

LONDON BOROUGH OF BRENT FORWARD PLAN OF KEY DECISIONS

for the period 1 December 2021 onwards

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 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)

<u>Cllr McLennan</u> (Deputy Leader, Resources)

<u>Cllr Nerva</u> (Public Health, Culture & Leisure)

Cllr Farah (Adult Social Care)

Cllr Southwood (Housing and Welfare Reform)

Publication Date: 5 November 2021

<u>Cllr Tatler</u> (Regeneration, Property & Planning)

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

Cllr Krupa Sheth (Environment)

Cllr Stephens (Schools, Employment & Skills)

Cllr Knight (Community Safety & Engagement)

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	Representations may be made to the following officer at least 1 week before the decision is to be made
November 2021					
Annual Procurement Strategy Report - FY 2021 To review and provide feedback on the progress made to date on the Procurement Strategy. KEY Report: Open	Cabinet	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	8 Nov 2021	Head of Procurement Tel: 0208 937 1598 rajesh.shori@brent.gov .uk
School Place Planning Strategy 2019-23 Refresh To consider an update to the School Place Planning Strategy 2019 - 2023 that was approved by Cabinet in November 2018. KEY Report: Open	Cabinet	Strategic Director - Children and Young People	Lead Member for Schools, Employment & Skills (Councillor Thomas Stephens)	8 Nov 2021	Operational Director, Safeguarding, Partnerships & Strategy Tel: 0208 937 4173 Brian.Grady@brent.gov .uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Purchase of a S.106 block of apartments at the Telford Homes Alperton Bus Garage Development Cabinet to delegate authority to the Finance Director in consultation with the Operational Director of Property and Assets to complete the transaction. KEY Report: Part exempt	Cabinet	Director of Finance	Deputy Leader (Councillor Margaret McLennan)	8 Nov 2021	Director of Finance Tel: 020 8937 4043 minesh.patel@brent.go v.uk
Update on the Financing of United College Group's' Wembley site development To seek approval to continue supporting the United College's Wembley site development following a change buyer. KEY Report: Part exempt	Chief Executive	Chief Executive	Deputy Leader (Councillor Margaret McLennan)	Not before 1 Nov 2021	Director of Finance Tel: 020 8937 4043 minesh.patel@brent.go v.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Authority to Award Contract for Election Services Printing To seek approval for the award of contract following a tender process for the provision of printing services for the Elections Service. KEY Report: Part exempt	Assistant Chief Executive	Assistant Chief Executive	Deputy Leader (Councillor Margaret McLennan), Deputy Leader (Councillor Margaret McLennan)	Not before 1 Nov 2021	Electoral Services Project Manager Tel: 020 8937 2522 khadija.koroma@brent. gov.uk
Authority to Award a contract for rehabilitation beds Authority to award a contract for the provision of rehabilitation beds KEY	Strategic Director - Community Well-being	Strategic Director – Community Well- being	Lead Member for Adult Social Care (Councillor Harbi Farah)	8 Nov 2021	Director of Health and Social Integration Tel: 020 8937 3968 Tom.Shakespeare@br ent.gov.uk
Report: Part exempt					
Award of HRS contracts To award the HRS contracts to successful providers who have bid through the tender process. KEY	Strategic Director - Community Well-being	Strategic Director - Community Well- being	Lead Member for Adult Social Care (Councillor Harbi Farah)	Not before 1 Nov 2021	Interim Commissioning Manager Tel: 020 8937 4162 Lorraine.Regan@brent. gov.uk
Report: Part exempt					

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Additional Restrictions Grant: Amendment Three To amend the existing scheme so that: i. Applications for version two "Back to Business" are processed and any required top- up paid by 31 March 2022. ii. Existing recipients to receive top-up payments to further support their business. iii. Wider business support will be provided through support schemes and support costs KEY Report: Part exempt	Strategic Director - Customer and Digital Services	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	12 Nov 2021	Head of Revenues and Debt Tel: 020 8937 2307 Peter.Cosgrove@brent. gov.uk
report. I art exempt				_	
To extend the contract for 0-19 Public Health Contract (Health Visiting and School Nursing Services) To extend the contract for 0-19 Public Health Contract (Health Visiting and School Nursing Services) until the 31st March 2022. KEY	Strategic Director - Community Well-being	Strategic Director - Community Well- being	Lead Member for Public Health, Culture and Leisure (Councillor Neil Nerva)	Not before 1 Nov 2021	Public Health Marie.McLoughlin@bre nt.gov.uk
Report: Part exempt					

