



# **LONDON BOROUGH OF BRENT**

## **FORWARD PLAN OF KEY DECISIONS**

### **for the period 21 April 2017 to 31 July 2017**

The Council is required to give **28 days'** notice of Key Decisions to be taken by the Cabinet, Cabinet Committees 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.

All Key Decisions and decisions made by the Cabinet and Cabinet Committees 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 original decision maker Cabinet will 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 re-considered by the Cabinet or a Cabinet Committee (as the case may be) can be obtained from Governance 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 Governance Services, Brent Civic Centre, Engineers Way, Wembley, Middlesex, HA9 0FJ, telephone 020 8937 6607/1355 or via e-mail to [committee@brent.gov.uk](mailto:committee@brent.gov.uk).

Should you wish to make representations regarding any matter listed or that a report should be considered in public, please email Governance Services at [committee@brent.gov.uk](mailto:committee@brent.gov.uk) or telephone 020 8937 6607/1355 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/ Cabinet Committee meeting.

The current membership of the Cabinet is as follows:

Cllr Butt (Leader)

Cllr McLennan (Deputy Leader)

Cllr Farah (Housing and Welfare Reform)

Cllr Hirani (Community Well-being)

Cllr Tatler (Regeneration, Growth, Employment and Skills)

Cllr M Patel (Children and Young People)

Cllr Southwood (Environment)

Cllr Miller (Stronger Communities)

email: [committee@brent.gov.uk](mailto:committee@brent.gov.uk)

Tel: 020 8937 1355/6607

Fax: 020 8937 1360

**Publication Date: April 2017**

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer by the date stated
<b>April</b>					
<p><b>Arboricultural Services and Authority to Tender</b> To seek authority to invite tenders for the provision of the Arboricultural Services contract which covers street trees, trees on BHP estates and trees in parks</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Environment (Councillor Eleanor Southwood)	24 Apr 2017	Head of Parking and Lighting Tel: 020 8937 2979 gavin.f.moore@brent.gov.uk
<p><b>Arboricultural Services and Authority to Tender</b> To seek authority to invite tenders for the provision of the Arboricultural Services contract which covers street trees, trees on BHP estates and trees in parks</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Environment (Councillor Eleanor Southwood)	24 Apr 2017	Head of Parking and Lighting Tel: 020 8937 2979 gavin.f.moore@brent.gov.uk

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<p><b>Brent Faith Covenant</b> The cabinet approve the covenant and agree the council commitments to faith groups</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Director, Performance, Policy and Partnerships	Lead Member for Stronger Communities (Councillor Tom Miller)	24 Apr 2017	Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent.gov.uk
<p><b>Community Asset Transfer Report - Authority to Market Butler's Green Toilets under the Council's CAT Policy</b> Consideration and approval of the recommendation</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Director, Performance, Policy and Partnerships	Leader (Councillor Muhammed Butt)	24 Apr 2017	Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent.gov.uk
<p><b>Cullen House – Site 18 South Kilburn</b> To seek Member approval for the setting up of a Joint Venture with Londonewcastle</p> <p><b>KEY</b></p> <p>Report: <b>Part exempt</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Growth, Employment and Skills (Councillor Shama Tatler)	24 Apr 2017	Senior Project Manager, Estate Regeneration Marie.Frederick@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer by the date stated
<p><b>Cycle Strategy</b> To note the consultation and approve the Cycle Strategy Action Plan Update</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Environment (Councillor Eleanor Southwood)	24 Apr 2017	Transportation Service Tel: 020 8937 5289 rachel.best@brent.gov.uk
<p><b>Developing a strategic approach for community libraries in the community and voluntary sector</b> To agree that the Council formalises its operational ongoing relationship with the four community libraries in the Memorandum of Understanding.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Community Well-being	Lead Member for Stronger Communities (Councillor Tom Miller)	24 Apr 2017	Head of Culture Tel: 020 8937 3143 rashmi.agarwal@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer by the date stated
<p><b>Enforcing Legislation Concerning Letting Agent's Redress Scheme</b> To agree monetary penalty, to agree Trading Standards and Housing responsibility for Enforcement and to delegate discretion to reduce penalty fee if appropriate representations are made.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Growth, Employment and Skills (Councillor Shama Tatler)	24 Apr 2017	Senior Regulatory Service Manager, Regeneration Simon.Legg@brent.gov.uk
<p><b>Gloucester and Durham Development Site – South Kilburn</b> To secure approval for the award of contract for the Delivery Partner following procurement through the GLA London Development Panel</p> <p><b>KEY</b></p> <p>Report: <b>Part exempt</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Growth, Employment and Skills (Councillor Shama Tatler)	24 Apr 2017	Strategic Property Tel: 020 8937 2556 jill.rennie@brent.gov.uk
<p><b>Highways Maintenance Programme 2017/18</b> To approve the Highways Capital Scheme Programme 2017-18</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Stronger Communities (Councillor Tom Miller)	24 Apr 2017	Head of Highways and Infrastructure Tel: 020 8937 5151 tony.kennedy@brent.gov.uk

