Growth	23 Feb 2015	Operational Director, Housing and Employment Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk
March				
<p>Highways Capital Scheme Programme 2015-17 and update to Highways Asset Management Plan To approve the Highways Capital Scheme Programme 2015-17 and updates to the Highways Asset Management Plan.</p> <p>KEY</p>	Cabinet	Strategic Director, Environment and Neighbourhoods	16 Mar 2015	Head of Transportation tony.kennedy@brent.gov.uk

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April				
May				
June				
July				