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Authority to appoint consultant to provide fire risk assessments and related services To request authority to appoint a consultant to provide fire risk assessments and related services through a Framework Agreement. KEY Report: Part exempt	Strategic Director - Community Well-being	Strategic Director - Community Well- being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	Not before 1 Nov 2021	Head of Property Services Tel: 020 8937 2652 Giuseppe.Coia@brent. gov.uk
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Tree Maintenance Contract Extension To extend the current Tree maintenance contract for a period of two years.	Strategic Director - Regeneration and	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor	Not before 24 Nov 2021	Head of Parking and Lighting Tel: 020 8937 2979 gavin.f.moore@brent.g
KEY	Environment		Krupa Sheth)		ov.uk
Report: Part exempt					
Street Lighting Maintenance Contract Extension To extend the current street lighting maintenance contract for a period of two years. KEY	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	Not before 24 Nov 2021	Head of Parking and Lighting Tel: 020 8937 2979 gavin.f.moore@brent.g ov.uk
Report: Part exempt					

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Northwick Park, One Public Estate - Authority to Award Contract for Spine Road Construction Authorisation for the award of a contract under the Councils existing highways framework following completion of a mini-competition process.	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	Not before 1 Nov 2021	Contract and Supply Manager Tel: 020 8937 3583 Mohammed.Negm@br ent.gov.uk
KEY					
Report: Part exempt					
Daily Visitor Parking Charges and Permit Refunds To proceed to publication and notification on the amendment of the relevant Traffic Management Orders to formally link and align daily visitor permit prices to bus fares and increase the maximum refund value for all parking permits.	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	Not before 1 Nov 2021	Parking Policy Manager Tel: 020 8937 5105 anthony.vartanian@bre nt.gov.uk
KEY					
Report: Open					

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Authority to procure a contractor for Carlton Vale Boulevard, South Kilburn To agree the authority to procure a contractor to deliver Carlton Vale Boulevard not before 1st December 2021. KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	Not before 1 Nov 2021	Project Officer (South Kilburn) James.Cooper@brent. gov.uk
Authority to appoint a contractor for Carlton Vale Boulevard, South Kilburn To agree the authority to appoint a contractor to deliver Carlton Vale Boulevard not before 1st April 2022. KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	Not before 9 Nov 2021	Project Officer (South Kilburn) James.Cooper@brent. gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Award of Contract for Mobile Phones for Shared Technology Services to agree the award of a contract for Mobile Phones for the Shared Technology Services' boroughs of Brent, Lewisham and Southwark. KEY Report: Part exempt	Strategic Director - Customer and Digital Services	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	Not before 1 Nov 2021	Senior Category Manager, Procurement Tel: 020 8937 1733 philippa.brewin@brent. gov.uk
Award of Contract for End User Devices and Associated Hardware for Shared Technology Services to agree the award of contract for end user devices and associated hardware for the Shared Technology Services boroughs of Brent, Lewisham and Southwark. KEY	Strategic Director - Customer and Digital Services	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	Not before 1 Nov 2021	Senior Category Manager, Procurement Tel: 020 8937 1733 philippa.brewin@brent. gov.uk
Report: Part exempt					

Award of Contract for Storage and Compute for	Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
provision of managed language services To award a contract for the provision of a managed language service which will be procured via a further competition process from the Crown Commercial Service (CCS) RM6141 Language Services, Lot 5g: Regional Managed Service – London. The initial contract period will be three (3) years with an option one (1) year extension available subject to satisfactory performance and the council need.	for Shared Technology Services Award of Contract for Storage and Compute for the Shared Technology Services boroughs of Brent, Lewisham and Southwark KEY	Director - Customer and Digital	Customer and Digital	(Councillor Margaret		Manager, Procurement Tel: 020 8937 1733 philippa.brewin@brent.
Report: Part exempt	provision of managed language services To award a contract for the provision of a managed language service which will be procured via a further competition process from the Crown Commercial Service (CCS) RM6141 Language Services, Lot 5g: Regional Managed Service – London. The initial contract period will be three (3) years with an option one (1) year extension available subject to satisfactory performance and the council need. KEY	Director - Customer and Digital	Customer and Digital	(Councillor Margaret		Tel: 020 8937 3615 bhavin.mistry@brent.g

