

LONDON BOROUGH OF BRENT

FORWARD PLAN OF KEY DECISIONS

for the period 15 April 2019 to 31 August 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 which is, or the making of savings which are significant, having regard to the local authority's budget for the service or function to which the decision relates; or
- 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: April 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
March					
<p>Gateway to Support Services To provide authority:</p> <p>A) Agreed To procure a contract for a “Gateway to Support Services” Hub. The Hub will provide a focal point of access to all advocacy services, carers support service and Social Isolation Preventative service. It will also deliver information, advice, guidance and more specialist interventions.</p> <p>B) Pending To Award contract at a later stage after evaluation process.</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director, Community Well-being	Strategic Director, Community Well-being	Lead Member for Adult Social Care (Councillor Harbi Farah)	Not before 1 Mar 2019	Operational Director, Adult Social Care Tel: 020 8937 6168 helen.woodland@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
Authority to award contract for Street Lighting Maintenance Report seeks authority to award contract for the street lighting maintenance contract due to commence on 01/04/19 KEY Report: Part exempt	Strategic Director, Regeneration and Environment	Strategic Director, Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	Not before 1 Mar 2019	Head of Parking and Lighting Tel: 020 8937 2979 gavin.f.moore@brent.gov.uk
April					
Review of the Voluntary and Community Sector To present the findings and recommended next steps from a review of the voluntary and community sector. Reason for deferral: Decision Deferred from 11 February 2019 to 15 April 2019 to allow further work to be completed to develop proposals and engage key stakeholders. Previously titled: Governance arrangements for Brent's network of Community Hubs KEY Report: Open	Cabinet	Director, Performance, Policy and Partnerships	Lead Member for Public Health, Culture and Leisure (Councillor Krupesh Hirani)	15 Apr 2019	Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent.gov.uk

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Highways Capital Scheme Programme 2019-20 To approve the Highways Capital Scheme Programme 2019-20 KEY Report: Open	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Highways, Planning (Councillor Shama Tatler)	15 Apr 2019	Head of Highways and Infrastructure Tel: 020 8937 5151 tony.kennedy@brent.gov.uk
Regionalisation of adoption To agree the arrangements of Regionalisation of adoption services. Reason for deferral from January to April 2019 Cabinet: Item deferred to allow officers to undertake further work on the business case with other local authority partners. KEY Report: Open	Cabinet	Strategic Director, Children and Young People	Lead Member for Children's Safeguarding, Early Help and Social Care (Councillor Mili Patel)	15 Apr 2019	Operational Director Integration & Improved Outcomes Tel: 020 8937 4456 nigel.chapman@brent.gov.uk

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<p>Future use of Roundwood Centre for alternative education/ youth provision To discuss potential options for future use of Roundwood Centre for alternative education/ youth provision.</p> <p>Reason for deferral from March to April 2019 Cabinet: Officers awaiting additional information from central government.</p> <p>Report: Open</p>	Cabinet	Strategic Director, Children and Young People	Lead Member for Children's Safeguarding, Early Help and Social Care (Councillor Mili Patel)	15 Apr 2019	Operational Director Integration & Improved Outcomes Tel: 020 8937 4456 nigel.chapman@brent.gov.uk

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<p>Approval to terminate the high value works contract for the expansion of Elsley Primary School</p> <p>This report seeks Cabinet approval to terminate the existing high value works contract with Lakehouse Contracts for the expansion of Elsley Primary School on the grounds of contractor insolvency.</p> <p>Cabinet is recommended to:</p> <ul style="list-style-type: none"> • Approve the termination of a high value works contract with Lakehouse Contracts for the expansion of Elsley Primary School. • Note the current status of the contract, in particular that the school is and will remain in operation • Note that officers will award one or more low/medium value contracts to ensure all outstanding works are completed <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director, Resources	Deputy Leader (Councillor Margaret McLennan)	15 Apr 2019	Programme Manager, Inward Investment and Capital Delivery Tel: 020 8937 3227 cheryl.andani@brent.gov.uk

