



LONDON BOROUGH OF BRENT

FORWARD PLAN OF KEY DECISIONS

for the period 3 September 2016 to 28 March 2017

The Council is required to give **28 days'** notice of Key Decisions to be taken by the Cabinet, Cabinet Committees and council officers. Briefly, a Key Decision is defined by Regulations as a Cabinet decision which is likely to result in significant expenditure or savings, or have a significant effect on communities living or working in an area comprising two or more wards.

All Key Decisions and decisions made by the Cabinet and Cabinet Committees are subject to a call-in provision whereby a committee made up of councillors not on the Cabinet will meet to consider the decisions. Following this, the original decision maker Cabinet will take into account the recommendations of the committee and may then implement or change its decision as it sees fit. The exact date when the recommendations of the Scrutiny Committee are to be re-considered by the Cabinet or a Cabinet Committee (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 the decision is taken unless they contain confidential or exempt information under the Local Government Act 1972 as amended and 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 1355/6607 or via e-mail to committee@brent.gov.uk.

Should you wish to make representations regarding any matter listed or that a report should be considered in public, please email Governance Services at committee@brent.gov.uk or telephone 020 8937 1366 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.

The current membership of the Cabinet is as follows:

Cllr Butt (Leader)

Cllr McLennan (Deputy Leader)

Cllr Farah (Housing)

Cllr Hirani (Community Well-being)

Cllr Mashari (Regeneration, Growth, Employment and Skills)

Cllr W Mitchell Murray (Children and Young People)

Cllr Pavey (Stronger Communities)

Cllr Southwood (Environment)

