



# Brent

## Cabinet

**Tuesday 6 April 2021 at 10.00 am**

This will be held as an online virtual meeting.

The link to view the meeting is available [here](#).

### Membership:

#### Lead Member Councillors:

#### Portfolio

M Butt (Chair)	Leader of the Council
McLennan (Vice-Chair)	Deputy Leader of the Council and Lead Member for Resources
Farah	Lead Member for Adult Social Care
Knight	Lead Member for Community Safety and Engagement
Nerva	Lead Member for Public Health, Culture & Leisure
M Patel	Lead Member for Children's Safeguarding, Early Help and Social Care
Krupa Sheth	Lead Member for Environment
Stephens	Lead Member for Schools, Employment and Skills
Southwood	Lead Member for Housing & Welfare Reform
Tatler	Lead Member for Regeneration, Property & Planning

**For further information contact:** James Kinsella, Governance Manager, Tel: 020 8937 2063; Email: [james.kinsella@brent.gov.uk](mailto:james.kinsella@brent.gov.uk)

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit: [democracy.brent.gov.uk](https://democracy.brent.gov.uk)

**The press and public are welcome to attend this meeting. The link to view this meeting is available [here](#).**

## **Notes for Members - Declarations of Interest:**

If a Member is aware they have a Disclosable Pecuniary Interest\* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent and must leave the room without participating in discussion of the item.

If a Member is aware they have a Personal Interest\*\* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent.

If the Personal Interest is also significant enough to affect your judgement of a public interest and either it affects a financial position or relates to a regulatory matter then after disclosing the interest to the meeting the Member must leave the room without participating in discussion of the item, except that they may first make representations, answer questions or give evidence relating to the matter, provided that the public are allowed to attend the meeting for those purposes.

### **\*Disclosable Pecuniary Interests:**

- (a) **Employment, etc.** - Any employment, office, trade, profession or vocation carried on for profit gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect of expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences**- Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

### **\*\*Personal Interests:**

The business relates to or affects:

(a) Anybody of which you are a member or in a position of general control or management, and:

- To which you are appointed by the council;
- which exercises functions of a public nature;
- which is directed is to charitable purposes;
- whose principal purposes include the influence of public opinion or policy (including a political party of trade union).

(b) The interests of a person from whom you have received gifts or hospitality of at least £50 as a member in the municipal year;

or

A decision in relation to that business might reasonably be regarded as affecting the well-being or financial position of:

- You yourself;
- a member of your family or your friend or any person with whom you have a close association or any person or body who is the subject of a registrable personal interest.

# Agenda

Introductions, if appropriate.

**Item** **Page**

**1 Apologies for Absence**

**2 Declarations of Interest**

Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary or personal interests in the items on this agenda and to specify the item(s) to which they relate.

**3 Minutes of the Previous Meeting** 1 - 4

To approve the minutes of the previous meeting held on 08 March 2021 as a correct record.

**4 Matters Arising (if any)**

To consider any matters arising from the minutes of the previous meeting.

**5 Petitions (if any)**

To discuss any petitions from members of the public, in accordance with Standing Order 66.

Members are asked to note that the following petition is due to be received at the meeting:

Divest Brent Council from Fossil Fuel Companies – Brent Divest

The Lead Petition (or their nominated representative) will have up to 5 minutes to present the petition.

**6 Reference of item considered by Scrutiny Committees (if any)**

There are no items to be considered at this meeting.

## Chief Executive's Reports

**7 Brent Climate and Ecological Emergency Strategy 2021-30** 5 - 58

This report presents the final version of Brent's Climate and Ecological Emergency Strategy (2021-2030) for adoption following a further period of public consultation between November 2020 and January 2021. The Climate and Ecological Emergency Strategy includes the key objectives,

themes and areas of focus that will ensure Brent works towards its goal of carbon neutrality by 2030.

**Ward Affected:** All Wards  
**Lead Member:** Lead Member for Environment (Councillor Krupa Sheth)  
**Contact Officer:** Tom Welsh, Climate Emergency Strategy Manager, Strategy and Partnerships  
Tel: 020 8937 6607  
[tom.welsh@brent.gov.uk](mailto:tom.welsh@brent.gov.uk)

**8 Streamlining of the Brent Black Community Action Plan 59 - 78**

This report presents a streamlined version of the Brent Community Action Plan for review. The proposed plan has incorporated ongoing feedback and recommendations from the recent LGA peer review. It also presents a Year One Delivery Plan that had been established to outline priority areas to be delivered within the next financial year.

**Ward Affected:** All Wards  
**Lead Member:** Deputy Leader (Councillor Margaret McLennan)  
**Contact Officer:** Elaine Cleland-Awity, Community Action Plan Coordinator, Strategy and Partnerships  
Tel: 020 8937 2566  
[elaine.cleland-awity@brent.gov.uk](mailto:elaine.cleland-awity@brent.gov.uk)

**9 Public Sector Decarbonisation Scheme - Energy Efficiency - Works in Brent Corporate Buildings 79 - 92**

This report outlines a project which sets out to improve the energy efficiency of the Brent Council retained buildings with the highest energy consumption, creating energy and cost savings to the Council.

