



**THE FORWARD PLAN OF KEY DECISIONS**

**ISSUE 5: 9 October 2006 to 9 February 2007**

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*(The next issue of the Forward Plan, covering the period 6 November 2006 to 9 March 2007 will be published on 23 October 2006)*

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Paul Lorber  
Leader of the Council

## **Forward Plan 2006/07**

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](http://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](mailto: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 Lorber (Corporate Strategy & Policy Co-ordination )  
Cllr Blackman (Resources)  
Cllr Allie (Housing & Customer Services)  
Cllr V Brown (Crime Prevention & Public Safety)  
Cllr D Brown (Highways and Transportation)  
Cllr Castle (Human Resources & Diversity, Local Democracy & Consultation)  
Cllr Colwill (Adults, Health & Social Care)  
Cllr O'Sullivan (Regeneration & Economic Development)  
Cllr Van Colle (Environment, Planning & Culture)  
Cllr Wharton (Children & Families)

(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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**CENTRAL**

CE -06/07- 1	<u>A Business Case for a new Civic Centre</u>  To approve the business case for a new civic centre and agree with a costed scheme within the Wembley Regeneration Area and to consider options for procurement and tender.	Executive	13 Nov 06	Report from the Chief Executive	Internal only	Gareth Daniel
F&CR -06/07- 20	<u>London Authority Insurance Mutual</u>  To consider a proposal to establish a “mutual” insurance company controlled by, and run for the benefit of, participating London authorities. To consider Brent’s participation in the arrangement.	Executive	9 Oct 06	Report from the Director of Finance and Corporate Resources	Internal only	Duncan McLeod
F&CR -06/07- 13	<u>Extension of Capita Contract (Revenues and IT)</u>  To consider whether the existing contract with Capita for Revenue and IT services should be extended from May 2008 to April 2011 as provided for in the contract terms.	Executive	9 Oct 06	Report from the Director of Corporate Resources and Finance (not for publication)	Internal only	Margaret Read
F&CR -06/07- 19	<u>Authority to award contract for the Bill Payment Collection Service.</u>  To approve the award of the contract for the Bill Payment Service Contract so customers can pay council bills at Paypoint outlets and Post Offices using the bar codes printed on the bills to commence	Executive	13 Nov 06	form the Director of Finance and Corporate Resources	Internal only	Sarah Cardno

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	3 January 2007.					
F&CR -06/07- 22	<u>NNDR Discretionary &amp; Hardship Relief</u>  To consider applications for Discretionary and Hardship Relief.	Executive	13 Nov 06	Report from: Director of Finance and Corporate Resources	Internal only	Duncan McLeod
F&CR -06/07- 9	<u>Capital Strategy</u>  To recommend a revised capital strategy to Full Council for approval.	Executive	13 Nov 06	Report from Director of Finance and Corporate Resources	Internal only	Mark Peart
F&CR -06/07- 3	<u>Corporate Asset Management Plan</u>  To agree the updated Corporate Asset Plan.	Executive	13 Nov 06	Report from Director of Finance and Corporate Resources	Internal only	Richard Barrett/ James Young
F&CR -06/07- 4	<u>Proposed Sale of 2 Barnhill Cottages, Chalkhill and adjacent site to MHT</u>  To agree terms for the proposed freehold disposal to Metropolitan Housing Trust to facilitate redevelopment for Affordable Housing.	Executive	13 Nov 06	Report from Director of Finance and Corporate Resources	Internal only	Philip Churton
F&CR -06/07- 15	<u>2006/07 to 2009/10 Capital Programme Monitoring Report</u>  To note the current capital programme monitoring position for 2006/07 to 2009/10.	Executive	13 Nov 06	Report from Director of Finance and Corporate Resources	Internal only	Mark Peart
F&CR -06/07- 16	<u>2006/07 Revenue Budget Monitoring Report</u>  To note the current revenue budget monitoring position for 2006/07.	Executive	13 Nov 06	Report from Director of Finance and Corporate Resources	Internal only	Duncan McLeod

