



Forward Plan Select Committee – Supplementary Agenda

Thursday, 8 July 2010 at 7.30 pm
Committee Room 3, Brent Town Hall, Forty Lane,
Wembley, HA9 9HD

Membership:

Members

Councillors:

Allie (Chair)
Hirani (Vice-Chair)
Mrs Bacchus
Lorber
Naheerathan
Ogunro
BM Patel
Van Kalwala

first alternates

Councillors:

Beck
Aden
Oladapo
Brown
Al-Ebadi
Chohan
HM Patel
A Choudry

second alternates

Councillors:

Matthews
Adeyeye
Sheth
Matthews
Beckman
A Choudry
Steel
Daly

For further information contact: Toby Howes, Senior Democratic Services Officer,
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www.brent.gov.uk/committees

The press and public are welcome to attend this meeting

Supplementary Agenda

Introductions, if appropriate.

Apologies for absence and clarification of alternate members

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5 Call-in of Executive Decisions from the Meeting of the Executive held on Wednesday, 23 June 2010	1 - 414

Decisions made by the Executive on 23 June 2010 in respect of the reports below were called-in for consideration by the Forward Plan Select Committee in accordance with Standing Order 18.

- (a) Enforcement of moving traffic and parking contraventions by means of CCTV cameras.

The reason for the call-in is:-

- To examine the cost implications and timetable for implementation.

The Executive report is attached. The Lead Members and Lead Officers are invited to attend the meeting to respond to Members' questions.

- (b) Main Programme Grant - funding for organisations providing Regeneration, Crime and Community Safety Services (3 year funding).

The reason for the call-in is:-

- Inaccurate information regarding financial position of Brent Private Tenants Rights Group given.

The Executive report is attached. The Lead Members and Lead Officers are invited to attend the meeting to respond to Members' questions.

- (c) South Kilburn Regeneration - next steps.

The reason for the call-in is:-

- To examine further the cost implications and timetable.

The Executive report is attached. The Lead Members and Lead Officers are invited to attend the meeting to respond to Members' questions.



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- The meeting room is accessible by lift and seats will be provided for members of the public.
- Toilets are available on the second floor.
- Catering facilities can be found on the first floor near The Paul Daisley Hall.
- A public telephone is located in the foyer on the ground floor, opposite the Porters' Lodge

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Executive
23 June 2010

Report from the Director of Environment and Culture

Wards Affected:
ALL

Enforcement of Moving Traffic and Parking Contraventions by means of CCTV cameras

1.0 SUMMARY

- 1.1 This report provides the Executive with an update following approval in principle on 16th March 2009 for officers to arrange the transfer of powers to the Council for the enforcement of moving traffic contraventions (MTCs), as listed in Appendix A.

2.0 RECOMMENDATIONS

- 2.1 That the Executive agree that a resolution is placed before Full Council seeking approval for the transfer of powers to the Council from the Metropolitan Police to enforce moving traffic contraventions, as is required by the London Local Authorities and Transport for London Act 2003. It is recommended that the Executive agree that 1 January 2011 is the date from which the Borough will take on these powers.
- 2.2 That the Executive delegates power to officers to carry out all necessary steps to enable the Borough Council to begin enforcement on 01 January 2011 in accordance with the Code of Practice for operation of CCTV enforcement cameras in the London Borough of Brent.
- 2.3 That the Executive agrees that the full set-up costs of introducing the CCTV enforcement of MTCs (£1,104,000) are funded through prudential borrowing (See 8.2), the costs of which will be met from income generated by the scheme.
- 2.4 That the Executive agrees that the scheme is monitored from the appointed start date and that a review is carried out following six and twelve months of operation.
- 2.5 That the Executive authorises the Head of Transportation to enter into such agreements or arrangements as he sees fit for the enforcement of MTCs referred to in Appendix A which occur on those parts of boundary roads which fall within the areas of neighbouring boroughs.

