# Brent Council

## Record of Individual Cabinet Member Decision

| DECISION MAKER | |
|---|---|
| **Decision Maker:** Deputy Leader and Cabinet Member for Finance and Resources | |
| **Category of Decision** (set out at paragraph 13, Part 3 of the Constitution)<br>2.1 Contracts & Procurement - invite expressions of interest, agree pre-tender considerations, agree shortlists, invite tenders, negotiate, award, enter into, and terminate contracts; deeds, agreements and other transactions | |
| **DECISION** | |
| **Decision Title:** AUTHORITY TO TENDER CONTRACT FOR BUSINESS RATES AND ASSOCIATED I.T SUPPORT IN ACCORDANCE WITH PARAGRAPH 13 OF PART 3 OF THE CONSTITUTION | **Date of Decision:** 10/11/26 |
| **Is this a Key Decision?**<br>Yes | **If Yes, have the call-in provisions been disapplied?**<br>No - the 5 day call-in period must be observed before the decision can be implemented |
| **Describe the decision taken:** APPROVAL TO INVITE TENDERS IN RESPECT OF BUSINESS RATES REVENUE COLLECTION AS REQUIRED BY CONTRACT STANDING ORDERS 88 AND 89. | |
| **Was the Leader of the Council consulted?**<br>☒ I confirm that the Leader of the Council was consulted on the following date: **30/10/26** | |
| **Please detail any conflicts of interest declared by any members consulted – guidance is provided overleaf.**<br>None | **If relevant, was a dispensation granted by the Chief Executive?**<br>**N/A** |
| **REPORT** | |
| **Please confirm that:**<br>**a) you have submitted the mandatory report for publication;** Yes ☒<br>**b) the report sets out the reasons for the decision;** Yes ☒<br>**c) the report details any alternative options considered and rejected.** Yes ☒ | |
| **Is all or part of the report exempt from publication?**<br>The report is: Open ☒ Part Exempt ☐ Fully Exempt ☐<br>**If Part Exempt, what sections of the report are not for publication?** Click here to enter text. | |
| **Reasons for Exemption**:<br>The report contains:<br>☐ Confidential Information<br>☐ The following category of Information exempt from publication under the Schedule 12A of the Local Government Act 1972, namely paragraph: select the relevant paragraph | |
| **List any relevant background papers:** Click here to enter text. | |

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| **Cabinet Member** | **Executive and Member Services Officer** |
|---|---|
| **Printed Name:** Cllr Gwen Grahl | **Printed Name:** James Kinsella |
| **Signature:** *G. Grahl* | **Signature:** *J. Kinsella* |

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**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 a 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.