

**London Borough of Brent  
Summary of Decisions taken by the Cabinet  
on Monday 19 June 2017**

**PRESENT:** Councillors Butt (Chair), McLennan (Vice Chair), Farah, Hirani, Miller, M Patel, Southwood and Tatler

**ALSO PRESENT:** Councillor S Choudhary

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
<b>3.</b>	Minutes of the Previous Meeting		3.1 Cabinet approved the minutes of the previous meeting held on 22 May 2017 as an accurate record of the meeting.
<b>6.</b>	South Kilburn Supplementary Planning Document	Kilburn; Queens Park	<p>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 &amp; Environment.</p> <p>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 &amp; Environment.</p> <p>6.3 Cabinet agreed to revoke the existing South Kilburn Supplementary Planning Document 2005</p>
<b>7.</b>	Domestic Abuse IDVA Support Contract	All Wards	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.

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			<p>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.</p> <p>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.</p>
<b>8.</b>	Chippenham Gardens (Land North) South Kilburn	Kilburn	<p>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 &amp; Environment and evaluating the tenders on the basis of the evaluation criteria set out in Appendix 3.</p> <p>8.2 Cabinet agreed to delegate to the Strategic Director of Regeneration &amp; 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 &amp; Environment.</p> <p>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.</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			<p>8.4 Cabinet approved in principle the proposal to buy out the landowner of 5-9 Chippenham Gardens, Kilburn Park Post Office.</p> <p>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.</p>
<b>9.</b>	Gloucester House and Durham Court – South Kilburn - Appropriation of Housing and Non Housing Land and Open Space	Kilburn	<p>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.</p> <p>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.</p> <p>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</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			<p>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.</p> <p>9.4 The Cabinet noted section 3.9 of the report from the Strategic Director of Regeneration &amp; 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.</p> <p>9.5 Cabinet agreed to delegate to the Strategic Director of Regeneration &amp; 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.</p> <p>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.</p>
<b>10.</b>	<b>Brent Housing Zones – Programme Funding and Wembley Partnership Structure</b>	<b>Wembley Central and Alperton</b>	<p>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;</p> <p>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;</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			<p>10.3 Cabinet noted that a future report to Cabinet will seek approval of the terms of:</p> <ul style="list-style-type: none"> <li>i) a Collaboration Agreement</li> <li>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;</li> </ul> <p>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;</p> <p>10.5 Cabinet noted that a further Cabinet report will seek:</p> <ul style="list-style-type: none"> <li>i) Endorsement of the final business plan and detailed financial appraisal</li> <li>ii) Authority to transfer the council owned sites into the Joint Venture Vehicle</li> <li>iii) Authority for up to 50% of the development financing to be provided to the Joint Venture Vehicle.</li> </ul> <p>10.6 Cabinet agreed seed-funding of £1.615m to continue the council's work in both Wembley Housing Zone and Alperton Housing Zone;</p> <p>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</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			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.
<b>11.</b>	Basements Supplementary Planning Document	Wards affected: All except parts of those wards in Tokyngton, Stonebridge, Harlesden, Kensal Green that fall within the Old Oak and Park Royal Development Corporation boundary	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.
<b>12.</b>	S106 Project Spend 17-18	All Wards	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

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			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.
<b>13.</b>	Extending Selective Licensing in the Private Rented Sector	All Wards	<p>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:</p> <ul style="list-style-type: none"> <li>(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);</li> <li>(ii) Brondesbury Park, Queensbury (designation 2 on grounds of migration, anti-social behaviour and high level of crime);</li> <li>(iii) Dollis Hill, Welsh Harp (designation 3 on grounds of poor housing conditions and anti-social behaviour);</li> <li>(iv) Alperton, Barnhill, Sudbury, Tokyngton (designation 4 on grounds of anti-social behaviour and poor housing conditions);</li> <li>(v) Stonebridge (designation 5 on grounds of anti-social behaviour, high levels of crime, deprivation and poor housing conditions);</li> <li>(vi) Fryent, Kenton, Northwick Park, Preston (designation 6 on grounds of anti-social behaviour and migration).</li> </ul> <p>13.2 Cabinet agreed to authorise the designation of six areas for</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