3.0 BACKGROUND

- 3.1 The London Local Authorities and Transport for London Act 2003 (LLA & TfL Act 2003) gives the power to a local authority to take on the civil enforcement of certain MTCs by decriminalising the offences. This in effect allows the transfer of the enforcement responsibility from the Police to the traffic authority for certain offences. These contraventions relate to traffic controls in the Highway Code which help reduce congestion and improve road safety.
- 3.2 On 6th February 2009 the Metropolitan Police told its officers that they should no longer take action against motorists following “minor errors of judgment”, although they could still intervene if the motorist’s driving was so poor that it put other road users at risk. This, in effect, means there is now little or no proactive enforcement in Brent for moving traffic contraventions by the Police, making it more important, on safety grounds, for the Council to adopt these powers.
- 3.3 A full list of the moving traffic contraventions that can be decriminalised is attached as Appendix A. Further detail regarding the design of yellow box junctions is attached as Appendix E.
- 3.4 During 2004/5 successful pilots of the powers were undertaken by seven London Authorities. On 21st July 2005 the ALG (London Councils) agreed that the pilots were completed and all the remaining London Authorities were now permitted to apply to London Councils Transport and Environment Committee for approval to take up the powers. Since that time, 22 London Authorities have had their applications to commence enforcement approved.
- 3.5 The Director of Environment and Culture presented a report detailing the plans to begin CCTV enforcement of MTCs and parking offences at the Executive meeting of 16th March 2009. At this meeting, the following items were resolved:
- (i) that agreement in principle be given for officers to arrange the transfer of the enforcement of moving traffic offences, as listed in Appendix A of the report from the Director of Environment and Culture, from the police to the Council;
 - (ii) that approval is given to the proposals for the enforcement of moving traffic and parking contraventions by the use of CCTV cameras;
 - (iii) that officers carry out the necessary surveys and reviews before an application can be made to London Councils for approval to take on enforcement powers;
 - (iv) that officers set up the procedures necessary to enforce moving traffic and parking contraventions in accordance with the Code of Practice set out in Appendix B of the Director’s report;
 - (v) that approval be given to the proposal to change the council’s CCTV enforcement from the current analogue video (which requires replacement), to digital technology;
 - (vi) that a report indicating the junctions recommended for monitoring be submitted to the Executive or the Highways Committee as appropriate, prior to its presentation to Full Council for approval.

4.0 PROGRESS UPDATE

4.1 In order to obtain approval from London Councils, officers have undertaken or are undertaking the following key steps:

- Liaison with the Police over the transfer of powers
- Production of full inventory of all locations in the Borough where contraventions could take place
- A review of the prohibitions and restrictions to ensure they are appropriate and necessary. This includes a detailed review by specialist consultants of all yellow box junctions which are to be enforced, to ensure they meet legal requirements and are fair to motorists. The results so far received from the consultants will lead to a reduction in size of the majority of yellow box junctions that are to be enforced.
- A review of signs and road markings to make sure they are in good condition and comply with the Traffic regulations and General Directions 2002
- Identification of an enforcement regime and capability, and the necessary steps to ensure it is in place in time for the recommended start date
- Determination of the Council's enforcement priorities. (Please see section 5.0 for further details)
- Officers have met with Camden and agreed in principle that Brent will be responsible for MTC enforcement along the A5 boundary, and that this Council will receive the income from penalty notices. Such agreements with other adjoining local authorities will be negotiated as and when necessary. Brent Council's Legal team is supporting the MTCs team to put formal agreements in place.
- Planning of a local publicity and awareness campaign, which will include advertisements in local newspapers, information on the Council website and communication with local schools.

4.2 Furthermore, officers have planned the digitalisation of the Council's CCTV system, as was approved by the Executive on 16th March 2009. We are also collaborating with Ealing Council to apply for funding from Capital Ambition to help support digitalisation. This is in the early stages but the CCTV team is hopeful that some funding could be secured, which would reduce set-up costs incurred by the Council.

