

LONDON BOROUGH OF BRENT

FORWARD PLAN OF KEY DECISIONS

for the period 1 June 2019 to 30 September 2019



The Forward Plan is a list of forthcoming decisions and provides at least **28 days'** notice of the following:

- all decisions to be taken by the Cabinet and Cabinet Committees; and
- key decisions taken by Council Officers and the West London Economic Prosperity Board.

A key decision is defined by regulations as a decision which relates to an executive function and which is likely:

- a. to result in the local authority incurring expenditure / making of savings of £500,000 or more.
- b. to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.

All decisions taken by the Cabinet and Cabinet Committees and key decisions taken by Council Officers can be called-in by Councillors before they are implemented. If a decision is called-in, a Scrutiny Committee made up of non-Cabinet Members will meet to consider the decision within 15 working days of the decision being made. The original decision-maker will then take into account the recommendations of this Scrutiny Committee before choosing to either implement or change the decision. The exact date when the recommendations of the Scrutiny Committee are to be re-considered by the Cabinet, Cabinet Committee or Officer (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 a decision is taken unless they contain confidential or exempt information under the Local Government Act 1972. Reports 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 2063/1355 or via e-mail to committee@brent.gov.uk.

Should you wish to make representations regarding any matter listed or want to request that an exempt report should be considered in public, please email Governance Services at committee@brent.gov.uk or telephone 020 8937 2063/1355 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 or date of the scheduled Officer decision.

The current membership of the Cabinet is as follows:

[Cllr Butt](#) (Leader)

[Cllr McLennan](#) (Deputy Leader)

[Cllr Hirani](#) (Public Health, Culture & Leisure)

[Cllr Farah](#) (Adult Social Care)

[Cllr Southwood](#) (Housing and Welfare Reform)

[Cllr Tatler](#) (Regeneration, Highways & Planning)

[Cllr M Patel](#) (Children's Safeguarding, Early Help and Social Care)

[Cllr Krupa Sheth](#) (Environment)

[Cllr Agha](#) (Schools, Employment & Skills)

[Cllr Miller](#) (Community Safety)

Publication Date: May 2019

email: committee@brent.gov.uk
Tel: 020 8937 2063/1355

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Any representations must be made to the following officer at least 1 week before the decision is to be made
May					
Authority to award a contract to Developer Partner for the Land Chippenham Gardens Authority to award a contract to Developer Partner for the Land Chippenham Gardens KEY Report: Part exempt	Strategic Director, Regeneration and Environment	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Highways, Planning (Councillor Shama Tatler)	Not before 17 May 2019	Senior Project Manager, Estate Regeneration Tel: 020 8937 1621 Marie.Frederick@brent.gov.uk
Variation of Microsoft Software Agreement Approval of a recommendation to vary the council's main Microsoft Enterprise Software Agreement. KEY Report: Part exempt	Deputy Leader		Deputy Leader (Councillor Margaret McLennan)	Not before 17 May 2019	
June					
Purchase of Library Books Authority to proceed. KEY Report: Open	Director of Public Health	Director of Public Health	Lead Member for Public Health, Culture and Leisure (Councillor Krupesh Hirani)	14 Jun 2019	Senior Category Manager Tel: 020 8937 3924 jonathan.heyas@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Any representations must be made to the following officer at least 1 week before the decision is to be made
<p>The CYP Willesden Centre for Health & CCG Civic Centre Occupations A paper to discuss the CYP Willesden Centre for Health & CCG Civic Centre Occupations</p> <p>Item deferred to June's Cabinet to allow officers to undertake further work on the report.</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director, Resources	Deputy Leader (Councillor Margaret McLennan)	17 Jun 2019	Director of Property & Assets nick.ljustina@brent.gov.uk
<p>Allocations Policy To agree a revised Allocation Scheme for implementation by 1 April 2019.</p> <p>Reason for deferral from March to June 2019 Cabinet: To enable further review of the policy.</p> <p>Related decisions: Individual Cabinet Member Decision - Consultation regarding review of Housing Allocations Policy – 8 November 2018</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director, Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	17 Jun 2019	Head of Housing Needs Tel: 020 8937 2788 laurence.coaker@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Any representations must be made to the following officer at least 1 week before the decision is to be made
Development of Family Hubs Development of Family Hubs and initial suggestions for Children's Centre building usage KEY Report: Open	Cabinet	Strategic Director, Children and Young People	Lead Member for Children's Safeguarding, Early Help and Social Care (Councillor Mili Patel)	17 Jun 2019	Operational Director Integration & Improved Outcomes Tel: 020 8937 4456 nigel.chapman@brent.gov.uk
Consultation on the School Organisation Arrangements of Roe Green Infant School Informal Consultation on the school organisation arrangements of Roe Green Infant School and the closure of primary provision on the Roe Green Strathcona site Previous title: Roe Green Strathcona Consultation Report KEY Report: Open	Cabinet	Strategic Director, Children and Young People	Lead Member for Children's Safeguarding, Early Help and Social Care (Councillor Mili Patel)	17 Jun 2019	Operational Director, Safeguarding, Partnerships & Strategy Tel: 0208 937 4173 Brian.Grady@brent.gov.uk

