



THE FORWARD PLAN OF KEY DECISIONS

ISSUE 4: 6 September 2004 to 7 January 2005

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, 4 Oct 2004 to 4 Feb 2005 will be published on 20 Sept 2004)

Cllr Ann John
Leader of the Council

Forward Plan 2004/05

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 5 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/83	<u>NNDR Discretionary Relief for Charities & Non Profit Making Organisations</u> To decide on the level of discretionary relief to be granted for 2004/05	Executive	14 Sep 04	Report from the Director of Finance	Internal Only	Laurence Knight
BFS/84	<u>Revenue Budget 2004/2005 Monitoring Report</u> To make the latest position on the current years budget. Decisions may be required, depending on the position	Executive	14 Sep 04	Report from the Director of Finance	Internal Only	Duncan McLeod
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	14 Sept 04	Report from Director of Corporate Services	Internal only	Dane Wright
Cor -04/05-69	<u>Award of Access Consultancy Contract</u> To agree to award the contract to one of the bidders.	Executive	14 Sept 04	Report from the Director of Corporate Services	Internal only	Marcus Perry & Tim Flint
Cor -04/05-73	<u>Appointment to the London Housing Unit Executive Sub-Committee and London Housing Unit Committee</u> To nominate a councillor to serve on the London Housing Unit Executive Sub-Committee and London Housing Unit Committee.	Executive	14 Sept 04	Report from the Democratic Services Manager	Internal only	Peter Goss
Cor	<u>Youth & Community Centres Review – Update</u>	Executive	11 Oct 04	Report from the	Existing tenants	Marcus Perry

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-03/04-46	To note progress made since report of August 03 and agree terms for a number of Centres where actions outstanding since earlier report.			Director of Corporate Services	and occupiers	
Cor -03/04-42	<u>522-524 Kingsbury Road – Lease Renewal</u> To approve terms of new lease.	Executive	11 Oct 04	Report from the Director of Corporate Services	Internal only	Marcus Perry
Cor -04/05-63	<u>Authority to Award a building Contract for Roundwood Children’s Centre at Curzon Crescent School (Harlesden Ward)</u> To award contract for construction work.	Executive	11 Oct 04	Report from the Director of Corporate Services	Internal only	Marcus Perry
Cor -04/05-72	<u>Ninth London Local Authorities Bill</u> To recommend to Full Council that they approve Brent’s participation in the promotion of a ninth London local authorities Bill. This Bill will deal with a variety of provisions (mainly Environment) aimed at alleviating problems specific to London boroughs such as control of advertising, waste, litter, abandoned vehicles, overgrown gardens, fly posting, graffiti and similar provisions.	Full Council (upon recommendation by the Executive)	11 Oct 04	Report from the Director of Corporate Services	Internal only	Helen Keep
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	11 Oct 04	Report from the Director of Corporate Services	Internal only	Dane Wright
Cor -04/05-71	<u>Paul Daisley Hall Charges Increases</u> To agree that prices are raised with immediate effect	Executive	11 Oct 04	Report from the Director of Corporate	Internal only	Keith Surey

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	on all new future lettings.			Services		
Cor -04/05- 70	<u>One Stop Shop Annual Performance Report for October 2003/4</u> To note the annual performance report.	Executive	15 Nov 04	Report from the Director of Corporate Services	Internal only	Sandra Carson
CEx -04/05- 1	<u>Brent Civic Crime, Disorder and Misuse of Drugs Audit</u> To note the Brent Civic Crime, Disorder and Misuse of Drugs Audit and Proposals and approve the New Strategy for 2005-2008.	Executive	15 Nov 04	Report from the Chief Executive		Phil Newby/ Valerie Jones
PRU -04/05- 3	<u>Vital Signs Quarter One</u> To consider information on performance against key indicators for the period April to June 2004.	Executive	14 Sep 04	Report from the Director of Policy & Regeneration	Internal only	Phil Newby
PRU – 04/05 – 5	<u>Annual Complaints Report 03/04</u> To consider performance on complaints for the period April 2003 to March 2004.	Executive	11 Oct 04	Report from the Director of Policy & Regeneration	Internal only	Angela Hickey
PRU -04/05- 6	<u>Our Compact:</u> To approve the Local Strategic Partnership ‘Partners for Brent’ compact supporting working relations with the voluntary sector.	Executive	11 Oct 04	Report from the Director of Policy & Regeneration	Internal only	Phil Newby
EDUCATION, ARTS AND LIBRARIES						
EAL -04/05- 0053	<u>Children Bill</u> To consider a project plan for implementation of the	Executive	14 Sept 04	Report from the Director of EAL	None	Rik Boxer

