



THE FORWARD PLAN OF KEY DECISIONS

ISSUE 16: 29 DECEMBER 2003 TO 23 APRIL 2004

Contact Officer: Anne Reid
email: anne.reid@brent.gov.uk
Tel: 020 8937 1359
Fax: 020 8937 1360

(The next issue of the Forward Plan, covering the period 12 January 2004 to 8 May 2004, will be published on 29 December 2003)

Cllr Ann John
Leader of the Council

Forward Plan 2003/04

The Forward Plan sets out the key decisions and other decisions that the Executive intends to take over the following four months, together with key decisions by officers and other important decisions to be taken by the Council, its committees or officers. Briefly, a Key Decision is an Executive decision which is likely to result in significant expenditure or savings, or have a significant effect on communities living or working in an area comprising two or more wards. Decisions made by the Executive are subject to a call-in provision. If any item is called in the Scrutiny Committee (made up of Councillors not on the Executive) will meet to consider the item. Following this, the Executive will meet and take into account the recommendations of the Scrutiny Committee. This will usually take place within 4-6 weeks of the original decision. The Executive may then implement or change its decision as it sees fit. The exact date when the recommendations of the Scrutiny Committee on a matter are to be considered by the Executive can be obtained from Democratic Services.

The Plan is updated fortnightly and republished on the Council's website (www.brent.gov.uk/democracy). Copies can also be obtained via the Town Hall One Stop Shop, Forty Lane, Wembley, Middlesex, HA9 9HD, Telephone 020 8937 1366 or via e-mail at committee@brent.gov.uk.

Members of the public are entitled to see the reports that will be relied on when the decision is taken unless confidential or exempt under the Local Government Act 1972 as amended. These are listed in column 4 and will be published on the Council's Website five clear working days before the date the decision is due to be taken. Paper copies will be made available via Democratic Services as detailed above. The Council's Access to Information Rules set out the entitlement of the public to see documents and reports.

Anyone who wishes to make representations regarding any of the matters listed in this Forward Plan, can do so by forwarding a written submission to Democratic Services using the above address/telephone number up to one week before the date the decision is to be taken (see column 4). Where a specific decision date has yet to be identified, contact Democratic Services who will forward representations to the Lead Officer.

The membership of the Executive is as follows:

Cllr Ann John (Leader of the Council, Corporate Strategy & Policy Co-ordination)
Cllr David Coughlin (Deputy Leader, Corporate Resources)
Cllr Lincoln Beswick (Community, Consultation & Public Safety)
Cllr Michael Lyon (Education, Arts and Libraries)
Cllr Lesley Jones (Environment & Planning)
Cllr Bobby Thomas (Housing)
Cllr Ralph Fox (Health & Social Care)
Cllr Ramesh Patel (Regeneration & Economic Development)
Cllr Dorman Long (Equalities & Service Improvement)
Cllr Gabrielle Kagan (Democratic Services)

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
------------	---------------------------------------	-----------------------	--	-------------------------	--------------------------------------	---------------------

CORPORATE

BFS -03/04- 66	<u>PwC Management Letter</u> To receive the 2002/2003 Management Letter	Executive	7 Jan 04	Director of Finance	Internal only	Stephen Hughes
BFS -03/04- 65	<u>Surplus/Deficit on Collection Fund 31st March 2004</u> To set the Surplus/Deficit on the Collection Fund as part of the 2004/2005 Budget Process	Executive	7 Jan 04	Director of Finance	External Auditor	Stephen Hughes
Cor -03/04- 26	<u>IT for Councillors</u> To agree funding arrangements and approve overall rollout programme further to initial report to the Executive on 16 December in relation to IT arrangements for improved remote access facilities for Councillors	Executive	7 Jan 04	Report from the Director of Corporate Services	Elected members involved in the pilot trial	Dane Wright
Cor -03/04- 49	<u>Brent's Participation in Local NHS Lift</u> To approve a number of decisions concerning the authority's involvement in the Lift Project, including participation level, terms and tendering process	Executive	7 Jan 04	Report from the Director of Corporate Services	Internal only	Bernard Diamant
Cor -03/04- 43	<u>Elizabeth House, 341-345 High Road Wembley – Lease Renewal</u> To approve terms of short term lease renewal	Executive	Feb 04	Report from the Director of Corporate Services	Internal only	Marcus Perry
Cor -03/04- 44	<u>Pyramid House, Fourth Way, Wembley – Lease Renewal</u> To approve terms of new lease	Executive	Feb 04	Report from the Director of Corporate Services	Internal only	Marcus Perry