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F&CR -06/07- 17	<u>Award of HR/Payroll IT Contract</u>  To consider and award a contract for a new integrated HR/Payroll IT system to commence 1 <sup>st</sup> November 2007 (with option to commence 3 months earlier).	Executive	13 Nov 06	Report from Director of Finance and Corporate Resources	Internal only	Tim Flint
F&CR -06/07- 23	<u>Cleaning Contract</u>  To agree to the re-tendering of the Cleaning Contract for fifteen municipal sites in compliance with OJEU regulations.	Executive	13 Nov 06	Report from Director of Finance and Corporate Resources	Internal only	Richard Barrett Jacinta Leharne
F&CR -06/07- 21	<u>IT Strategy 2006</u>  To agree the corporate IT Strategy for 2006 - 2010.	Executive	11 Dec 06	Report from Director of Finance and Corporate Resources	Internal only	Dane Wright/Tony Ellis
F&CR -06/07- 18	<u>Authority to award contract for a Client Business Index</u>  To approve the award of the Client Business Index contract following the decision 13 March 2006 to giving authority to go out to tender.	Executive	15 Jan 07	Report from Director of Finance and Corporate Resources	Internal only	Tony Ellis/Raj Seedher
PRU -05/06- 25	<u>Access of Older People to Sports and Leisure Facilities – final report of Scrutiny Task Group</u>  To note the recommendations made in the review, to thank the Task Group for their work, and also the services for taking responsibility for implementing the recommendations of the Task Group.	Executive	9 Oct 06	Report from the Director of Policy & Regeneration	Internal only	Cllr Crane/ Jacqueline Casson
PRU -06/07- 009	<u>Community Access to Schools</u>  To consider the recommendations and key findings	Executive	9 Oct 06	Report from the Director of Policy &	Internal only	Councillor Arnold

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	of the Task Group in relation to Community Access to School buildings and facilities.			Regeneration		
PRU -06/07- 006	<u>Corporate Strategy</u>  To approve the Council's Corporate Strategy 2006-2010.	Executive	13 Nov 06	Report from the Director of Policy & Regeneration	Local Strategic Partnership	Phil Newby/ Cathy Tyson

### CHILDREN & FAMILIES

C&F 06/07- 013	<u>Award of a Domiciliary Care Service for Children &amp; Young People</u>  To approve the award of respite care at home contract for disabled children and young people.	Executive	9 Oct 06	Report from the Director of Children & Families	Internal only	John Christie
C&F 06/07- 014	<u>Islamia/The Avenue – amalgamation</u>  To approve the expansion of the Islamia Primary School from 1FE (form of entry) to 2FE, to close The Avenue School and transfer its pupils to Islamia Primary School by January 2007, subject to statutory consultation.	Executive	9 Oct 06	Report from the Director of Children & Families	Internal only	John Christie
C&F 06/07- 009	<u>Second Academy in Brent</u>  To give approval for a feasibility study for a second academy in Brent, to review the available sites for siting the second academy and to recommend the preferred site option.	Executive	9 Oct 06	Report from the Director of Children & Families	Internal only	John Christie
C&F 06/07- 010	<u>Adjustments in Allocation of Local Authority (LA) Governors' Seats</u>	Executive	13 Nov 06	Report from the Director of Children &	Internal only	John Christie