Contact: committee@brent.gov.uk

Tel: 020 8937 1355/6607

Fax: 020 8937 1360

Publication Date: September 2016

Details of the decision to be taken	Decision to be taken by	Relevant report from	Expected date of decision	Representations may be made to the following officer by the date stated
September				
<p>Brent Local Implementation Plan (LIP) submission for 2017/2018-2019/20 To endorse the 2017/18 LIP submission to be submitted to Transport for London; and</p> <p>To delegate authority to Strategic Director, Regeneration and Environment to proceed with schemes subject to results of consultation and to deliver the programme within overall funding allocation.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Environment	13 Sep 2016	Transportation Service Tel: 020 8937 5289 rachel.best@brent.gov.uk
<p>Q1 Performance Report 2016/17 To note the performance information and agree remedial actions as necessary. To consider the current and future strategic risks associated with the information provided and agree remedial actions as appropriate. To challenge progress as necessary.</p> <p>KEY</p>	Cabinet	Chief Executive	13 Sep 2016	Director, Performance, Policy and Partnerships Tel: 020 8937 1400 peter.gadsdon@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Expected date of decision	Representations may be made to the following officer by the date stated
<p>Fair Debt Policy & In-House Enforcement Agents To approve policy, and decision whether to implement an in-house model for enforcement agents (bailiffs).</p> <p>KEY</p>	Cabinet	Strategic Director, Resources	13 Sep 2016	Chief Finance Officer Tel: 020 8937 6528 conrad.hall@brent.gov.uk, Programme Management Office joanna.walton@brent.gov.uk
<p>Future Use of Preston Park Annexe To agree to the Option 2 for the future use of Preston Park Annexe: Option 2 is the comprehensive redevelopment proposal that could deliver approximately 19 new homes with community use space, subject to successful land acquisition of the adjacent site from a private land owner subject to negotiations with the adjacent landowner(s), or if not successful, with Option 1 namely a redevelopment on Council land only proposal that could deliver approximately five new homes with community use space.</p> <p>KEY</p>	Cabinet	Strategic Director, Resources	13 Sep 2016	Head of Strategic Property Tel: 020 8937 1705 sarah.chaudhry@brent.gov.uk
<p>Financial Planning To note the council's forward financial planning considerations.</p> <p>KEY</p>	Cabinet	Strategic Director, Resources	13 Sep 2016	Chief Finance Officer Tel: 020 8937 6528 conrad.hall@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Expected date of decision	Representations may be made to the following officer by the date stated
<p>Resources & Public Realm Scrutiny Community Infrastructure and S106 Task Group Report To consider the report and its findings. To agree the twenty five recommendation made by the task group.</p> <p>KEY</p>	Cabinet	Director, Performance, Policy and Partnerships	13 Sep 2016	Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent.gov.uk
October				
<p>Procurement Of Nursing, Short Stay And Reablement Bed Service Contracts To agree for Nursing, Short Stay And Reablement Bed Services to be procured for a year utilising the West London Alliance Dynamic Purchasing System (WLA DPS).</p> <p>KEY</p>	Cabinet	Strategic Director, Community Well-being	24 Oct 2016	Head of Commissioning and Quality Tel: 020 8937 4061 amy.jones@brent.gov.uk
<p>NW London Sustainability and Transformation Plan – “Our plan for North West Londoners to be well and live well” To agree / note Brent’s contribution to the plan.</p> <p>KEY</p>	Cabinet	Chief Executive	24 Oct 2016	Director, Performance, Policy and Partnerships Tel: 020 8937 1400 peter.gadsdon@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Expected date of decision	Representations may be made to the following officer by the date stated
<p>Development Management Policies Local Plan: Consideration of the Planning Inspector's Final Report and Proposed Adoption of the Plan.</p> <p>To consider the Final Report of the Planning Inspector appointed to Examine the Development Management Policies Local Plan.</p> <p>To approve main modifications as recommended in the Inspector's Final Report and minor modifications to the Plan.</p> <p>Cabinet recommends to Full Council that the Plan be adopted</p> <p>Full Council adopts the Development Management Policies Local Plan</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Environment	24 Oct 2016	Planning, Policy and Projects Tel: 020 8937 6710 paul.lewin@brent.gov.uk
<p>Ealing Road Regeneration</p> <p>To agree the detailed designs for way-finding and public realm improvements to Ealing Road Library and approve funding package.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Environment	24 Oct 2016	Property and Asset Management Tel: 020 8937 3118 christine.moore@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Expected date of decision	Representations may be made to the following officer by the date stated
<p>Option Appraisal for future provision of the Revenues and IT contract To consider the high level options available to the Council for the future provision on the Revenues and IT service and to agree the preferred option for this.</p> <p>KEY</p>	Cabinet	Strategic Director, Resources	24 Oct 2016	Director, Customer Services Tel: 020 8937 1521 margaret.read@brent.gov.uk
<p>Award of a Contract for Postal Services To approve the award of a contract for the collection and delivery of the Council's mail. A three year contract is to commence in November 2016.</p> <p>KEY</p>	Cabinet	Strategic Director, Resources	24 Oct 2016	Procurement Tel: 0208 937 1733 philippa.brewin@brent.gov.uk
<p>Budget proposals 2017/18 – 2018/19 To agree the budget proposals for consultation for the financial years 2017/18 and 2018/19 and the medium term financial outlook</p> <p>KEY</p>	Cabinet	Chief Finance Officer	24 Oct 2016	Chief Finance Officer Tel: 020 8937 6528 conrad.hall@brent.gov.uk
<p>Advice Small Grant Approval Approval of Advice Small Grant.</p> <p>KEY</p>	Cabinet	Director, Performance, Policy and Partnerships	24 Oct 2016	Partnerships for Brent Programme Manager Tel: 020 8937 1047 diana.fitzwilliam@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Expected date of decision	Representations may be made to the following officer by the date stated
<p>Annual Complaints report 2015/2016 To note the information contained in the annual complaints report on the number complaints and findings against the council on Ombudsman's complaints.</p>	Cabinet	Director, Performance, Policy and Partnerships	24 Oct 2016	Complaints Team Tel: 020 8937 4240 raj.chavda@brent.gov.uk
<p>Controlled Parking Zones (CPZ) Reviews To approve the approach and funding for introducing a rolling programme of CPZ reviews and new CPZs.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Environment	24 Oct 2016	Head of Transportation Tel: 020 8937 5151 tony.kennedy@brent.gov.uk
<p>The Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016 To set the upper payment level for fly tipping Fixed Penalty Notices to the maximum of £400 with an early payment charge of £180.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Environment	24 Oct 2016	Environment Services Robert.Anderton@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Expected date of decision	Representations may be made to the following officer by the date stated
<p>School Led Building Projects at Roe Green Infant School and Our Lady of Grace Catholic Infant School – Approval to Procure Works</p> <p>To approve the pre-tender considerations for works procurement for two school led building projects at Roe Green Infant School and Our Lady of Grace Catholic Infant School.</p> <p>To delegate authority to the Chief Officer to award any works contracts resulting from that procurement.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Environment	24 Oct 2016	Property and Asset Management Tel: 020 8937 3227 cheryl.andani@brent.gov.uk
<p>Visitor Permit Pricing</p> <p>Cabinet is asked to agree to implementation of the revised pricing structure for visitor parking permits agreed at its meeting on 27 June 2016, and following the outcome of statutory consultation.</p> <p>KEY</p>	Cabinet	Strategic Director, Regeneration and Environment	24 Oct 2016	Head of Parking and Lighting Tel: 020 8937 2979 gavin.f.moore@brent.gov.uk
<p>Community and Wellbeing Scrutiny Committee Recommendations</p> <p>Cabinet to decide to accept or reject recommendations from scrutiny on landlord licensing and Ethical Lettings Agency.</p> <p>KEY</p>	Cabinet	Director, Performance, Policy and Partnerships	24 Oct 2016	Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Expected date of decision	Representations may be made to the following officer by the date stated
<p>Housing Zone – Land acquisition and partnership arrangements To agree to seek to acquire a site in the Alperton Housing Zone, and to agree partnership arrangements in each of the housing zones.</p> <p>KEY</p>	Cabinet	Strategic Director, Community Well-being	24 Oct 2016	Operational Director, Housing and Culture Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk
<p>Investment in the Real Lettings Fund To agree to invest £15M in the second round of the Real Lettings Property Fund, to be launched by Resonance and St Mungos to purchase properties in London and accommodate homeless households</p> <p>KEY</p>	Cabinet	Strategic Director, Community Well-being	24 Oct 2016	Operational Director, Housing and Culture Tel: 020 8937 5199 jon.lloyd-owen@brent.gov.uk

