



## LONDON BOROUGH OF BRENT

### MINUTES OF THE CABINET Monday 19 June 2017 at 6.00 pm

PRESENT: Councillor Butt (Chair), Councillor McLennan (Vice-Chair) and Councillors Farah, Hirani, Miller and M Patel

Also present: Councillor Choudhary

#### 1. **Apologies for Absence**

Apologies for absence were received from Carolyn Downs (Chief Executive) and Gail Tolley (Strategic Director of Children and Young People). Attending in their stead were Althea Loderick (Strategic Director of Resources) and Brian Grady (Operational Director, Safeguarding Performance and Strategy) respectively.

#### 2. **Declarations of Interests**

There were no declarations of interest.

#### 3. **Minutes of the Previous Meeting**

RESOLVED:-

that the minutes of the previous meeting held on 22 May be approved as an accurate record of the meeting.

#### 4. **Matters Arising**

There were no matters arising.

#### 5. **Petitions (If Any)**

None

#### 6. **South Kilburn Supplementary Planning Document**

With the permission of the Chair, the Cabinet received verbal representations from Mr David Kaye regarding the proposals set out in the report on the South Kilburn Supplementary Planning Document. Mr Kaye sought a deferral of the Cabinet's decision pending further consultation with the community and warned of the consequences of failing to listen to residents' views.

The Chair thanked Mr Kaye for his contribution and invited Councillor Sharma Tatler, Cabinet Member for Regeneration, Growth, Employment and Skills to introduce the report.

Councillor Tatler stated that the regeneration of South Kilburn had been one of the most transformational changes in the borough over the last decade and was nearing its half way stage. Approximately 1000 dwellings had been completed or started and over 500 of these would be social housing for existing tenants. There had been many changes both nationally and locally since 2005 when the initial South Kilburn Supplementary Planning Document had been adopted. It was therefore necessary to update the Document to provide clarity on future delivery, including community infrastructure, to stakeholders. The estate Masterplan which was incorporated into the Document had been in review since 2016, a process which had included significant resident engagement prior to the formal consultation of the draft Document undertaken in 2017. The council had received over 600 responses overall. Councillor Tatler emphasised that the council's priority was to improve the area for residents.

Councillors McLennan, Miller and Butt spoke in support of the proposals.

#### RESOLVED:

- 6.1 Cabinet noted the consultation responses, officer recommendations and proposed amendments to the draft South Kilburn Supplementary Planning Document as set out in Appendix 1 of the report from the Strategic Director of Regeneration & Environment.
- 6.2 Cabinet agreed to approve the adoption of the South Kilburn Supplementary Planning Document 2017 as set out in Appendix 2 of the report from the Strategic Director of Regeneration & Environment.
- 6.3 Cabinet agreed to revoke the existing South Kilburn Supplementary Planning Document 2005.

#### 7. **Domestic Abuse IDVA Support contract**

Councillor Tom Miller, Cabinet Member for Stronger Communities, introduced the report, emphasising the different functions of the proposed contract and drawing the Cabinet's attention to the options for the contract specification detailed in the report. Recommending Option 1, Councillor Miller stated that the council had been advised that the current services were excellent. Option 1 envisaged an upgrade of the current contract specification, delivering a greater number of referrals at a lower cost through various efficiencies. Option 2 would offer an increase in service specification requiring an increase in expenditure. Conversely, Option 3 would result in reduced costs but would reduce the number of people that the service would be able to support by 200 to 300. In concluding his introduction, Councillor Miller emphasised the value of the support services and reiterated that Option 1 would permit these to continue and through efficiencies allow for a greater number of people to be supported.

RESOLVED:

- 7.1 Cabinet agreed the proposed option, Option 1 detailed in 3.14, to commission IDVA, Family Support and MARAC coordinator services and for the contract spend to continue to deliver high level support services.
- 7.2 Cabinet agreed for the proposed Option 1 contract to be let for a term of three years, with a break option and the option to extend for a two year period after the initial term of three years.
- 7.3 Cabinet agreed to delegate authority to the Strategic Director of Regeneration and Environment in consultation with the lead member and the Strategic Director of Children and Young People, to approve the award of the contract to the successful tenderer; following the procurement process to ensure timely service implementation.

