

# **LONDON BOROUGH OF BRENT**

## **FORWARD PLAN OF KEY DECISIONS**

### **for the period 3 December 2015 to 31 March 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: 13 November 2015**

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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                      |
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| <b>December 2015</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                         |                                               |                           |                                                                                              |
| <p><b>Block contracts for independent schools providing specialist placements for children and young people with SEN</b></p> <p>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<br>cate.duffy@brent.gov.uk |
| <p><b>Better Care Fund - Rehab and Reablement</b></p> <p>To agree to the integration of health and social care services (as part of the better care fund), specifically the implementation of our new service for providing rehabilitation and reablement support to Brent residents.</p> <p>To authorise the tender for a new model of reablement home care, along with delegated decision making to the Lead Member and Director of Adult Services.</p>                          | Cabinet                 | Strategic Director, Adults                    | 14 Dec 2015               | Reablement and Safeguarding Tel: 020 8937 4325<br>yolanda.dennehy@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           |
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| <b>Budget 2016-17 to 2018-19</b><br>To review the 2016/17 budget in the light of the spending review and be updated on financial plans for 2017/18 and 2018/19.<br><br><b>KEY</b>  | Cabinet                 | Chief Finance Officer   | 14 Dec 2015               | Operational Director, Finance Tel: 020 8937 2468<br>eamonn.mccarroll@brent.gov.uk |
| <b>Corporate Plan 2015/16 Progress Update</b><br>To note the progress towards the delivery of the Corporate Plan 2015/16.<br><br><b>KEY</b>                                        | Cabinet                 | Chief Operating Officer | 14 Dec 2015               | Head of Policy and Scrutiny Tel: 020 8937 1045<br>cathy.tyson@brent.gov.uk        |
| <b>Stronger Communities - Building Community Cohesion</b><br>To approve the strategy to build greater cohesion and understand among Brent's diverse communities.<br><br><b>KEY</b> | Cabinet                 | Chief Operating Officer | 14 Dec 2015               | Corporate Policy Officer Tel: 020 8937 4349<br>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                                |
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| <p><b>Authorisation to continue participation in the London Sexual Health Transformation Programme</b></p> <p>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               | <p>Director Public Health Tel: 0208 937 6227<br/>melanie.smith@brent.gov.uk</p>                        |
| <p><b>CCTV Strategy</b></p> <p>To agree the adoption of a new CCTV strategy for Brent.</p> <p><b>KEY</b></p>                                                                                                                                                                                                                                                                                                                                               | Cabinet                 | Chief Operating Officer | 14 Dec 2015               | <p>Community Safety and Public Protection Tel: 020 8937 3301<br/>chis.williams@brent.gov.uk</p>        |
| <p><b>Shared Procurement Service</b></p> <p>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               | <p>Operational Director, Strategic Commissioning Tel: 020 8937 1400<br/>peter.gadsdon@brent.gov.uk</p> |

| 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                        |
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| <p><b>Review of Local List of Buildings and Structures of Architectural or Historic Significance in the South of Brent</b><br/> To consider the responses to consultation, officer responses and suggested amendments.<br/> 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<br>aktar.choudhury@brent.gov.uk                      |
| <p><b>Temporary Accommodation Reform Plan</b><br/> 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 | 20 Jan 2016               | Operational Director, Housing and Employment Tel: 020 8937 5199<br>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   |
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| <p><b>Building Control Fees and Charges</b><br/>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<br>aktar.choudhury@brent.gov.uk |
| <p><b>Sudbury Court Conservation Area Design Guide</b><br/>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<br>aktar.choudhury@brent.gov.uk |
| <b>January 2016</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                         |                                             |                           |                                                                           |

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| <b>Financial Report - November 2015</b><br>To note the overall financial position of the Council as at November 2015. The report will cover the following topics:-<br><br>-Revenue Budget Monitoring Summary; 2015/16 Savings; Council Tax & NNDR Collection Rates; Other Debt Analysis and Collection; and Capital Programme Monitoring Summary. | Cabinet                 | Chief Finance Officer   | 20 Jan 2016               | Operational Director, Finance Tel: 020 8937 2468<br>eamonn.mccarroll@brent.gov.uk |
| <b>LED Street Lighting and CMS Procurement</b><br>To agree procurement of LED lanterns and a CMS following a competitive procurement exercise<br><br><b>KEY</b>                                                                                                                                                                                   | Cabinet                 | Chief Operating Officer | 20 Jan 2016               | Head of Parking and Lighting Tel: 020 8937 2979<br>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                        |
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| <p><b>Brent Cycle Strategy</b><br/>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 | 20 Jan 2016               | Head of Transportation Tel: 020 8937 5151<br>tony.kennedy@brent.gov.uk                         |
| <p><b>Commercial Strategy</b><br/>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<br>peter.gadsdon@brent.gov.uk |



