LONDON BOROUGH OF BRENT

FORWARD PLAN OF KEY DECISIONS

for the period 01 November 2020 to 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 of 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)

<u>Cllr Southwood</u> (Housing and Welfare Reform)

Clir Tatler (Regeneration, Property & Planning)

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

Cllr Krupa Sheth (Environment)

<u>Cllr Stephens</u> (Schools, Employment & Skills)

Cllr Knight (Community Safety & Engagement)

email: committee@brent.gov.uk Tel: 020 8937 2063/1355

Publication Date: Republished on 27 November 2020

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					
Recommissioning the Advice, Infrastructure, Healthwatch and NHS independent Advocacy Contracts To request approval for the retender of the Brent Healthwatch contract. KEY Report: Part exempt	Assistant Chief Executive	Assistant Chief Executive	Lead Member for Community Safety & Engagement (Councillor Tom Miller)	Not before 17 Aug 2020	Head of Strategy and Partnerships Tel: 020 8937 1045 pascoe.sawyers@brent .gov.uk Partnership and Engagement Manager, Strategy and Partnerships Tel: 020 8937 1133 Julia.Mlambo@brent.g ov.uk

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October 2020					
Dudden Hill Lane Community Centre Redevelopment Approval to appoint Willmott Dixon to deliver PCSA2 and Enabling Works KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	12 Oct 2020	Project Manager, Property Tel: 020 8937 1722 tanveer.ghani@brent.g ov.uk
Learie Constantine Centre Redevelopment Approval to appoint Willmott Dixon to deliver PCSA2 and Enabling Works KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	12 Oct 2020	Project Manager, Property Tel: 020 8937 1722 tanveer.ghani@brent.g ov.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
New Council Homes Programme – Appoint Contractor for Infill Sites (Pharamond and Longley Avenue) Authority to appoint a contractor for building 11 new homes across the following sites: • Longley Avenue • Pharamond KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	14 Oct 2020	Project Manager, Property Tel: 020 8937 1722 tanveer.ghani@brent.g ov.uk
New Council Homes Programme – Appoint Contractor for Infill Sites (Aneurin Bevan Court and Sycamore Grove) Authority to appoint a contractor for building 10 new homes across the following sites: • Aneurin Bevan Court • Sycamore Grove KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	14 Oct 2020	Project Manager, Property Tel: 020 8937 1722 tanveer.ghani@brent.g ov.uk

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New Council Homes Programme – Contractor Procurement for Infill Sites (Pharamond and Longley Avenue) Authority to tender for the procurement of a contractor to build 11 new homes across the following sites: Longley Avenue Pharamond KEY Report: Open	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	14 Oct 2020	Project Manager, Property Tel: 020 8937 1722 tanveer.ghani@brent.g ov.uk
New Council Homes Programme – Contractor Procurement for Infill Sites (Aneurin Bevan Court and Sycamore Grove) Authority to tender for the procurement of a contractor to build 10 new homes across the following sites: • Aneurin Bevan Court • Sycamore Grove KEY Report: Open	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	14 Oct 2020	Project Manager, Property Tel: 020 8937 1722 tanveer.ghani@brent.g ov.uk

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Seek Approval to procure Brent Integrated Technology enabled care service To seek approval to procure Brent Integrated Technology enabled care service KEY Report: Part exempt	Strategic Director - Community Well-being	Strategic Director - Community Well- being	Lead Member for Adult Social Care (Councillor Harbi Farah)	Not before 22 Oct 2020	Head of Commissioning, Contract and Market Management Tel: 020 8937 1609 andrew.davies@brent. gov.uk ASC Digital – Service Improvement Manager Tel: 020 8937 1504 darren.persaud@brent. gov.uk
Award of Homecare Framework Contracts Delegated decision to award the contracts for the Homecare Services in Brent KEY Report: Part exempt	Operational Director - Adult Social Care	Strategic Director - Community Well- being	Lead Member for Adult Social Care (Councillor Harbi Farah)	Between 1 Oct 2020 and 1 Nov 2020	Head of Commissioning, Contract and Market Management Tel: 020 8937 1609 andrew.davies@brent. gov.uk

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November 2020					
Variation of long stop date in respect of Community Asset Transfer at Tenterden Pavilion & Sports Ground, Preston Road HA3 0QQ 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. Non-Key Decision Report: Part exempt	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	9 Nov 2020	Property and Projects Tel: 020 8937 2529 denish.patel@brent.go v.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 Amer Agha MB BS, MSc, PHCM)	9 Nov 2020	Operational Director, Safeguarding, Partnerships & Strategy Tel: 0208 937 4173 Brian.Grady@brent.gov .uk