**8. Chippenham Gardens (Land North) South Kilburn**

Councillor Sharma Tatler, Cabinet Member for Regeneration, Growth, Employment and Skills, introduced the report regarding the Chippenham Gardens site, a fundamental part of the South Kilburn regeneration programme. Approval was sought for the procurement of a delivery partner to speed up delivery timescales and to set rent levels at Homes and communities Agency Target Rent.

RESOLVED:

- 8.1 Cabinet approved the procurement of a delivery partner for the Chippenham Gardens site either through a mini-competition using an appropriate Framework or alternatively through a Competitive Procedure with Negotiation under the Public Contracts Regulations 2015 on the basis of the pre-tender considerations set out in Appendix 3 of the report from the Strategic Director of Regeneration & Environment and evaluating the tenders on the basis of the evaluation criteria set out in Appendix 3.
- 8.2 Cabinet agreed to delegate to the Strategic Director of Regeneration & Environment in consultation with the Lead Member of Regeneration, Growth, Employment and Skills, authority to select the appropriate procurement route outlined in 8.1 above for the reasons detailed in paragraph 3.8 of the report from the Strategic Director of Regeneration & Environment.
- 8.3 Cabinet approved the setting of rent levels for the affordable homes at the Chippenham Gardens site once complete, at a rent equivalent to the H.C.A. Target Rent levels.
- 8.4 Cabinet approved in principle the proposal to buy out the landowner of 5-9 Chippenham Gardens, Kilburn Park Post Office.
- 8.5 Cabinet noted the possible need to rely on the exercise of CPO powers to obtain vacant possession should an agreement not be reached with the remaining leaseholders and the continuing efforts by officers to reach an amicable agreement with the remaining leaseholders.

9. **Gloucester House and Durham Court – South Kilburn - Appropriation of Housing and Non Housing Land and Open Space**

Councillor Sharma Tatler, Cabinet Member for Regeneration, Growth, Employment and Skills, introduced the report on the Gloucester House and Durham Court site which was within the wider South Kilburn Regeneration Programme. In accordance with statutory planning guidance, approval was sought to advertise the Council's intention to appropriate and thereafter dispose of open space at Gloucester House and Durham Court site, and to appropriate the whole site including open space for planning purposes. This was to allow for the redevelopment of the Gloucester House and Durham Court site.

RESOLVED:

- 9.1 Cabinet approved to commence the advertisement of the Council's intention to appropriate the open space in accordance with its powers set out in section 122 of the Local Government Act 1972 and dispose of open space at Gloucester House and Durham Court Site to a third party in accordance with the provisions of section 233 of the Town and Country Planning Act 1990.
- 9.2 Cabinet agreed to delegate to the Strategic Director of Regeneration and Environment, in consultation with the Lead Member for Regeneration, Growth, Employment and Skills, authority to consider the representations made by the public in response to the advertisement to appropriate and dispose of the open space and thereafter to decide whether to appropriate and dispose of the open space.
- 9.3 Cabinet agreed to delegate to the Strategic Director of Regeneration and Environment in consultation with the Lead Member for Regeneration, Growth, Employment and Skills, authority to appropriate the open space at the Gloucester House and Durham Court Site, and appropriate and dispose of the whole Site including open space for planning purposes (shown at appendix 1) if the Strategic Director of Regeneration and Environment in consultation with the Lead Member for Regeneration, Growth, Employment and Skills decides to do so following the consultation.
- 9.4 The Cabinet noted section 3.9 of the report from the Strategic Director of Regeneration & Environment which outlines what the redevelopment of the Gloucester House and Durham Court site will consist of including the relocation and improvement of the public open space and play area at the north of the site.
- 9.5 Cabinet agreed to delegate to the Strategic Director of Regeneration & Environment and reconfirmed its approval to seeking the Secretary of State's consent under section 19 Housing Act 1985 in order to appropriate any part of the land consisting of a house or part of a house.
- 9.6 Cabinet noted that the whole Site including the open space was no longer required for the purpose for which it is currently used.