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Brent Car Club Tender Brent Council wish to re-let the UK Car Sharing Contract via The Crown Commercial Services Vehicle Hire Services Framework Agreement (RM6013) KEY	Strategic Director - Customer and Digital Services	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	Not before 1 Nov 2021	Procurement Officer Tel: 020 8937 1728 Adrienn.Czigany@bren t.gov.uk
Report: Part exempt					
Housing repairs and maintenance authority to go out to tender To request authority for Housing to go out to tender for housing maintenance services. KEY Report: Part exempt	Operational Director - Housing	Strategic Director - Customer and Digital Services	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	Not before 1 Nov 2021	Category Manager, Procurement Tel: 020 8937 2678 Andrew.Stirland1@bre nt.gov.uk

December 2021

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Draft Budget 2022/23 To consider the draft budget proposals for 2022/23 KEY Report: Open	Cabinet	Director of Finance	Deputy Leader (Councillor Margaret McLennan)	6 Dec 2021	Director of Finance Tel: 020 8937 4043 minesh.patel@brent.go v.uk
Brent Infrastructure Funding Statement 2020/21 Cabinet to agree the publication of the Brent Infrastructure Funding Statement as set out in the report KEY Report: Open	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	6 Dec 2021	Operational Director - Regeneration, Growth and Employment Tel: 020 8937 6441 alice.lester@brent.gov. uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Digital Strategy and Business Case 2022-2026 To agree the implementation of the Digital Strategy and the associated costs outlined in the business case. KEY Report: Open	Cabinet	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	6 Dec 2021	Digital Workstream Lead - Technology Tel: 07788 338499 Joanna.Little@brent.go v.uk Digital Workstream Lead - Digital Enablement Tel: 020 8937 2651 Madeleine.Leathley@b rent.gov.uk
Authority to tender for Brent Voluntary and Community Infrastructure Support To request authority to tender for Brent voluntary and community infrastructure support. KEY Report: Part exempt	Cabinet	Assistant Chief Executive	Lead Member for Community Safety and Engagement (Councillor Promise Knight)	6 Dec 2021	Head of Strategy and Partnerships lorna.hughes@brent.go v.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Authority to tender contract for Independent Advice and Guidance Services To request authority to tender for Independent Advice and Guidance Services. KEY Report: Part exempt	Cabinet	Assistant Chief Executive	Lead Member for Community Safety and Engagement (Councillor Promise Knight)	6 Dec 2021	Head of Strategy and Partnerships lorna.hughes@brent.go v.uk
Recommendations from Scrutiny Committees To consider any recommendations received from the Community and Wellbeing Scrutiny Committee and Resources and Public Realm Scrutiny Committee. Non-Key Decision Report: Open	Cabinet	Assistant Chief Executive	Leader (Councillor Muhammed Butt)	6 Dec 2021	Scrutiny Officer Tel: 020 8937 1898 craig.player@brent.gov .uk Senior Policy and Scrutiny Officer Tel: 020 8937 2855 michael.carr@brent.go v.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Commissioning of 2 LD Services at Oxgate Gardens and Kinch Grove Retender for two Learning Disability services at Oxgate Gardens and Kinch Grove KEY Report: Part exempt	Strategic Director - Community Well-being	Strategic Director - Community Well- being	Lead Member for Adult Social Care (Councillor Harbi Farah)	6 Dec 2021	Interim Commissioning Manager Tel: 020 8937 4162 Lorraine.Regan@brent. gov.uk
Proposal for ownership and refurbishment of Granville New Homes blocks To make a final decision on the disposal of Granville New Homes - based on the outcome of a consultation with residents. KEY Report: Part exempt	Strategic Director - Community Well-being	Strategic Director - Community Well- being	Deputy Leader (Councillor Margaret McLennan)	Not before 6 Dec 2021	Strategy and Delivery Manager Tel: 020 8937 2572 ralph.gibson@brent.go v.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Authority to vary and extend the contract provision of targeted service to promote education, employment and training for young people (Connexions) To request approval for a variation and extension to the contract for the provision of a targeted service to promote education, employment and training for young people (Connexions). KEY Report: Part exempt	Strategic Director – Children and Young People	Operational Director - Integration and Improved Outcomes	Lead Member for Children's Safeguarding, Early Help and Social Care (Councillor Mili Patel)	Not before 6 Dec 2021	Head of Forward Planning, Performance and Partnerships Tel: 020 8937 4529 Shirley.Parks@brent.g ov.uk Head of Inclusion Services Sharon.Buckby@brent. gov.uk
Authority to enter into a levelling up fund grant agreement for the regeneration of the Carlton and Granville Centres, South Kilburn To request authority to enter a levelling up fund grant agreement for the regeneration of the Carlton and Granville Centres, South Kilburn KEY Report: Part exempt	Strategic Director – Regeneration and Environment	Operational Director Regeneration, Employment, Skills and Growth	Lead Member for Regeneration, Property and Planning (Councillor Shama Tatler)	Not before 8 Dec 2021	Project Officer (South Kilburn) Tel: 020 8937 2570 Matthew.Jacobs@brent .gov.uk

