



THE FORWARD PLAN OF KEY DECISIONS

ISSUE 18: 26 JANUARY 2004 TO 22 MAY 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 9 February to 5 June 2004, will be published on 26 January 2004)

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
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CORPORATE						
BFS -03/04- 68	<u>Section 106 Update Report</u> To note the findings of a review of balances currently held	Executive	9 Feb 04	Report from the Director of Finance	Internal only	Duncan McLeod
BFS -03/04- 67	<u>2004/2005 Budget and Council Tax</u> To recommend revenue and capital budget and Council Tax to Full Council	Executive	9 Feb 04	Report from the Director of Finance	Internal only	Stephen Hughes
CEx -03/04- 5	<u>The Council's Five Year Race Equality Action Plan</u> Following the discussion at the Council meeting on 26 January to consider whether to disband the CRE and Leadership Group given that other arrangements now exist to monitor the Council's commitment to race equality	Executive (and Full Council on 26 Jan 04)	9 Feb 04	Report from Chief Executive	Commission for Racial Equality	Gareth Daniel
Cor -03/04- 46	<u>Youth & Community Centres Review – Update</u> To agree lease terms outstanding on the following centres – Mahogany Arts and Pakistan Centre – and approve the repayment plan for Learie Constantine	Executive	9 Feb 04	Report from the Director of Corporate Services	Existing tenants and occupiers	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	9 Feb 04	Report from Chief Executive	Potential occupiers and developers	Gareth Daniel

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Cor -03/04- 54	<u>Sure Start Central, Bridge Road, NW10 – acquisition of strip of land</u> To approve acquisition and terms	Executive	9 Feb 04	Report from the Director of Corporate Services	None Required	Marcus Perry
PRU -03/04- 13	<u>Audit Commission Relationship Manager</u> To note the comments made by the Audit Commission on the progress the Council has made in implementing its agreed CPA improvement priorities.	Executive	9 Feb 04	Report from the Director of Policy and Regeneration.	Internal only	Cathy Wellstead
Cor -03/04- 55	<u>Items selected by Non-Executive Members at Council – Decision tracking</u> To note the decisions taken at meetings of the Council in September and November 2003 in response to the following Non-Executive Member items raised: Wembley Development, Air Pollution in Neasden, Educational Standards in Brent, Review of Bus Lanes in Brent, Town Hall Security and Anti Social Behaviour and to inform the Council of the actions taken as a result	Executive	29 Mar 04	Report from the Democratic Services Manager	Internal only	Peter Goss
Cor -03/04- 43	<u>Elizabeth House, 341-345 High Road Wembley – Lease Renewal</u> To approve terms of short term lease renewal	Executive	29 Mar 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	26 April 04	Report from the Director of Corporate Services	Internal only	Marcus Perry
Cor- 03/04- 42	<u>522-524 Kingsbury Road – Lease Renewal</u> To approve terms of new lease	Executive	26 April 04	Report from the Director of Corporate	Internal only	Marcus Perry

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				Services		
Cor -03/04- 56	<u>Disability Discrimination Act – Fourth Progress Report</u> To note progress made and agree future plans to meet the requirements of the Disability Discrimination Act in relation to access to building services for people with disabilities, including additional requirements which come into force on 1 st October 2004	Executive	26 Apr 04	Report from the Director of Corporate Services	Internal plus Voluntary Sector organisations via the authority's DDA Working Group	Bernard Diamant
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 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
EDUCATION, ARTS AND LIBRARIES						
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	9 Feb 04	Report from the Director of EAL	None	Andy James