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<p><b>Peel –Development Site South Kilburn – Update on site assembly and NHS Engagement and decision to move to procurement of a delivery partner</b> To seek approval to use the GLA London Development Panel or OJEU to procure a delivery partner</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Growth, Employment and Skills (Councillor Shama Tatler)	24 Apr 2017	Strategic Property Tel: 020 8937 2556 jill.rennie@brent.gov.uk
<p><b>Sports Club at the Gladstone Youth and Community Centre</b> To approve the Community Asset Transfer (CAT) at the Sports Club at the Gladstone Youth and Community Centre to the preferred applicant after a non-binding tender process, at the earliest opportunity to operate a sports facility.</p> <p><b>KEY</b></p> <p>Report: <b>Part exempt</b></p>	Cabinet	Strategic Director, Resources	Leader (Councillor Muhammed Butt)	24 Apr 2017	Head of Strategic Property Tel: 020 8937 1705 sarah.chaudhry@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer by the date stated
<p><b>Tackling Illegal Rubbish Dumping and Litter with Uniformed Street Patrols – 6-month Review and Next Steps</b>            To present a review of the uniformed street patrol pilot contract with Kingdom Security Ltd, and to propose options for longer-term deployment for consideration.</p> <p><b>KEY</b></p> <p>Report: <b>Part exempt</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Environment (Councillor Eleanor Southwood)	24 Apr 2017	Environment Services Robert.Anderton@brent.gov.uk
<p><b>The future of housing management services for Council Housing Stock in Brent</b>            To decide how housing management services for Council Housing Stock will be delivered in the future, specifically, based on the consultation agreed by Cabinet in November 2016, whether housing management services will be brought back into the Council.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Harbi Farah)	24 Apr 2017	Aniekan.umoren@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer by the date stated
<p><b>To agree to award a contract to CNWL for TaMHS services for 12 months from August 2017 to July 2018.</b> To agree to award a contract to CNWL for TaMHS services for 12 months from August 2017 to July 2018.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Children and Young People	Lead Member for Children and Young People (Councillor Mili Patel)	24 Apr 2017	Operational Director Integration and Improved Service Tel: 020 8937 4456 nigel.chapman@brent.gov.uk
<p><b>Town Centres: Action and Investment Planning</b> To agree further development and implementation of the draft action and investment plans for Wembley High Road, Ealing Road, Harlesden, Willesden, Neasden, Church End, Kilburn High Road, Colindale/ The Hyde, and Burnt Oak.</p> <p><b>KEY</b></p> <p>Report: <b>Part exempt</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Growth, Employment and Skills (Councillor Shama Tatler)	24 Apr 2017	Head of Employment, Skills and Enterprise Tel: 020 8937 1815 matthew.dibben@brent.gov.uk