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	Children Bill.					
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 and a new voluntary aided Jewish High School</u> To consider requests from an independent Islamic school, The Avenue School, The Avenue and also from the Menorah Jewish High School for Voluntary Aided status.	Executive	14 Sept 04	Report from the Director of EAL	None	Judith Joseph/ John Christie
EAL -04/05- 0051	<u>Public Library Position Statement</u> To approve the Public Library Position Statement and Standards Report 2004 for submission to the DCMS and to authorize the Lead Member for EAL to sign the statement on behalf of the authority.	Executive	14 Sept 04	Report from the Director of EAL	None	Marianne Locke/ John Christie
EAL -04/05- 0057	<u>Outcome of the First Stage of Consultation on the Review of Provision for SEN</u> To consider the outcome of the recent Special Educational Needs Best Value Review exercise which proposed changes within the Special School Sector.	Executive	11 Oct 04	Report from the Director of EAL	None	Rik Boxer
ENVIRONMENT						
ES -03/04-	<u>Willesden Sports Centre PFI – Final Business Case</u>	Executive	14 Sept 04	Report from the Director of	Area Consultative Forums	Sue Harper Env Directorate

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190	To agree final business case			Environment		
ES -04/05- 252	<u>Progressing Town Centre Management in Brent</u> To agree an expansion of the Town Centre Management initiative and adopt a framework Position Statement outlining Brent's approach to supporting town centres.	Executive	14 Sept 04	Report from the Director of Environment	Strategic Regeneration Group, Business Associations, Area Consultative Forums	Keith Tallentire Project & Policy
ES -04/05- 250	<u>Citizen's Application Checking</u> To agree that Brent Citizenship Team offer an application checking service. To agree the fee to be levied for the service.	Executive	14 Sept 04	Report from the Director of Environment	None	Mark Rimmer Registrar BDM
ES -04/05- 255	<u>Proposed Expansion of the Organic Waste Collection Service</u> To approve the expansion of the above service and agree the longer term revenue funding support.	Executive	14 Sept 04	Report from the Director of Environment	Internal only	Keith Balmer StreetCare
ES -04/05- 260	<u>Wembley Stadium Access Corridor – Appropriation of Open Space</u> To agree appropriation of River Brent Open Space land to public highway.	Executive	14 Sept 04	Report from the Director of Environment	The report follows public advertisement of the proposal with no objection	Phil Rankmore Transportation
ES -04/05- 261	<u>Wembley Stadium Access Corridor – Stopping Up Order</u> To note the outcome of the Public Inquiry and confirm its intention to stop up private means of access when necessary.	Highways Committee (Special)	14 Sept 04	Report from the Director of Environment	The report follows a full Public Inquiry	Richard Saunders Directorate
ES -04/05- 263	<u>Waterloo Road: Petition from Tankridge Residents Association</u> To note residents' concerns following the recent fire	Executive	14 Sept 04	Report from the Director of Environment	Internal only	Geoff Hewlett Planning Services

