

# LONDON BOROUGH OF BRENT

## FORWARD PLAN OF KEY DECISIONS

### for the period 3 November 2015 to 29 February 2016

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](mailto: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](mailto: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 McLennan (Housing and Development)

Cllr Denselow (Stronger Communities)

Cllr Southwood (Environment)

**Publication Date: 16 October 2015**

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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
<b>November</b>				
<p><b>Approval to award Accommodation Based Respite Framework Agreements</b> To award a number of framework agreements to providers that will deliver temporary replacement care allowing their unpaid carers to have a break.</p> <p><b>KEY</b></p>	Cabinet	Strategic Director, Adults	16 Nov 2015	Head of Commissioning and Quality Tel: 020 8937 4061 amy.jones@brent.gov.uk
<p><b>School Place Strategy</b> To agree the strategy for 2015 onwards.</p> <p><b>KEY</b></p>	Cabinet	Strategic Director, Children and Young People	16 Nov 2015	Operational Director, Early Help and Education Tel: 020 8937 3510 cate.duffy@brent.gov.uk
<p><b>Parking Strategy</b> To approve an updated Parking Strategy to replace the Council's 2005 Parking and Enforcement Plan</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	16 Nov 2015	Head of Parking and Lighting Tel: 020 8937 2979 gavin.f.moore@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><b>Determination of the proposal to permanently expand Leopold Primary School from January 2016</b>            To approve the permanent expansion of Leopold Primary School, a community school, by two forms of entry from January 2016, (conditional upon the grant of full planning permission under the Town and Country Planning Act 1990 and any related conditions granted on 6 October 2015).</p> <p><b>KEY</b></p>	Cabinet	Strategic Director, Children and Young People	16 Nov 2015	Operational Director, Early Help and Education Tel: 020 8937 3510 cate.duffy@brent.gov.uk
<p><b>Treasury Management Outturn Report 2014/15</b>            To note the contents of the report</p>	Cabinet	Chief Finance Officer	16 Nov 2015	Chief Finance Officer Tel: 020 8937 6528 conrad.hall@brent.gov.uk
<p><b>Financial Inclusion</b>            To approve consultation on a Financial Inclusion Strategy to make Brent more financially inclusive, focussing on access to mainstream financial products and services, high quality debt advice and capability support for the most excluded.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	16 Nov 2015	Chief Operating Officer Tel: 020 8937 1516 Lorraine.Langham@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><b>Visitor Parking Permits; Price Increase</b> To agree the price increase for visitor parking permits</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	16 Nov 2015	Head of Parking and Lighting Tel: 020 8937 2979 gavin.f.moore@brent.gov.uk
<p><b>Authority to tender contracts for local advice and guidance services</b> To request approval to invite tenders in respect of contracts to deliver local independent advice and guidance services for residents.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	16 Nov 2015	Policy Team Tel: 0202 8937 1742 jon.cartwright@brent.gov.uk, Head of Policy and Scrutiny Tel: 020 8937 1045 cathy.tyson@brent.gov.uk
<p><b>Performance Report 2015/16 (Quarters 1 and 2)</b> To note the report providing high-level performance information on the first two quarters of the financial year 2015/16.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	16 Nov 2015	Operational Director, Strategic Commissioning Tel: 020 8937 1400 peter.gadsdon@brent.gov.uk
<p><b>Stronger Communities - Building Community Cohesion</b> To approve the strategy to build greater cohesion and understand among Brent's diverse communities.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	16 Nov 2015	Corporate Policy Officer Tel: 020 8937 4349 Christopher.Young@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><b>Treasury Management Mid Year Report 2015/16</b> To note the contents of the report</p>	Cabinet	Chief Finance Officer	16 Nov 2015	Chief Finance Officer Tel: 020 8937 6528 conrad.hall@brent.gov.uk
<p><b>Local Flood Risk Strategy</b> To seek approval for the Local Flood Risk Strategy for Brent, which provides details of how the Council's duties under the Flood and Water Management Act 2010 (FWMA) and the Flood Risk Regulations 2009 (FRR) will be delivered.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	16 Nov 2015	Head of Transportation Tel: 020 8937 5151 tony.kennedy@brent.gov.uk
<p><b>Proposals for setting up a shared service for ICT with London Borough of Lewisham</b> To agree proposals for setting up a shared service for ICT with London Borough of Lewisham, to be established by the 1 of April 2016.</p>	Cabinet	Chief Operating Officer	16 Nov 2015	Head of IT Service Transitions Tel: 020 8937 6080 prod.sarigianis@brent.gov.uk
<p><b>Play Streets</b> To approve the temporary closing of residential roads to through traffic to give children the chance to play safely in their street.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	16 Nov 2015	Head of Transportation Tel: 020 8937 5151 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><b>Corporate Plan 2015/16 Progress Update</b> To note the progress towards the delivery of the Corporate Plan 2015/16.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	16 Nov 2015	Head of Policy and Scrutiny Tel: 020 8937 1045 cathy.tyson@brent.gov.uk