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
Cor-03/04-42	<u>522-524 Kingsbury Road – Lease Renewal</u> To approve terms of new lease	Executive	Feb 04	Report from the Director of Corporate Services	Internal only	Marcus Perry
Cor-03/04-46	<u>Youth & Community Centres Review – Reports Back</u> To agree lease terms outstanding on the following centres: Learie Constantine, Mahogany Arts and Pakistan Centre	Executive	Feb 04	Report from the Director of Corporate Services	Existing tenants and occupiers	Marcus Perry
Cor-03/04-39	<u>Unit 33 – New Bridge Park Complex – NW10 Group</u> To agree to grant a lease	Executive	Feb 04	Report from the Director of Corporate Services	None Required	Marcus Perry
Cor-03/04-53	<u>Consultants' Study on Civic Centre Options</u> To note the findings of the consultant's study into the feasibility of relocating the Town Hall to a new civic centre in the Wembley Regeneration area and to make decisions on any of the consultant's recommendations in their report	Executive	Feb 04	Report from Chief Executive	Potential occupiers and developers	Gareth Daniel
PRU-03/04-11	<u>Vital Signs Quarter 3</u> To consider the top set of Performance Indicators which represent the key improvement priorities of the Council. This report replaces the Quarterly Digest	Executive	29 Mar 04	Report from the Director of Policy & Regeneration	Internal only	Cathy Wellstead
PRU-03/04-12	<u>Best Value Performance Indicators 2002/03</u> <u>A Comparison of Brent's Performance</u> To consider information on the way the Council has performed compared with the Audit Commission's family of Boroughs and the neighbouring Boroughs on all Best Value indicators	Executive	29 Mar 04	Report from the Director of Policy & Regeneration	Internal only	Cathy Wellstead

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
------------	---------------------------------------	-----------------------	--	-------------------------	--------------------------------------	---------------------

EDUCATION, ARTS AND LIBRARIES						
EAL -03/04- 0038	<u>ALG Grants Scheme</u> To approving the new scheme which appoints the Corporation of London as the designated Council following the resignation of the London Borough of Richmond.	Executive	7 Jan 04	Report from the Director of EAL	Association of London Government	Jamal Ettetuani
EAL -03/04- 0032	<u>Admissions Arrangements</u> To decide upon the proposed admissions arrangements for Brent Community Schools for September 2005 to be followed by statutory consultation	Executive	Feb 04	Report from the Director of EAL	Internal only	Andy James
EAL -03/04- 0024	<u>Annual Report on Education Standards</u> To note the information on the education standards achieved in Brent schools in 2002/3	Executive	March 04	Report from the Director of EAL	Internal only	Catherine Ross/ Faira Elks
EAL -03/04- 0017	<u>Madison House, London Road, Wembley-lease renewal 2nd floor and acquisition of 3rd floor</u> To approve renewal and new lease terms	Executive	Feb 04	Report from the Director of EAL	None required	John Fitzpatrick/ Louis Eden
EAL -03/04- 0020	<u>Stonebridge School – proposals from Stonebridge HAT</u> To consider proposals for new school accommodation following the outcome of negotiations and the receipt of detailed proposals from the Stonebridge Housing Action Trust	Executive	Feb 04	Report from the Director of EAL	Initially Governing body, by meeting Legal, Finance usual route	Christine Moore/ Martin Stratford
EAL -03/04- 0025	<u>Funding Formula Review</u> To approve any changes to the schools funding	Executive	Feb 04	Report from the Director of EAL	HTs, Governing Bodies, the Schools Forum and	Martin Stratford