10. **Brent Housing Zones – Programme Funding and Wembley Partnership Structure**

Councillor Sharma Tatler, Cabinet Member for Regeneration, Growth, Employment and Skills, introduced the report updating members on the Wembley Housing Zone. The report sought: endorsement of the ongoing negotiations with developer HUB to agree the Wembley partnership structure; and approval of the preferred development option and funding structure to deliver the vision and objectives for the eastern ‘fringe’ of Wembley Town centre. The delivery options considered by the council were set out within the report and the analysis of these provided at Appendix 3 to the report. Option 4 had been identified as the preferred delivery option as it would give the council comprehensive regeneration of Wembley High Road, greater financial return and potential to increase provision of affordable housing.

Councillor Tatler stated that the report also considered the financial implications of the proposals and sought commitment to continued funding of the Housing Zones programme by the council in Wembley and Alperton.

In making their decision, the Cabinet had before them Appendices 1 to 6 of the report which were exempt from publication by virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972, namely: Information relating to the financial or business affairs of any particular person (including the authority holding that information).

**RESOLVED:**

- 10.1 Cabinet endorsed the preferred development option of identified sites as set out in Appendix 1a of the report from the Strategic Director Regeneration and Environment, including the council’s surplus former Copland School land and Ujima House and car park, to be delivered through the Housing Zones programme;
- 10.2 Cabinet approved the preferred delivery option of forming a Joint Venture Vehicle with developer HUB or vehicle managed by HUB, such as Chesterfield House Partners LLP, as approved by the council;
- 10.3 Cabinet noted that a future report to Cabinet will seek approval of the terms of:
  - i) a Collaboration Agreement
  - ii) a Joint Venture Agreement to create and enter into a Joint Venture Vehicle with developer HUB or vehicle managed by HUB, such as Chesterfield House Partners LLP, as approved by the council;
- 10.4 Cabinet noted that in entering into a Collaboration Agreement, Joint Venture Agreement and forming the Joint Venture Vehicle, the council’s financial liability shall be negotiated to be no greater than the costs incurred in preparing a planning application and developing the business plan and related strategies;
- 10.5 Cabinet noted that a further Cabinet report will seek:
  - i) Endorsement of the final business plan and detailed financial appraisal

- ii) Authority to transfer the council owned sites into the Joint Venture Vehicle
  - iii) Authority for up to 50% of the development financing to be provided to the Joint Venture Vehicle.
- 10.6 Cabinet agreed seed-funding of £1.615m to continue the council's work in both Wembley Housing Zone and Alperton Housing Zone;
- 10.7 Cabinet endorsed completion on the purchase of Ujima House by 29th June 2017 with the council taking any potential business rates liabilities and other holding costs until demolition and redevelopment, in order to retain the council's stake on the north of Wembley High Road and control of the Wembley Housing Zone programme;
- 10.8 Cabinet agreed that, should the acquisition of Network Rail land not proceed, the council could continue with a smaller development programme including Ujima House, former Copland School land and other sites as agreed by the council.

## 11. **Basements Supplementary Planning Document**

Councillor Sharma Tatler, Cabinet Member for Regeneration, Growth, Employment and Skills, introduced the report which set out the results of the formal consultation undertaken on the draft Brent Basement Supplementary Planning Document. The draft document was approved for consultation by Cabinet on 19 February 2017. The report detailed officer responses and recommended changes following the consultation and sought agreement to adopt the amended Basement Supplementary Planning Document.

Councillor Southwood welcomed the report and thanked the team involved in the development of the Basement Supplementary Planning Document. It was acknowledged that this addressed issues of significant concern to residents. Councillor Miller further endorsed the inclusion of a bond payable to insure against potential mishaps during development.

The Cabinet acknowledged that thirteen responses had been received in response to the consultation and that these included responses from groups of residents.

### RESOLVED:

- 11.1 Cabinet noted the consultation representations received on the draft Basement Supplementary Planning Document, officer responses and recommended amendments to the document as set out in Appendix 1 of this report
- 11.2 Cabinet approved the adoption of the Basement Supplementary Planning Document as set out in Appendix 2 of this report.
- 11.3 Cabinet agreed to revoke the Interim Guidance on Basements issued in 2013.

## 12. **S106 Project Spend 17-18**

Councillor Sharma Tatler, Cabinet Member for Regeneration, Growth, Employment and Skills, introduced the report detailing the proposed allocation of Section 106 (S106) funds for expenditure in 2017-18. Linked to planning permissions, S106 funds were sought by the Council from the developer to undertake works where the developer could not directly mitigate the impact of their development.

