

LONDON BOROUGH OF BRENT

FORWARD PLAN OF KEY DECISIONS

for the period 1 November 2019 to 29 February 2020



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)

[Cllr McLennan](#) (Deputy Leader, Resources)

[Cllr Hirani](#) (Public Health, Culture & Leisure)

[Cllr Farah](#) (Adult Social Care)

[Cllr Southwood](#) (Housing and Welfare Reform)

[Cllr Tatler](#) (Regeneration, Property & 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 & Engagement)

Publication Date: October 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
September					
<p>Award of a contract for Microsoft Azure and Office 365 assessment and implementation To award a contract for Microsoft Azure and Office 365 assessment and implementation services for the Shared ICT Service.</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Customer and Digital Services	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	Not before 17 Sep 2019	Senior Category Manager, Procurement Tel: 0208 937 1733 philippa.brewin@brent.gov.uk
October					
<p>Purchase of residential high rise block by i4B We have now agreed a price and received the heads of terms from Quinatin, we now need approval from cabinet to go ahead with the deal before the director of property can enter into negotiations on our behalf.</p> <p>Decision deferred: from September 2019 to October 2019 Cabinet. Reason for deferral: To allow further review.</p> <p>KEY</p> <p>Report: Fully exempt</p>	Cabinet	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	14 Oct 2019	Strategy and Delivery Lead Craig.Lane@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
<p>Digital Strategy and Business case 2019-2023 Cabinet to approve the Digital Strategy and business case 2019-2023</p> <p>Item deferred from September to October Cabinet to allow for further engagement on informing the draft strategy.</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	14 Oct 2019	Digital Transformation Lead Tel: 020 8937 1935 Rehana.Ramesh@brent.gov.uk
<p>Draft Volunteering Strategy To agree the Volunteering Strategy.</p> <p>KEY</p> <p>Report:</p>	Cabinet	Assistant Chief Executive	Lead Member for Community Safety & Engagement (Councillor Tom Miller)	14 Oct 2019	Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent.gov.uk
<p>Brexit Risk Register</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Assistant Chief Executive	Deputy Leader (Councillor Margaret McLennan)	14 Oct 2019	anne.kittappa@brent.gov.uk

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<p>Affordable Housing Task Group report Cabinet to: - Note RPR scrutiny committee's endorsement of the report and recommendations of the task group - Note and consider the committee's additional proposal that plans for new housing developments take into account known needs for people with disabilities awaiting housing provision.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Assistant Chief Executive	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood), Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	14 Oct 2019	Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent.gov.uk
<p>Knife Crime Scrutiny Task Group Report That Cabinet review and agree the recommendations in the task group's report.</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Resources and Public Realm Scrutiny Committee Cabinet	Assistant Chief Executive	Lead Member for Community Safety & Engagement (Councillor Tom Miller)	12 Sep 2019 14 Oct 2019	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	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
<p>Consultation on Admissions Arrangements for Community Schools for 2021/22 To agree to carry out statutory consultation on proposed changes to Admission Arrangements for Community Schools, to take effect for the academic year 2021/22, as required by the School Admissions Code.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Children and Young People	Lead Member for Schools, Employment & Skills (Councillor Amer Agha MB BS, MSc, PHCM)	14 Oct 2019	Operational Director, Safeguarding, Partnerships & Strategy Tel: 0208 937 4173 Brian.Grady@brent.gov.uk
<p>Outcome of Family Hubs Consultation To present the outcome of the consultation on Family Hubs.</p> <p>KEY</p> <p>Report:</p>	Cabinet	Strategic Director - Children and Young People	Lead Member for Children's Safeguarding, Early Help and Social Care (Councillor Mili Patel)	14 Oct 2019	Operational Director Integration & Improved Outcomes Tel: 020 8937 4456 nigel.chapman@brent.gov.uk
<p>Retained Right to Buy Receipts To continue delegated authorities for the Council to grant retained Right to Buy receipts to external providers to increase supply of affordable homes.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet		Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	14 Oct 2019	Housing Partnerships Manager Emily-Rae.Maxwell@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
<p>Secondary School Expansion To consider proposals to establish a Secondary school expansion programme to meet the projected demand for secondary school places as set out in the School Place Planning Strategy 2019-2023.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Children and Young People, Strategic Director - Regeneration and Environment	Lead Member for Schools, Employment & Skills (Councillor Amer Agha MB BS, MSc, PHCM)	14 Oct 2019	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	Any representations must be made to the following officer at least 1 week before the decision is to be made
<p>Brent Local Plan Publication and Submission for Examination To publish the Brent Local Plan for consultation.</p> <p>To delegate to the Director of Regeneration and Environment in consultation with the Cabinet Member for Regeneration, Property and Planning the authority to make modifications to the Brent Local Plan prior to its consideration by Full Council.</p> <p>To recommend to Full Council that it considers the Local Plan publication responses and that the Plan and any proposed modifications be submitted for Examination to the Secretary of State.</p> <p>To adopt the Brent Local Development Scheme.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	14 Oct 2019	Head of Planning and Development gerry.ansell@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
<p>SOUTH KILBURN QUEENS PARK (SKQP) LLP This report provides an update on the South Kilburn Queens Park Limited Liability Partnership (SKQP LLP) and seeks authority to terminate the SKQP LLP Project Agreement should it not be possible for the parties to resolve matters by 30 October.</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	14 Oct 2019	Head of Finance (Commercial and Projects) olga.bennet@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
<p>Article 4 Directions To Remove Permitted Development Rights For Changes Of Use From Office and Light Industrial To Residential and Also From Residential To Houses In Multiple Occupation</p> <p>Approval of a non-immediate Article 4 Direction removing permitted development rights for change of use from Office (B1(a)) and Light Industrial (B1(c)) to residential (C3) for the remainder of the borough not already subject to an existing Article 4.</p> <p>Approval of the issuing of a non-immediate Article 4 Direction removing permitted development rights for change of use from Residential (C3) to Houses in Multiple Occupation (C4).</p> <p>Authority be delegated to the Strategic Director Regeneration and Environment in association with the Cabinet Member for Regeneration, Property and Planning to consider consultation responses and the decision on whether to confirm the Article 4 Directions</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	14 Oct 2019	Head of Planning and Development gerry.ansell@brent.gov.uk

