

LONDON BOROUGH OF BRENT

FORWARD PLAN OF KEY DECISIONS

for the period 1 October 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 Nerva](#) (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 Stephens](#) (Schools, Employment & Skills)

[Cllr Knight](#) (Community Safety & Engagement)

Publication Date: 11 September 2020

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
November					
<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: Part exempt</p>	Strategic Director - Community Well-being	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	15 Nov 2019	Housing Needs Service Tel: 020 8937 2076 saleema.nuraney@brent.gov.uk
February 2020					
<p>Purchase of Library Books Authority to proceed with the purchase programme.</p> <p>KEY</p> <p>Report: Part exempt</p>	Director of Public Health	Director of Public Health	Lead Member for Public Health, Culture and Leisure (Councillor Krupesh Hirani)	Not before 10 Feb 2020	Library Stock Development Manager Tel: 020 8937 3465 Allan.Costello@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
April 2020					
<p>Kensal Corridor Improvements To award a contract for the delivery of highway works – Kensal Corridor Improvements</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	1 Apr 2020	Projects Development Manager, Highways and Infrastructure Tel: 020 8937 5113 sandor.fazekas@brent.gov.uk
<p>HVM Wembley Estate To cancel the awarded contract for the installation of HVM measures near Wembley stadium.</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	1 Apr 2020	Head of Highways and Infrastructure Tel: 020 8937 5151 tony.kennedy@brent.gov.uk
<p>Direct Award for Family Wellbeing Centre Support Services To make a direct award for a 1 year period to the current provider for Family Wellbeing Centre Support Services.</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Children and Young People	Strategic Director - Children and Young People	Lead Member for Children's Safeguarding, Early Help and Social Care (Councillor Mili Patel)	Not before 6 Apr 2020	Head of Early Years and Family Support Tel: 020 8937 2710 sue.gates@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>Award of Homecare Framework Contracts Delegated decision to award the contracts for the Homecare Services in Brent</p> <p>KEY</p> <p>Report: Part exempt</p>	Operational Director - Adult Social Care	Strategic Director - Community Well-being	Lead Member for Adult Social Care (Councillor Harbi Farah)	April 2020	Head of Commissioning, Contract and Market Management Tel: 020 8937 1609 andrew.davies@brent.gov.uk
June 2020					
<p>Authority to extend contract for Children's Centre Services to Barnardo's for 3 months To agree approval to extend the contract to Barnardo Services Limited for Children's Centre services for a period of 3 months.</p> <p>KEY</p> <p>Report: Open</p>	Strategic Director - Children and Young People	Strategic Director - Children and Young People	Lead Member for Children's Safeguarding, Early Help and Social Care (Councillor Mili Patel)	9 Jun 2020	Operations Manager Tel: 020 8937 3295 Simon.Topping@brent.gov.uk