Councillor Tatler stated that the proposed allocation as detailed in the report allowed for spend of S106 funds in all wards of the borough.

RESOLVED:

- 12.1 Cabinet approved the allocation of funds to specific prioritised S106 projects asset out in Appendix 2 of the report from the Director of Regeneration & Environment.
- 12.2 Cabinet agreed to delegate to the Head of Planning, Transport and Licensing implementation of the Council's S106 obligations where there is no discretion on spend of funds received, subject to all other necessary signoffs/consultations
- 12.3 Cabinet agrees that where there is discretion on the Council's spend of S106 obligations funds received that wherever possible these would be allocated to projects in a manner consistent with the methodology to be adopted for Strategic Community Infrastructure Levy funds.

## 13. **Extending Selective Licensing in the Private Rented Sector**

Councillor Harbi Farah, Cabinet Member for Housing and Welfare Reform, introduced the report proposing the extension of the Selective Licensing scheme to all wards of the borough. Under the Housing Act 2004, local authorities could introduce Selective Licensing schemes that focussed on improving the management of privately rented properties accommodating single households as well as Houses of Multiple Occupancies (HMOs). The council's existing Selective Licensing scheme, which would be unaffected by the proposed changes, currently covered all private rented housing in the wards of Harlesden, Wembley Central and Willesden Green, having come in to effect in January 2015. Reconsideration of the scope of Selective Licensing had been prompted by the continued growth of the sector and continued concerns about its links with the incidence of Anti-Social Behaviour and other issues. Furthermore, changes to regulations in March 2015 now allowed Licensing to be considered as a means to address poor property conditions, high levels of migration (national and international), high levels of deprivation and high levels of crime, all factors that could be considered relevant in Brent. An extensive consultation exercise had been carried out alongside further research, the results of which were detailed in the report.

Councillor Farah also stated that as the proposed extension would require the consent of the Secretary of State as it would result in a licensing designation covering more than 20% of the local authority area or private sector stock.

Councillors Miller, Tatler, Hirani and McLennan spoke in support of the proposal.

In response to a query from the Chair, Phil Porter (Strategic Director, Community Wellbeing) confirmed that it was anticipated that the extended Selective Licensing scheme would be implemented by January 2018.

## RESOLVED

- 13.1 Cabinet agreed that the legal requirements for introducing Selective Licensing on the grounds of anti-social behaviour (ASB) and/or migration and/or deprivation and/or poor housing conditions have been met with regard to the proposed selective licensing designation areas as summarised in table 6 in paragraph 10.10 of the report from the Strategic Director of Community Wellbeing, which cover the following Council wards:
- (i) Dudden Hill, Kensal Green, Kilburn, Mapesbury, Queens Park (designation area 1 - on grounds of anti-social behaviour, poor housing conditions, migration and high levels of crime);
  - (ii) Brondesbury Park, Queensbury (designation 2 on grounds of migration, anti-social behaviour and high level of crime);
  - (iii) Dollis Hill, Welsh Harp (designation 3 on grounds of poor housing conditions and anti-social behaviour);
  - (iv) Alperton, Barnhill, Sudbury, Tokyngton (designation 4 on grounds of anti-social behaviour and poor housing conditions);
  - (v) Stonebridge (designation 5 on grounds of anti-social behaviour, high levels of crime, deprivation and poor housing conditions);
  - (vi) Fryent, Kenton, Northwick Park, Preston (designation 6 on grounds of anti-social behaviour and migration).
- 13.2 Cabinet agreed to authorise the designation of six areas for selective licensing to last for five years from the date of designation which cover the following Council wards as delineated and edged red on the map(s) at Paragraph 10.10, Figure 16 of the report from the Strategic Director of Community Wellbeing:
- (i) Dudden Hill, Kensal Green, Kilburn, Mapesbury, Queens Park (designation area 1);
  - (ii) Brondesbury Park, Queensbury (designation 2);
  - (iii) Dollis Hill, Welsh Harp (designation 3);
  - (iv) Alperton, Barnhill, Sudbury, Tokyngton (designation 4);
  - (v) Stonebridge (designation 5);
  - (vi) Fryent, Kenton, Northwick Park, Preston (designation 6)
- 13.3 Cabinet agreed to seek consent from the Secretary of State for the designation for Selective Licensing of the six areas as set out in paragraphs 2.1 and 10.9 of the report from the Strategic Director of Community Wellbeing, which would last for five years from the date of designation, if approved by the Secretary of State.
- 13.4 Cabinet agreed to delegate authority to the Strategic Director of Community Wellbeing, in consultation with the lead member for housing and welfare reform, to issue the required statutory notifications in relation to the Selective Licensing Scheme designations.