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<p>Wembley stadium protected parking scheme, and associated CPZs: Visitor Permits</p> <p>1.1 Some outstanding Executive decisions from 2013, relating to (i) Business permits and (ii) the Wembley Event Day zone (including implications for visitor permits in CPZs W zone, E zone and T zone used outside of peak parking hours) have not yet been implemented. This paper identifies the Executive decisions, the decision making rationale at the time and the current context and seeks a decision from Highways Committee on how to proceed.</p> <p>KEY</p>	Highways Committee	Strategic Director, Regeneration and Environment	26 Oct 2016	Corporate Policy Tel: 020 8937 5300 mark.fairchild@brent.gov.uk
<p>Cycle Parking</p> <p>Approval of cycle parking arrangements in the borough including cycle hangers.</p> <p>KEY</p>	Highways Committee	Strategic Director, Regeneration and Environment	26 Oct 2016	Head of Transportation Tel: 020 8937 5151 tony.kennedy@brent.gov.uk
November				
<p>Council Tax Support Scheme</p> <p>To consider the high level options available to the Council for the future provision on the Revenues and IT service and to agree the preferred option for this.</p> <p>KEY</p>	Cabinet	Strategic Director, Resources	15 Nov 2016	Director, Customer Services Tel: 020 8937 1521 margaret.read@brent.gov.uk