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| <b>National Non Domestic Rates – Discretionary Discount Scheme for Businesses accredited to Living Wage Foundation</b><br>To review the first year of the scheme and to seek its extension for a further year.<br><br><b>KEY</b>                | Cabinet                 | Chief Operating Officer                     | 20 Jan 2016               | Director, Customer Services Tel: 020 8937 1521<br>margaret.read@brent.gov.uk                   |
| <b>National Non Domestic Rates – Applications for Discretionary Rate Relief</b><br>To approve the recommendations to award relief.<br><br><b>KEY</b>                                                                                            | Cabinet                 | Chief Operating Officer                     | 20 Jan 2016               | Director, Customer Services Tel: 020 8937 1521<br>margaret.read@brent.gov.uk                   |
| <b>Procurement Strategy</b><br>To approve a Council Procurement Strategy setting out the direction of travel for the Council's procurement function.<br><br><b>KEY</b>                                                                          | Cabinet                 | Chief Operating Officer                     | 20 Jan 2016               | Procurement Tel: 020 8937 1439<br>terry.brewer@brent.gov.uk                                    |
| <b>Housing PFI – Tenancy Conversions</b><br>To determine the tenure and future usage of up to one third of the housing PFI units, in accordance with the revised contract entered into with Brent Co-Efficient in April 2015.<br><br><b>KEY</b> | Cabinet                 | Strategic Director, Regeneration and Growth | 20 Jan 2016               | Operational Director, Housing and Employment Tel: 020 8937 5199<br>jon.lloyd-owen@brent.gov.uk |

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| <b>Church End redevelopment update and proposals</b><br>To agree that capital funding is made available as per the investment appraisal. To agree the preferred procurement option. To agree to Stopping Up and Public Highways recommendations.<br><br><b>KEY</b> | Cabinet                 | Strategic Director, Regeneration and Growth | 20 Jan 2016               | Operational Director, Property and Asset Management Tel: 020 8937 1334 richard.barrett@brent.gov.uk |
| <b>Tenancy Strategy Review</b><br>To approve changes to the council's Tenancy Strategy.<br><br><b>KEY</b>                                                                                                                                                          | 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>                                                                                                                                                                                                                                                    |                         |                                             |                           |                                                                                                     |
| <b>Performance Report 2015/16 (Quarters 2 and 3)</b><br>To note the report providing high-level information on the middle two quarters of the financial year 2015/16 (Quarters 2 and 3).                                                                           | Cabinet                 | Chief Operating Officer                     | 8 Feb 2016                | Operational Director, Strategic Commissioning Tel: 020 8937 1400 peter.gadsdon@brent.gov.uk         |

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| <b>Brent Council's School Admission Arrangements for 2017/18</b><br>To consider the outcome of the consultation on proposed changes to the Community Schools Oversubscription Criteria and to determine the Community Schools Admission Arrangements and Oversubscription Criteria for 2017/18.<br><br><b>KEY</b> | Cabinet                 | Strategic Director, Children and Young People | 8 Feb 2016                | Operational Director, Early Help and Education Tel: 020 8937 3510<br>cate.duffy@brent.gov.uk   |
| <b>Housing Revenue Account (HRA) Business Plan Budget Setting - Proposals for 2016-2017</b><br>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.<br><br><b>KEY</b>         | Cabinet                 | Strategic Director, Regeneration and Growth   | 8 Feb 2016                | Operational Director, Housing and Employment Tel: 020 8937 5199<br>jon.lloyd-owen@brent.gov.uk |
| <b>March</b>                                                                                                                                                                                                                                                                                                      |                         |                                               |                           |                                                                                                |
| <b>Physical Activity Strategy</b><br>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.<br><br><b>KEY</b>                                          | Cabinet                 | Chief Operating Officer                       | 14 Mar 2016               | Head of Culture Tel: 020 8937 3143<br>rashmi.agarwal@brent.gov.uk                              |

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| <b>Source London</b><br>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.<br><br><b>KEY</b> | Cabinet                 | Chief Operating Officer                       | 14 Mar 2016               | Head of Transportation Tel: 020 8937 5151<br>tony.kennedy@brent.gov.uk                       |
| <b>April</b>                                                                                                                                                                                                                                                                                                                                                                                                                 |                         |                                               |                           |                                                                                              |
| <b>Authority to award the Youth Services contract</b><br>To authorise the award of a 4 plus 1 year contract for the provision of youth services in Brent in accordance with contract standing order 88.<br><br><b>KEY</b>                                                                                                                                                                                                    | Cabinet                 | Strategic Director, Children and Young People | 11 Apr 2016               | Operational Director, Early Help and Education Tel: 020 8937 3510<br>cate.duffy@brent.gov.uk |