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	To agree the revised allocation of Local Authority governor seats for Brent Schools.			Families		
C&F 06/07- 011	<u>Phase 2 Children's Centre Capital Programme</u>  To approve proposed developments and to allocate capital sums to each project accordingly: Lyon Park Infants and Junior Schools, St Raphael's Youth and Community Centre, Wembley and Willesden Centres for Health and Care and Queens Park Community School. To note an update on all above as well as Wembley Primary School and Fryent Primary School.	Executive	13 Nov 06	Report from the Director of Children & Families	Internal only	John Christie
C&F 06/07- 015	<u>Wembley Primary School – approve appointment of contractor</u>  To agree to award the Wembley Primary School stage 1 contract to the preferred contractor selected from 5 contractors following the decision of the Executive in July.	Executive	13 Nov 06	Report from the Director of Children & Families	Internal and project consultants	John Christie
C&F -06/07- 005	<u>Harmony Children's Centre – transfer of accountability from Primary Care Trust to Local Authority</u>  To approve the transfer of accountability.	Executive	Nov/Dec 06	Report from the Director of Children & Families	Internal only	John Christie
C&F -05/06- 037	<u>Development of a Youth Parliament for Brent</u>  To agree the children and young people's participation structure, contained in the report, and approve the development of a Youth Parliament which is a central component of the structure. The participation structure and Youth Parliament	Executive	Nov/Dec 06	Report from the Director of Children & Families	Children and young people via the Children's Forum, Brent Youth Matters2 and Children and Young Peoples	John Christie

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	supports the council's 'Commitment to Children and Young People's Participation' agreed by Members in September 2005. It will enhance the level of democratic renewal opportunities for children and young people and promote sustained and active involvement.				Participation Conference.	

## ENVIRONMENT & CULTURE

E&C -05/06-033	<u>Dollis Hill House</u> To note update on negotiations and future proposals.	Executive	9 Oct 06	Report from the Director of Environment & Culture	PCT and local groups	Sue Harper/ Richard Barrett
E&C -06/07-008	<u>Local Development Framework – Core Strategy</u> To agree the core strategy for the borough and associated Development Plan Documents (at preferred Options Stage) for public consultation.	Executive	9 Oct 06	Report from the Director of Environment & Culture	Public consulted at issues and options stage	Ken Hullock
E&C -06/07-001	<u>Implementing the contaminated land inspection strategy</u> To agree the approach, the timescale for delivery and the resources necessary.	Executive	9 Oct 06	Report from the Director of Environment & Culture	Internal only	Yogini Patel Jennifer Barrett
E&C -06/07-011	<u>Tackling Idling engines – implementing powers to issue fixed penalty notices</u> To approve a campaign to inform the public on behaving responsibly by ensuring that they do not idle their engines unnecessarily. Also to agree that in appropriate cases, fixed penalty notices should be issued.	Executive	13 Nov 06	Report from the Director of Environment & Culture	Internal only	Yogini Patel/ Jennifer Barrett



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E&C -06/07- 004	<u>Wembley Security Proposals</u>  To agree Council involvement in security measures in the Wembley area.	Executive	13 Nov 06	Report from the Director of Environment & Culture	Internal only	John Howe
E&C -05/06- 009	<u>Draft Parking and Enforcement Plan (PEP)</u>  To agree a review of the existing parking strategy, the Parking Plan being a comprehensive document that steers the Council's parking implementation and enforcement programmes for the next 3-5 years.	Executive	13 Nov 06	Report from the Director of Environment & Culture	Residents, businesses and local organisations via Parking Conference held in May 2005.	Qassim Kazaz/Gerry Devine Transportation
E&C -06/07- 010	<u>Evans Business Centre, Brook Road, NW2</u>  To consider an application for certificate of alternative development for the site under section 17 of the compensation act 1971 and the recommendation to refuse the alternative use sought in the application.	Executive	13 Nov 06	Report from the Director of Environment & Culture	Internal only	Jane Jin
E&C -06/07- 003	<u>Award of Waste Management Contract</u>  To award a contract for waste collection, recycling, street cleansing etc. to commence on 1 <sup>st</sup> April 2007.	Executive	13 Nov 06	Report from the Director of Environment & Culture	External consultation previously conducted	Keith Balmer
ES -06/07- 012	<u>Queens Park Car Park site Planning Brief</u>  To agree a new planning brief for public consultation setting out the Council's view as to how the site south of Queens Park Station could be redeveloped with the possibility of a mix of retail, residential and other commercial uses, in the form of a courtyard type development with a limit of 12 storeys in height.	Executive	13 Nov 06	Report from the Director of Environment & Culture	Extensive public consultation including: Kilburn & Kensal ACF, LB Westminster, South Kilburn NDC board, residents associations stakeholder groups and local	Dave Carroll Planning