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<p>Brent Lottery Proposal</p> <p>(a) To establish a local authority run Lottery called the Brent Lottery based on the preferred option and to approve the criteria for registering organisations as beneficiaries.</p> <p>(b) To note that the purpose of the lottery is to raise funds for Brent's Voluntary and Community Sector (VSC).</p> <p>(c) To waive the requirement of Contract Standing Orders to seek quotes and appoint Gatherwell Ltd. by way of a direct award as an external lottery manager (ELM) to run the lottery on behalf of the council for a period of 5 years, subject to annual review.</p> <p>(d) To delegate authority to the Director of Policy, Performance and Partnerships following consultation with the Portfolio Holder for Voluntary Sector Liaison and Development, to agree the policies and procedures necessary and/or desirable to fulfil the conditions for obtaining a licence from the Gambling Commission and the process for the allocation of the lottery central fund income.</p> <p>(e) To nominate two senior managers – (Director of Policy, Performance and Partnerships and the Head of Strategy and Partnerships) - to hold the Gambling Commission licence on behalf of the local authority.</p>	Cabinet	Director, Performance, Policy and Partnerships	Lead Member for Public Health, Culture and Leisure (Councillor Krupesh Hirani)	17 Jun 2019	Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent.gov.uk

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<p>(f) To note that set up costs will be taken from the Strategy and Partnerships approved budget for 2019/20.</p> <p>KEY</p> <p>Report: Open</p>					
<p>Q4 2018/19 Corporate Performance Report No decision required.</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Director, Performance, Policy and Partnerships	Deputy Leader (Councillor Margaret McLennan)	17 Jun 2019	Head of Performance & Improvement Tel: 020 8937 1822 irene.bremang@brent.gov.uk, Senior Performance Officer chatan.popat@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Any representations must be made to the following officer at least 1 week before the decision is to be made
<p>Service Provision on Estates in Brent: Overview and Scrutiny Task Group Reference to Housing Scrutiny Committee</p> <p>This is an update on the recommendations arising from the Service Provision on Estates Task Group which were agreed by the Housing Scrutiny Committee.</p> <p>To note the contents of the report and the recommendations made to Cabinet.</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Director, Performance, Policy and Partnerships	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	17 Jun 2019	Director, Performance, Policy and Partnerships Tel: 020 8937 1400 peter.gadsdon@brent.gov.uk
<p>Contextual Safeguarding: Task Group Report Reference to Community Wellbeing Scrutiny:</p> <p>Cabinet to note the task group report.</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Director, Performance, Policy and Partnerships	Lead Member for Children's Safeguarding, Early Help and Social Care (Councillor Mili Patel)	17 Jun 2019	Scrutiny Officer Tel: 020 8937 1068 james.diamond@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Any representations must be made to the following officer at least 1 week before the decision is to be made
Multi-agency safeguarding children arrangements in Brent - 2019 onwards Approval of proposed safeguarding oversight arrangements for children and young people in Brent. KEY Report: Open	Cabinet	Chief Executive, Strategic Director, Children and Young People	Lead Member for Children's Safeguarding, Early Help and Social Care (Councillor Mili Patel)	17 Jun 2019	Strategic Partnerships Manager meenara.islam@brent.gov.uk
Recommissioning of Framework 4 Services To invite tenders as required by Contract Standing Orders 88 & 89 the following supported living MH services under the Framework 4: KEY Report: Open	Strategic Director, Community Well-being		Lead Member for Adult Social Care (Councillor Harbi Farah)	21 Jun 2019	