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<p><b>Tricycle Theatre Renovation Project</b> To authorise Brent Council to support the theatre with a grant of up to £1m, and to authorise that the theatre be recognised as a cultural heritage asset on Brent's 'Local List' of Heritage Assets.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Leader (Councillor Muhammed Butt)	24 Apr 2017	Regeneration Officer Mark.Allen@brent.gov.uk
<p><b>Walking Strategy</b> To note the consultation and approve the Walking Strategy.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Environment (Councillor Eleanor Southwood)	24 Apr 2017	Transportation Service Tel: 020 8937 5289 rachel.best@brent.gov.uk
<p><b>Authority to Award Contract for the Supply of Street Lighting LED Luminaires</b> To Award the contract for the supply of LED Street Lighting Luminaires to DW Windsor Ltd, on the basis that the tender was the Most Economically Advantageous Tender.</p> <p><b>KEY</b></p> <p>Report:</p>	Strategic Director, Regeneration and Environment	Strategic Director, Regeneration and Environment	Lead Member for Environment (Councillor Eleanor Southwood)	24 Apr 2017	Corporate Policy Tel: 020 8937 5300 mark.fairchild@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer by the date stated
<p><b>Award of a Contract for Oracle Implementation Services</b> To award a contract for Oracle implementation services, for Brent Digital Services.</p> <p><b>KEY</b></p> <p>Report: <b>Part exempt</b></p>	Cabinet	Strategic Director, Resources	Deputy Leader (Councillor Margaret McLennan)	22 May 2017	Joint Head of Digital Services Tel: 020 8937 6080 prod.sarigianis@brent.gov.uk
<p><b>Brent Advice Partnership Update</b> Approval for BAP grant funding of £20k for Mencap</p> <p><b>Reason Deferred:</b> to allow for a revision of the project and because of the changes to Cabinet business during the pre-general election period.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Director, Performance, Policy and Partnerships	Deputy Leader (Councillor Margaret McLennan)	22 May 2017	Partnerships and Engagement Manager genevie.george@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer by the date stated
<p><b>Chippenham Gardens (Land North) South Kilburn</b> To seek approval to use an appropriate Framework or OJEU process to procure a development partner</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Growth, Employment and Skills (Councillor Shama Tatler)	22 May 2017	Senior Project Manager, Estate Regeneration Marie.Frederick@brent.gov.uk
<p><b>Extending Selective Licensing in the Private Rented Sector</b> To consider the evidence and the responses to consultation and determine whether the selective licensing scheme should be extended to other areas of Brent, and that subject to the approval of the above, to agree that the proposal be submitted to the Secretary of State for the Department of Communities and Local Government (DCLG) for confirmation.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Community Wellbeing	Lead Member for Community Wellbeing (Councillor Krupesh Hirani)	22 May 2017	Strategic Director, Community Wellbeing, Tel: 020 8937 5937 phil.porter@brent.gov.uk

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<p><b>LOXAM ACCESS Ltd, LEASE RENEWAL, 2 MARSH ROAD, ALPERTON, HA0 1ES</b> To agree the leasing of storage depot and workshop at Marsh Road for a further 3 years to Loxam Access</p> <p><b>KEY</b></p> <p>Report: <b>Part exempt</b></p>	Cabinet	Strategic Director, Resources	Leader (Councillor Muhammed Butt)	22 May 2017	Head of Strategic Property Tel: 020 8937 1705 sarah.chaudhry@brent.gov.uk
<p><b>Domestic Abuse IDVA Support contract</b> To agree the contract value and overview support specification, as well as the procurement route advised.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Stronger Communities (Councillor Tom Miller)	22 May 2017	Head of Community Protection Karina.Wane@brent.gov.uk
<p><b>Northwick Park Memorandum of Understanding</b> To Approve execution of a Memorandum of Understanding for Northwick Park.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Resources	Leader (Councillor Muhammed Butt)	22 May 2017	Head of Strategic Property Tel: 020 8937 1705 sarah.chaudhry@brent.gov.uk

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<p><b>Plot 3, Land East of Victoria Centre, Acton Lane, Park Royal (NW10) Land acquisition and development agreement.</b></p> <p>To provide authority to purchase Plot 3, Land East of Victoria Centre, Acton Lane, Park Royal (NW10) and enter into a development agreement, or alternative contracting structure, with the seller, for the provision of a 141 apartment supported housing facility, subject to an independent valuation and cost report confirming value for money, clean and marketable title, satisfactory planning permission and subject to contract.</p> <p>To provide delegated authority to the Strategic Director Resources, in consultation with the Operational Director of Adult Social Care and the Chief Finance Officer, to finalise the terms of the proposed acquisition and enter into any associated agreements and contracts with the seller, if the Council's offer for the site is successful.</p> <p>To provide authority to apply to the Greater London Authority (GLA) for grant funding to offset the purchase costs and achieve affordable rents to maximise long-term sustainability.</p> <p><b>KEY</b></p> <p>Report: <b>Part exempt</b></p>	Cabinet	Strategic Director, Resources	Leader (Councillor Muhammed Butt)	22 May 2017	Head of Strategic Property Tel: 020 8937 1705 sarah.chaudhry@brent.gov.uk