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
	formula for 2004/05				other interested parties through a formula review consultation document being issued at the end of September	
EAL -03/04- 0029	<u>Special Educational Needs Best Value Review</u> To consider action to be taken in response to SEN BV Review report	Executive	8 Mar 04	Report from the Director of EAL	Reps from Schools, Social Services and Primary Care Trust	Rik Boxer
EAL -03/04- 0031	<u>Green Paper</u> To advise the executive on the implications of the government response to the consultation on the green paper	Executive	8 Mar 04	Report from the Director of EAL	EAL staff, Brent Primary Care Trust	John Christie/ Jenny Goodall
ENVIRONMENT						
ES -03/04- 6	<u>Neasden Town Centre</u> To adopt a framework for Town Centre, adoption of planning briefs, agree CPZ proposals, following consultation over a Regeneration Framework for the area, approving the award of a contract for de-pedestrianisation, repaving and landscaping and considering options for funding the remaining repaving and renewal	Executive	7 Jan 04	Reports from Director of Environment	Police, transport operators, traders, have already been consulted. No further consultation is proposed	Michael Read ES Directorate
ES -03/04- 170	<u>Endorsement of UDP</u> To adopt a replacement Unitary Development Plan	Executive and Full Council	7 Jan 04	Report from Director of Environment	Internal following final statutory deposit stage	Ken Hullock Planning
ES -03/04-	<u>Stadium Access Corridor Project</u>	Executive	7 Jan 04	Report from Director of	Internal.	Phil Rankmore Transportation

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
192	To consider an application for compulsory purchase powers			Environment		
ES -03/04- 177	<u>Tree Removal and Replacement Programme 2003-4</u> To consider the response to consultation to take place on 3 December and a petition taking place in connection with the proposals for Burrows Road, and decide whether to proceed with removal and replacement of street trees	Executive	7 Jan 04	Report from Director of Environment	Legal and Finance	Gary Rimmer Irfan Malik StreetCare
ES -03/04- 193	<u>Wembley High Road Enhancement Scheme</u> To approve an exemption from Contract Standing Orders in order to allow for the award by the Director of Environment of a contract for Phase 3 of the Wembley High Road Enhancement scheme, without the need for prior competition	Executive	7 Jan 04	Report from Director of Environment	None	Qassim Kazaz Transportation
ES -03/04- 194	<u>High Court Action relating to Quainton Street</u> To instruct officers regarding settlement of proceedings.	Executive	7 Jan 04	Report from Director of Environment (Not for publication)	None	Ian Chisnell Legal Services
ES -03/04- 152	<u>Roads/ Use of Roads Task Group</u> To consider the report of the Task Group and the recommendations concerning consultation on CPZs, disabled parking and enforcement issues	Executive	Feb 04	Report from the Task Group (Chair, Cllr Fiegel)	None required	Phil Rankmore Transportation
ES -03/04- 173	<u>John Billam – Update</u> To consider the improvement and refurbishment of the Pavilion and building new purpose built changing rooms to Sport England specifications; to consider	Executive	Feb 04	Report from Director of Environment	Internal and Local Residents	Shaun Faulkner Parks Service

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
	undertaking sport field levelling and draining for the purposes of sports pitches for cricket, soccer and hockey and also to undertake some hard and soft landscaping improvements to the John Billam area; This will then be accessible to local residents, schools, sports clubs and the wider community					
ES -03/04- 147	<u>Draft Air Quality Action Plan</u> To agree an action plan as required by the Environment Act 1995 detailing measures or proposals which will improve air quality, which proposes 63 measures aimed at improving air quality in order to meet the 2005 objectives, given that Brent has declared parts of the borough Air Quality Management Areas and predicted that levels of fine particles and nitrogen dioxide would fail to meet the National Air Quality Objectives	Executive	Feb 04	Report from Director of Environment	ACFs	Yogini Patel Env. Health
ES -03/04- 171	<u>Adopting new Supplementary Planning Guidance dealing with SPG 17 New Residential Development; SPG Affordable Housing; Design Statements; Section 106; Landscape Design; and South Kilburn Master Plan area</u> To adopt new Supplementary Planning Guidance	Executive	Feb 04	Report from Director of Environment	Local residents, ward councillors, residents' assoc., ACFs, stakeholders, parties for respective subject areas	Ken Hullock Planning
ES -03/04- 115	<u>Pavilion at Neasden Recreation Ground – Disposal</u> To agree lease arrangements for pavilion	Executive	Feb 04	Report from Director of Environment	Welsh Harp JJC members	Louis Eden Parks Services
ES -03/04- 160	<u>Appointment of proper officer as a CCDC for Brent</u> To agree the appointment of a proper officer as a	Executive	Feb 04	Report from Director of Environment	Internal only	Lizzie Georgeou Env. Health