<p><b>Temporary Accommodation Reform Plan</b> To minimise the use of Temporary Accommodation to meet homelessness demand in the medium term future, and where it is necessary to continue to use Temporary Accommodation, to improve the quality and cost of the accommodation used.</p> <p><b>KEY</b></p>	Cabinet	Strategic Director, Regeneration and Growth	16 Nov 2015	Operational Director, Housing and Employment Tel: 020 8937 5199 jon.lloyd-owen@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><b>Community Infrastructure Levy – procedural matters</b></p> <p>To decide to make Discretionary Infrastructure Payments available in Brent and to delegate the authority to accept or refuse to accept land and infrastructure as payment of CIL in lieu of money to the Operational Director Planning and Regeneration.</p> <p>To delegate the decision to accept or refuse claims for exceptional circumstances relief which are: below £250,000 to the Operational Director Planning &amp; Regeneration £250,000 and above to the Strategic Director Regeneration and Growth in consultation with the Lead Member Housing and Development</p> <p>To decide to not make Discretionary Social Housing Relief available in Brent.</p> <p><b>KEY</b></p>	Cabinet	Strategic Director, Regeneration and Growth	16 Nov 2015	Civic Centre Programme Tel: 020 8937 1764 aktar.choudhury@brent.gov.uk
<p><b>Contaminated Land Inspection Strategy</b></p> <p>To agree a revised Contaminated Land Inspection Strategy to update and replace the current strategy that was agreed in 2011.</p> <p><b>KEY</b></p>	Cabinet	Strategic Director, Regeneration and Growth	16 Nov 2015	Civic Centre Programme Tel: 020 8937 1764 aktar.choudhury@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><b>Statement of Gambling Principles</b> To agree a revised Statement of Gambling Principles for the period 2016 - 2021 to update and replace the current policy that was agreed in 2011.</p> <p><b>KEY</b></p>	Cabinet	Strategic Director, Regeneration and Growth	16 Nov 2015	Civic Centre Programme Tel: 020 8937 1764 aktar.choudhury@brent.gov.uk
<b>December 2015</b>				
<p><b>Block contracts for independent schools providing specialist placements for children and young people with SEN</b> To note the outcome of negotiations for fees in 2015/16 agree to award block contracts to two independent schools providing specialist placements for children and young people with SEN. The schools are North West London Independent (NWLIS) and Centre Academy. This is a follow on from a cabinet report in April 2015.</p> <p><b>KEY</b></p>	Cabinet	Strategic Director, Children and Young People	14 Dec 2015	Operational Director, Early Help and Education Tel: 020 8937 3510 cate.duffy@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><b>Brent Cycle Strategy</b>  To note the consultation, and approve the Cycle Strategy developed to reflect the objectives of both the Brent Borough Plan and the Brent Long Term Transport Strategy 2015 - 2035. Both of these documents are important to the Borough in that they provide the strategic direction for investment that influences how funding is spent. Priorities and objectives have been developed following consultation with residents and key stakeholders regarding cycling and cycle infrastructure in Brent.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	14 Dec 2015	Head of Transportation Tel: 020 8937 5151 tony.kennedy@brent.gov.uk
<p><b>Authorisation to continue participation in the London Sexual Health Transformation Programme</b>  To agree to continued participation in the collaboration with other London boroughs in the London Sexual Health Services Transformation Programme with the intention of procuring genitourinary medicine (GUM services) and Contraception and Sexual Health Service (CaSH) in a new collaborative commissioning model.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	14 Dec 2015	Director Public Health Tel: 0208 937 6227 melanie.smith@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><b>LED Street Lighting and CMS Procurement</b> To agree procurement of LED lanterns and a CMS following a competitive procurement exercise</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	14 Dec 2015	Head of Parking and Lighting Tel: 020 8937 2979 gavin.f.moore@brent.gov.uk
<p><b>CCTV Strategy</b> To agree the adoption of a new CCTV strategy for Brent.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	14 Dec 2015	Community Safety and Public Protection Tel: 020 8937 3301 chis.williams@brent.gov.uk
<p><b>Shared Procurement Service</b> To approve the participation in a shared procurement service with LB Harrow and possibly other councils.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	14 Dec 2015	Operational Director, Strategic Commissioning Tel: 020 8937 1400 peter.gadsdon@brent.gov.uk
<p><b>Review of Local List of Buildings and Structures of Architectural or Historic Significance in the South of Brent</b> To consider the responses to consultation, officer responses and suggested amendments. To approve the update to the Local List of Buildings and Structures of Architectural or Historic Significance in the South of Brent.</p> <p><b>KEY</b></p>	Cabinet	Strategic Director, Regeneration and Growth	14 Dec 2015	Civic Centre Programme Tel: 020 8937 1764 aktar.choudhury@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><b>Building Control Fees and Charges</b> To agree revised Building Regulation charging scheme and proposals for new and revised fees and charges in respect of Building Control services including Building Regulations, Street Naming and Numbering, Demolitions, Dangerous Structures, Consultancy and miscellaneous charges. Building Regulation Charges are based on cost recovery in accordance with Building (Local Authority Charges) Regulations and CIPFA guidance. It is proposed new / revised charges will come into force on 1 January 2016 (or as soon afterwards as practicable) and are intended to apply until March 2017.</p> <p><b>KEY</b></p>	Cabinet	Strategic Director, Regeneration and Growth	14 Dec 2015	Civic Centre Programme Tel: 020 8937 1764 aktar.choudhury@brent.gov.uk
<p><b>Sudbury Court Conservation Area Design Guide</b> To consider the responses to consultation, officer responses and suggested amendments. To approve the Sudbury Court Conservation Area Design Guide.</p>	Cabinet	Strategic Director, Regeneration and Growth	14 Dec 2015	Civic Centre Programme Tel: 020 8937 1764 aktar.choudhury@brent.gov.uk
<b>January 2016</b>				