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<p>Selective and Additional Licensing in the Private Rented Sector in Brent</p> <p>To consider the evidence and the responses to consultation and determines whether the selective licensing scheme should be renewed in Harlesden, Willesden Green and Wembley Central and extended to other areas of Brent, and that subject to the approval of the above, to agree that the proposal be submitted to the Secretary of State for the Department of Communities and Local Government (DCLG) for confirmation.</p> <p>To consider the evidence and the responses to consultation and determines whether the additional licensing scheme should be renewed and apply to the whole of Brent</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet		Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	14 Oct 2019	Head of Private Housing Services Tel: 020 8937 2546 spencer.randolph@brent.gov.uk
<p>Quarter 2 Budget Monitoring Report</p> <p>This report sets out the current forecasts of income and expenditure against the revenue budget.</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Finance Director	Deputy Leader (Councillor Margaret McLennan)	14 Oct 2019	Director of Finance Tel: 020 8937 4043 minesh.patel@brent.gov.uk

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<p>Re-Procurement of Barrister Framework To agree the award of the new LBLA Barrister Framework following a collaborative procurement process.</p> <p>KEY</p> <p>Report: Part exempt</p>	<p>Director of Legal, HR, Audit & Investigations</p>			<p>October 2019</p>	
<p>Authority to Award a Contract for Hostile Vehicle Mitigation (HVM) Measures – Wembley Stadium Area To request approval to award a contract in respect of the supply, installation and maintenance of Hostile Vehicle Mitigation (HVM) Measures – Wembley Stadium Area, per Contract Standing Order 88.</p> <p>KEY</p> <p>Report: Part exempt</p>	<p>Strategic Director - Regeneration and Environment</p>		<p>Lead Member for Environment (Councillor Krupa Sheth)</p>	<p>Not before 28 Oct 2019</p>	

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November					
<p>36 Woodhill Crecent - Award of a Care and Support Contract. A decision to award a care and support contract in relation to 36 Woodhill Crescent.</p> <p>KEY</p> <p>Report: Part exempt</p>	Operational Director - Adult Social Care		Lead Member for Adult Social Care (Councillor Harbi Farah)	6 Nov 2019	
<p>Decision to award a care and support contract at Peel Road, Preston Road, Ruby Street and Gladstone Park. To award care and support contracts at Peel Road, Preston Road, Ruby Street and Gladstone Park.</p> <p>KEY</p> <p>Report: Part exempt</p>	Operational Director - Adult Social Care		Lead Member for Adult Social Care (Councillor Harbi Farah)	8 Nov 2019	
<p>Lift replacement programme</p> <p>KEY</p> <p>Report: Open</p>	Strategic Director - Community Well-being		Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	Not before 8 Nov 2019	