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
	Consultant for Communicable Disease Control for Brent					
ES -03/04- 175	<u>Audits undertaken by Food Standards Agency on Environmental Health Food Safety Service</u> To note the result the two audits and agree to the Environmental Health Enforcement Policy being amended following themed sampling audit in December 2002 and a full audit in June 2003 carried out in the borough by the Food Standards Agency (FSA). To also agree to the appointment of a 'Proper Officer' for the purposes of discharging our functions under the Public Health (Control of Diseases) Act 1984 and the Public Health (Infectious Diseases) Regulations 1988	Executive	Feb 04	Report from Director of Environment	Internal Stakeholders	Lizzie Georgeou Env. Health
ES -03/04- 195	<u>Tree Contract</u> To note details of the tenders received and approve the award of a new arboricultural contract (which covers all aspects of highway tree maintenance) following the expiry of the existing contract at the end of the current financial year.	Executive	9 Feb 04	Report from Director of Environment	Consultation has taken place with residents and is continuing.	Keith Ellis StreetCare
ES -03/04- 190	<u>Willesden Sports Centre PFI – Final Business Case</u> To agree final business case.	Executive	Feb/Mar 04	Report from Director of Environment	Area Consultative Forums	Sue Harper Env. Directorate
ES -03/04- 189	<u>Future Direction of Bridge Park</u> To consider the future of Bridge Park following on from the findings of the Bridge Park Review.	Executive	Mar 04	Report from Director of Environment	Consultation done by consultant as part of the Bridge Park Review.	Sue Harper Env. Directorate
ES -03/04-	<u>Capital Spend on Carriageways & Footways</u>	Executive	Mar 04	Report from Director of	All Ward Councillors	Phil Rankmore Transportation

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
191	To approve the programme.			Environment		
ES -03/04- 172	<u>Adopting remaining updated Supplementary Planning Guidance on variety of topics to reflect the new UDP</u> To approve new Supplementary Planning Guidance.	Executive	Mar/Apr 04	Report from Director of Environment	Local residents, ward councillors, residents' assoc., ACFs, stakeholders, parties for respective subject areas	Ken Hullock Planning
HOUSING						
HSG- 03-04- 17	<u>Housing Revenue Account Rents Report</u> To consider the Housing Revenue Account and any rent increase for the next financial year	Executive	Feb 04	Report from the Director of Housing	BHP	Martin Cheeseman
HSG/- 03-04- 18	<u>South Kilburn Master Plan – Effect of Impact Assessments</u> To consider the effect of the following impact assessments on the overall South Kilburn Master Plan (Transport, Health, Community Facilities, Education & Equalities) and whether changes to the Master Plan will have to take place	Executive	Mar/Apr 04	Report from the Director of Housing	NDC PCT	Martin Cheeseman
SOCIAL SERVICES						
SS -03/04- 9	<u>Variations to the contract for the provision of care for Older People in residential homes</u> To agree the contract variation	Executive	7 Jan 04	Report from the Director of Social Services (not for publication)	Willow Housing Assoc	Ros Howard/ Christabel Shawcross
SS -03/04- 10	<u>Rent Review – the Refectory and Central Middlesex Hospital</u>	Executive	Feb 04	Report from the Director of Social Services	None required	Charles Hampshire

(1) Ref	(2) Subject & Decision to be taken	(3) Decision maker	(4) Date on or period within which decision to be taken	(5) Relevant reports	(6) Those to be consulted and how	(7) Lead Officer
	To approve the increase in rents					
SS -03/04- 11	<u>Mental Health Assertive Outreach Team</u> To agree Department of Health supplementary credit approval expenditure	Executive	Feb 04	Report from the Director of Social Services	None required	Christabel Shawcross