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Any representations must be made to the following officer at least 1 week before the decision is to be made
<p>Request to tender for accommodation based support for (24) adults with a learning disability and (11) adults with a physical disability.</p> <p>To procure accommodation based support services as follows:</p> <ul style="list-style-type: none"> • 155 Gladstone Park Road NW2 6RN: 6 adults with a learning disability • 57 Preston Road HA9 8JZ: 6 adults with a learning disability. • 36 Woodhill Crescent HA3 OLY; 6 adults with a learning disability. • 18 Ruby Street NW10 HAJ: 6 adults with a learning disability. • 1-5 Peel Road HA9 7LY: 11 adults with a physical disability <p>KEY</p> <p>Report: Open</p>	Strategic Director, Community Well-being		Lead Member for Adult Social Care (Councillor Harbi Farah)	June 2019	

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July					
Authority to Tender - New Facilities Management Contracts Authority to tender report being presented to gain authorisation to commence a number of tenders which together will represent the sourcing strategy for the services currently being provided by Brent's incumbent Facilities Management provider. KEY Report: Part exempt	Cabinet	Strategic Director, Resources	Deputy Leader (Councillor Margaret McLennan)	15 Jul 2019	Senior Category Manager Tel: 020 8937 3924 jonathan.heyas@brent.gov.uk
United Colleges To consider a loan to United Colleges to enable development of a new college site in Wembley Park. KEY Report: Open	Cabinet		Deputy Leader (Councillor Margaret McLennan)	15 Jul 2019	Chief Finance Officer Tel: 020 8937 6528 conrad.hall@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Any representations must be made to the following officer at least 1 week before the decision is to be made
<p>Financial Outturn Report 2018/19 To note the financial outturn position and the actions being taken to manage the issues arising.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Chief Finance Officer	Deputy Leader (Councillor Margaret McLennan)	15 Jul 2019	Head of Finance Tel: 020 8937 1731 benjamin.ainsworth@brent.gov.uk
<p>Church End Redevelopment and Neasden Lane Street Market</p> <p>Reason for deferral: Decision moved from May to July 2019 Cabinet to allow further work to take place.</p> <p>This Briefing note seeks direction from Cabinet to procure services for the management of the Neasden Lane Street Market. The current market at Church End is being relocated to Neasden Lane, as the Church End site is earmarked for development.</p> <p>Item previously named: Neasden Lane Street Market</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director, Regeneration and Environment	Deputy Leader (Councillor Margaret McLennan)	15 Jul 2019	Development Project Manager Peter.De-Bique@brent.gov.uk

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<p>Brent Street Lighting Strategy To agree and adopt a Brent Street Lighting Strategy. The recommendations will cover setting appropriate lighting levels across the borough, meeting British Standards for public street lighting.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	15 Jul 2019	Head of Parking and Lighting Tel: 020 8937 2979 gavin.f.moore@brent.gov.uk
<p>Resident Ballot in South Kilburn To agree the landlord, offer in relation to the residents' ballot. Decision on how to increase social housing outputs in South Kilburn.</p> <p>Reason for deferral from May to July 2019 Cabinet: Further work to be undertaken by officers.</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Highways, Planning (Councillor Shama Tatler)	15 Jul 2019	Senior Project Manager, Estate Regeneration Tel: 020 8937 1650 emma.sweeney@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Any representations must be made to the following officer at least 1 week before the decision is to be made
March 2020					
Authority to Award - Facilities Management Contracts Authority to award report being presented to gain authorisation to award a number of contracts which together will represent delivery of the sourcing strategy agreed in July 2019 Cabinet for the services currently being provided by Brent's incumbent Facilities Management provider. KEY Report: Part exempt	Cabinet	Strategic Director, Resources	Deputy Leader (Councillor Margaret McLennan)	9 Mar 2020	Senior Category Manager Tel: 020 8937 3924 jonathan.heyesh@brent.gov.uk