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July 2020					
<p>Bridge Park Mediation To settle, if appropriate following mediation, the litigation between the Council, Stonebridge Community Trust (HPCC) Ltd and others.</p> <p>KEY</p> <p>Report: Fully exempt</p>	Chief Executive	Chief Executive	Leader (Councillor Muhammed Butt)	Not before 10 Jul 2020	Director of Legal, HR, Audit and Investigations Tel: 020 8937 1578 debra.norman@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>United College Group Loan Chief Executive, in consultation with the Deputy Leader, to determine whether the conditions set out in the report have been discharged.</p> <p>Director of Finance, in consultation with the Deputy Leader, to set the interest rate and other terms of the loan.</p> <p>Director of Finance, in consultation with the Deputy Leader, to conclude and execute the loan transaction or transactions referred to above, whether acting independently or with other lenders, including to make such minor adjustments to the precise terms as prove necessary.</p> <p>KEY</p> <p>Report: Part exempt</p>	Director of Finance	Director of Finance	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	Before 31 Jul 2020	Director of Finance Tel: 020 8937 4043 minesh.patel@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
August 2020					
<p>Recommissioning the Advice, Infrastructure, Healthwatch and NHS independent Advocacy Contracts</p> <p>The paper is to present options for the retendering of four key contracts within the Strategy and Partnerships service. The contracts fund voluntary sector capacity development, advice provision, the Healthwatch service and an advocacy service to support people making complaints against the NHS.</p> <p>KEY</p> <p>Report: Part exempt</p>	Assistant Chief Executive	Assistant Chief Executive	Lead Member for Community Safety & Engagement (Councillor Tom Miller)	Not before 17 Aug 2020	<p>Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent.gov.uk</p> <p>Partnership and Engagement Manager, Strategy and Partnerships Tel: 020 8937 1133 Julia.Mlambo@brent.gov.uk</p>
<p>Award Contract For Refurbishment Works at Stonebridge Annex Twybridge Way, NW10</p> <p>To seek approval for the award of a contract for refurbishment works at Stonebridge Annex Twybridge Way, NW10.</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Schools, Employment & Skills (Councillor Amer Agha MB BS, MSc, PHCM), Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	Not before 21 Aug 2020	Capital Works Project Manager Tel: 020 8937 3386 Joy.Ogbechi@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
September 2020					
<p>Brent Black Community Action Plan To present the Brent Black Community Action Plan.</p> <p>KEY</p> <p>Report:</p>	Cabinet	Assistant Chief Executive	Leader (Councillor Muhammed Butt)	7 Sep 2020	Assistant Chief Executive Shazia.Hussain@brent.gov.uk
<p>Borough Plan - Review of year one To approve the review of year one of the Borough Plan.</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Assistant Chief Executive	Leader (Councillor Muhammed Butt)	7 Sep 2020	Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent.gov.uk
<p>Poverty Commission Final Report and Recommendations The final report and recommendations from the Independent Poverty Commission will be presented to Cabinet.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Assistant Chief Executive	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	7 Sep 2020	Senior Policy and Scrutiny Officer Tel: 020 8937 1958 Jacqueline.Barry-Pursell@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>Seek Approval to procure of 6 supported living services for MH, Dual Diagnosis, LD and Profound and Multiple Learning Disabilities (PMLD) To seek Cabinet approval to commission 6 Supported Living Services at 3 Salmon Street, 167 Willesden Road, Harrowdene Road, Cranhurst Road, 155 Walm Lane, and 12 St Gabriel's.</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Operational Director - Adult Social Care	Lead Member for Adult Social Care (Councillor Harbi Farah)	7 Sep 2020	Interim Commissioning Manager Tel: 020 8937 4162 Lorraine.Regan@brent.gov.uk
<p>Highways Carriageway Scheme Programme 2020-21 To approve the Highways Carriageway Scheme Programme 2020-21</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	7 Sep 2020	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>Affordable Workspace Strategy & Action Plan To note the Affordable Workspace Strategy & Action Plan</p> <p>To approve the Affordable Workspace Strategy and Action Plan, prior to publication on the Council's website, dissemination of the same to key partners and stakeholders, and implementation.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Operational Director - Regeneration, Growth and Employment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	7 Sep 2020	Major Projects Team Tel: 020 8937 2348 jonathan.kay@brent.gov.uk
<p>Proposed New Article 4 Directions To Replace The Existing Directions For Brent's Residential Conservation Areas To seek Cabinet approval to proceed with proposals for new Article 4 Directions to replace the existing directions for its existing residential conservation areas</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	7 Sep 2020	Principle Heritage Conservation Officer Tel: 020 8937 5236 mark.price@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>Proposals for a Community Infrastructure Levy (CIL) Governance Strategy to agree the suggested approach for introducing a Strategic CIL Governance Strategy; The Strategy will be linked to the growth trajectories set out in the draft Brent Local Plan and projects identified in the Infrastructure Delivery Plan (IDP) to support growth and related Borough Plan priorities; Cabinet to agree steps around the implementation of the governance arrangements.</p> <p>as set out in the report</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	7 Sep 2020	Spatial Planning Manager Tel: 020 8937 6473 ciara.whelehan@brent.gov.uk
<p>Treasury Management 2019/20 Outturn Report This reports provides an update on Treasury Management activity and confirms the Council has complied with its Prudential Indicators for 2019/20</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Director of Finance	Deputy Leader (Councillor Margaret McLennan)	7 Sep 2020	Senior Finance Analyst Tel: 020 8937 5912 Amanda.Healy@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>Authority to Extend Contract for Agency Workers In line with the decision of Cabinet on 13th November 2017 Agenda item 18 to extend by a further year the contract Comensura for the provision of agency and temporary staff.</p> <p>KEY</p> <p>Report: Open</p>	Director of Legal, HR, Audit & Investigations	Director of Legal, HR, Audit & Investigations	Deputy Leader (Councillor Margaret McLennan)	23 Sep 2020	Interim Head of Human Resources Tel: 020 8937 3209 Martin.Williams@brent.gov.uk
October 2020					
<p>Authority to Tender for a Framework Agreement for Housing Refurbishment Works & a Framework Agreement for Technical Consultancy Services To approve authority to tender for a framework agreement for housing refurbishment works and a framework agreement for technical consultancy services and delegate authority to the Strategic Director Community Wellbeing to appoint contractors and consultants to the framework agreements.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	12 Oct 2020	Asset Compliance Manager Tel: 020 8937 2652 Giuseppe.Coia@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>Shared Ownership Policy Shared Ownership Policy</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Operational Director - Housing	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	12 Oct 2020	Head of Housing Partnerships Tel: 020 8937 3272 John.Magness@brent.gov.uk
<p>NAIL Programme Update An update of the NAIL programme and progress to date with a request for additional funds for the next phase of the NAIL programme.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Community Well-being	Lead Member for Adult Social Care (Councillor Harbi Farah)	12 Oct 2020	Operational Director, Adult Social Care Tel: 020 8937 6168 helen.woodland@brent.gov.uk
<p>Authority to enter into a contract with Capital Letters To request approval to enter into a contract with Capital Letters and to agree the terms of the contract.</p> <p>The agreement outlines the terms for the provision of accommodation for homeless households.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	12 Oct 2020	Housing Needs Service Tel: 020 8937 2076 saleema.nuraney@brent.gov.uk