5.0 INITIAL ENFORCEMENT LOCATIONS

- 5.1 In line with guidance from London Councils, officers have determined the Council's enforcement priorities, identifying a number of sites in the Borough as high priority.
- 5.2 Yellow box junctions on the Strategic Route Network, school keep clear markings, banned turns and prescribed routes locations have been identified as high priority sites through the study of accident trends, congestion levels and complaints received from local schools and/or residents.
- 5.3 A full list of initial sites to be enforced is attached as Appendix C.
- 5.4 The sites will be enforced by a combination of fixed (11) and deployable cameras (8), plus two fully fitted mobile enforcement vehicles.
- 5.5 Officers are undertaking a full review and upgrade of these sites to ensure that all relevant traffic orders, signs, road hatchings and lines meet legal requirements. The review and upgrades will be completed before enforcement is scheduled to begin.

6.0 BENEFITS

- 6.1 Once the Council has obtained the power to enforce MTCs, it can begin to issue fines to motorists who disobey traffic regulations and who therefore pose a threat to the safety of pedestrians, cyclists and other motorists. Illegal u-turns, banned left or right turns and driving in the wrong direction in a one-way street are all examples of dangerous, irresponsible driving. The penalisation of drivers who commit these types of offences, especially as they become familiar with fixed cameras sites and become aware that Brent Council is actively challenging irresponsible driving, will act as a deterrent and, as such, will lead to greater compliance. It has been the experience of other London Boroughs already enforcing MTCs that significant improvement in levels of compliance following enforcement.
- 6.2 Enforcing other types of contraventions, such as those taking place in yellow box junctions, have further benefits in that they are expected to improve the smooth flow of traffic and reduce congestion, which should also have the benefit of reducing pollution and improving air quality. This supports the Council's broader objectives of efficient road network management and reducing carbon emissions, as it works towards a greener Borough for residents and visitors to Brent.
- 6.3 By enforcing school keep clears, the Council will be able to actively respond to requests from schools for greater compliance (of which many have already been received). Fewer cases of illegal stopping or parking on school keep clears will improve visibility around school entrances and/or crossings. It is expected that enforcement, in conjunction with a number of other road safety initiatives throughout the Borough, will make a positive contribution to road safety for children around schools.
- 6.4 In short, it is expected that the enforcement of MTCs will improve safety and traffic flow across the Borough, which will help to improve the road environment for those who live, work and travel through Brent. Given the lack of police resource to enforce MTCs, Officers believe that the Council has a duty to its residents and visitors to take over the powers from the police and begin active enforcement. This has already happened in over 20 other London Boroughs.
- 6.5 A key benefit of using CCTV for enforcement of parking restrictions is that it will take any potential confrontation out of enforcing certain prohibitions. A static camera or camera

vehicle at such locations ensures greater compliance as a vehicle cannot just be driven away until the Civil Enforcement Officer (CEO) has passed on. As a result, more parking greater compliance is expected to be achieved. It has the advantage of being able to continuously monitor a particular location without the need for the physical presence of a CEO.

- 6.6 There are other potential benefits of investment in the CCTV network and mobile enforcement vehicles. For example, officers envisage that can be used by other teams within the Council (such as Community Safety), subject to internal agreements.

7.0 METHOD OF ENFORCEMENT

- 7.1 All enforcement will be undertaken in line with the Code of Practice for Operation of CCTV Enforcement Cameras as published by London Councils as detailed in Appendix B.

- 7.2 All staff undertaking enforcement of parking and traffic regulations using CCTV will have successfully completed a training course as required by London Councils and will have been briefed on the areas being enforced in the Borough, including any location-specific special considerations.