- 13.5 Cabinet approved the licensing conditions for the proposed designation areas for selective licensing as set out in Appendix 4 of the report from the Strategic Director of Community Wellbeing and authorised the Strategic Director for Community Wellbeing, in consultation with the lead member for housing and welfare reform, to make any minor variations to such licensing conditions.
- 13.6 Cabinet agreed that, subject to consent being obtained from the Secretary of State, and the issue of statutory notifications, the Strategic Director of Community Wellbeing, in consultation with the lead member for housing and welfare reform be authorised to decide the date from which the council will begin to accept applications for Selective Licensing for the six designated areas and the date on which the designations and the extended Selective Licensing scheme will come into effect.
- 13.7 Cabinet agreed that the fees for Selective Licensing would be set at £540 in all proposed designated wards for the five year licensing period, including those three wards covered by the current scheme, as set out in paragraph 11.2. of the report from the Strategic Director of Community Wellbeing
- 13.8 Cabinet agreed that authority should be delegated to the Strategic Director of Community Wellbeing, in consultation with the lead member for housing and welfare reform to agree the basis for and level of any discounts to be applied to these fees.
- 13.9 Cabinet noted that the proposed Selective Licensing scheme will be kept under review annually. Any significant changes, including the withdrawal of a licensing designation or a proposal to introduce a new designation, would be subject to further consultation and a decision by Cabinet.

#### **14. Brent Housing Partnership (BHP) Transition Update**

Phil Porter (Strategic Director, Community Wellbeing) introduced the report updating the Cabinet on progress made on the transition of staff and services from Brent Housing Partnership (BHP) to the Council, following the Cabinet's decision of 24 April 2017 to end the management agreement with BHP. The Council and BHP were working to a transition date of 2 October 2017 and negotiations were ongoing. Phil Porter stated that BHP currently managed 11,000 council homes as well as 329 homes and 2 commercial properties owned by BHP. The report therefore proposed that BHP continued to exist in a revised form, with new articles of association, new board membership and a new name but retaining its Registered Provider status and continuing to own the 331 properties currently within its ownership.

RESOLVED:

- 14.1 Cabinet noted the update on progress with transition of the Council's housing management functions from BHP back to the Council.
- 14.2 Cabinet approved that moving forward in the short term, BHP is retained as a company that is wholly owned by the Council and as a registered provider of social housing which will include the properties that it owns in its own right. Any change of course that is proposed to deviate from this direction of travel would be put forward to the Cabinet for a decision.
- 14.3 Cabinet approved on behalf of the Council to authorise the Strategic Director for Community Wellbeing, in consultation with the Cabinet Member for Housing and Welfare Reform to make the necessary amendments to the company name, the Articles and Memorandum of Association and changes to the Board Membership of BHP which they see fit, in consultation with the Chief Legal Officer and work with the current BHP Board to implement the necessary changes at BHP's next AGM at the end of September 2017.
- 14.4 Cabinet agreed to delegate authority to the Strategic Director for Community Wellbeing, in consultation with the Cabinet Member for Housing and Welfare Reform to novate and assign relevant contracts from BHP to the Council for the reasons detailed in paragraph 3.8 of the report from the Strategic Director of Community and Wellbeing.

## **15. Dynamic Purchasing System (DPS) Cabinet Approval to Award Report**

Councillor Krupesh Hirani, Cabinet Member for Community Wellbeing, introduced the report seeking authority to award six Housing Related Support (HRS) service contracts to support vulnerable adults with support needs, in accordance with Contract Standing Order 88. The services would provide housing related support services to Brent residents including to Older People (55+), those identified as having Mental ill Health, Learning Disabilities, Physical Disabilities and/or Sensory Impairments, Single Homeless, Ex-offenders, Substance Misuse and Women, Families and Young People. The report summarised the process undertaken in tendering the contracts and following the completion of the evaluation of tenders, set out recommendations for the award of the six contracts.

