



THE FORWARD PLAN OF KEY DECISIONS

ISSUE 2: 5 July to 5 November 2004

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(The next issue of the Forward Plan, covering the period, 5 July to 5 November will be published on 26 July 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 -03/04- 76	<u>Capital Programme Monitoring</u> To report the latest position on the capital budget	Executive	12 July 04	Director of Finance	Internal only	Duncan McLeod
BFS -03/04- 73	<u>Council Tax Local Discounts</u> To decide on which basis or criteria local Council Tax discounts will be considered	Executive	12 July 04	Director of Finance	None	Laurence Knight
BFS -03/04- 77	<u>Treasury Management Annual Report</u> To recommend the report to Full Council	Executive	12 July 04	Director of Finance	Internal only	Martin Spriggs
BFS -04/05- 80	<u>NNDR Relief for Charities & Non Profit Making Organisations</u> To agree relief for 2004/05	Executive	12 July 04	Report from Director of Finance	Internal only	Laurence Knight
BFS -04/05- 81	<u>NNDR Hardship Relief</u> To consider applications for 2004/05	Executive	12 July 04	Report from Director of Finance	Internal only	Laurence Knight
Cor -04/05- 62	<u>Authority To Award Contract For Granville Plus Development, Granville Road, South Kilburn (Carlton Ward)</u> To award the contract for construction work	Executive	12 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 note progress made since report of August 03 and agree terms for a number of Centres where actions outstanding since earlier report	Executive	12 July 04	Report from the Director of Corporate Services	Existing tenants and occupiers	Marcus Perry

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Cor -04/05- 64	<u>Chesterfield House – Floors 5 and 6</u> To approve acquisition of lease from Inland Revenue and capital spend to fit out space	Executive	12 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	12 July 04	Report from the Director of Corporate Services	Internal only	Marcus Perry
Cor -04/05- 66	<u>E-government priority outcomes</u> To approve the plan and agree allocation of funding to meet government priority outcome paper	Executive	16 Aug 04	Report from the Director of Corporate Services	Internal only	Dane Wright
Cor -03/04- 42	<u>522-524 Kingsbury Road – Lease Renewal</u> To approve terms of new lease	Executive	14 Sept 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	14 Sept 04	Report from the Director of Corporate Services	Internal only	Marcus Perry
Cor -04/05- 67	<u>Freedom of Information Act</u> To agree actions required to be taken to allow the Council to meet our obligations under the Act in January 2005.	Executive	14 Sept 04	Report from the Director of Corporate Services	Internal only	Dane Wright
PRU – 04/05 – 2	<u>Vital Signs Quarter Four</u> To consider information on performance against key indicators for the period January 2004 – March 2004	Executive	16 Aug 04	Report from the Director of Policy & Regeneration	Internal only	Phil Newby

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EDUCATION, ARTS AND LIBRARIES						
EAL -04/05- 0050	<u>Connexions Service</u> To consider proposals for changing the constitution and management arrangements for the London West Connexions service	Executive	12 July 04	Report from the Director of EAL	Local Connexions management committee, comprising wide representation of stakeholders	John Christie
EAL -04/05- 0056	<u>Granville Centre</u> To award the contract for the Granville Plus construction works, subject to satisfactory funding agreement and satisfactory lease arrangements with the accountable body, the PCT	Executive	12 July 04	Report from the Director of EAL (not for publication)	Stakeholders, as to the scope, extent and phasing of the proposals and contributed to the selection process	John Christie
EAL -04/05- 0055	<u>Prudential School Loan Scheme</u> To seek approval in principle the proposal for offering a loan scheme to schools under the prudential capital arrangements and to agree to schools being consulted on the proposals.	Executive	16 Aug 04	Report from the Director of EAL	Schools DfES	
EAL -04/05- 0054	<u>Behaviour Support Plan</u> To approve the plan for 2004-06 noting that this will be the final plan of its type as it is anticipated that Behaviour Support will become part of the Single Education Plan after 2006	Executive	16 Aug 04	Report from the Director of EAL	PCT	Rik Boxer
EAL -04/05- 0053	<u>Children Bill</u> To present a project plan for implementation of the Children Bill	Executive	16 August 04	Report from the Director of EAL	None	Rik Boxer

