



THE FORWARD PLAN OF KEY DECISIONS

ISSUE 26: 17 May to 10 September 2004

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(The next issue of the Forward Plan, covering the period, 7 June to 5 July will be published on 24 May 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 monthly 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/78	<u>Annual Investment Strategy</u> To recommend the Annual Investment Strategy to Full Council in line with Government regulations	Executive	24 May 04	Director of Finance	Legal	Martin Spriggs
BFS/75	<u>Pension Arrangements for Transferred Staff</u> To note the implications of the Two Tier Workforce Code issued by the Office of the Deputy Prime Minister, in so far as it relates to pension provision for former council staff, and to agree a proposed policy concerning this	Executive	24 May 04	Director of Finance	Internal	Duncan McLeod & Andrew Gray
BFS/74	<u>Provisional Revenue Outturn 2003/2004 and Budget Update 2004/2005</u> To report on the provisional outturn and to update Members on the latest budget for the current financial year. Decision may be required depending on the position	Executive	June 04	Director of Finance	Internal	Duncan McLeod
BFS/76	<u>Capital Programme Monitoring</u> To report the latest position on the capital budget	Executive	June 04	Director of Finance	Internal	Duncan McLeod
BFS/77	<u>Treasury Management Annual Report</u> To recommend the report to Full Council	Executive	July 04	Director of Finance	Internal	Martin Spriggs
BFS/73	<u>Council Tax Local Discounts</u> To decide on which basis or criteria local Council Tax discounts will be considered	Executive	July 04	Acting Director of Finance	None	Laurence Knight

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Cor -04/05- 62	<u>Authority To Award Contract For Granville Plus Development, Granville Road, South Kilburn (Carlton Ward)</u> To award Contract for construction work	Executive	24 May 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	July 04	Report from the Director of Corporate Services	Internal only	Marcus Perry
Cor -04/05- 63	<u>Authority to Award Contract for Sure Start Roundwood Project, at Sites In Curzon Crescent And Longstone Avenue, NW10 (Harlesden and Roundwood Wards)</u> To award contract for construction work	Executive	July 04	Report from the Director of Corporate Services	Internal only	Marcus Perry
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	July 04	Report from the Director of Corporate Services	Existing tenants and occupiers	Marcus Perry
Cor -04/05- 64	<u>Chesterfield House – Floors 5 and 6</u> To approve acquisition of lease from Inland Revenue	Executive	July 04	Report from the Director of Corporate Services	Internal only	Marcus Perry
Cor -04/05- 65	<u>Proposed Grant of Lease to Brent PCT former Nurseries at Crouch Road NW10</u> To agree lease terms for a 15 year lease	Executive	July 04	Report from the Director of Corporate Services	Internal only	Marcus Perry
HRU -03/04- 0104	<u>Race Equality Scheme</u> To approve the Race Equality Scheme for 2004 - 2006	Executive	24 May 04	Report from the Director Human Resources	Black and Minority Ethnic User Consultative Forum, General	Tracy Walters

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					public via internet Elected members via Consultation Session Trade Unions Local Strategic Partnership Primary Care Trust	
EDUCATION, ARTS AND LIBRARIES						
EAL -03/04- 0046	<u>Proposal for creating a new voluntary aided Islamic Primary School</u> To consider a request from an independent Islamic school, The Avenue School, The Avenue, for Voluntary Aided status	Executive	24 May 04	Report from the Director of EAL	None	Judith Joseph
EAL -03/04- 0048	<u>School Meals Contract</u> To inform members of the outcome of the school meals tendering exercise and recommendations for any further action. Consultation with schools on the contract will continue through April to May	Executive	24 May 04	Report from the Director of EAL	Internal Legal + Finance	John Bowtell
EAL -03/04- 0042	<u>Lifelong Learning and Cultural Services Fees and Charges Schedules 2004/5</u> To approve fees and charges schedules for services within the Lifelong Learning and Cultural Services Division for 2004/5	Executive	24 May 04	Report from the Director of EAL	None	Marianne Locke
EAL -03/04- 0039	<u>Brent Transport Service East Lane Business Park – lease renewal</u> To approval renewal and new lease terms	Executive	24 May 04	Report from the Director of EAL	Internal	Nitin Parshotam