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<p>Procurement Strategy to approve the Procurement Strategy for the period 2020- 2023</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Director of Customer Access	Deputy Leader (Councillor Margaret McLennan)	12 Oct 2020	Head of Procurement Tel: 020 8937 1598 rajesh.shori@brent.gov.uk
<p>Recommendations from Scrutiny To consider any recommendations referred from the Scrutiny Committees.</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Assistant Chief Executive	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler), Lead Member for Environment (Councillor Krupa Sheth)	12 Oct 2020	Senior Policy and Scrutiny Officer Tel: 020 8937 2855 michael.carr@brent.gov.uk
<p>Street drinking PSPO borough wide extension To extend or discontinue the PSPO for a further 3 years.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Community Safety & Engagement (Councillor Tom Miller)	12 Oct 2020	ASB and Crime Manager, Community Protection Tel: 020 8937 5853 Simon.Egbor@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>Variation of long stop date in respect of Community Asset Transfer at Tenterden Pavilion & Sports Ground, Preston Road HA3 0QQ</p> <p>Cabinet to delegate authority to the Strategic Director of Regeneration and Environment to negotiate and agree terms for a variation to the Agreement to Lease Longstop date.</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	12 Oct 2020	Property and Projects Tel: 020 8937 2529 denish.patel@brent.gov.uk
<p>Application for the re-naming of the eastern section of Meadow Garth to Pramukh Swami Road</p> <p>to decide whether to agree the making of order to implement the name change or not</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	12 Oct 2020	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	Any representations must be made to the following officer at least 1 week before the decision is to be made
<p>ICT Work with the Local Government Association Approve the council entering into further arrangements to partner with the Local Government Association for a period of 3 years with an optional 2 year extension for the provision of ICT services.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	12 Oct 2020	Head of IT Transformation and Programme Management Tel: 020 8937 1432 sally.chin@brent.gov.uk
<p>Dudden Hill Lane Community Centre Redevelopment Approval to appoint Willmott Dixon to deliver PCSA2 and Enabling Works</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Regeneration and Environment	Strategic Director – Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	12 Oct 2020	Head of Capital Programmes (Housing) Tel: 020 8937 1722 Tanveer.Ghani@brent.gov.uk
<p>Learie Constantine Centre Redevelopment Approval to appoint Willmott Dixon to deliver PCSA2 and Enabling Works</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Regeneration and Environment	Strategic Director – Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	12 Oct 2020	Head of Capital Programmes (Housing) Tel: 020 8937 1722 Tanveer.Ghani@brent.gov.uk

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November 2020					
<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)	9 Nov 2020	Operational Director, Safeguarding, Partnerships & Strategy Tel: 020 8937 4173 Brian.Grady@brent.gov.uk
<p>Commercial Trading Company To authorise the making of arrangements for the establishment of a trading company.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	9 Nov 2020	Environmental Health Manager Tel: 020 8937 2389 darren.hale@brent.gov.uk

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December 2020					
<p>1-8 Neville House, 1-64 Winterleys, 113-128 Carlton House, and Carlton Hall (together defined as NWCC Site) - To seek approval for an OJEU process to procure a delivery partner for comprehensive redevelopment of the NWCC Site</p> <p>To seek approval for an OJEU process to procure a delivery partner for comprehensive redevelopment of 1-8 Neville House, 1-64 Winterleys, 113-128 Carlton House, and Carlton Hall (together defined as NWCC Site)</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	7 Dec 2020	Senior Project Manager, Estate Regeneration Tel: 020 8937 1621 Marie.Frederick@brent.gov.uk
<p>Recommissioning of Housing Related Support Services</p> <p>To seek approval to tender for Housing Related Support services.</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director - Community Well-being	Lead Member for Adult Social Care (Councillor Harbi Farah)	7 Dec 2020	Interim Commissioning Manager Tel: 020 8937 4162 Lorraine.Regan@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
January 2021					
<p>Authority to Commission Community Equipment Provider to ... Agree to continue with the 'Framework Contract for Community Equipment Service' with LB Barnet</p> <p>Agree to the retender of the Community Equipment Service for a period of 3 years +1 yr + 1yr</p> <p>Agree to award the contract to the new provider</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Operational Director - Adult Social Care	Lead Member for Adult Social Care (Councillor Harbi Farah)	12 Jan 2021	Head of Adults Services - Urgent Care, Community Wellbeing Tel: 020 8937 1323 Sunny.Mehmi@brent.gov.uk