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					community groups & ward councillors. Methods of consultation include: consultation letters and leaflets meetings posters and flyers articles in publications information on Brent Council website.	
ES -06/07- 013	<p><u>Church End Bus and Highway improvement project</u></p> <p>To agree bus improvement project following public consultation in Church End over a number of development and highway proposals. To agree in principle the broad development proposals for a number of sites in Church End forming the context for transportation improvements. To give approval to tender these highways works following receipt of £2m from the Government to undertake highway works to improve bus services.</p>	Executive	13 Nov 06	Report from the Director of Environment & Culture	Extensive public consultation including: Willesden & Harleden ACF's statutory and government organisations residents associations stakeholder groups and local community groups & ward councillors. Methods of Consultation include: Consultation letters and leaflets	Dave Carroll Planning

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					meetings posters and flyers articles in publications information on Brent Council website.	
E&C -05/06-014	<u>Air Quality Management Area Review</u>  To approve the extension of the Air Quality Management Area following a further review and assessment of air quality which has highlighted additional areas within Brent that do not meet the Air Quality standards.	Executive	13 Nov 06	Report from the Director of Environment & Culture	Internal only	Yogini Patel Jennifer Barrett
E&C 06/07 074	<u>Progress Report on Controlled Parking Zones</u>  To consider an update on the borough wide CPZ programme, report results of consultations and to consider any petitions received in areas affected by proposals or schemes.	Highways	12 Oct 06	Report from the Director of Environment & Culture	General public consulted during scheme development and liaison with petitioners	Phil Rankmore
E&C 06/07 075	<u>Wembley Stadium Protective Parking Scheme</u>  To consider requests received from essential service providers, such as the Police, for permits to park in the Event Day Zone on event days.	Highways	12 Oct 06	Report from the Director of Environment and Culture	Internal only	Phil Rankmore

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### HOUSING & COMMUNITY CARE

H&CC -06/07- 14	<u>Supporting People Contract Delegations</u>  To approve the proposed increased delegations for the renewal of some Supporting People contracts, following a contract review which assessed their value for money, strategic relevance and quality of provision. To approve the award of a 2 year contract for one Supporting People Service without formal tender, in order to ensure stability of the complex service following a period of disruption.	Executive	9 Oct 06	Report from the Director of Housing & Community Care	Internal only	Helen Duckworth
H&CC -06/07- 10.	<u>Selection of the Preferred Bidder for the PFI Housing and Social Care Contract</u>  To approve the selection of the preferred bidder for the 30 year non Housing Revenue Account Private Finance Initiative, providing 315 affordable dwellings, 150 temporary accommodation units and 35 social care units for people with learning difficulties.	Executive	9 Oct 06	Report from the Director of Housing & Community Care	BHP, ASC users and carers, PCT	Martin Cheeseman

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H&CC -06/07- 04 & 12	<u>Stonebridge HAT– Tenants' Choice of successor landlord</u>  <b>To agree the Council's position on the offer to be made to the tenants of Newcroft sheltered housing scheme at Stonebridge, who have the right to choose between the Council and an alternative successor landlord when the HAT is wound up in 2007; and to agree Willow Housing as the managing agent.</b> To agree the Council's position on the offer to be made to Stonebridge tenants, who have the right to choose between the Council and alternative successor landlord when the HAT is wound up in 2007.	Executive	9 Oct 06	Report from the Director of Housing & Community Care	Stonebridge HAT, Hillside Housing Trust	Maggie Rafalowicz/Paul McConnell
H&CC -06/07- 11	<u>Temporary Accommodation Update</u>  To note an update on temporary accommodation trends, expenditure and progress against the Temporary Accommodation Reduction Plan and to approve further proposals to meet the Government's Temporary Accommodation reduction targets.	Executive	9 Oct 06	Report from the Director of Housing & Community Care	Internal only	Perry Singh/Helen Slithered
H&CC -06/07- 09	<u>Day Service Options for Older People</u>  To consider options on the future of Dollis Hill Day Centre market testing services provided by Voluntary Sector agencies. To consider options on luncheon and social clubs and on the future direction of Older People grant funded organisations.	Executive	13 Nov 06	Report from the Director of Housing & Community Care	Day service users voluntary organisations	Christabel Shawcross/Ros Howard
H&CC -0607- 17	<u>One Stop Shop Service Annual Performance Report 2005/06</u>  To note demand and performance	Executive	13 Nov 06	Director of Housing & Community Care	Internal only	Sandra Carson