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<p><b>Neighbourhood CIL Priorities 2017-2020</b> To approve Neighbourhood CIL priorities following consultation.</p> <p><b>KEY</b> Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Growth, Employment and Skills (Councillor Shama Tatler)	22 May 2017	Programme Management Office Nkechi.Okeke-Aru@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer by the date stated
<p><b>Request for authority to sell properties purchased by the Council for PRS purposes to the Council's wholly owned company 'Investing 4 Brent' for the discharge of homeless duty</b></p> <p>To approve the sale of properties purchased by the Council for the Private Rented Sector programme to be sold to the new wholly owned Council company 'Investing4Brent'.</p> <p>To approve the valuation methodology for the disposal of the properties from the Council to the Council's wholly owned subsidiary.</p> <p>To delegate authority to the Strategic Director Resources, in conjunction with the Chief Finance Officer, to approve future sales under the PRS programme.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Resources	Leader (Councillor Muhammed Butt)	22 May 2017	Programme Manager (PRS Portfolio Acquisitions) chris.brown@brent.gov.uk
<b>June</b>					

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer by the date stated
<p><b>Brent Housing Zones – Programme Funding and Wembley Partnership Structure</b> To approve the partnership structure proposed for Wembley Housing Zone and approve the funding required for the programme going forward.</p> <p><b>KEY</b></p> <p>Report: <b>Part exempt</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Growth, Employment and Skills (Councillor Shama Tatler)	19 Jun 2017	Regeneration Officer Maire.Grogan@brent.gov.uk
<p><b>Future delivery models for youth provision in Brent</b> To seek approval to go out to tender youth provision in Brent</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Children and Young People	Lead Member for Children and Young People (Councillor Mili Patel)	19 Jun 2017	Interim Head of Inclusion Service Sandra.Bingham@brent.gov.uk
<p><b>Joint ICT Work with London Borough of Southwark</b> To agree the expansion of the ICT Shared Service to include London Borough of Southwark.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Resources	Deputy Leader (Councillor Margaret McLennan)	19 Jun 2017	Joint Head of Digital Services Tel: 020 8937 6080 prod.sarigianis@brent.gov.uk



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<p><b>NNDR Discretionary Discounts 2017/18</b> To approve NNDR discretionary discount schemes for 2017/18 as announced in the March budget</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Resources	Deputy Leader (Councillor Margaret McLennan)	19 Jun 2017	Director, Customer Services Tel: 020 8937 1521 margaret.read@brent.gov.uk
<p><b>On-street Parking Management Review Programme – Update</b> To update following the approval of the approach for a review of on-street parking in the borough by Cabinet on 15 November 2016.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Environment (Councillor Eleanor Southwood)	19 Jun 2017	Head of Highways and Infrastructure Tel: 020 8937 5151 tony.kennedy@brent.gov.uk

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<p><b>Q4 Integrated Finance and Performance Report</b>  Quarterly Finance and Performance report.</p> <p>This will be the final performance report for 2016/17.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Director, Performance, Policy and Partnerships	Deputy Leader (Councillor Margaret McLennan)	19 Jun 2017	Corporate Performance chatan.popat@brent.gov.uk
<p><b>Upgrade of ICT Network Infrastructure</b>  To approve the award of the contract for the procurement and implementation of new network infrastructure for the ICT shared service</p> <p><b>KEY</b></p> <p>Report: <b>Part exempt</b></p>	Cabinet	Strategic Director, Resources	Deputy Leader (Councillor Margaret McLennan)	19 Jun 2017	Joint Head of Digital 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	Lead Member	Expected date of decision	Representations may be made to the following officer by the date stated
<p><b>S106 Project Spend 17-18</b> To approve the list of S106 spend projects identified in the report.</p> <p><b>Reason Deferred:</b> because of the changes to Cabinet business during the pre-general election period.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Growth, Employment and Skills (Councillor Shama Tatler)	19 Jun 2017	Strategic Director, Regeneration and Environment Tel: 020 8937 1516 amar.dave@brent.gov.uk
<p><b>Bridge Park Community Leisure Centre: proposal for consultation on the early closure of the centre</b> To proceed to undertake a programme of public consultation regarding the proposal to close the current Bridge Park facility by Summer 2017.</p> <p><b>Reason Deferred:</b> because of the changes to Cabinet business during the pre-general election period.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Community and Wellbeing	Lead Member for Community Wellbeing (Councillor Krupesh Hirani)	19 Jun 2017	Head of Culture Tel: 020 8937 3143 rashmi.agarwal@brent.gov.uk

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<p><b>Telephony Contract</b>            To approve the award of the contract for the provision of telephony services for the shared service, including the management of all fixed and mobile services, automated call distribution system (ACD) and provision of minutes and mobile data.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Resources	Deputy Leader (Councillor Margaret McLennan)	24 Jul 2017	Joint Head of Digital Services Tel: 020 8937 6080 prod.sarigianis@brent.gov.uk