- 7.3 Officers are aware that enforcement could be viewed as unfair or unreasonable by motorists. Officers have planned a number of measures to ensure that this is not the case, and that enforcement practices are fair towards motorists. Officers will also ensure transparency of information available. Steps to be taken include the following:

- Relevant camera enforcement signs will be displayed in areas where the system operates to advising that CCTV camera enforcement is taking place in the area.
- Officers will conduct a publicity campaign prior to the commencement of enforcement, including advertisements in local newspapers and liaison with schools to be affected.
- Enforcement outside schools will only take place with the approval of the school and after confirmation that parents & carers have been informed.
- There will be detailed, clear information available on the Council's website on what constitutes a contravention, how to appeal and other areas deemed relevant
- Thanks to digitalisation, motorists will be able to clearly, quickly and easily view their contraventions online and so will clearly know when they have breached traffic regulations.
- Protocols will be written for officers carrying out enforcement. These protocols will take into account any special circumstances around particular sites which mean that PCNs should not be issued. Officers will also be trained not to issue PCNs for very minor transgressions (such as a small proportion of a wheel entering a yellow box). It is in the Council's interest only to issue PCNs when a clear, breach of the law has taken place and a definite contravention has occurred. Dealing with appeals is a costly waste of officer time and is to be avoided, to the benefit of both the Council and to motorists who have not actually acted irresponsibly.
- For the first two weeks of the scheme which is programmed to commence in January 2011, warning notices rather than penalty charges will be issued to give motorists some time to adjust to the changes.

8.0 FINANCIAL IMPLICATIONS

- 8.1 The report of March 16th 2009 gave details of the £1,104,000 initial set-up costs of the scheme. This budget included allocations for the following areas: CCTV cameras, equipment, vehicles, project support, signs, surveys, lines and road marking.

- 8.2 In that report, it was stated that £964,000 of the total projected set-up costs were to be met by prudential borrowing and repaid over five years at £230k per annum to be met from additional revenue generated. The remaining £140,000 was due to come from the income generated by the scheme in the financial year 2009-10. However, due to a delay to the project, no income was generated in the year 2009-10. Therefore, officers now recommend that the full set-up costs (£1,104,000) are funded from prudential borrowing. The debt charges arising from this investment would be £255k per annum over 5 years which it is forecast can be met from revenue generated.
- 8.3 It was originally envisaged that there would be 12 fixed cameras, 8 deployable cameras and two mobile enforcement vehicles. In order to ensure that the set-up costs do not exceed the agreed budget, officers now recommend that one less fixed camera is purchased during the initial phase of the scheme. The final camera will be installed providing if contingency sums are not utilised and sufficient funding remains.
- 8.4 In the financial year 2009/10 capital scheme costs of around £70,000 arose associated with the initial set-up of the scheme. Debt charges arising on this amount would be limited to an interest liability only, of approximately £3,500, which will fall in this financial year (2010/11) and be met from income generated. Once operation commences in 2010/11, it is envisaged that the operational costs of the scheme will be paid for by the income generated by penalty charges.
- 8.5 Officers have recently conducted further research into the experience of other London Boroughs enforcing MTCs to consider the level of charges and the effect of the economic downturn. Eight Boroughs were contacted during the research period. Officers conducted detailed case studies of two London Boroughs. The main points of these are listed in Appendix D.
- 8.6 It is important to note the following points when interpreting the data:
- The data gathered from other Boroughs was not comprehensive and it would therefore be unwise to draw solid conclusions from it
 - Each Borough has its own reporting methods and criteria. It was therefore not possible to draw direct comparisons between them
 - The Boroughs detailed in the case studies have larger, more established CCTV networks and therefore Brent cannot expect to receive comparable levels of income in the near future. (N.B. Brent currently will have only 14 CCTV cameras being used for enforcement, and 4 CCTV monitoring staff)
- 8.7 However, from the data gathered it can be inferred that there is, unsurprisingly, a strong positive correlation between number of cameras in operation, number of CCTV staff and number of PCNs issued.
- 8.8 Officers have also commissioned case studies of some of the high priority yellow box junctions in Brent. The results of these surveys, which are due in the near future, will determine the level of contraventions.
- 8.9 Fixed cameras will only be installed where the case studies indicate current high levels of contravention and where there is a continual need for enforcement to reduce the risks of irresponsible or illegal driving. Other sites will be enforced using deployable cameras and mobile enforcement vehicles, allowing periodic enforcement to be carried out when high levels of contraventions are taking place.

