



THE FORWARD PLAN OF KEY DECISIONS

ISSUE 5: 4 October 2004 to 4 February 2005

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(The next issue of the Forward Plan, covering the period, 8 November 2004 to 4 March 2005 will be published on 25 October 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

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| BFS -04/05- 84 | <u>2004/05 Capital Budget Monitoring Report</u> To review the latest position on the 2004/2005 Capital Budget. | Executive | 11 Oct 04 | Report from Director of Finance | Internal | Duncan McLeod |
| BFS -04/05- 85 | <u>Treasury Management</u> To note the appointment of a new external Treasury Manager. | Executive | 15 Nov 04 | Report from Director of Finance | Internal | Martin Spriggs |
| 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 | 11 Oct 04 | Report from the Director of Corporate Services | Existing tenants and occupiers | Marcus Perry |
| 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- 67 | <u>Freedom of Information Act</u> To agree actions required to be taken to allow the | Executive | 11 Oct 04 | Report from the Director of Corporate | Internal only | Dane Wright |

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| | Council to meet obligations under the Act in January 2005. | | | Services | | |
| Cor -04/05- 71 | <u>Paul Daisley Hall Charges Increases</u> To agree that prices are raised with immediate effect on all new future lettings. | Executive | 11 Oct 04 | Report from the Director of Corporate Services | Internal only | Keith Surey |
| 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 |
| HRU -04/05- 03 | <u>Corporate Equality Policy and Action Plan</u> To agree the contents of policy and action plan for 2004-2005 | Executive | 13 Dec 04 | Report from the Director of Human Resources and Diversity | Internal only | Manjula Shah |
| PRU -04/05- 4 | <u>Civic Centre Project</u> To consider the second stage feasibility for building a new civic centre in the Wembley | Executive | 11 Oct 04 | Report from the Director of Policy & Regeneration | Internal only | Anna Woda |
| 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 |

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| 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- 0064 | <u>Service Tenancies</u> To note the updated information following consultation with GMB and UNISON. | Executive | 11 Oct 04 | Report from the Director of EAL (not for publication) | GMB, UNISON | John Christie |
| EAL -04/05- 0063 | <u>Voluntary Sector Process Review, July 04-March 05</u> To agree to implement the changes in the 2005/06 funding application, criteria, area for funding, guidance notes and grant conditions. | Executive | 11 Oct 04 | Report from the Director of EAL | Internal | John Christie |
| EAL -04/05- 0053 | <u>Children Bill</u> To consider a project plan for implementation of the Children Bill. | Executive | 15 Nov 04 | Report from the Directors of EAL and Social Services | None | John Christie/ Jenny Goodall |
| 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 | 15 Nov 04 | Report from the Director of EAL | None | Rik Boxer |

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| EAL -04/05- 0062 | <u>Chalkhill New Opportunities Funding Facility Contract</u> To note the selection process taken to shortlist contractors in relation to the Big Lottery Funded new build sports hall at Chalkhill Primary School and to approve the appointment of the named contractor to carry out associated works. | Executive | 15 Nov 04 | Report from the Director of EAL | Selected school, Big Lottery Fund, consultants. | John Christie |
| EAL -04/05- 0061 | <u>Development of the rebuilding scheme for the John Kelly Schools and Dollis Hill Estate</u> To approve design work for the rebuild of John Kelly Schools (in advance of the DfES announcement on the Building Schools for the Future programme) so that an outline Planning Application may be made. To note the position on the status of the Targeted Capital Fund allocation for Menorah High School. | Executive | 15 Nov 04 | Report from the Director of EAL | John Kelly School Menorah High School | John Christie |
| EAL -04/05- 0060 | <u>Loan Scheme for Schools – Response to Consultation</u> To note updated information regarding the proposal to offer a loan scheme to schools under the prudential capital arrangements and to agree to schools being consulted on the proposals. | Executive | 15 Nov 04 | Report from the Director of EAL | Schools, DfES | John Christie |
| ENVIRONMENT | | | | | | |
| ENV -04/05- 272 | <u>Ninth London Local Authorities Bill</u> To recommend to Full Council that they approve Brent's participation in the promotion of a ninth | Full Council (upon recommendation by the | 11 Oct 04 | Report from the Director of Corporate Services | Internal only | Michael Read/ Helen Keep |