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<p>Section 75 Agreements</p> <p>1. To re-enter into a partnership arrangement under Section 75 of the National Health Services Act 2006 in respect of Brent's Integrated Community Equipment Services with Brent CCG. Under this arrangement Brent Council act as lead agency on behalf of the partners (the Council and Brent CCG); establish a pooled budget with Brent CCG under the partnership agreement of which Brent Council will be the budget holder and the transfer of the Brent Council's pro rata contribution;</p> <p>delegate to the Strategic Direct of Adult Social Care, in consultation with the Director of Legal and Procurement the exact form of that written agreement required to enter the proposed partnership.</p> <p>2. To give approval to the Council entering into an agreement under section 75 of the National Health Services Act 2006 with Brent NHS Clinical Commissioning Group to govern the delivery of the approved Better Care Fund Plan for 2016/2017.</p> <p>KEY</p>	Cabinet		15 Nov 2016	

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<p>Church End Car Park, Acquisition of additional Land To approve purchase of additional land and additional capital investment to deliver enlarged Development.</p> <p>KEY</p>	Cabinet	Strategic Director, Resources	15 Nov 2016	Head of Strategic Property Tel: 020 8937 1705 sarah.chaudhry@brent.gov.uk
<p>Stonebridge Redevelopment To secure Cabinet approval for the capital expenditure of £39.5m to bring forward the delivery of c.128 new homes (subject to planning consent), remodelling/ redesigning open space on Hillside and highways improvements.</p> <p>KEY</p>	Cabinet		15 Nov 2016	
<p>National Non Domestic Rates – Review of Discretionary Rate Relief Scheme and Applications for Relief To continue with the current scheme and criteria for a further 2 years until Business Rates Retention is introduced To approve the applications detailed in Appendix A</p> <p>KEY</p>	Cabinet	Strategic Director, Resources	15 Nov 2016	Director, Customer Services Tel: 020 8937 1521 margaret.read@brent.gov.uk
December				

Details of the decision to be taken	Decision to be taken by	Relevant report from	Expected date of decision	Representations may be made to the following officer by the date stated
<p>Brent Adult Social Care Local Account – 2015/16 To approve the 2015/16 ASC Local Account, which summarises the department’s key achievements and challenges, financial and performance information during the previous year. It is a statutory requirement to produce and publish an annual Local Account.</p> <p>KEY</p>	Cabinet		12 Dec 2016	
<p>Q2 Performance Report 2016/17 To note the performance information and agree remedial actions as necessary. To consider the current and future strategic risks associated with the information provided and agree remedial actions as appropriate. To challenge progress as necessary.</p> <p>KEY</p>	Cabinet	Chief Executive	12 Dec 2016	Director, Performance, Policy and Partnerships Tel: 020 8937 1400 peter.gadsdon@brent.gov.uk
<p>Collection fund surplus Technical report on distribution of estimated surplus on collection of council tax and NDR</p> <p>KEY</p>	Cabinet	Chief Finance Officer	12 Dec 2016	Chief Finance Officer Tel: 020 8937 6528 conrad.hall@brent.gov.uk
February				

Details of the decision to be taken	Decision to be taken by	Relevant report from	Expected date of decision	Representations may be made to the following officer by the date stated
<p>Budget report 2017/18 – 2018/19 Decide the budget proposals to be taken forward for final agreement by full council for the financial years 2017/18 – 2018/19</p> <p>KEY</p>	Cabinet	Chief Finance Officer	13 Feb 2017	Chief Finance Officer Tel: 020 8937 6528 conrad.hall@brent.gov.uk
March				
<p>Q3 Performance Report 2016/17 To note the performance information and agree remedial actions as necessary. To consider the current and future strategic risks associated with the information provided and agree remedial actions as appropriate. To challenge progress as necessary.</p> <p>KEY</p>	Cabinet	Chief Executive	13 Mar 2017	Director, Performance, Policy and Partnerships Tel: 020 8937 1400 peter.gadsdon@brent.gov.uk