- 8.10 Officers are of the opinion that the financial projections outlined in the previous report are achievable and the project costs will be recovered within the five year repayment period.
- 8.11 It is recommended that the scheme is monitored from the appointed start date and that a review is carried out following six and twelve months of operation. These reviews will then provide officers with detailed information about the levels of compliance achieved and the financial implications of the scheme.
- 8.12 Performance of the parking enforcement contractor APCOA will also be closely monitored to determine the outputs compared with benchmark information received from other Authorities and for adopting best practice. This will include a review of the level of the recovery of charges levied.
- 8.13 It is recommended that a proportion of any surplus is reinvested into the scheme so that operations can be expanded to enforce further sites, therefore extending the expected benefits to other areas of the Borough. Future sites will be identified through future surveys to determine the levels of contraventions and accident data and these will be prioritised through the preparation of site-specific business cases.
- 8.14 It is recommended that if income forecasts are exceeded, that a proportion is allocated to early repayment to reduce the liability in future years when levels of income are reduced.

9.0 STAFFING IMPLICATIONS

- 9.1 The introduction of the new enforcement approach will lead to an estimated one additional member of staff being employed within the Parking Enforcement section of StreetCare to process the CCTV enforced cases. The current Parking Enforcement Contractor will need to employ (or reallocate) an estimated four additional members of staff both in the CCTV control room and in specialist vehicles to monitor and detect contraventions.

10.0 DIVERSITY IMPLICATIONS

- 10.1 Officers have screened this report and do not believe that there are any diversity implications.

11.0 ENVIRONMENTAL IMPLICATIONS

- 11.1 It is expected that there will be a reduction of traffic congestion and consequently, emission levels, which should result in improved traffic flow and a cleaner and healthier environment. There will also be a safer and better managed public environment leading to reduced road casualties.
- 11.2 Improvements in road safety and the reduction of traffic congestion will also help promote the use of sustainable transport modes by improving bus journey times and increasing the road confidence of cyclists.
- 11.3 The expansion of the CCTV network and the use of mobile enforcement vehicles on community safety initiatives will benefit the community.

12.0 LEGAL IMPLICATIONS

- 12.1 The London Local Authorities and Transport for London Act 2003 introduced provisions for the civil enforcement of certain moving vehicle contraventions (set out in Appendix A) by decriminalising the offences, thereby transferring the enforcement responsibility from the

Police to the Council. The whole of the Metropolitan Police Area has been designated a civil enforcement area. The Police will no longer enforce the contraventions set out in Appendix A.

- 12.2 The London Councils Transport and Environment Committee is responsible for regulating the scheme in London and its approval is required to commence MTC enforcement. It also administers the Code of Practice, which sets out the operational procedures that must be adhered to by any Borough included in the scheme.
- 12.3 A formal resolution now needs to be taken to make legal the transfer of powers. The necessary preliminary work has now been carried out by officers, with a view to commencing on or shortly after 1 January 2011.
- 12.4 Once this formality and the other necessary steps have been carried out, an application can be made to London Councils for approval. In granting approval the Transport and Environment Committee will need to be satisfied that the London Borough of Brent has carried out all the required steps.
- 12.5 It is intended that Brent will carry out enforcement on boundary roads within neighbouring Boroughs. It will be necessary for neighbouring boroughs to formally resolve that the enforcement to the parts of the boundary roads which fall within their areas will be exercised by Brent. They have the power to make such arrangements under the local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2000. The Executive is accordingly asked to authorise officers to enter into the necessary agreements/arrangements with neighbouring boroughs as necessary.

