



## LONDON BOROUGH OF BRENT

### MINUTES OF THE CABINET Monday 12 November 2018 at 4.00 pm

PRESENT: Councillor M Butt (Chair), Councillor McLennan (Vice-Chair) and Councillors Agha, Hirani, Miller, M Patel, Krupa Sheth, Southwood and Tatler

Also present: Councillor Long

#### 1. **Apologies for Absence**

Apologies for absence were received from Cllr Farah (Lead Member for Adult Social Care) and Peter Gadsdon (Director Performance, Policy and Partnerships)

#### 2. **Declarations of Interest**

There were no declarations of interest.

#### 3. **Minutes of the Previous Meeting**

RESOLVED:-

that the minutes of the previous meeting held on 15 October 2018 be approved as an accurate record of the meeting.

#### 4. **Matters Arising (if any)**

There were no matters arising.

#### 5. **Petitions (if any)**

There were no petitions.

#### 6. **Reference of item considered by Scrutiny Committees (if any)**

There was no reference of items considered by Scrutiny Committees.

#### 7. **St. Raphael's Estate - Housing Options Appraisal**

The Leader of the Council, Councillor Muhammed Butt, welcomed Mary Rands to the meeting. Ms Rands explained that she has lived on the St Raphael's estate since it was built in 1975. Ms Rands informed the Cabinet that she had attended the public meeting at Henderson House on the potential development of the estate. She expressed concern at the proposed consultation, stating her belief that the result was a foregone conclusion. She asked Cabinet for clarity about secured

tenancies. Ms Rands asked the Cabinet what would freeholders / leaseholders gain if they sell a property?

Councillor Ellie Southwood, Cabinet Member for Housing and Welfare Reform, thanked Ms Rands for her contribution and reiterated that the Council is committed to enabling residents make decisions about where they live.

Councillor Southwood stated that the prospect to build brand new homes that meet the needs of the families who live on St Raphael's estate was a unique opportunity.

Councillor Southwood stated that the report for consideration seeks approval for the work that will lay the foundations for improving life on the St Raphael's Estate. She emphasised that, through robust consultation and engagement, tenants and the community will decide on the best way of doing this.

Councillor Southwood stated that depending on the outcomes of consultation, there will be the opportunity to build brand new homes that meet the needs of families who live on St Raphael's whilst continuing to play our part in tackling London's shortage of good quality and genuinely affordable housing.

Councillor Southwood stated that despite the financial pressures arising from Government budget reductions imposed upon local authorities, the Council has a unique opportunity to make a difference on the estate. Through the engagement to date, the Council has heard that there are issues that the local residents would wish the Council to address and equally the Council would wish to get to work with the community on making things better, starting with engaging the community in a proper masterplanning process. She stated that residents are generally positive about life on the estate, but there is a strong sense that it could, and should, be a much nicer place to live.

Councillor Mili Patel, Cabinet Member for Children's Safeguarding, Early Help and Social Care, welcomed the report but encouraged officers within the Council's Housing and Regeneration teams to identify a young people's liaison person.

Carolyn Downs, Chief Executive, stated that the intention is to employ an agency which will act as Independent Adviser to the tenants and other residents.

**RESOLVED** that:

- i. Cabinet would work with residents and tenants to set up a governance structure which will oversee this project.
- ii. Cabinet agreed to officers progressing work on the St Raphael's Estate to assess potential housing improvement and development opportunities for the estate.
- iii. Cabinet agreed to delegate authority to the Strategic Director of Community Wellbeing in consultation with the Lead Member for Housing and Welfare Reform for the award of contract for a Multi-disciplinary Design Team and other key consultants as required including cost consultants.
- iv. Cabinet agreed that an Estate ballot, would take place prior to any final decision to proceed with option 2 as set out in the report.
- v. Cabinet noted that officers were working on establishing a partnership arrangement with Network Homes and Peabody Trust to take forward any

future development of the St Raphael's Estate with any final agreement subject to approval by Cabinet.

- vi. Cabinet noted that an update would be provided to Cabinet at appropriate points in the programme.

## 8. **School Place Planning Strategy 2019-2023**

Councillor Amer Agha, Cabinet Member for Schools, Employment and Skills, introduced the report providing Cabinet with a new School Place Planning Strategy covering the period 2019 to 2023.

Councillor Agha stated that the School Place Planning Strategy 2019-23 includes the latest projections for primary and secondary school places and demand for places for children with Special Educational Needs and Disabilities (SEND) and early years provision.

**RESOLVED** that:

- i. Cabinet approved the new School Place Planning Strategy 2019–2023 provided as set out in Appendix 1 of the report.
- ii. Cabinet noted that demand for Reception places was expected to continue to reduce over the next five years before recovering to the 2018 level of demand in 2022/23.
- iii. Cabinet noted that demand for secondary places was increasing with a need for an additional 13 forms of entry by 2023/24 to meet demand and ensure there was sufficient capacity to manage in-year admissions.
- iv. Cabinet noted the anticipated increase in demand for places that meet the needs of children and young people with SEND places and planned strategies for addressing this need.
- v. Cabinet noted the strategy for ensuring sufficient Early Years provision.

