



LONDON BOROUGH OF BRENT

THE FORWARD PLAN OF KEY DECISIONS

for the four month period 1 August 2010 to 30 November 2010

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. Briefly, a Key Decision is defined by Regulations as 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. In Brent the council will treat as a key decision all decisions taken at a meeting of the Executive whether or not the decision would be classed as a key decision according to the statutory definition.

Decisions made by the Executive are subject to a call-in provision. If any item is called in, the Forward Plan Select Committee (a sub-committee of 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 select 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 Select Committee on a matter are to be considered by the Executive can be obtained from Democratic Services. The Plan is updated monthly. Copies can also be obtained from Democratic Services, Room 106, Town Hall, 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 they contain confidential or exempt information under the Local Government Act 1972 as amended. These are listed in column 3 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 the 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 current membership of the Executive is as follows:

Cllr John (Corporate Strategy and Policy Co-ordination)
Cllr Butt (Resources)
Cllr Thomas (Housing and Customer Services)
Cllr J Moher (Highways and Transportation)
Cllr R Moher (Adults, Health and Social Care)

Cllr Crane (Regeneration and Economic Development)
Cllr Beswick (Crime Prevention and Public Safety)
Cllr Long (Human Resources and Diversity, Local Democracy and Consultation)
Cllr Powney (Environment, Planning and Culture)
Cllr Arnold (Children and Families)

Contact Officer: Anne Reid
email: anne.reid@brent.gov.uk
Tel: 020 8937 1359
Fax: 020 8937 1360

Publication Date: July 2010

Details of the Decision to be taken	Decision to be taken by	Relevant report from Director	Expected Date of Decision	Those to be consulted and how	Representations may be made to the following officer by the date stated
<p>Council restructuring To consider significant changes to the structure of Council departments in the light of current and future financial pressures and the need to implement the new Administration's Corporate Strategy. To note the outcome of recent consultation with staff and approve a set of final proposals. To note that subject to agreement by the Executive, it is intended that the new arrangements should become operational on Monday 18 October.</p>	Executive	Chief Executive	11 Aug 2010	Internal	Chief Executive Tel: 020 8937 1007 gareth.daniel@brent.gov.uk
<p>Dudden Hill Lane, land adjacent to No. 19 To dispose of land to Housing Association.</p>	Executive	Director of Finance and Corporate Resources	Between 1 Jul 2010 and 30 Sep 2010	Internal	Property and Asset Management Tel: 020 8937 1398 james.young@brent.gov.uk
<p>Treasury Management Annual Report 2009/10 To recommend that Full Council approve the Treasury Management Report and Annual Investment strategy, note outturn the prudential indicators and approve the mid year treasury report for 2010/11.</p>	Executive	Director of Finance and Corporate Resources	Between 2 Aug 2010 and 31 Aug 2010	Internal only	Exchequer and Investment Tel: 020 8937 1472 martin.spriggs@brent.gov.uk

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<p>Albert Road Day Centre Relocation - Part 2 To agree the appointment of the contractor for the construction of the day centre.</p>	Executive	Director of Finance and Corporate Resources	14 Sep 2010	Internal	Property and Asset Management Tel: 020 8937 1334 richard.barrett@brent.gov.uk
<p>Disposal of two former park keeper properties on the Barham Park To note the current position following members' decision on 14 December 2009 and that the Executive and to (i) consider the options for the two surplus former park keepers houses located on the edge of Barham Park which is held in trust by the Council and (ii) determine subject to the appropriate Charity Commission and planning approvals whether the properties are to be retained for other operational purposes or to be sold in the open market.</p>	Executive	Director of Finance and Corporate Resources	Between 2 Aug 2010 and 30 Sep 2010	Internal	Property and Asset Management Tel: 020 8937 1325 louis.eden@brent.gov.uk
<p>Award of contract for banking, card acquiring and bill payment services The Director of Finance seeks the Executive to award the contract for Banking, Card Acquiring and Bill payment services from officers' recommendations following a tender process.</p>	Executive	Director of Finance and Corporate Resources	14 Sep 2010	Internal	Procurement and Risk Management Tel: 020 8937 1628 karen.dobson@brent.gov.uk