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EAL -04/05- 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	14 Sept 04	Report from the Director of EAL	None required	John Fitzpatrick/ Louis Eden
EAL -04/05- 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	14 Sept 04	Report from the Director of EAL	None	Judith Joseph/John Christie
ENVIRONMENT						
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	12 July 04	Report from Director of Environment	Internal only	Ken Hullock Planning Services
ES -03/04- 231	<u>Best Value Review of Sports Service</u> To note the findings of the Best Value Review of the Sports Service and to agree the action plan	Executive	12 July 04	Report from Director of Environment	Consultation undertaken as part of the Review, including residents’ surveys, citizens’ panel and focus groups	Sue Harper Directorate
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	12 July 04	Report from Director of Environment	Internal (Finance & Legal)	Keith Balmer StreetCare
ES -03/04-	<u>Authority to Invite Tenders for the Stadium Access Corridor Phase 2 Section 1 Contract</u>	Executive	12 July 04	Report from Director of	Comments requested through	Paul Fraser Transportation

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236	To agree that invitations to tender the Stadium Access Corridor Contract Phase 2 Section 1 can proceed			Environment	Park Life, viewing at Public Exhibition held 25-27 Oct. 2000 at Brent Town Hall, leaflet drop in early 2004. Public inquiries for Compulsory Purchase Orders and Stopping Up Orders on 29 June and 20 July 2004	
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	16 Aug 04	Report from Director of Environment	Extensive consultation with stakeholders undertaken during review. No further consultation proposed	Michael Read Directorate
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	16 Aug 04	Report from Director of Environment	Local residents, ward councillors, residents' assoc., ACFs, stakeholders, parties for respective subject areas	Ken Hullock Planning Services
ES -03/04- 204	<u>Affordable Housing Supplementary Planning Guidance Note</u> To approve the draft Supplementary Planning Guidance Note 21 Affordable Housing, as amended	Executive	16 Aug 04	Report from Director of Environment	Consultation with residents associations, housing associations,	Nicola Mochrie/ Planning Services

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	by consultation, for the purposes of assessing planning applications				agents, architects and developers	
ES -04/05- 243	<u>Wembley Market Street Trading Special Fees</u> To agree special fees for street trading on Olympic Way to facilitate the relocation of Wembley Market	Executive	16 Aug 04	Report from Director of Environment	Internal only	Alan Howarth
ES -04/05- 239	<u>Service Plan for Food Safety and Occupational Health and Safety Enforcement 2004/5</u> To approve the service plans which detail objectives, details of the planned inspection programme, performance and reviews against variance from previous plans as required by the Framework Agreement on Local Authority Food Law Enforcement issued by the Food Standards Agency and the section 18 Guidance issued by the Health and Safety Commission	Executive	16 Aug 04	Report from Director of Environment	Internal only	Elizabeth Georgeou
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	14 Sept 04	Report from Director of Environment	Area Consultative Forums	Yogini Patel Env. Health
ES -03/04- 190	<u>Willesden Sports Centre PFI – Final Business Case</u> To agree final business case	Executive	Aug/Sept 04	Report from Director of Environment	Area Consultative Forums	Sue Harper Env. Directorate
ES	<u>Pavilion at Neasden Recreation Ground – Disposal</u>	Executive	11 Oct 04	Report from	Welsh Harp JCC	Louis Eden