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EAL -03/04- 0016	<u>Granville Plus Development</u> To agree to works to improve and extend the Granville Centre to provide enhanced facilities for children, young people and their families in the South Kilburn area; to agree the arrangements for tendering and managing the works contract; and to agree the arrangements for managing the centre once the works are completed	Executive	9 Feb 04	Report from the Director of EAL	Local community, current centre users, and other stakeholders. Sure Start South Kilburn, Brent PCT, and South Kilburn NDC are all partners in the development.	Karen Tyerman
EAL -03/04- 0025	<u>Funding Formula Review</u> To approve any changes to the schools funding formula for 2004/05	Executive	9 Feb 04	Report from the Director of EAL	Headteachers, Governing Bodies, the Schools Forum and other interested parties through a formula review consultation document being issued at the end of September	Martin Stratford
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	8 Mar 04	Report from the Director of EAL	Internal only	Catherine Ross/ Faira Ellks
EAL -03/04- 0020	<u>Stonebridge School Accommodation - proposals from Stonebridge HAT</u> To consider proposals for new school	Executive	8 Mar 04	Report from the Director of EAL	Initially Governing body, by meeting Legal, Finance usual route	Colin Moore/ Martin Stratford

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	accommodation following the outcome of negotiations and the receipt of detailed proposals from the Stonebridge Housing Action Trust					
EAL-03/04-0031	<u>Green Paper</u> To note 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
EAL-03/04-0033	<u>Voluntary Sector Grants criteria</u> To approve (a) the revised criteria for the Main Grants Programme as from July 2004 and (b) the processes for grant application, assessment and monitoring	Executive	8 Mar 04	Report from the Director of EAL	A workshop with, and three briefing meetings for, representatives of voluntary sector organisations. BrAVA	Karen Tyerman
EAL-03/04-0034	<u>Building Schools for the Future (BSF) - The Next Steps</u> To note the outcome of the Council's expression of interest to the Department for Education and Skills (DfES) for the government programme titled "Building Schools for the Future" for secondary schools due to be announced in March 2004, together with an overall project framework involving stakeholders	Executive	8 Mar 04	Report from the Director of EAL	Schools and Diocesan Boards concerned.	Nitin Parshotam
EAL-03/04-0036	<u>Disposal of the Grange Museum</u> To consider the recommendations for the disposal of the Grange Museum	Executive	8 Mar 04	Report from the Director of EAL	Internal only	Nitina Parshotam/ Alex Sydney
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	29 Mar 04	Report from the Director of EAL	None required	John Fitzpatrick/ Louis Eden

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EAL -03/04- 0039	<u>Brent Transport Service East Lane Business Park – lease renewal</u> To approval renewal and new lease terms	Executive	29 Mar 04	Report from the Director of EAL	Internal	N.Parshotam
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	29 Mar 04	Report from the Director of EAL	Reps from Schools, Social Services and Primary Care Trust	Rik Boxer
EAL -03/04- 0035	<u>Youth Service (part of What Young People Want BVR)</u> To approve the recommendations of the Best Value Review that apply to the Youth Service and to agree the ensuing action plan.	Executive	26 April 04	Report from the Director of EAL	Young people and stakeholders during Best Value Review process. Subsequent consultation has taken place with young people and with Youth service staff	Karen Tyerman
ENVIRONMENT						
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- 197	<u>Mapesbury Dell Doorstep Green</u> To agree to use the area as a green open space for 80 years with funding provided by the Countryside	Executive	9 Feb 04	Report from Director of Environment	None required.	Shaun Faulkner Parks Services

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	Agency					
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	8 Mar 04	Report from the Task Group (Chair, Cllr Fiegel)	None required	Phil Rankmore Transportation
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	29 Mar 04	Report from Director of Environment	ACFs	Yogini Patel Env. Health
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 Consultant for Communicable Disease Control for Brent	Executive	8 Mar 04	Report from Director of Environment	Internal only	Lizzie Georgeou Env. Health
ES -03/04 196	<u>A Masterplan for Wembley</u> To agree the Masterplan and in conjunction with the Wembley Development Framework that it be used to determine the acceptability of planning applications within the Comprehensive Development Area.	Executive	8 Mar 04	Report from Director of Environment	A wide consultation has been conducted (2500) including local residents, landowners, statutory consultees and other organisations. An	Robin Buckle Planning Services