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<p>Contract for the provision of transition insurance for private rented sector properties Approves the award of the contract for the provision of transition insurance for private rented sector properties to Help2Rent Limited for a period of two years with an option to extend for a further two years.</p> <p>KEY</p> <p>Report: Open</p>	Strategic Director - Community Well-being		Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	15 Nov 2019	
<p>Update on A404 Motorcycles in Bus Lanes Trial To proceed with the statutory consultation for another experimental order to allow motorcycles to use the bus lanes on the A404 and to implement, subject to the results of the consultation.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	11 Nov 2019	Head of Highways and Infrastructure Tel: 020 8937 5151 tony.kennedy@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
<p>Brent Local Implementation Plan (LIP) Submission for 2020/21 To note the provisional LIP allocation and approve the proposed 2021/19 programme of schemes</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	11 Nov 2019	Head of Planning and Development gerry.ansell@brent.gov.uk
<p>London Councils' Transport and Environment Committee – Governing Agreement Amendment for Electric Vehicle Charging To agree to delegate to London Councils' Transport and Environment Committee (TEC) to exercise further functions in delivering electric vehicle charging infrastructure across London.</p> <p>To authorise the Council's Director of Legal, HR, Audit and Investigations to sign any necessary documents to give effect to the variation of the London Council's TEC.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	11 Nov 2019	Head of Planning and Development gerry.ansell@brent.gov.uk

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<p>Partnership Tasking Team (PTT) Underspend Options To approve to spend the funding allocated for the PTT on other options related to community safety and serious youth violence priorities</p> <p>Decision deferred from October to November 2019 Cabinet meeting.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Children's Safeguarding, Early Help and Social Care (Councillor Mili Patel), Lead Member for Community Safety & Engagement (Councillor Tom Miller)	11 Nov 2019	Head of Community Protection Tel: 020 8937 5067 Karina.Wane@brent.gov.uk
<p>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</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Children and Young People	Lead Member for Schools, Employment & Skills (Councillor Amer Agha MB BS, MSc, PHCM)	11 Nov 2019	Operational Director, Safeguarding, Partnerships & Strategy Tel: 0208 937 4173 Brian.Grady@brent.gov.uk

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<p>Housing - Housing Development Programme - Mixed Sites Approval Permission is being sought to delegate authority the CWB Director and the S151 officer to go out to the market and appoint on 6 new housing development sites above £5m in value. The paper will also seek permission for the delegation of RTB receipts to use the as grant funding to stimulate RP's development of affordable home in the borough.</p> <p>Decision deferred: from October to November Cabinet Meeting to allow further work to be undertaken.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	11 Nov 2019	Head of Housing Partnerships John.Magness@brent.gov.uk, paul.schafer@brent.gov.uk
<p>Authority to Tender for Homecare Services in Brent To seek approval to go out to tender for the procurement of a Homecare Framework for Older People, Adults, Young People and Children.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Community Well-being	Lead Member for Adult Social Care (Councillor Harbi Farah)	11 Nov 2019	Head of Commissioning, Contract and Market Management Tel: 020 8937 1609 andrew.davies@brent.gov.uk

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<p>Assets Management Strategy A report to present the HRA Asset Management Strategy and 30-year financial plan.</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	11 Nov 2019	Head of Service - Housing Management Property, Housing and Culture Tel: 0208 937 1147 sean.gallagher@brent.gov.uk
<p>Complaints Annual Report 2018 - 2019 To note and agree the Complaints Annual Report 2018 – 2019.</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Assistant Chief Executive	Deputy Leader (Councillor Margaret McLennan)	11 Nov 2019	Complaints and FOI Manager mariza.barros@brent.gov.uk
<p>Infill Programme – Authority to Award (Contracts in respect of Infill Projects1 & 2) To seek approval for awarding the contract for Projects 1 and 2 of the Infill Programme</p> <p>KEY</p> <p>Report: Open</p>	Strategic Director - Regeneration and Environment		Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	29 Nov 2019	

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
December					
<p>Purchase of Library Books Authority to proceed.</p> <p>Reason for deferral: Item deferred from July to December 2019 to allow officers to undertake further work on the report.</p> <p>KEY</p> <p>Report: Open</p>	Director of Public Health	Director of Public Health	Lead Member for Public Health, Culture and Leisure (Councillor Krupesh Hirani)	2 Dec 2019	Tel: 020 8937 3924
January 2020					
<p>Admissions Arrangements for Community Schools 2021/22 To consider the outcomes of the statutory consultation on and agree proposed changes to Admission Arrangements for Community Schools, to take effect for the academic year 2021/22, as required by the School Admissions Code.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Children and Young People	Lead Member for Schools, Employment & Skills (Councillor Amer Agha MB BS, MSc, PHCM)	14 Jan 2020	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	Any representations must be made to the following officer at least 1 week before the decision is to be made
<p>Air Quality Task Group Report To consider the report and recommendations of the Resources and Public Realm Scrutiny Committee.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Assistant Chief Executive	Councillor Krupa Sheth	14 Jan 2020	Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent.gov.uk
<p>Quarter 3 Budget Monitoring Report This report sets out the current forecasts of income and expenditure against the revenue budget.</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Finance Director	Deputy Leader (Councillor Margaret McLennan)	14 Jan 2020	Director of Finance Tel: 020 8937 4043 minesh.patel@brent.gov.uk