The Cabinet also had before them appendices to the report, detailing the evaluation of the tenders received, which were exempt from publication as it contained the following category of exempt information as specified in Paragraph 3, Schedule 12A of the Local Government Act 1972, namely: "Information relating to the financial or business affairs of any particular person (including the authority holding that information)"

**RESOLVED:**

- 15.1 Cabinet agreed to award the contract for Generic Floating Housing Related Support service to Thames Reach for a period of 4 years with an option to extend by a further year.

- 15.2 Cabinet agreed to award the contract for Learning Disabilities Care and Housing Related Support to Look Ahead Housing and Care for a period of 4 years with an option to extend by a further year.
- 15.3 Cabinet agreed to award the contract for Mental Health Housing Related Support to Look Ahead Housing and Care for a period of 4 years with an option to extend by a further year.
- 15.4 Cabinet agreed to award the contract for Older Persons and Handy Persons Housing Related Support to Elders Voice for a period of 4 years with an option to extend by a further year.
- 15.5. Cabinet agreed to award the contract for Multiple Needs Housing Related Support to Look Ahead Housing and Care for a period of 4 years with an option to extend by a further year.
- 15.6 Cabinet agreed to award the contract for Women, Families & Young People Housing Related Support to Depaul UK for a period of 4 years with an option to extend by a further year.

## **16. Applications Support with Lewisham Council**

Councillor Margaret McLennan (Deputy Leader of the Council) introduced the report setting out proposals for joining the Applications Support teams across Brent and Lewisham. The resulting integrated team would be managed by Brent Council. Councillor McLennan stated that Brent was leading the way in hosting ICT Services for other boroughs and this would be an expansion to the existing shared ICT service established between Brent and the London Borough of Lewisham in April 2016.

### **RESOLVED:**

- 16.1 Cabinet approved the addition of the joint service for Applications Support to the scope of services to be covered by the current Shared Service Agreement in respect of ICT services with the London Borough of Lewisham and the merger of the two separate applications support teams across Brent and the London Borough of Lewisham.
- 16.2 Cabinet approved the delegation from the London Borough of Lewisham to Brent (as the host authority) of the delivery of the Applications Support Service under the terms of the existing Shared Service Agreement in respect of ICT services.
- 16.3 Cabinet agreed to delegate authority to the Strategic Director Resources in consultation with the Lead Member for Resources to agree the terms for variation to the existing Shared Service Agreement in respect of ICT services between Brent and the London Borough of Lewisham and to approve the final form of Variation to effect the addition of the Applications Support Service and the related transfer of staff.

16.4 Cabinet approved the transfer of Applications Support staff from the London Borough of Lewisham to Brent pursuant to Transfer of Undertakings (Protection of Employment) Regulations 2006.

## 17. **Joint ICT Work with London Borough of Southwark**

Councillor Margaret McLennan (Deputy Leader of the Council) introduced the report setting out proposals for the extension of the ICT Shared Service for the London Boroughs of Brent and Lewisham to the London Borough of Southwark by 1 November 2017, with Brent Council acting as the host provider. Following Cabinet approval in February 2017, an Interim Inter Authority Agreement had been entered into by the three councils and due diligence work had been undertaken with the purpose to accumulate sufficient information to validate the proposed costs, business benefits and identified risks. The due diligence work identified no major surprises and resource, time and cost estimates were within officers' expectations. If the proposals in the report were approved by Cabinet, the three councils would negotiate and agree final terms and enter into a fuller form of inter-authority agreement. A joint committee and joint management board would be formed and the transition plan activities progressed.

### RESOLVED:

17.1 Cabinet noted the work undertaken to: complete the identified due diligence activities, sign up to an Interim InterAuthority Agreement dated 30 March 2017 and ongoing work to develop the more detailed inter-authority agreement and to assure the viability of a three-way shared ICT service since approval in principle was given to work with the London Borough of Southwark to expand the shared service.

17.2 Cabinet approved the establishment of a three-way shared ICT service with the London Borough of Lewisham and the London Borough of Southwark and the delegation from Southwark Council to Brent (as the primary host authority in the Shared Service with London Borough of Lewisham) of the delivery of ICT services within the agreed scope and with a planned service commencement date of 1 November 2017.

