



THE FORWARD PLAN OF KEY DECISIONS

ISSUE 9: 7 February 2005 to 3 June 2005

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(The next issue of the Forward Plan, covering the period, 7 March to 1 July 2005 will be published on 21 February 2005)

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 -04/05- 96	<u>Progress Report on Implementation of Key Issues within 2003/4 Joint Audit and Inspection Letter</u> Progress to be noted	Executive	14 Feb 05	Report from Director of Finance	Internal	Duncan McLeod
BFS -04/05- 91	<u>2005/06 Budget and Council Tax</u> To agree the Executive's recommendations to full Council on the budget and Council Tax for 2005/06.	Executive	14 Feb 05	Report from Director of Finance	Business rate-payers Schools Forum Joint meeting of Scrutiny and Overview Service areas	Duncan McLeod
BFS -04/05- 89	<u>NNDR Hardship and NNDR Discretion</u> To decide on the amount of relief to be granted.	Executive	14 Mar 05	Report from Director of Finance	Internal	Duncan McLeod
Cor -04/05- 80	<u>Nos 33 and 37 Wrights Place NW10 and 61 Kilburn High Road NW6: Proposed Sale</u> To agree disposal of freeholds at auction or sale to lessee of each property prior to auction.	Executive	14 Feb 05	Director of Corporate Services	Internal	Marcus Perry
Cor -04/05- 74	<u>Copland School: sale of land</u> To agree to the sale of two parcels of land to the Governors of Copland School.	Executive	14 Mar 05	Report from the Director of Corporate Services and the Director of EAL	Internal and with two local schools	Marcus Perry & Nitin Parshotam

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Cor -04/05- 75	<u>Youth & Community Centres: further update reports on Mahogany Arts & The Pakistan Workers Association</u> To agree a way forward for occupying groups to formalise their rights to occupy their premises.	Executive	12 Apr 05	Report from the Director of Corporate Services	Internal and with user groups	Marcus Perry
Cor -04/05- 76	<u>Salisbury Road Car Park site: proposed sale</u> To agree terms of sale of a site which will form part of a comprehensive redevelopment scheme.	Executive	14 Mar 05	Report from the Director of Corporate Services	South Kilburn New Deal for Communities	Marcus Perry
Cor -04/05- 78	<u>Dollis Hill House: proposals for its restoration and adaptation into a health centre and facility for the community</u> To grant a lease to Brent PCT.	Executive	14 Mar 05	Report from the Director of Environment & from the Director of Corporate Services	Dollis Hill House Trust, local interest groups and The Area Consultative Forum	Marcus Perry & Shaun Faulkner
Cor -04/05- 82	<u>E-Government Programme 2005/6</u> To agree the E-Government Programme funding arrangements for 2005/6	Executive	12 Apr 05	Director of Corporate Services	Internal	Bernard Diamant
Cor -04/05- 83	<u>Local Government Pension Scheme Internal Dispute Resolution Procedure (IDRP)</u> To consider the grant under the Local Authorities (Indemnities for Members and Officers) Order 2004 of an indemnity to the officer making certain determinations under the IDRP.	Executive	14 Feb 05	Report from Borough Solicitor	Internal	Terry Osborne
HRU -04/05- 04	<u>Annual Workforce Monitoring Report</u> To approve the Council's 2004 Workforce Monitoring Report which is a review of progress on equalities in	Executive	14 Feb 05	Report from the Director of Human Resources &	None	Val Jones

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	employment.			Diversity		
CE -04/05 04	<u>Modernising Brent Council: Proposed Structural Changes</u> To consider possible structural changes in relation to non-children's services, proposals for strengthening frontline service delivery and associated support services and make 'in principle' decisions on possible structural changes.	Executive	14 Feb 05	Report from the Chief Executive	Internal, Senior Management	Gareth Daniel
CE -04/05- 03	<u>Children Act - Restructuring Children and Families Department in Brent – follow up report</u> To consider an update on communication with staff on the establishment of a Children and Families department and agree proposals for the new department.	Executive	14 Feb 05	Report from the Chief Executive	Staff in Social Services and Education Arts and Libraries	Krutika Pau/ Karin McDougall
PRU -04/05 12	<u>Increasing household recycling in Brent</u> To note the findings of the Overview Task Group 'increasing recycling in Brent' and to consider recommendations in relation to raising awareness, education and cross departmental working.	Executive	14 Feb 05	Report from the Director of Policy and Regeneration	Overview Cttee, service areas, Lead Member for Environment	Chair Overview Task Group, Cllr Wharton
PRU -04/05 11	<u>West London Economic Development Strategy</u> To endorse the strategy.	Executive	14 Mar 05	Report from the Director of Policy and Regeneration	Consultation carried out by West London Alliance as part of strategy development	Andy Donald
PRU -04/05- 10	<u>The School Governors' Report produced by the Task Group of the Lifelong Learning Scrutiny Panel</u>	Executive	14 Mar 05	Report from the Director of Policy &	Task Group Chair	Bridgette Duley