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	trends/achievements 05/06 Service issues for 06/07/08.					
H&CC -0607- 19	<u>Proposed changes to Fortunegate Community Housing's Board</u>  To agree proposed changes to the nature and constitution of Fortunegate Community Housing.	Executive	13 Nov 06	Director of Housing & Community Care	Fortunegate Community Housing & residents via meetings	Martin Cheeseman
H&CC -06/07- 07	<u>Barham Park Estate Redevelopment Options</u>  To consider and select the best option for the redevelopment of Barham Park Estate, to include residents' views on the number of units and density levels, access, neighbouring open space and future rent levels.	Executive	Nov/Dec 06	Report from the Director of Housing & Community Care	Tenants and lease holders of the estate, Notting Hill Housing Trust, neighbouring residents, and other stakeholders, government departments and agencies.	Maggie Rafalowicz/Paul McConnell
H&CC 07/08- 16	<u>Partnership for Older People Project (POPP) Section 31 Agreement</u>  To give approval, under S31 of Health Act 1999, to setting up of a partnership agreement and pooled budget for the Department of Health POPP grant for the Integrated Care Coordination Service.	Executive	Nov/Dec 06	Report from the Director of Housing & Community Care	Primary Care Trust	Christabel Shawcross/Ros Howard.
H&CC -0607- 05	<u>Modernising Employment Opportunities for Disabled People</u>  To consider a review and options for future employment related support for people with disabilities specifically at Carlyon Print and Royal London Society for the Blind sheltered workshop.	Executive	11 Dec 06	Report from the Director of Housing & Community Care	Internal only	Christabel Shawcross/ Lennie Sahota

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H&CC -0607- 18	<u>20 Year Housing Revenue Account Private Sector Leasing Schemes</u>  To agree the preferred options for the future management of properties within 20 years Private Sector Leasing Scheme, where leases are due to expire during 2007 – 2010. To agree the options available at the expiry of the 20 year leases in respect to transferring secure Council tenancies to the RSL landlord and to agree the consultation process to be adopted to inform residents on the future of their tenancies and management options available for their properties.	Executive	11 Dec 06	Director of Housing & Community Care	Internal only	Maggie Rafalowicz/ Manjul Shah
H&CC -06/07- 08	<u>South Kilburn – Healthy Living Centre</u>  To agree the use or disposal of housing land for the construction of the proposed main new healthy living centre on the Canterbury Road portacabin site.	Executive	Dec 06/ Jan 07	Report from the Director of Housing & Community Care	PCT, SKNDC, Hyde Housing Group Consortium	Maggie Rafalowicz/ Robert Johnson
H&CC -0607- 13	<u>South Kilburn – Granville New Homes</u>  To decide upon the retention or disposal of housing land situated on Granville Road bearing in mind that to retain the site within Council ownership, then the Council will be required to fund the difference (approximately £16m for phases 1&2) from HRA prudential browsing regime. To decide upon the allocation and decant policy that will be required for this development irrespective of ownership issues.	Executive	Dec 06/ Jan 07	Director of Housing & Community Care	BHP, SKNDC, Hyde	Maggie Rafalowicz/ Robert Johnson