17.3 Cabinet agreed to delegate authority to the Strategic Director of Resources to agree the final terms of the inter-authority agreement for accession of Southwark into the existing Shared Service and for the operation of the 3-way Shared ICT Service.

17.4 Cabinet noted that officers in Southwark and Lewisham are presenting reports to their respective cabinets in relation to this delegation and future shared ICT service. Cabinet further noted that a report will be brought to a future Cabinet meeting of Southwark Lewisham and Brent councils to give update on transition reporting with future reporting as required by the respective cabinets. The Southwark Cabinet Report will be published with the agenda for the 20<sup>th</sup> June Cabinet meeting on the London Borough of Southwark website here: <http://moderngov.southwark.gov.uk/ieListMeetings.aspx?Committeeld=302>

- 17.5 Cabinet agreed to reconstitute the Joint Committee established by Cabinet decision on 26 November 2015 to include the London Borough of Southwark to support the governance arrangements of the shared ICT service as detailed in this report.
- 17.6 Cabinet noted that the joint committee will consist of two elected members from each council and that Brent will be represented on that committee by two members.
- 17.7 Cabinet agreed the draft governance arrangements as outlined in Appendix A of the report from the Strategic Director of Resources.
- 17.8 Cabinet noted that Brent will manage ICT procurement for all three councils within the agreed scope and in accordance with agreed procurement protocols.

## 18. **Upgrade of ICT Network Infrastructure**

Councillor Margaret McLennan, Deputy Leader of the Council, introduced the report seeking authority to award four contracts for ICT Network Infrastructure as required by Contract Standing Order 88. Councillor McLennan stated that in order to achieve aspirations to generate additional income through the provision of IT services to other organisations, Brent needed a network that was not only reliable and secure, but also one that would allow the council to scale to more sites and devices without loss of performance, while allowing it flexibility in segregating organisations from each other. The report summarised the tender process undertaken and following the evaluation of bids, made recommendations for the award of the four contracts.

The Cabinet also had before them an appendix to the report that was not for publication as it contains the following category of exempt information as specified in Paragraph 3, Schedule 12A of the Local Government Act 1972, namely: "Information relating to the financial or business affairs of any particular person (including the authority holding that information)"

### RESOLVED:

- 18.1 Cabinet agreed to award the contract for Lot 1: Protective Monitoring to Logicalis Ltd;
- 18.2 Cabinet agreed to award the contract for Lot 2: Network Performance and Diagnostics to Daisy Communications Ltd,
- 18.3 Cabinet agreed to award the contract for Lot 3: Data Centre Switching, Firewall and other Network Services to Daisy Communications Ltd, and
- 18.4 Cabinet agreed to award the contract for Lot 4: Office LANs and Network Security Devices to Daisy Communications Ltd.

## 19. **Knowles House**

Councillor Muhammed Butt, Leader of the Council, introduced the report stating that in April 2016, Cabinet had approved £24m capital investment on a notional scheme of 125 units for Knowles House site. The project team had now developed the proposals and would soon be in a position to submit a full planning application. Subject to planning, the scheme would be due to deliver 149 units, an increase of 24 homes. Total Scheme costs were £31.5m. An additional capital investment of £7.5m was therefore required to deliver the enlarged scheme. Delivery of this Scheme would reduce the council's dependency on bed and breakfast and care homes and the scheme aligned with the Strategic Property Plan 2015-2018, Brent's corporate plan 2015/16, Temporary Accommodation reform plan April 2016, and New Accommodation for Independent Living.

**RESOLVED:**

- 19.1 That Cabinet approve further investment of £7.5m (total investment £31.5m), to deliver the Scheme.
- 19.2 Cabinet agreed to delegate authority to the Strategic Director of Resources, in consultation with the Portfolio Lead Member for Property to award the works contract to the successful tenderer following a procurement process, for the reasons detailed in paragraph 3.5 of the report from the Strategic Director of Resources.
- 19.3 Cabinet approved the procurement of the works contract through a framework as outlined in 3.5 of the report from the Strategic Director of Resources.

**20. Q4 Integrated Finance and Performance Report**

Councillor Margaret McLennan, Deputy Leader of the Council, introduced the integrated Finance and Performance Report for Quarter 4 for 2016/2017. This report brought together financial and performance information to provide an overview of Council performance, detailing areas of concerns and mitigating actions. Councillor McLennan emphasised the financial challenges going forward, noting that the satisfactory overall outturn comprised both significant over and underspends within individual departments.