Agenda Item No	Item	Ward(s)	Decision
			<p>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:</p> <ul style="list-style-type: none"> <li>(i) Dudden Hill, Kensal Green, Kilburn, Mapesbury, Queens Park (designation area 1);</li> <li>(ii) Brondesbury Park, Queensbury (designation 2);</li> <li>(iii) Dollis Hill, Welsh Harp (designation 3);</li> <li>(iv) Alperton, Barnhill, Sudbury, Tokyngton (designation 4);</li> <li>(v) Stonebridge (designation 5);</li> <li>(vi) Fryent, Kenton, Northwick Park, Preston (designation 6)</li> </ul> <p>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.</p> <p>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.</p> <p>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.</p>



**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			<p>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.</p> <p>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</p> <p>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.</p> <p>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.</p>
<b>14.</b>	<b>Brent Housing Partnership (BHP) Transition Update</b>	<b>All Wards</b>	<p>14.1 Cabinet noted the update on progress with transition of the Council's housing management functions from BHP back to the Council.</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			<p>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.</p> <p>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.</p> <p>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.</p>
<b>15.</b>	Dynamic Purchasing System (DPS) Cabinet Approval to Award Report	All Wards	<p>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.</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>15.6 Cabinet agreed to award the contract for Women, Families &amp; Young People Housing Related Support to Depaul UK for a period of 4 years with an option to extend by a further year.</p>
<b>16.</b>	Applications Support with Lewisham Council	All Wards	<p>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.</p> <p>16.2 Cabinet approved the delegation from the London Borough of</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			<p>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.</p> <p>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.</p> <p>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.</p>
<b>17.</b>	Joint ICT Work with London Borough of Southwark	All Wards	<p>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.</p> <p>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</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

Agenda Item No	Item	Ward(s)	Decision
			<p>commencement date of 1 November 2017.</p> <p>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.</p> <p>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:  <a href="http://moderngov.southwark.gov.uk/ieListMeetings.aspx?CommitteeId=302">http://moderngov.southwark.gov.uk/ieListMeetings.aspx?CommitteeId=302</a></p> <p>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.</p> <p>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.</p> <p>17.7 Cabinet agreed the draft governance arrangements as outlined in Appendix A of the report from the Strategic Director of Resources.</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			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.
<b>18.</b>	Upgrade of ICT Network Infrastructure	All Wards	<p>18.1 Cabinet agreed to award the contract for Lot 1: Protective Monitoring to Logicalis Ltd;</p> <p>18.2 Cabinet agreed to award the contract for Lot 2: Network Performance and Diagnostics to Daisy Communications Ltd,</p> <p>18.3 Cabinet agreed to award the contract for Lot 3: Data Centre Switching, Firewall and other Network Services to Daisy Communications Ltd, and</p> <p>18.4 Cabinet agreed to award the contract for Lot 4: Office LANs and Network Security Devices to Daisy Communications Ltd.</p>
<b>19.</b>	Knowles House	Kensal Green	<p>19.1 That Cabinet approve further investment of £7.5m (total investment £31.5m), to deliver the Scheme.</p> <p>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.</p> <p>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.</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

<b>Agenda Item No</b>	<b>Item</b>	<b>Ward(s)</b>	<b>Decision</b>
			.
<b>20.</b>	Q4 Integrated Finance and Performance Report	All Wards	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.
<b>21.</b>	Brent Advice Partnership Update	All Wards	<p>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.</p> <p>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.</p>
<b>22.</b>	Digital Strategy	All Wards	<p>22.1 Cabinet approved the Digital Strategy as set out in Schedule 1 of the report from Director of Performance, Policy and Partnerships .</p> <p>22.2 Cabinet approved the Outline Business Case as set out in</p>

**London Borough of Brent – Summary of Decisions taken by the Cabinet on Monday 19 June 2017 (continued)**

Agenda Item No	Item	Ward(s)	Decision
			<p>Schedule 2 of the report from Director of Performance, Policy and Partnerships with the funding identified to establish the programme.</p> <p>22.3 Cabinet approved the procurement of Microsoft Dynamics 365 licences.</p> <p>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.</p> <p>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.</p> <p>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.</p>