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EAL -03/04- 0045	<u>Education Capital Budget 2004/05</u> To agree the allocation of capital resources to Education Schemes	Executive	24 May 04	Report from the Director of EAL	No outside consultation only with Schools.	Nitin Parshotam
EAL -03/04- 0020	<u>Stonebridge School Accommodation – 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	June 04	Report from the Director of EAL	Initially Governing body, by meeting	Christine Moore/ Martin Stratford
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	June 04	Report from the Director of EAL	None required	John Fitzpatrick/ Louis Eden
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	June 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	Marianne Locke
EAL -03/04- 0047	<u>Implementation of EDP2 2003/04</u> To inform members of the progress made in implementation of the Education Development Plan (EDP2)	Executive	June 04	Report from the Director of EAL	None	Catherine Ross

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ENVIRONMENT						
ES -03/04- 225	<u>Retendering of the Parking Contracts</u> To seek approval to commence the re-tendering process for the Parking Contracts for Enforcement, Notice Processing and IT support.	Executive	May 04	Report from Director of Environment	Internal (Finance & Legal)	Keith Balmer StreetCare
ES -03/04- 226	<u>Regulatory Services Best Value Review</u> To report the conclusions of the Best Value Review of Regulatory Services in Environment and to agree the Improvement Plan.	Executive	Jun 04	Report from Director of Environment	Extensive consultation with stakeholders undertaken during review. No further consultation proposed.	Michael Read Directorate
ES -03/04- 227	<u>Supplementary Planning Guidance Notes: Design Statement</u> To approve revised version of Supplementary Planning Guidance as a result of feedback from public consultation.	Executive	Jun 04	Report from Director of Environment	Consultation with residents associations, housing associations, agents, architects and developers	Delle Odeleye Planning Services
ES -03/04- 203	<u>Willesden Sports Centre – Closure Relocation Strategy</u> To agree alternative accommodation for users of Willesden Sports Centre during closure period.	Executive	Jun 04	Report from Director of Environment	Existing users	Gerry Kiefer Sports Services
ES -03/04- 190	<u>Willesden Sports Centre PFI – Final Business Case</u> To agree final business case.	Executive	Jun 04	Report from Director of Environment	Area Consultative Forums	Sue Harper Env. Directorate
ES -03/04- 171	<u>South Kilburn Masterplan</u> To agree and adopt South Kilburn Masterplan Area.	Executive	Jun 04	Report from Director of Environment	Local residents, ward councillors, residents' assoc.,	Nicola Mochrie/ Delle Odeleye Planning

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					ACFs, stakeholders, parties for respective subject areas	
ES -03/04- 207/221	<u>Environment Capital Programme Scheme Approval and Parks Capital Spend</u> To seek scheme approval for items listed in the Capital Budget considered by Council on 1 st March 2004 and to agree the priorities and schemes to be included in Parks 2004-05 capital programme.	Executive	Jun 04	Report from Director of Environment	Residents already consulted through 2003 satisfaction survey.	Sue Harper Env. Directorate
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 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	Executive	Jun 04	Report from Director of Environment	Internal and Local Residents	Shaun Faulkner Parks Service
ES -03/04- 172	<u>Updated Supplementary Planning Guidance</u> To approve updated Supplementary Planning Guidance including SPG12 on Access for Disabled People, for public consultation.	Executive	Jun 04	Report from Director of Environment	Local residents, ward councillors, residents' assoc., ACFs, stakeholders, parties for respective subject areas	Ken Hullock Planning Services