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Commercial Trading Company To authorise the making of arrangements for the establishment of a trading company. KEY Report: Open	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
South Kilburn Regeneration Programme – making of compulsory purchase order Cabinet to delegate authority to the Strategic Director of Regeneration and Environment to proceed with the making and implementation of a CPO for each phase of the Scheme as necessary and agree details of shared equity/ownership schemes. Non-Key Decision	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	9 Nov 2020	Property and Projects Tel: 020 8937 2529 denish.patel@brent.go v.uk
Report: Open					

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Northwick Park, One Public Estate – Update, Infrastructure Collaboration Agreement and Spine Road Construction Cabinet to delegate authority to the Strategic Director of Regeneration and Environment to negotiate and enter into an infrastructure delivery agreement with the other OPE partners, and to tender and procure the road construction project on behalf of the OPE partners. KEY Report: Part exempt	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth), Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	9 Nov 2020	Director of Property & Assets Tel: 020 8937 5025 nick.ljustina@brent.gov .uk
Draft Brent Climate Emergency Strategy (2021-2030) To approve the Draft Climate Emergency Strategy to be issued for public consultation. KEY Report: Open	Cabinet	Assistant Chief Executive	Lead Member for Environment (Councillor Krupa Sheth)	9 Nov 2020	Head of Environmental Strategy & Commissioning Tel: 020 8937 5323 oliver.myers@brent.go v.uk Climate Emergency Strategy Manager tom.welsh@brent.gov.u k

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
Highways Services interim contract arrangements Approval of Highways Services interim contract arrangements for a period of two years (2021/22 to 2022/23 KEY	Lead Member for Environment	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	Not before 9 Nov 2020	Head of Environmental Strategy & Commissioning Tel: 020 8937 5323 oliver.myers@brent.go v.uk
Report: Part exempt					
Kensal Corridor Improvements To award a contract for the delivery of highway works – Kensal Corridor Improvements KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	9 Nov 2020	Projects Development Manager, Highways and Infrastructure Tel: 020 8937 5113 sandor.fazekas@brent. gov.uk
Award of LD services at 127 &129 Harrowdene Rd The Council have been out to tender to provide a Learning Disability service across 10 units at 127 & 129 Harrowdene Road. The tender process has now been completed and we wish to award the tender to the successful provider	Strategic Director - Community Well-being	Strategic Director - Community Wellbeing	Lead Member for Adult Social Care (Councillor Harbi Farah)	Not before 10 Nov 2020	Interim Commissioning Manager Tel: 020 8937 4162 Lorraine.Regan@brent. gov.uk
KEY Report: Open					

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HAStec Ltd t/a CM2000 award Approval for the use of the ESPO Electronic Homecare Monitoring Scheduling Solutions (Framework 394) to direct award in respect of an electronic care monitoring system for external providers of Homecare to HAStec Ltd t/a CM2000	Operational Director - Adult Social Care	Operational Director - Adult Social Care	Lead Member for Adult Social Care (Councillor Harbi Farah)	20 Nov 2020	Edwin Mensah Tel: 020 8937 4132 Edwin.mensah@brent. gov.uk
KEY					
Report: Open					
Parking Penalty Charge Notices: Borough-Wide Banding To consider the outcome of the non-statutory consultation in relation to moving all Brent parking Penalty Charge Notices to the higher Band 'A' penalty rates and apply to the Transport and Environment Committee of London Councils to seek approval to implement the proposed change.	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	20 Nov 2020	Anthony Vartanian Tel: 020 8937 2985 Anthony.vartanian@bre nt.gov.uk
KEY					
Report: Open					

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Authority to tender for a Design Lead Multi-Disciplinary Team to support the New Council Homes Programme (NCHP) Approval to tender for the procurement of a Design Lead Multi-Disciplinary to progress planning applications for up to 12 feasibility sites included in the New Council Homes Programme.	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	27 Nov 2020	Tanveer Ghani Tel: 020 8937 1722 Tanveer.ghani@brent.g ov.uk
KEY					
Report: Open					
Award of 6 Supported Living Services The Council have tendered for the following 6 Supported Living services across the borough 2 x Learning Disability 2x PMLD 1x Mental Health 1x Dual Diagnostic As the tender process will have been completed the Council wish to Award the contracts to the successful providers.	Strategic Director - Community Well-being	Strategic Director - Community Wellbeing	Lead Member for Adult Social Care (Councillor Harbi Farah)	30 Nov 2020	Interim Commissioning Manager Tel: 020 8937 4162 Lorraine.Regan@brent. gov.uk
KEY					
Report: Open					

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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)	30 Nov 2020	Anthony Vartanian Tel: 020 8937 2985 Anthony.vartanian@bre nt.gov.uk
KEY					
Report: Open					

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December 2020					
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 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) KEY Report: Part exempt	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
Recommissioning of Housing Related Support Services To seek approval to tender for Housing Related Support services. KEY Report: Part exempt	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