**Ward Affected:** All Wards  
**Lead Member:** Deputy Leader (Councillor Margaret McLennan)  
**Contact Officer:** Catherine Arotzky, Senior Project Manager Energy and Sustainability, Finance  
Tel: 020 8937 2942  
[catherine.arotsky@brent.gov.uk](mailto:catherine.arotsky@brent.gov.uk)

**10 Corporate Performance - Q3 2020/21 Performance 93 - 130**

This report provides a corporate overview of performance information in

the third quarter of 2020/21 linked to the Borough Plan priorities.

**Ward Affected:** All Wards

**Lead Member:** Deputy Leader  
(Councillor Margaret McLennan)  
**Contact Officer:** Shazia Hussain,  
Assistant Chief Executive, Strategy  
and Partnerships

Tel: 07436702383

[shazia.hussain@brent.gov.uk](mailto:shazia.hussain@brent.gov.uk)

## Community Well-being Reports

### 11 Water Charges and Brent Council Tenants

131 - 142

This report outlines the proposed approach to issuing refunds to current and former Brent Council residents in relation to previous arrangements for the billing and collection of water charges.

**Ward Affected:** All Wards

**Lead Member:** Lead Member for  
Housing and Welfare Reform  
(Councillor Eleanor Southwood)  
**Contact Officer:** Emily-Rae  
Maxwell, Head of Housing and  
Neighbourhoods, Housing  
Management and Property

Tel: 020 8937 2023

[emily-rae.maxwell@brent.gov.uk](mailto:emily-rae.maxwell@brent.gov.uk)

### 12 Authority to Commission Community Equipment Provider

143 - 156

This report sets out the details of the award of a call-off contract for the community equipment provider. It requests authority to award contracts as required by Standing Order 88 and summarises the process undertaken in tendering the framework from which it is proposed to call off.

**Ward Affected:** All Wards

**Lead Member:** Lead Member for  
Adult Social Care (Councillor Harbi  
Farah)

**Contact Officer:** Sunny Mehmi,  
Head of Urgent Care, Adult  
Services

Tel: 020 8937 1323

[sunny.mehmi@brent.gov.uk](mailto:sunny.mehmi@brent.gov.uk)

## Regeneration and Environment Reports

### 13 South Kilburn Regeneration Programme: Approval of Procurement Processes for Future Phases and Associated Matters 157 - 188

This report outlines and seeks approval for a number of procurement processes for future phases and associated matters of the ongoing South Kilburn Regeneration Project.

**Ward Affected:** Kilburn

**Lead Member:** Lead Member for Regeneration, Property and Planning (Councillor Shama Tatler)

**Contact Officer:** Marie Frederick, Senior Project Manager, Estate Regeneration

Tel: 020 8937 1621

[Marie.Frederick@brent.gov.uk](mailto:Marie.Frederick@brent.gov.uk)

### 14 Roe Green Infant School Kitchen & Improvement Works - Approval of Capital Funding 189 - 196

This report concerns the extension to kitchen facilities at Roe Green Infant School. It requests approval to assign capital funding to deliver a kitchen extension project at the school.

**Ward Affected:** Queensbury

**Lead Officer:** Lead Member for Schools, Employment and Skills (Councillor Thomas Stephens), Lead Member for Regeneration, Property and Planning (Councillor Shama Tatler)

**Contact Officer:** Neil Martin, Schools Capital Programme Team

Tel: 020 8937 4203

[neil.martin@brent.gov.uk](mailto:neil.martin@brent.gov.uk)

## Digital and Customer Services Reports

### 15 Debt Write-Off Procedure 197 - 236

This report outlines the changes to the debt write-off procedure and details those debts over £3,000 that had been written off, as required by the Council's Constitution. It also provides an updated version of the Council's Ethical debt Recovery policy.

**Ward Affected:** All Wards

**Lead Member:** Deputy Leader (Councillor Margaret McLennan)

**Contact Officer:** Peter Cosgrove, Head of Revenues and Debt, Revenues

## **16 Exclusion of Press and Public**

The following items are not for publication as they relate to the following category of exempt information as specified under Part 1, 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)"

- Item 9: Public Sector Decarbonisation Scheme - Energy Efficiency - Works in Brent Corporate Buildings – Appendix 2 (Cost of technologies by site and category)
- Item 12: Authority to Commission Community Equipment Provider – Appendix 1 (List of Contractors)
- Item 13: South Kilburn Regeneration Programme: Approval of Procurement Processes for Future Phases and Associated Matters – Appendix 4 (Funding Agreement)
- Item 14: Debt Write-Off Procedure – Appendix 3 (Debt Write Off)

## **17 Any other urgent business**

Notice of items to be raised under this heading must be given in writing to the Head of Executive and Member Services or his representative before the meeting. Any decisions taken urgently under this heading must comply with the provisions outlined in paragraphs 12 and 39 of the Council's Access to Information Rules (part 2 of the Constitution).

**Date of the next meeting: Monday 10 May 2021**