Councillor Butt stated that increasing demand on services added to the challenges faced by the Council and asked each Cabinet member to continue to work closely with the Council's Strategic Directors to monitor spending and achieve value for money for Brent's residents.

**RESOLVED:**

- 20.1 Cabinet noted the overall position of the Council in terms of finance and performance and the measures in place to manage budget pressures and improve service delivery.

## 21. **Brent Advice Partnership Update**

Councillor Margaret McLennan, Deputy Leader of the Council, introduced the report. As per Cabinet decisions on 16 November 2015 and 8 February 2016, a contract had been awarded to Brent Citizen's Advice Bureau. This contract had encompassed the administration of a small advice grants programme of £242,000 per year to include recommending to Officers the award of small advice grants of up to £10,000 using delegated powers. A recommendation from Brent Advice Partnership's Advice Fund Grant's Panel had been received to award a grant to Mencap Brent in the sum of £19,657.77 and therefore Cabinet approval was sought to permit such an award.

Councillor McLennan stated that the council was reviewing how grants exceeding the £10,000 limit would be considered in the future.

RESOLVED:

21.1 Cabinet noted the making of Round 3 Brent Advice Partnership's Advice Fund grants using delegated powers as set out in Figure 1 at paragraph 3.7 of the report from Director of Performance, Policy and Partnerships.

21.2 Cabinet approved the making of a Brent Advice Partnership's Advice Fund grant of £19,657.77 to Brent Mencap for the period of 1 year for the reasons detailed in paragraphs 3.09 – 3.14 of the report from Director of Performance, Policy and Partnerships. The grant would provide an advice service to assist Brent residents aged 18-65 who have been assessed as having a learning disability but whom are not currently eligible for support from Brent Adult Social Care. This included people living with family carers, in their own tenancies or in supported housing. Some may present with multiple, complex issues such as debt, hate crime and depression which often only emerge once a simpler issue such as getting a Freedom pass has been resolved or another form filled in.

## 22. **Digital Strategy**

Councillor Margaret McLennan, Deputy Leader of the Council, introduced the report seeking approval of the draft Digital Strategy and the Outline Business Case for establishing a programme of activity to enable the Council and the Borough to digitise services. Councillor McLennan explained that by digitising services, the council was seeking to work more efficiently for Brent's residents, improving services for customers whilst securing important cost savings. The report also sought approval to invest in the Microsoft 365 customer and applications platform as well as approval to procure a CRM Developer. Councillor McLennan stated that this was a case of investing to save as the Microsoft platform would allow the council to achieve savings and efficiencies within the organisation and enhance services.

Councillor Butt, Leader of the Council, spoke in support of the proposal, noting that the council was changing the way it worked and interacted with residents and other partners, responding to the challenging financial environment.

RESOLVED:

- 22.1 Cabinet approved the Digital Strategy as set out in Schedule 1 of the report from Director of Performance, Policy and Partnerships .
- 22.2 Cabinet approved the Outline Business Case as set out in Schedule 2 of the report from Director of Performance, Policy and Partnerships with the funding identified to establish the programme.
- 22.3 Cabinet approved the procurement of Microsoft Dynamics 365 licences.
- 22.4 Cabinet agreed to delegate to the Director of Performance, Policy and Partnerships, in consultation with the Deputy Leader, authority to award a contract or vary an existing Council contract for the procurement of Microsoft Dynamics 365 licences.
- 22.5 Cabinet noted the intention to prioritise the deployment of CRM for Housing Operations to enable the Housing Operations Transformation Programme to be delivered by June 2018.
- 22.6 Cabinet agreed to delegate authority to award the contract for the CRM Developer to the Director of Performance, Policy and Partnerships in consultation with the Deputy Leader.

**23. Reference of Item Considered by Scrutiny Committees (If Any)**

The Cabinet noted the recommendations from the Community and Wellbeing Scrutiny Committee meeting of the 29 March 2017 as set out in the report from the Director of Policy, Performance and Partnerships.

**24. Exclusion of Press and Public**

None.

**25. Any Other Urgent Business**

None.

The meeting ended at 6.48pm

M BUTT  
Chair