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Draft Budget 2021/22 The purpose of this report is to set out the Council's budget proposals for 2021/22 and beyond. KEY Report: Open	Cabinet	Director of Finance	Deputy Leader (Councillor Margaret McLennan)	7 Dec 2020	Director of Finance Tel: 020 8937 4043 minesh.patel@brent.go v.uk
Nail Programme Update & Funding To seek cabinets approval for additional funds to continue to deliver supported living accommodation for small specialised cohorts of clients KEY Report: Open	Cabinet	Operational Director - Adult Social Care	Lead Member for Adult Social Care (Councillor Harbi Farah)	7 Dec 2020	Tel: 020 8937 3353 paul.schafer@brent.go v.uk

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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. The agreement outlines the terms for the provision of accommodation for homeless households. KEY Report: Open	Cabinet	Strategic Director - Community Well- being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	7 Dec 2020	Housing Needs Service Tel: 020 8937 2076 saleema.nuraney@bre nt.gov.uk
Recommendations from Resources & Public Realm Scrutiny Committee - Violence Against Women Task Group To receive and consider the recommendations from the Resources & Public Realm Scrutiny Violence Against Women Task Group Non-Key Decision Report: Open	Cabinet	Assistant Chief Executive	Lead Member for Community Safety & Engagement (Councillor Tom Miller)	7 Dec 2020	Assistant Chief Executive Shazia.Hussain@brent. gov.uk

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National Non-Domestic Rates – Applications for Discretionary Rate Relief To consider applications for discretionary rate relief. KEY	Cabinet	Director of Customer Access	Deputy Leader (Councillor Margaret McLennan)	7 Dec 2020	Head of Revenues and Debt Tel: 020 8937 2307 Peter.Cosgrove@brent. gov.uk
Report: Open					
Asset Management Strategy To consider and approve the Asset Management Strategy KEY Report: Open	Cabinet	Strategic Director - Community Well- being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	7 Dec 2020	Operational Director Housing Tel: 020 8937 2023 Hakeem.Osinaike@bre nt.gov.uk
Commercial Property Rent That delegated authority is granted to the Finance Director, in consultation with the Strategic Director of Regeneration and Environment, to make rent deferral, rent reduction, rent abatement or lease re-gear decisions on commercial tenancies to effect the most appropriate commercial property solution on a case-by-case basis. KEY	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	7 Dec 2020	Property and Projects Tel: 020 8937 2529 denish.patel@brent.go v.uk
Report: Open					

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A Fairer Future Ending Poverty in Brent - Delivery Plans To note and approve the delivery plans attached as Appendices 1-4. KEY Report: Open	Cabinet	Assistant Chief Executive	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	7 Dec 2020	Senior Policy and Scrutiny Officer Tel: 02089371958 Jacqueline.Barry- Purssell@brent.gov.uk
Authority To For A Variation Of The Public Realm Contract For Cemeteries Approval of variation KEY Report: Open	Lead Member for Environment	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	Before 3 Dec 2020	Darren Hale Tel: 020 8937 2389 Darren.hale@brent.gov .uk

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January 2021					
Authority to Commission Community Equipment Provider to Agree to continue with the 'Framework Contract for Community Equipment Service' with LB Barnet Agree to the retender of the Community Equipment Service for a period of 3 years +1 yr + 1yr Agree to award the contract to the new provider	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.g ov.uk
KEY					
Report: Open					

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Treasury Management Mid-Year Report 2020-21 To note the 2020/21 mid-year Treasury report, which has been reviewed by the Audit and Standards Advisory Committee, and recommend the report is forwarded to Full Council.	Cabinet	Director of Finance	Deputy Leader (Councillor Margaret McLennan)	12 Jan 2021	Senior Finance Analyst Tel: 020 8937 5912 Amanda.Healy@brent. gov.uk
Non-Key Decision					
Report: Open					
Quarter 3 Financial Report 2020/21 This report sets out the current forecast of income and expenditure against the revenue budget for 2020/21 and other key financial data.	Cabinet	Director of Finance	Deputy Leader (Councillor Margaret McLennan)	12 Jan 2021	Director of Finance Tel: 020 8937 4043 minesh.patel@brent.go v.uk
KEY					
Report: Open					

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February 2021					
Authority to award contract for the provision of hard (planned, statutory and reactive maintenance) facilities management services for Brent Council operational buildings This report concerns the future provision of a contract for the delivery of Hard Facilities Management (FM) services for Brent Council's operational buildings. This report requests authority to award the contract for the delivery of Hard FM services in accordance with the cabinet decision of 10th February 2020 delegating authority to approve the same to the Strategic Director for Regeneration & Environment for a period of 5 + 2 years. KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	Before 26 Feb 2021	Facilities Portfolio Manager Tel: 020 8937 1771 Russell.Burnaby@bren t.gov.uk