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><b>Financial Report - November 2015</b> To note the overall financial position of the Council as at November 2015. The report will cover the following topics:-</p> <p>-Revenue Budget Monitoring Summary; 2015/16 Savings; Council Tax &amp; NNDR Collection Rates; Other Debt Analysis and Collection; and Capital Programme Monitoring Summary.</p>	Cabinet	Chief Finance Officer	20 Jan 2016	Operational Director, Finance Tel: 020 8937 2468 eamonn.mccarroll@brent.gov.uk
<p><b>Commercial Strategy</b> To approve a Commercial Strategy for the Council identifying key areas of commercialisation that will be followed. .</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	20 Jan 2016	Operational Director, Strategic Commissioning Tel: 020 8937 1400 peter.gadsdon@brent.gov.uk
<p><b>National Non Domestic Rates – Discretionary Discount Scheme for Businesses accredited to Living Wage Foundation</b> To review the first year of the scheme and to seek its extension for a further year.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	20 Jan 2016	Director, Customer Services Tel: 020 8937 1521 margaret.read@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><b>National Non Domestic Rates – Applications for Discretionary Rate Relief</b> To approve the recommendations to award relief.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	20 Jan 2016	Director, Customer Services Tel: 020 8937 1521 margaret.read@brent.gov.uk
<p><b>Procurement Strategy</b> To approve a Council Procurement Strategy setting out the direction of travel for the Council's procurement function.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	20 Jan 2016	Procurement Tel: 020 8937 1439 terry.brewer@brent.gov.uk
<p><b>Tenancy Strategy Review</b> To approve changes to the council's Tenancy Strategy.</p> <p><b>KEY</b></p>	Cabinet	Strategic Director, Regeneration and Growth	20 Jan 2016	Operational Director, Housing and Employment Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk
<b>February</b>				
<p><b>Performance Report 2015/16 (Quarters 2 and 3)</b> To note the report providing high-level information on the middle two quarters of the financial year 2015/16 (Quarters 2 and 3).</p>	Cabinet	Chief Operating Officer	8 Feb 2016	Operational Director, Strategic Commissioning Tel: 020 8937 1400 peter.gadsdon@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><b>Source London</b> To approve entering into contract with BluePointLondon to manage, maintain and expand the EVCP network in Brent. The Electric Vehicle Charging Point (EVCP) network throughout London, previously run by Transport as Source London, is now operated by BluePointLondon . This is a pan-London initiative which supports our priorities in the Long Term Transport Plan 2015-2035.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	8 Feb 2016	Head of Transportation Tel: 020 8937 5151 tony.kennedy@brent.gov.uk
<p><b>Housing Revenue Account (HRA) Business Plan Budget Setting - Proposals for 2016-2017</b> To present the Housing Revenue Account (HRA) forecast outturn for 2015/16 and a proposed HRA Business Plan budget for 2016/17, as required by the Local Government and Housing Act 1989.</p> <p><b>KEY</b></p>	Cabinet	Strategic Director, Regeneration and Growth	8 Feb 2016	Operational Director, Housing and Employment Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk
<b>March</b>				

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><b>Physical Activity Strategy</b> To agree and approve the Physical Activity Strategy and the action plan. This strategy plays a key role in addressing wider health agenda by working with communities in Brent to lead a healthy and active life.</p> <p><b>KEY</b></p>	Cabinet	Chief Operating Officer	14 Mar 2016	Head of Culture Tel: 020 8937 3143 rashmi.agarwal@brent.gov.uk