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| | 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. | Executive) | | | | |
| ES -04/05- 267 | <u>Cultural Services Audit Inspection Report</u> To consider the findings of the Audit Inspection. To agree an action plan to deliver improvements to the service as recommended by the report. | Executive | 11 Oct 04 | Report from Director of Environment and Director of EAL | Internal Only | Sue Harper ES Directorate |
| ES -04/05- 262 | <u>Statement of Licensing Policy development</u> To consider the council's draft statement of licensing policy under the new Licensing Act 2003, together with its passage to full council on 29 November '04. The policy, which has recently gone out to consultation, is a statement of how Brent as the licensing authority will exercise the new functions that will be shortly imposed upon it by the Act, and in particular the regulation of alcohol sales, an activity to be transferred from the courts. | 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 stakeholders | Alan Howarth Health Safety & Licensing |
| ES -04/05- 268 | <u>Planning Services Audit Inspection Report</u> To consider the findings of the Audit Inspection. To agree an action plan to deliver improvements to the service as recommended by the report. | Executive | 15 Nov 04 | Report from Director of Environment | Internal Only | Chris Walker Planning |
| 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 |

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| 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 | 15 Nov 04 | Report from the Director of Environment | None | Mark Rimmer Registrar BDM |
| ES -04/05- 270 | <u>Supporting the achievement of Fairtrade Borough status for Brent</u> To seek Council support for the Fairtrade Borough initiative and specifically agree that Fairtrade tea and coffee will be served at Council Committee meetings. | Executive | 15 Nov 04 | Report from the Director of Environment | Internal Only | Keith Tallentire Projects & Policy |
| 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 | 13 Dec 04 | Report from Director of Environment | Area Consultative Forums | Yogini Patel Env Health |
| ES -04/05- 269 | <u>Public Toilet Strategy</u> To approve a Public Toilet Strategy for Brent. | Executive | 13 Dec 04 | Report from Director of Environment | British Toilet Association | Keith Balmer StreetCare |
| ES -04/05- 271 | <u>Retendering of Leisure Management Contract – Draft Specification</u> To agree key principles in the draft specification. | Executive | 13 Dec 04 | Report from Director of Environment | Consultation under taken as part of Sports BV Review and Sports Strategy production will be used to | Sue Harper Directorate |

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| 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 | inform specification 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- 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. | Executive | 13 Dec 04 | Report from the Director of Environment | All Partners and other Authorities Borough wide | Qassim Kazaz Transportation |
| 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 -04/05- 246 | <u>Valley Farm, Kingsbury – pilot short duration parking scheme</u> To consider the results of consultation on a pilot short duration parking scheme and seek authority to progress the scheme to implementation. | Highways Committee | 13 Oct 04 | Report from the Director of Environment | General public consulted during scheme development | David Eaglesham Transportation |
| ES | <u>CPZ Progress Report</u> | Highways | 13 Oct 04 | Report from | General public | David Eaglesham |

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| -04/05-264 | To provide an update on implementing CPZ's across the borough and to consider any petitions received in areas affected by proposals or schemes. | Committee | | Director of Environment | consulted during scheme development and liaison with petitioners | Transportation |
| ES -04/05-265 | <u>Review of CPZ's operational hours</u> To consider a review of operational hours CPZ's and approve a policy for future CPZ consultations | Highways Committee | 13 Oct 04 | Report from Director of Environment | General public consulted during scheme development | David Eaglesham Transportation |
| ES -04/05-266 | <u>Review of personalised Disabled Persons Parking Places</u> To consider a review of personalised DPPP's and approve a policy for implementation | Highways Committee | 13 Oct 04 | Report from Director of Environment | General public consulted during scheme development | David Eaglesham Transportation |
| 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 -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' | Martin Cheeseman |

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| | | | | | representatives and officers will also assess the three schemes | |
| HSG -04/05- 30 | <u>PFI Affordable Homes</u> To note the up to date position regarding the non-HRA PFI 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- 26 | <u>Annual BHP Report</u> To note the performance of Brent Housing Partnership, in respect of the day to day housing management function and implementing the decent homes programme. Also the relationship between the council (as owners of the council houses) and BHP (as managers of those properties). | Executive | 15 Nov 04 | Report from the Director of Housing | BHP | Martin Cheeseman |
| 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 |
| SS -04/05- 20 | <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 |

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| SS -04/05- 21 | <u>Pooled Budgets</u> To approve a strategy for improving partnership arrangements between the Council and Brent Primary Care through the continued development of Pooled budgets (joint funding). | Executive | 15 Nov 04 | Report from the Director of Social Services | Brent Primary Care Trust | Jenny Goodall/ Lance Douglas |