13.0 FURTHER INFORMATION

Details of Documents:

- Action plan






Any person wishing to inspect the above papers should contact Sandor Fazekas or Tim Jackson, Transportation Service Unit, Brent House, 349-357 High Road, Wembley, Middlesex, HA9 6BZ

Telephone: 020 8937 5113 / 5151



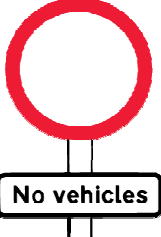



Richard Saunders
Director of Environment & Culture



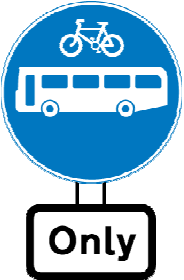
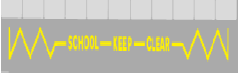
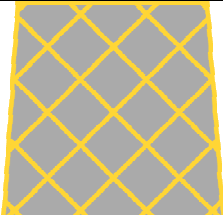
APPENDIX A

Schedule of Road Traffic Offences that are to be decriminalised as part of the London Local Authorities and Transport for London Act 2003

Description of traffic sign	Diagram number ¹	Sign
Vehicular traffic must proceed in the direction indicated by the arrow	606	
Vehicular traffic must turn ahead in the direction indicated by the arrow.	609	
Vehicular traffic must comply with the requirements prescribed in regulation 15.	610	
No right turn for vehicular traffic	612	
No left turn for vehicular traffic	613	(reverse of above)
No U turns for vehicular traffic	614	

¹ Diagram number for traffic sign in the Traffic Signs and General Directions 2002 (S.I. 2002 No. 3113)

Priority must be given to vehicles from the opposite direction	615, 615.1	
No entry for vehicular traffic N.B. There is a condition attached to this sign which effectively means that it can only be included in this schedule where there is a traffic order to support its use.	616	
All Vehicles prohibited except non – mechanically propelled vehicles being pushed by pedestrians	617	
Entry to pedestrian zone restricted (Alternative types)	618.2	
Entry to and waiting in pedestrian zone restricted (Alternative types)	618.3	
Entry to and waiting in pedestrian zone restricted (Variable message sign)	618.3	
Motor vehicles prohibited	619	
Motor vehicles except solo motorcycles prohibited	619.1	
Solo motorcycles prohibited	619.2	

Goods vehicles exceeding the maximum gross weight indicated on the goods vehicle symbol prohibited	622.1A	
One way traffic	652	
Route for use by buses and pedal cycles only	953	
Part of the Carriageway outside a school entrance where vehicles should not stop.	1027.1	
Marking Conveying the requirements prescribed in regulation 29(2) and Part II of Schedule 19 of the Traffic Signs Regulations and General Directions 2002	1043,1044	

APPENDIX B

Code of Practice for Operation of CCTV
Enforcement Cameras in the
[Enforcement Authority]

Version 3.3 – December 2009

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INTRODUCTION

1.1 Background

1.1.1 Since 1999 the London Boroughs and Transport for London have been using CCTV cameras to enforce traffic regulations. The introduction of enforcement of traffic regulations by CCTV cameras is one part of a wide-ranging programme of measures to improve the reliability and punctuality of public transport, reduce congestion and pollution. The aim of most traffic management measures, such as bus lanes and parking regulations is to give priority to certain groups of road users by excluding others during prescribed hours. The introduction of CCTV monitoring of traffic regulations is intended to reduce the level of contraventions and so reduce delays on the highway network.

1.1.2 An essential and integral part of any CCTV system is a Code of Practice, which sets out the objectives of the system and the rules by which it will be operated. This Code of Practice ensures that issues such as privacy, integrity and fairness are properly dealt with. It sets a minimum standard which must be adhered to by all those authorities in London enforcing traffic regulations using CCTV cameras to ensure public confidence in the scheme.

1.1.3 This Code of Practice is designed to operate within the framework of the relevant pieces of legislation and to complement the Statutory and Operational Guidance produced by the Department for Transport. If there are any contradictions between this document and the relevant legislation or guidance documents then those should take precedence.