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May (provisional date)					
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 10 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 Individual Cabinet Member Decision Report: Part exempt	Deputy Leader		Deputy Leader (Councillor Margaret McLennan)	10 May 2019	Service Account Manager Tel 020 8937 1733 Philippa.Brewin@brent.gov.uk
Sustainability, Growth and Proposed Changes to Parking Charges a) Decision taken (Cabinet, 14 January 2019) Sustainability, Growth and Proposed Changes to Parking	Strategic Director, Regeneration and Environment	Strategic Director, Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	Not before 10 May 2019	Parking Policy Manager Tel 020 8937 2985 Anthony.Vartanian@brent.gov.uk

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<p>b) Decision pending (to be taken by the Strategic Director of Regeneration and Environment in consultation with the Lead Member for Regeneration, Highways and Planning)</p> <p>To report on the outcome of the Statutory consultation on proposed changes to parking permits, and provide authority to the Strategic Director Regeneration and Environment to:</p> <p>i. Introduce a £50 p.a. levy on the price of a resident's parking permit in Controlled Parking Zones for all diesel vehicles from 20th May 2019; to then increase the surcharge to £75 p.a. on 1st April 2020; and to then increase the surcharge to £100 p.a. on 1st April 2021.</p> <p>ii. Introduce a three-year Event Day Permit for the Wembley Event Day Parking Scheme, with an associated £15 administrative charge from 20th May 2019 for new applicants. Existing Wembley Event Day resident parking permit holders will have the opportunity to surrender their current paper permit in return for a three-year virtual permit at nil cost, during the six-month period following implementation, up to and including 20th November 2019; and</p>					

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<p>iii. Increase the price charged to external organisations for essential user permits: from £150 p.a. to the cost of a schools permit (£330 p.a. currently) for the NHS, care organisations and charities; and from £150 p.a. to the cost of a business permit for all other external organisations (£440 p.a. currently).</p> <p>iv. The charge increases to be phased in over two years, with interim prices from 6th May 2019 of: £250 for the NHS, care organisations and charities; and £300 for all other external organisations; and implement the new prices, from 1st April</p> <p>KEY</p> <p>Report: Open</p>					
<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>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director, Regeneration and Environment	Lead Member for Regeneration, Highways, Planning (Councillor Shama Tatler)	20 May 2019	Senior Project Manager, Estate Regeneration Tel: 020 8937 1650 emma.sweeney@brent.gov.uk

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<p>Allocations Policy To agree a revised Allocation Scheme for implementation by 1 April 2019.</p> <p>Reason for deferral from March to May 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 Report: Open</p>	Cabinet	Strategic Director, Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	20 May 2019	Head of Housing Needs Tel: 020 8937 2788 laurence.coaker@brent.gov.uk
<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>KEY Report: Open</p>	Cabinet	Strategic Director, Resources	Deputy Leader (Councillor Margaret McLennan)	20 May 2019	Director of Property & Assets nick.ljustina@brent.gov.uk

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<p>Grand Union To consider a loan to St George Northfields Limited in order to bring forward the completion of the Generator building.</p> <p>KEY Report: Open</p>	Cabinet	Chief Finance Officer	Deputy Leader (Councillor Margaret McLennan)	20 May 2019	Chief Finance Officer Tel: 020 8937 6528 conrad.hall@brent.gov.uk

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June (provisional date)					
<p>Neasden Lane Street Market Reason for deferral: Decision moved from May to June 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>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director, Regeneration and Environment	Deputy Leader (Councillor Margaret McLennan)	17 Jun 2019	Development Project Manager Peter.De-Bique@brent.gov.uk
<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)	17 Jun 2019	Head of Finance Tel: 020 8937 1731 benjamin.ainsworth@brent.gov.uk

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South Kilburn Queens Park LLP To consider an increase in the loan facility to South Kilburn Queens Park LLP KEY Report: Open	Cabinet	Chief Finance Officer	Deputy Leader (Councillor Margaret McLennan)	17 Jun 2019	Chief Finance Officer Tel: 020 8937 6528 conrad.hall@brent.gov.uk
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
Roe Green Strathcona Consultation Report Informal Consultation on the school organisation arrangements of Roe Green Infant School and the closure of primary provision on the Roe Green Strathcona site 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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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