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	To consider the report from the Scrutiny Panel.			Regeneration		
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EDUCATION, ARTS AND LIBRARIES

EAL-04/05-0069	<u>Lyon Park – disposal of caretaker’s house</u> To agree the disposal of the freehold interest of the former care-taker's house at Lyon Park Junior and Infant Schools.	Executive	14 Feb 05	Report from the Director of EAL	Respective schools	John Christie
EAL-04/05-0071	<u>Funding Formula Review for Schools.</u> To approve any changes to the schools funding formula for 2005/06.	Executive	14 Feb 05	Report from the Director of EAL	Headteachers, Governing Bodies, Schools Forum, other interested parties through a formula review consultation document issued 1.9.04	John Christie
EAL-04/05-0072	<u>Grants Programme</u> To note and decide on the allocation of the Main Grants Programme for April 2005 to March 2006 as summarised in the report. To agree that the Hindu Council shall be allowed to administer the 2005/06 Navratri and Dussehra festivals.	Executive	14 March 05	Report from the Director of EAL	Voluntary organizations written communication.	John Christie

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ENVIRONMENT						
ES -04/05- 287	<u>Land Fronting Watford Road – Disposal to Acton Housing Association</u> To approve the disposal of the strip of land fronting Watford Road, Wembley to Acton Housing Association at a nominal price only for inclusion within their near completed social housing development.	Executive	14 Feb 05	Report from the Director of Environment	Acton Housing Association	Louis Eden Core Property
ES -04/05- 293	<u>Award of Contracts for Expansion of the Organic Waste Collection Service</u> To approve recommendation of contracts awarded.	Executive	14 Feb 05	Report from the Director of Environment	Internal only	Keith Balmer StreetCare
ES -03/04- 242	<u>The Draft Local (Transport) Implementation Plan</u> To note the Guidance from Transport for London for the preparation of the Local Implementation Plan which will detail the Borough's policies and strategies with regard to transportation matters.	Executive	14 Feb 05	Report from the Director of Environment	All Partners and other Authorities Borough wide	Qassim Kazaz Transportation
ES -04/05- 296	<u>Joint Municipal Waste Strategy</u> To note the proposed process and consultation for the development of a Joint Municipal Waste Strategy.	Executive	14 Feb 05	Report from the Director of Environment	Internal, West London Waste Authority	Keith Balmer StreetCare
ES -04/05- 292	<u>Capital Spend</u> To seek scheme approval for Environmental Services 2005-2006 Capital Programme.	Executive	14 Mar 05	Report from the Director of Environment	Internal only	Irfan Malik Directorate

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ES -04/05- 294	<u>Environment Fees & Charges</u> To agree new levels of fees and charges across Environmental Services.	Executive	14 Mar 05	Report from the Director of Environment	Internal	Michael Read Directorate
ES -04/05- 276	<u>Energy Strategy Report</u> To consider the key issues arising from the Mayor's Energy Strategy that affect Brent. To agree a Council energy policy and action plan to deliver improvements in energy conservation, efficiency and awareness.	Executive	14 Mar 05	Report from the Director of Environment	Internal	Keith Tallentire Projects & Policy
ES -04/05- 269	<u>Public Toilet Strategy</u> To approve a Public Toilet Strategy for Brent.	Executive	14 Mar 05	Report from the Director of Environment	British Toilet Association	Keith Balmer StreetCare
ES -04/05- 291	<u>Approval of Enforcement Policy</u> To agree a revised Enforcement Policy.	Executive	14 Mar 05	Report from the Director of Environment	Internal consultation with ES Regulatory Units has taken place. Draft Policy to be published for consultation on the Intranet	Stephen Moore Env. Health