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-03/04-115	To agree lease arrangements for pavilion			Director of Environment	members	Parks Services
ES -03/04-228	<u>Revised Park Strategy for Brent 2004-2006 and a Development Plan for Allotments 2004-2008</u> To report key recommendations within the Strategy and agree the action plan	Executive	15 Nov 04	Report from Director of Environment	Public consultation undertaken as part of production of Strategy	Shaun Faulkner Parks Service
ES -03/04-233	<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	15 June 04	Report from Director of Environment	General public consulted during scheme development and liaison with petitioners	David Eaglesham Transportation
ES -03/04-234	<u>Walking schemes programme 2004/2005</u> To detail the programme of pedestrian improvement schemes for 2004/05 and seek authority to progress schemes to implementation	Highways Committee	15 June 04	Report from Director of Environment	General public consulted during scheme development	David Eaglesham Transportation
ES -03/04-235	<u>Wembley Stadium Event Day Parking Controls</u> To consider the public consultation document prepared for the event day parking control schemes funded by section 106 funds and to seek approval to proceed to public consultation	Highways Committee	15 June 04	Report from Director of Environment	Liaison with members	David Eaglesham Transportation
ES -03/04-237	<u>Village Way, Neasden – petition</u> To consider a petition received concerning traffic problems and decide what action to take	Highways Committee	15 June 04	Report from Director of Environment	Liaison with petitioners.	David Eaglesham Transportation
ES -03/04-238	<u>Valley Farm, Kingsbury – pilot short duration parking scheme</u> To consider a pilot short duration parking scheme	Highways Committee	15 June 04	Report from Director of Environment	Liaison with petitioners and councillors	David Eaglesham Transportation

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	and seek authority to progress the scheme to public consultation					
ES -03/04- 240	<u>Hassop Road Environmental Improvements</u> To approve revisions to controlled parking measures and additional enforcement with regard to abandoned vehicles, litter, graffiti and street trading	Highways Committee	27 July 04	Report from Director of Environment	Internal only	Phil Rankmore Transportation
ES -03/04 241	<u>Personalised Disabled Parking Spaces</u> To approve the provision of individualised parking spaces by reference to the residents vehicle registration	Highways Committee	27 July 04	Report from Director of Environment	None	David Eaglesham Transportation
ES -03/04 242	<u>Local Implementation Plan</u> To advise Members of the Guidance from TfL for the preparation of the Local Implementation Plan which will detail the Borough's policies and strategies with regard to transportation matters.	Highways Committee	13 Oct 04	Report from Director of Environment	All Partners and other Authorities Borough wide.	Qassim Kazaz Transportation
HOUSING						
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	12 July 2004	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	Executive	12 July 2004	Report from Director of Housing	Internal only	Martin Cheeseman

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	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.					
HSG -04/05- 28	<u>Furniture Removals & Storage Contract</u> To consider the extension of the current contract for the furniture removals & storage services and authority to invite tenders for a new contract.	Executive	12 July 2004	Report from the Director of Housing	None needed	Martin Cheeseman
HSG -04/05 29	<u>Selection of RSL Partner for Barham Park</u> To consider the selection of an RSL to be the Council's preferred partner for the proposed transfer and redevelopment of Barham Park Estate, based on the proposals submitted by three RSLs in July 2004.	Executive	Aug / Sept	Report from the Director of Housing	The residents of Barham Park estate will be consulted at an open day in May and also at an exhibition of the final proposals in July. A panel of residents' representatives and officers will also assess the three schemes.	Martin Cheeseman
SOCIAL SERVICES						
SS- -03/04- 16	<u>Meals Service – Approval of Tender for the Procurement of Asian Vegetarian Meals</u>	Executive	12 July 04	Report from the Director of Social Services	User Panels	Ros Howard/ Christabel Shawcross

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	To agree the revised tender for Asian Vegetarian Meals for those at home and luncheon clubs or day centres					
SS- -03/04- 18	<u>Forced Marriages</u> To agree a local protocol to implement government practice guidance on younger people and vulnerable adults facing forced marriage	Executive	12 July 04	Report from the Director of Social Services	None required	Janet Palmer/ Christine Bridgette