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<p>Land at Elm Gardens To dispose of land to Housing Association.</p>	Executive	Director of Finance and Corporate Resources	Between 1 Sep 2010 and 30 Sep 2010	Ward councillors and the local residents through the planning process	Property and Asset Management Tel: 020 8937 1398 james.young@brent.gov.uk
<p>The leasing of the Eton Grove Community Centre To approve the leasing of the building/land for use as a nursery, community centre and sports changing rooms on the terms agreed with the preferred bidder following a non binding open market tender to refurbish or redevelop the existing building.</p>	Executive	Director of Finance and Corporate Resources	18 Oct 2010	Internal	Property and Asset Management Tel: 020 8937 1398 james.young@brent.gov.uk
<p>Printing Review Tender Results To approve the award of a single contract for the provision of hardware and software for all printing, copying and scanning for the council to the tenderer recommended as an outcome of the procurement process.</p>	Executive	Director of Business Transformation	18 Oct 2010	Internal only	Head of IT: Tel 020 8937 1400 tony.ellis@brent.gov.uk
<p>Annual Complaints Report 09/10 To consider a review of complaints submitted during the financial year.</p>	Executive	Phil Newby	26 Jul 2010	Internal	Corporate Complaints Team Tel: 020 8937 1041 mary.clancy@brent.gov.uk

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Access to Health Services for People with Learning Disabilities To endorse the task group's recommendations.	Executive	Director of Policy and Regeneration	14 Sep 2010		Policy and Regeneration Tel: 020 8937 1359 andrew.davies@brent.gov.uk
Strategy for the expansion of primary provision To approve the strategy for expanding primary provision which is necessary to accommodate rising pupil numbers.	Executive	Director of Children and Families	11 Aug 2010	Internal	Director of Children and Families Tel: 020 8937 3130 john.christie@brent.gov.uk
Authority to award works contract for a new build intergenerational Children's Centre at Kingsbury High School To approve the award of the contract for the new build of Kingsbury Intergenerational Children's Centre (subject to grant of planning permission.	Executive	Director of Children and Families	14 Sep 2010	Internal	Director of Children and Families Tel: 020 8937 3130 john.christie@brent.gov.uk
Educational use of Coniston Gardens To approve the retention of the site for educational and community use.	Executive	Director of Children and Families	11 Aug 2010	Internal	Director of Children and Families Tel: 020 8937 3130 john.christie@brent.gov.uk
Play Service Agree to extend the existing Brent Play Service contract by an additional seven months to 31 March 2011.	Executive	Director of Children and Families	11 Aug 2010	Internal	Director of Children and Families Tel: 020 8937 3130 john.christie@brent.gov.uk

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<p>Update on implementing the new policy for allocation of Early Years' full time places To agree the movement of the implementation date of the new policy for the allocation of early years full time places to September 2010.</p>	Executive	Director of Children and Families	14 Sep 2010	Internal	Director of Children and Families Tel: 020 8937 3130 john.christie@brent.gov.uk
<p>Waste and Street Cleansing Review To approve the implantation of street cleansing efficiency savings. To approve consultation on waste collection proposals.</p>	Executive	Director of Environment and Culture	11 Aug 2010	Area Consultative Forums, residents, community organisations	Environment Management Tel: 020 8937 5342 chris.whyte@brent.gov.uk
<p>Introduction of a vehicle emission-based charging regime for residents' parking permits To approve the undertaking of appropriate consultation and to the advertising of Traffic Orders in association with the introduction of new charges and a new emission based charging regime for residents parking permits as set out within the report. To agree the mechanism for considering representations received prior to deciding whether or not to introduce the charges and regime as described in the report.</p>	Executive	Director of Environment and Culture	11 Aug 2010	Internal to date	Transportation Unit Tel: 020 8937 5151 tim.jackson@brent.gov.uk

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<p>The Brent Placemaking Guide To approve the Placemaking Guide which encourages a reduction in street clutter and provides guidance on the types of materials and street furniture LBB would like to see in its streets and town centres. To give approval for the consultation, publication and marketing arrangements for launching the guide in the public arena</p>	Executive	Director of Environment and Culture	14 Sep 2010	Currently seeking the advice of CABE (Commission for Architecture and the Built Environment) on the draft document	Transportation Unit Tel: 020 8937 5151 tim.jackson@brent.gov.uk
<p>Adoption of new 'Sexual Entertainment Venue' provisions of Local Government (Misc. Provisions) 1982 To resolve to adopt the new provisions of Schedule 3 of the Act specifying a day they will come into effect regulating lap-dancing, strip tease and the like.</p>	Executive	Director of Environment and Culture	14 Sep 2010	Internal	Health, Safety and Licensing Tel: 020 8937 5369 alan.howarth@brent.gov.uk
<p>Implementation of new charging legislation To approve a new Building Regulations charging scheme.</p>	Executive	Director of Environment and Culture	14 Sep 2010	Internal	Building Control Tel: 020 8937 5476 andy.hardy@brent.gov.uk
<p>Statement of Gambling Licensing Policy and Principles To approve the council's revised statement and submit to Full Council for final approval.</p>	Executive	Director of Environment and Culture	18 Oct 2010	Internal	Director, Health Safety & Licensing Tel: 020 8937 5358 geoff.galilee@brent.gov.uk