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	that affected a local paint manufacturing premises and destroyed buildings and to note the implications for future planning applications.					
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 by consultation, for the purposes of assessing planning applications.	Executive	11 Oct 04	Report from the Director of Environment	Consultation with residents associations, housing associations, agents, architects and developers	Nicola Mochrie/ Planning 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	11 Oct 04	Report from Director of Environment	Area Consultative Forums	Yogini Patel Env Health
ES -03/04- 115	<u>Pavilion at Neasden Recreation Ground – Disposal</u> To agree lease arrangements for pavilion.	Executive	11 Oct 04	Report from the Director of Environment	Welsh Harp JCC members	Louis Eden Parks Services
ES -04/05- 262	<u>Statement of Licensing Policy development</u> To consider the Policy to be agreed at full Council.	Executive and on to Full Council	11 Oct 04	Report from the Director of Environment	Extensive consultation with statutory consultees under the Licensing Act 2003 is being undertaken along with various	Alan Howarth Health Safety & Licensing

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					stakeholders	
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 the Director of Environment	Public consultation undertaken as part of production of Strategy	Shaun Faulkner Parks Service
ES -04/05 253	<u>Appointment of Contractor to construct SAC Section 1 including West Footbridge over Chiltern Line</u> To agree appointment of Contractor	Executive	13 Dec 04	Report from the Director of Environment	Press, leaflet and public inquiry	Paul Fraser Transportation
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	17 Jan 05	Report from the Director of Environment	Local residents, ward councillors, residents' assoc, ACFs, stakeholders, parties for respective subject areas	Ken Hullock Planning Services
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	13 Oct 04	Report from the Director of Environment	Internal only	Phil Rankmore 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 the Director of Environment	All Partners and other Authorities Borough wide	Qassim Kazaz Transportation
ES -04/05-	<u>Valley Farm, Kingsbury – pilot short duration parking scheme</u>	Highways Committee	13 Oct 04	Report from the Director of	General public consulted during	David Eaglesham Transportation

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246	To consider the results of consultation on a pilot short duration parking scheme and seek authority to progress the scheme to implementation.			Environment	scheme development	
ES -04/05- 248	<u>Wembley Stadium Event Day Parking Controls</u> To consider the results of public consultation for the event day parking control schemes funded by Section 106 funds and to seek approval to proceed to implementation.	Highways Committee (Special)	28 Oct 04	Report from the Director of Environment	General public consulted during scheme development	David Eaglesham Transportation
HOUSING						
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	14 Sept 04	Report from the Director of Housing	No external consultation needed	Martin Cheeseman
HSG -04/05- 31	<u>Older Persons Housing Strategy</u> To approve the Older Persons Housing Strategy in principle and in terms of the additional resources required to deliver it. The Older Persons Housing Strategy aims to offer quality and choice of housing across all tenures and appropriate housing support to the older people (i.e. those who are 60+) of Brent to enable independent living. The Strategy usefully	Executive	14 Sept 04	Report from the Director of Housing	Extensive consultation through questionnaires, a stakeholder steering group, public consultation, the Pensioners forum, Willow	Martin Cheeseman

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	links into the health and social care strategies of the Primary Care Trust and Social Services.				Housing & voluntary & Black Minority Ethnic Group. Also the Health Service Priority Action Groups, Brent Group for Older People & the Physical Disabilities Group	
HSG -04/05- 30	<u>PFI Affordable Homes</u> To note the up to date position as regards the non – Housing Revenue Account Private Finance Initiative, a scheme designed to increase both the supply of affordable and temporary accommodation. Social Services - Learning Disabilities will receive modern accommodation to house this client group as well as access to general needs accommodation.	Executive	11 Oct 04	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	15 Nov 04	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	Martin Cheeseman

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					and officers will also assess the three schemes	
SOCIAL SERVICES						
SS -04/05- 19	<u>Annual Review Meeting</u> To note the achievements plus areas for improvement for Social Services as set out in the Annual Performance Letter from the Commission for Social Care Inspection.	Executive	15 Nov 04	Report from the Director of Social Services	None required	Jenny Goodall/ Mike Bibby
	<u>Forced Marriages – Local Implementation</u> To agree the local implementation of the national guidelines for working with young people or vulnerable adults facing forced marriage.	Executive	15 Nov 04	Report from the Director of Social Services	None required	Jenny Goodall/ Janet Palmer