## 9. **Statement of Gambling Principles 2019-2022**

Councillor Tom Miller, Cabinet Member for Community Safety, stated that the London Borough of Brent is a Licensing Authority under the Gambling Act 2005 (the Act).

Councillor Miller stated that section 349 of the Act requires all licensing authorities to prepare and publish every three years a Statement of Gambling Principles that sets out their policy for dealing with applications and regulating gambling premises within their borough. He stated that the Act also requires licensing authorities to keep the Statement under review from time to time.

The Leader of the Council, Councillor Muhammed Butt, questioned the wording of the final paragraph of the executive summary (page 3 of the Statement of Gambling Principles).

Subject to the final paragraph of the Executive Summary (*page 3 of the Statement of Gambling Principles*) being amended, it was **RESOLVED** that:

- i. Cabinet noted the revised Statement of Gambling Principles (31 January 2019 – 30 January 2022) set out in Appendix 1 of the report

- ii. Cabinet proposed that the Statement of Gambling Principles be referred to Full Council on 26 November 2018 for approval.
- iii. Cabinet resolved that the subject to approval by Full Council, the Council must publish its revised Statement of Gambling Principles for a period of four weeks prior to it coming into effect on 31 January 2019, on the Council's website, in the local newspaper, on the public notice board at Council's offices and make it available for public inspection.

10. **Brent Design Guide Supplementary Planning Document (SPD1) Adoption.**

Councillor Shama Tatler, Cabinet Member for Regeneration, Highways & Planning, introduced the report stating that the paper outlines the consultation responses received between 24 May 2018 and 5 July 2018 on the draft Brent Design Guide Supplementary Planning Document (SPD1).

Councillor Tatler stated that the consultation responses received have resulted in minor amendments, with revised text now providing clearer guidance. She stated that when adopted by Cabinet the document will replace the existing Design Guide for New Development (SPG17) adopted in 2001, which will need to be revoked.

**RESOLVED** that:

- i. Cabinet approved the proposed amendments as set out in Appendix 1 of the report
- ii. Cabinet adopted the Brent Design Guide Supplementary Planning Document (SPD1) as set out in Appendix 2 of the report.
- iii. Cabinet revoked the existing Design Guide for New Development (SPG17) adopted in 2001.

11. **Business Rates and Associated IT Support Contract Award**

Councillor Margaret McLennan, Deputy Leader of the Council, introduced the report requesting authority to award a contract for the provision of Business Rates and associated I.T. Support as required by Contract Standing Order No 88.

Councillor McLennan stated that the report also summarises the procurement process undertaken and following the completion of the evaluation of final tenders, recommends to whom the contract should be awarded.

**RESOLVED** that:

- i. Cabinet awarded the contract for the provision of Business Rates and associated IT Support Services to Capita Business Services Ltd with effect from 1 May 2019 for a period of five years with an option to extend for a further three years.
- ii. Cabinet delegated powers provided through regulations issued under the Deregulation and Contracting Out Act 1994 for the assessment and collection of Business Rates be granted to Capita Business Services Ltd with effect from the 1 May 2019.

12. **Delegation of Decision and Award of a Printing Services Contract for the ICT Shared Service Authorities**

Councillor Margaret McLennan, Deputy Leader of the Council, introduced the report relating to the provision of printing services to the ICT Shared Service London Boroughs of Brent, Lewisham and Southwark, and to the Local Government Association. Councillor McLennan stated that the authorities are seeking a single supplier to be responsible for the printing services, including multifunctional devices, the print room in Brent Civic Centre, and offsite hybrid mail and bulk printing. The contract will be for four years with extensions of up to three years.

Councillor McLennan stated that the report outlines the further competition process under Crown Commercial Service Framework RM3781 and requests the delegation to the Strategic Director, Resources, in consultation with the Deputy Leader of the Council, of the authority to award a contract following completion of the tender and evaluation process.

**RESOLVED** that:

- i. Cabinet noted the procurement of an ICT Shared Service contract for managed print services, including multifunctional devices, the print room in Brent Civic Centre, and offsite hybrid mail and bulk printing, on the basis of the criteria set out in the report.
- ii. Cabinet delegated authority to the Strategic Director of Resources, in consultation with the Deputy Leader, to award a contract for printing services, as set out in the report.

**13. Changes to Local Government Association Membership**

Councillor Margaret McLennan, Deputy Leader of the Council, introduced the report stating that the London Borough of Brent is currently a member of the Local Government Association (LGA), which is a member subscription organisation. It has been constituted as an unincorporated association since its inception in 1997. On 4 July 2017, the LGA General Assembly, passed a resolution to create a new incorporated LGA, set up as an unlimited company, in place of the unincorporated association.

Councillor McLennan stated that the purpose of this report is to set out the background to this decision and to seek Cabinet approval for the Council to participate in the new arrangements.

**RESOLVED** that:

- i. Cabinet agreed to the Council being a member of the new Local Government Association Unlimited Company.
- ii. Cabinet authorised the Council's Chief Executive to provide formal written agreement to the Local Government Association (LGA) to dissolve the unincorporated Local Government Association at such date thereafter as determined by the LGA Leadership Board

**14. Exclusion of Press and Public**

None

**15. Any other urgent business**

None.

The meeting ended at 4.41 pm

COUNCILLOR MUHAMMED BUTT  
Chair