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<p>Statement of licensing policy - Licensing Act 2003 To approve the council's revised statement and submit to Full Council the final approval.</p>	Executive	Director of Environment and Culture	15 Nov 2010	Statutory authorities, members, trade and community representatives.	Health, Safety and Licensing Tel: 020 8937 5369 alan.howarth@brent.gov.uk
<p>ALMO New Build Programme To approve the disposal of the Ander Close, Mead Court and Coppermead Close Garage sites to BHP at nil financial consideration in order to develop five new affordable units for rent</p>	Executive	Director of Housing and Community Care	Between 1 Sep 2010 and 31 Oct 2010	Internal	Housing Strategy and Regeneration Tel: 020 8937 4066 maggie.rafalowicz@brent.gov.uk
<p>Transfer of funds for learning disability To accept and agree transfer of funds for learning disability from NHS Brent.</p>	Executive	Director of Housing and Community Care	Between 2 Aug 2010 and 30 Sep 2010	NHS Brent, Learning Disability Partnership Board	Adult Social Care Tel: 020 8937 4230 alison.elliott@brent.gov.uk
<p>West London Alliance Home Care framework To agree to call off from this framework from 1 October 2010 to achieve savings.</p>	Executive	Director of Housing and Community Care	11 Aug 2010	Internal	Head of Service Development and Commissioning Tel: 020 8937 4061 linda.martin@brent.gov.uk
<p>Authority to renew advice service grants To authorise the renewal of grant funding for the Citizens Advice Bureau and Brent Community Law Centre.</p>	Executive	Director of Housing and Community Care	11 Aug 2010	Providers	Head of Service Development and Commissioning Tel: 020 8937 4061 linda.martin@brent.gov.uk

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<p>Homes and Communities Agency investment plan To approve the Homes and Communities Agency's Local Investment Plan which sets out the specific investment requirements and proposals in order to deliver the council's housing and regeneration priorities over the short, medium and longer term.</p>	Executive	Director of Housing and Community Care	Between 1 Sep 2010 and 30 Oct 2010	Internal	Housing Strategy and Regeneration Tel: 020 8937 4066 maggie.rafalowicz@brent.gov.uk
<p>A new S75 agreement for the lead commissioning function for learning disabilities in line with the government policy To agree an extension of the agreement for a shared budget and combined contract with the NHS Brent on the Integrated Community Equipment Service, with improved outcomes and efficiencies</p>	Executive	Director of Housing and Community Care	Between 1 Sep 2010 and 30 Sep 2010	Internal	Adult Social Care Tel: 020 8937 4230 alison.elliott@brent.gov.uk
<p>Award of contract for procurement and management of temporary accommodation To award the contract for procurement and management of private sector leased accommodation used to house statutory homeless households.</p>	Executive	Director of Housing and Community Care	Between 1 Aug 2010 and 30 Sep 2010	Internal	Housing Needs/Private Sector Tel: 020 8937 2332 perry.singh@brent.gov.uk

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<p>Furniture charging policy for homeless households To agree to amendments to the existing policy of charging homeless households in relation to the storage of their belongings.</p>	Executive	Director of Housing and Community Care	Between 2 Aug 2010 and 31 Oct 2010	Internal	Housing Needs/Private Sector Tel: 020 8937 2332 perry.singh@brent.gov.uk
<p>Nomination agreements and sustainable lettings plans To note the update of the review of nominations arrangements the council has with its housing association partners and to approve the introduction of revised borough wide nomination agreements which incorporate a policy on sustainable lettings plans for new and existing developments.</p>	Executive	Director of Housing and Community Care	Not before 1 Sep 2010	Internal	Policy and Performance Tel: 020 8937 2336 tony.hirsch@brent.gov.uk