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					Exhibition has been held within the One Stop Shop.	
ES -03/04- 115	<u>Pavilion at Neasden Recreation Ground – Disposal</u> To agree lease arrangements for pavilion	Executive	29 Mar 04	Report from Director of Environment	Welsh Harp JJC members	Louis Eden Parks Services
ES -03/04- 190	<u>Willesden Sports Centre PFI – Final Business Case</u> To agree final business case.	Executive	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- 191	<u>Capital Spend on Carriageways & Footways</u> To approve the programme.	Executive	Mar 04	Report from Director of Environment	All Ward Councillors	Phil Rankmore Transportation
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
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 undertaking sport field levelling and draining for the purposes of sports pitches for cricket, soccer and	Executive	26 Apr-04	Report from Director of Environment	Internal and Local Residents	Shaun Faulkner Parks Service

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	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- 171	<u>New Supplementary Planning Guidance</u> To agree and adopt new Supplementary Planning Guidance on Affordable Housing and South Kilburn Masterplan Area	Executive	24 May 04	Report from Director of Environment	Local residents, ward councillors, residents' assoc., ACFs, stakeholders, parties for respective subject areas	Ken Hullock Robin Buckle Planning
ES -03/04- 198	<u>CPZ Progress Report</u> To provide an update on implementing CPZ's across the borough and to consider any petitions received in areas affected by proposals or schemes.	Highways Committee	10 Feb 04	Report from Director of Environment	General public consulted during scheme development and liaison with petitioners	David Eaglesham Transportation
ES -03/04- 199	<u>Capital Programme 2004/2005</u> To update members about the programme of Transportation capital schemes for the 2004/2005 financial year.	Highways Committee	10 Feb 04	Report from Director of Environment	Transport for London	Qassim Kazaz Transportation
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	9 Feb 04	Report from the Director of Housing	BHP	Martin Cheeseman
HSG- 03/04-19	<u>Local Authorities Gold Resolution</u> To agree a resolution on Local Authority Gold Command and Control at the request of the	Executive	8 March	Report from the Director of Housing	No external consultation needed	Martin Cheeseman

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	Association of London Government, the purpose of which is to vest the "Gold" Chief Executive with the necessary powers to act on behalf of all the London Local Authorities, in responding to a catastrophic incident, including the power to incur expenditure					
HSG/-03-04-18	<u>South Kilburn Master Plan – Effect of Impact Assessments</u> To consider the effect of the 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	New Deal for Communities Primary Care Trust	Martin Cheeseman
SOCIAL SERVICES						
SS -03/04-10	<u>Rent Review – the Refectory and Central Middlesex Hospital</u> To approve the increase in rents	Executive	9 Feb 04	Report from the Director of Social Services	None required	Charles Hampshire
SS -03/04-11	<u>Mental Health Assertive Outreach Team</u> To agree Department of Health supplementary credit approval expenditure	Executive	9 Feb 04	Report from the Director of Social Services	None required	Christabel Shawcross
SS -03/04-15	<u>Review of Transport Grant to Voluntary Organisations</u> To agree the new criteria for funding and to agree the allocations against the new criteria	Executive	9 Feb 04	Report from the Director of Social Services	None required	Charles Hampshire Mike Bibby
SS -03/04-12	<u>Integrated Community Equipment Store</u> To agree to the establishment of a pooled budget between Brent Social Services and the Brent Primary Care Trust	Executive	8 Mar 04	Report from the Director of Social Services	Primary Care Trust	Christabel Shawcross

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SS -03/04 13	<u>Continuing Care Criteria</u> To note review of the first year of operation of the new criteria agreed last year and to consider further changes to criteria as necessary	Executive	29 Mar 04	Report from the Director of Social Services	None required	Christabel Shawcross
SS -03/04 14	<u>Meals Award of Asian and Caribbean Frozen Meals</u> To award the tender	Executive	26 Apr 04	Report from the Director of Social Services	Service users	Christabel Shawcross