January 2022

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Quarter 3 Financial Report 2021/22 To note the overall financial position and the actions being taken to manage the issues arising. KEY Report: Open	Cabinet	Director of Finance	Deputy Leader (Councillor Margaret McLennan)	12 Jan 2022	Director of Finance Tel: 020 8937 4043 minesh.patel@brent.go v.uk
Draft Affordable Workspace Supplementary Planning Document To agree the draft Affordable Workspace SPD for publication and statutory consultation. KEY Report: Open	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	12 Jan 2022	Operational Director - Regeneration, Growth and Employment Tel: 020 8937 6441 alice.lester@brent.gov. uk

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Abbey Community Centre, Alperton Agreement to progress with the preferred option of demolition and rebuild to provide affordable workspace and community space. Agreement to use S106 receipts and SCIL. Agreement to progress the next steps of securing a developer partner and operator. KEY Report: Part exempt	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	12 Jan 2022	Operational Director - Regeneration, Growth and Employment Tel: 020 8937 6441 alice.lester@brent.gov. uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Brent Long Term Transport Strategy Review - Draft for consultation For Cabinet to: (i) approve the approach contained within the Draft Brent Long Term Transport Strategy for delivering improvements to the transport system in the borough to 2041;	Cabinet	Operational Director - Regeneration, Growth and Employment	Lead Member for Environment (Councillor Krupa Sheth)	12 Jan 2022	Transportation Planning Manager Tim.Martin@brent.gov. uk
(ii) agree for the draft strategy to undergo a period of public consultation and wider stakeholder engagement during Autumn 2021.					
KEY					
Report: Open					
Brent Home Care Framework To give permission to tender for Home Care implementation Framework This framework will include Home Care providers who will support the current Home Care model in Brent to add capacity.	Cabinet	Strategic Director - Community Well- being	Lead Member for Adult Social Care (Councillor Harbi Farah)	12 Jan 2021	Market Oversight Manager Tel: 020 8937 4132 edwin.mensah@brent. gov.uk
KEY					
Report: Part exempt					

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
February 2022					
First Wave Housing Business Plan 2022-23 to approve the First Wave Housing Ltd Business Plan for 2022-23. KEY Report: Part exempt	Cabinet	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	7 Feb 2022	Operational Director of Transformation Tel: 020 8937 1507 sadie.east@brent.gov. uk
i4B Business Plan 2022-23 to approve the i4B Holdings Ltd Business Plan for 2022-23. KEY Report: Part exempt	Cabinet	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	7 Feb 2022	Operational Director of Transformation Tel: 020 8937 1507 sadie.east@brent.gov. uk
Public Spaces Protection Order (PSPO) Nuisance Vehicles and E Scooters To seek approval for a proposed PSPO to tackle Nuisance Vehicles and illegal use of E- Scooters subject to a favourable consultation. KEY	Cabinet	Strategic Director – Regeneration and Environment	Lead Member for Community Safety and Engagement (Councillor Promise Knight)	7 Feb 2022	ASB Nuisance and Crime Manager Tel: 020 8937 5853 Simon.Egbor@brent.go v.uk
Report: Open					

	Relevant report from ken by	Lead Member Expected of decision	
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