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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 Mar 05	Report from the Director of Environment	Area Consultative Forums	Yogini Patel Env Health
ES -04/05- 306	<u>Review of Fees and Charges – Sports Services</u> To agree a new pricing policy and levels of fees and charges for Sports Services and activities.	Executive	14 Mar 05	Report from the Director of Environment	Customer surveys	Gerry Kiefer Sports
ES -04/05- 292	<u>Environment Capital Spend 2005-06</u> To seek scheme approval for Environmental Services 2005-06 Capital Programme.	Executive	12 April 05	Report from the Director of Environment	Internal only	Chris Margetts Transportation
ES -04/05- 297	<u>Award of the Parking Contracts</u> To approve award of contracts.	Executive	12 Apr 05	Report from the Director of Environment	Internal only	Keith Balmer StreetCare

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ES -04/05- 307	<u>South Kilburn Supplementary Planning Document (SPD)</u> To approve document and recommend that Council adopt it as SPD to Brent's Unitary Development Plan (UDP).	Executive	12 Apr 05	Report from the Director of Environment	Extensive public consultation including: Kilburn/Kensal ACF Statutory and Govt. organisations Residents Assocs. Stakeholder groups Local Community groups MP's/Ward Cllrs.	Dave Carroll Planning
ES -04/05- 308	<u>Kilburn Square Supplementary Planning Document (SPD)</u> To approve document and recommend that Council adopt it as SPD to Brent's Unitary Development Plan (UDP).	Executive	12 Apr 05	Report from the Director of Environment	Extensive public consultation including: Kilburn/Kensal ACF Statutory and Govt. organisations Residents Assocs. Stakeholder groups Local Community groups MP's/Ward Cllrs.	Dave Carroll Planning
ES -04/05- 309	<u>TfL Capital approved programme 2005-06</u> To note allocation for 2005-06 and to agree the implementation of a programme of initial investigation into projects, detailed consultation and prioritise schemes.	Highways Committee	14 Mar 05	Report from the Director of Environment	Internal	Qassim Kazaz Transportation
HOUSING						
HSG	<u>Annual BHP Report</u>	Executive	14 Feb 05	Report from the	BHP	Martin

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-04/05-26	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).			Director of Housing		Cheeseman
HSG -04/05-35	<u>HRA Rent Setting Report</u> To consider the Housing Revenue Account and any rent increase for the next financial year.	Executive	14 Feb 05	Report from the Director of Housing	Brent Housing Partnership	Martin Cheeseman
HSG- -04/05-41	<u>Housing Advice</u> To agree an in-house housing advice service to enhance existing advice provision within the borough. Also to seek approval to implement the new service level agreements with the Citizens Advice Bureau and the Brent Community Law Centre.	Executive	14 Feb 05	Report from the Director of Housing	Citizens Advice Bureau and Brent Community Law Centre	Martin Cheeseman
HSG -04/05-37	<u>Disposal of Access Road leading to the Liberal Jewish Cemetary, Pound Lane</u> To agree the disposal of the access road to the Liberal Jewish Synagogue.	Executive	14 Mar 05	Report from the Director of Housing	Liberal Jewish Synagogue & owners of the freehold of the privately owned block of flats at 59 Pound Lane	Martin Cheeseman
HSG -04/05-36	<u>Supporting People 5 Year Strategy</u> To agree the Supporting People 5 Year Strategy	Executive	14 Mar 05	Report from the Director of Housing	Brent Health & Social Care Partnership Brd	Maggie Rafalowicz
HSG	<u>Chalkhill Combined Facilities Building</u>	Executive	12 April 05	Report from the	Brent PCT & local	Martin

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-04/05-39	To agree costs, development mechanism and funding for the Chalkhill Combined Facilities building which will provide a new health centre, community centre, housing offices and shared ownership flats.			Director of Housing	GPs, MHT, Chalkhill JDB, Asda, local community grps & residents within the re-development area & surrounding neighbourhood	Cheeseman
SOCIAL SERVICES						
SS -04/05-30	<u>Freeman Family Centre</u> To approve the building of a new family centre with a donation from a charitable trust.	Executive	14 Feb 05	Report from the Director of Social Services	Internal	Janet Palmer
SS -04/05-25	<u>Annual Review of Fees and Charges for Adult Services</u> To review the level of fees and charges made for social care services for adults and agree appropriate increases in charges.	Executive	14 Mar 05	Report from the Director of Social Services	Internal	Gordon Fryer
SS -04/05-26	<u>Grants to Voluntary Sector Organisations for Social Care</u> To review existing grants to voluntary sector organisations providing social care and to decide which organisations to fund in 2005/06.	Executive	14 Mar 05	Report from the Director of Social Services	Internal	Gordon Fryer