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ES -03/04- 228	<u>Parks Strategy</u> To report key recommendations within the Strategy and agree the action plan.	Executive	Jun 04	Report from Director of Environment	Public consultation undertaken as part of production of Strategy.	Shaun Faulkner Parks Service
ES -03/04- 229	<u>Sports Pitch Strategy</u> To report key recommendations within the Strategy and agree the action plan.	Executive	Jun 04	Report from Director of Environment	Consultation undertaken as part of the production of the Pitch Strategy including schools, clubs and other users.	Shaun Faulkner Parks Service
ES -03/04- 230	<u>Sports Strategy</u> To report key recommendations within the Strategy and agree the action plan.	Executive	Jun 04	Report from Director of Environment	Public consultation undertaken as part of production of Sports Strategy including schools, clubs and other users.	Gerry Kiefer Sports Services
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	Jul 04	Report from Director of Environment	ACFs	Yogini Patel Env. Health
ES -03/04- 231	<u>Best Value Review of Sports Service</u> To report findings of Best Value Review of Sports	Executive	Jul 04	Report from Director of Environment	Consultation undertaken as part of the Review,	Sue Harper Directorate

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	Service and to agree the action plan.				including residents' surveys, citizens' panel and focus groups.	
ES -03/04- 232	<u>Local Development Framework – Draft Local Development Scheme</u> To agree the Council's timetable and process for producing its Local Development Framework which will replace the Unitary Development Plan.	Executive	Jul 04	Report from Director of Environment	Internal only	Ken Hullock Planning Services
ES -03/04- 204	<u>Affordable Housing Supplementary Planning Guidance Note</u> That the draft Supplementary Planning Guidance note 21 Affordable Housing, as amended by consultation, be agreed for the purposes of assessing planning applications.	Executive	Aug 04	Report from Director of Environment	Consultation with residents associations, housing associations, agents, architects and developers	Nicola Mochrie/ Planning Services
ES -03/04- 115	<u>Pavilion at Neasden Recreation Ground – Disposal</u> To agree lease arrangements for pavilion	Executive	Oct 04	Report from Director of Environment	Welsh Harp JJC members	Louis Eden Parks Services
ES/ -03/04- 220	<u>Draft Borough Spending Plan 2005/06</u> To consider and seek approval for the 2005/2006 Borough spending Plan submission to TfL	Highways Committee	Jun 04	Report from Director of Environment	General public consulted during scheme development	Qassim Kazaz Transportation
ES/ -03/04- 215	<u>London Cycle Network Programme Progress Report</u> To update the programme of cycle network schemes for 2004/05 and seek authority to progress schemes to implementation.	Highways Committee	Jun 04	Report from Director of Environment	General public consulted during scheme development.	David Eaglesham Transportation

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HOUSING						
HSG -03/04- 25	<u>Award of Housing Management Service Contract for Private Sector Leasing Schemes</u> To consider awarding the Housing Management Services contract for temporary accommodation that is procured using the Council's Private Sector Leasing scheme	Executive	July 04	Report from the Director of Housing	None needed	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	July 04	Report from the Director of Housing	NDC PCT	Martin Cheeseman
HSG -03/04- 20	<u>Stonebridge Housing Action Trust (HAT) – Succession Strategy</u> To consider entering into a public private partnership with Hyde Housing Assoc (or its subsidiary), which would come into effect at the conclusion of the Stonebridge HAT in 2007 for those residents who choose not to return to the Council as tenants. To also consider a number of general policy issues as well as detailing the result of extensive negotiations with the HAT and Hyde Housing Association	Executive	June/July 04	Report from Director of Housing	No external consultation needed	Martin Cheeseman

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SOCIAL SERVICES

SS- -03/04- 15	<u>Capital Report</u> To approve the social services capital programme for 2004/5 and beyond	Executive	24 May 04	Report from the Director of Social Services	Internal only	Charles Hampshire
SS- -03/04- 16	<u>Meals Service – Approval of Tender for the Procurement of Asian Vegetarian Meals</u> To agree the revised tender for Asian Vegetarian Meals for those at home and luncheon clubs or day centres	Executive	24 May 04	Report from the Director of Social Services	User Panels	Ros Howard/ Christabel Shawcross