

# LONDON BOROUGH OF BRENT

## FORWARD PLAN OF KEY DECISIONS

for the period 16 May 2017 to 30 August 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)

**Publication Date: May 2017**

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

Tel: 020 8937 1355/6607

Fax: 020 8937 1360

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>May</b>					
<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>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>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

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>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>	Cabinet	Strategic Director, Resources	Leader (Councillor Muhammed Butt)	22 May 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>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

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

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>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
<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> Report:</p>	Strategic Director, Regeneration and Environment	Strategic Director, Regeneration and Environment	Lead Member for Environment (Councillor Eleanor Southwood)	May 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>Accommodation Based Social Care Support and Rehabilitation and Recovery Service</b>            To award one contract for a recovery focussed accommodation based support service that will facilitate up to 13 people with mental health needs to stabilise their lives, manage their recovery and move on to independent living in the community.</p> <p><b>KEY</b></p> <p>Report:</p>	Strategic Director, Community Well-being	Strategic Director, Community Well-being	Lead Member for Community Wellbeing (Councillor Krupesh Hirani)	June 2017	Commercial Business Officer martin.trim@brent.gov.uk
<p><b>Allocation of Grant to Single PASS homelessness preventio programme</b>            In line with the agreed recommendation in the January 2017 cabinet report, the Strategic Director, Community Wellbeing, in consultation with the Lead Member for Housing and Welfare Reform, to approve the allocation of up to £1.8m grant funding for prevention of homelessness and sustainment of accommodation through the Brent Single PASS programme, following the competitive bidding process with closing date of 2nd June 2017.”</p> <p><b>KEY</b></p> <p>Report:</p>	Strategic Director, Community Well-being	Strategic Director, Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Harbi Farah)	13 Jun 2017	tim.gray@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>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>Reason for Deferral:</b>            This item has been deferred from the May Cabinet Agenda to June as data is still being analysed in order to verify the approach taken.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Community Well-being		19 Jun 2017	



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<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 Well-being		19 Jun 2017	
<p><b>BHP Transition Update</b>            That Cabinet note the progress made towards transition of Housing Management back to the Council, and approve the recommended option for the future of the BHP legal entity.</p> <p><b>KEY</b></p> <p>Report: <b>Part exempt</b></p>	Cabinet	Strategic Director, Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Harbi Farah)	19 Jun 2017	Head of Chief Executive's Office joanna.walton@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>Dynamic Purchasing System (DPS) Cabinet Approval to Award Report</b>            To agree the award of a contract to provide services following the completion of a competitive procurement process using the DPS.</p> <p>Contract Awards for the following services:</p> <ul style="list-style-type: none"> <li>• Older Adults Housing Related Support and Accident Prevention &amp; Handyperson Service</li> <li>• Support and Social Care Provision for People with Disabilities Living in Supported Housing</li> <li>• Generic Floating Support, Housing Related Support Services</li> <li>• Mental Health Housing Related Support Services</li> <li>• Accommodation Based Housing Related Support Services for Individuals with Multiple Needs</li> <li>• Women, Families and Young People Housing Related Support Services</li> </ul> <p><b>KEY</b></p> <p>Report: <b>Part exempt</b></p>	Cabinet	Strategic Director, Community Well-being	Lead Member for Community Wellbeing (Councillor Krupesh Hirani)	19 Jun 2017	Operational Director, Adult Social Care Tel: 020 8937 6168 helen.woodland@brent.gov.uk

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<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)	19 Jun 2017	Head of Community Protection Karina.Wane@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, South Kilburn - To seek approval to use an appropriate Framework or OJEU process to procure a delivery partner together with an update on project issues and options</b>            To seek approval to use an appropriate Framework or OJEU process to procure a development partner.</p> <p><b>Reason for Deferral:</b>            This item has been deferred from the May Cabinet meeting to June as it requires further officer review.</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	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>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>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

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>Applications Support with Lewisham Council</b> To approve the transfer of Application Support staff from Lewisham Council to form a single Applications Support team under the ICT Shared Service.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Regeneration and Environment	Deputy Leader (Councillor Margaret McLennan)	19 Jun 2017	Joint Head of Digital Services Tel: 020 8937 6080 prod.sarigianis@brent.gov.uk
<p><b>Basements Supplementary Planning Document</b> To consider consultation feedback, officer responses and recommended changes to the draft SPD. To adopt the Basements Supplementary Planning Document.</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	Principal Planner in Policy and Projects Tel: 020 8937 5301 claire.jones@brent.gov.uk

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<p><b>South Kilburn Supplementary Planning Document</b> To consider consultation feedback, officer responses and recommended changes to the draft SPD.</p> <p>To adopt the South Kilburn Supplementary Planning Document.</p> <p>To revoke the South Kilburn Supplementary Planning Document adopted 2005.</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	Planning, Policy and Projects Tel: 020 8937 6710 paul.lewin@brent.gov.uk
<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		19 Jun 2017	

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<p><b>Funding for Olympic Way Improvements, Fulton Road to Wembley Park Station</b> To agree allocation of CIL funding contributing towards the improvements to Olympic Way</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	Operational Director, Regeneration Tel: 020 8937 1764 aktar.choudhury@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		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>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
<p><b>Knowles House</b> To Approve additional investment and procurement route.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Resources	Leader (Councillor Muhammed Butt)	19 Jun 2017	Head of Strategic Property Tel: 020 8937 1705 sarah.chaudhry@brent.gov.uk
<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		19 Jun 2017	Corporate Performance chatan.popat@brent.gov.uk

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<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)	19 Jun 2017	Partnerships and Engagement Manager genevie.george@brent.gov.uk
<p><b>Digital Strategy</b> For Cabinet to agree Brent's Digital Strategy and approve the funding required to implement the digital programme.</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	Director, Performance, Policy and Partnerships Tel: 020 8937 1400 peter.gadsdon@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)	24 Jul 2017	Director, Customer Services Tel: 020 8937 1521 margaret.read@brent.gov.uk
<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

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>LoHAC Lump Sum – Variation of Contract</b> To seek Cabinet approval for a variation of the existing LoHAC Lump Sum agreement, with approval for the Deed of Variation delegated to the Strategic Director, Regeneration &amp; Environment in consultation with the Lead Member for Environment.</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 Jul 2017	Head of Highways and Infrastructure Tel: 020 8937 5151 tony.kennedy@brent.gov.uk
<p><b>School Place Planning Strategy Refresh</b> Cabinet are asked to approve the School Place Planning Strategy Refresh.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Strategic Director, Children and Young People		24 Jul 2017	Operational Director Brian.Grady@brent.gov.uk
<p><b>Borough Plan 2015-2019 Progress Update</b> To review and agree progress against the outcomes in the Borough Plan.</p> <p><b>KEY</b></p> <p>Report: <b>Open</b></p>	Cabinet	Director, Performance, Policy and Partnerships	Leader (Councillor Muhammed Butt)	24 Jul 2017	Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent.gov.uk