1.2 Commitment and Responsibility

1.2.1 The London Councils Transport & Environment Committee supports this Code of Practice and the CCTV monitoring scheme, which it regulates. Permission to operate the scheme will be granted only to London local authorities, which commit to and take responsibility for its fair, legal and widespread implementation and its maintenance, review and improvement as appropriate within this Code of Practice.

1.2.2 Within this overall framework for London individual local authorities will operate separate monitoring schemes in conjunction with the local police and other partners. The addresses of the authorities responsible for operating these particular schemes are given in Appendix 1 paragraph 1.

1.2.3 All data shall be processed fairly and lawfully and the operators of the system will ensure that appropriate security measures shall be taken against unauthorised access to, alteration, disclosure or destruction of, personal data and against accidental loss or destruction of personal data.

1.3 *Code of Practice*

Key Purpose of Code

1.3.1 This Code of Practice applies to the use of the CCTV systems for the purposes of enforcing parking and traffic regulations only.

- 1.3.2 This Code of Practice has been drawn up to ensure that the use of CCTV to monitor traffic is consistent throughout London and in accordance with current best practice. The Code ensures that issues such as privacy and integrity are properly respected. CCTV in public places must be operated with regard to the advice and guidelines issued by the Home Office, Police Scientific Development Branch, Local Government Association, Office of Data Protection Registrar, the Local Government Information Unit the CCTV User Group and London Councils Traffic Camera Enforcement Group.

Availability of the Code to the Public

- 1.3.3 Copies of this Code of Practice are publicly available in accordance with the Local Government (Access to Information) Act 1985. The Code can be inspected at many addresses throughout London – the most local are given at Appendix 1 paragraph 2.

Monitoring and Review of Code

- 1.3.4 The operation of this Code will be regularly reviewed by each of the London local authorities operating CCTV monitoring. Authorities are required to report on CCTV operations as part of the annual report produced under the Traffic Management Act 2004. These reports will be made available for public inspection at the address given in Appendix 1 paragraph 3.
- 1.3.5 The London Councils Transport & Environment Committee will also monitor the scheme in respect of its wider operation across London.

Changes to Code

- 1.3.6 It is intended that this Code will be amended as necessary to ensure that it continues to reflect current best practices. Changes to the Code will be classified as minor and major.
- 1.3.7 Minor changes are those that only affect the operation of the scheme locally and may only be made after the agreement of senior representatives of all parties concerned in the operation of the local scheme. Examples of minor changes are amending nominated officers or areas of application. Minor changes do not need to be reported to London Councils.
- 1.3.8 Major changes are those that affect more than one authority and usually involve a change in overall London policy. Major changes may only be made with the authority of the London Councils Environment & Transport Committee.

Detailed Objectives of Code

- 1.3.9 The Code of Practice has been designed to meet the following detailed objectives: -
- To satisfy the community that the camera enforcement system is being operated competently and honestly by its operators.
 - To reassure the community over the privacy of private areas and domestic buildings.
 - To ensure that operating staff are aware of and follow the correct procedures in the case of an 'incident'.
 - To use cameras as a deterrent and improve driver compliance with traffic regulations.
 - To facilitate the detection and prosecution of offenders in relation to non-compliance with existing regulations.
 - To assist with achieving the key objectives of other town centre CCTV schemes operated by the local authority.

Queries and Complaints about Code

- 1.3.10 Queries and complaints about this Code or its general operation should be sent to the address given in Appendix 1, Paragraph 4.
- 1.3.11 Queries or appeals against any specific Penalty Charge Notice (PCN) shall be made to the address shown on that PCN. Further details appear in paragraph 2.4.8.

2. THE OPERATION OF CCTV ENFORCEMENT CAMERAS

2.1 CCTV Camera Surveillance

2.1.1 Closed Circuit Television (CCTV) cameras operated by local authorities in public places are used for a wide variety of purposes including the prevention and detection of crime, protection of public and private property, town centre management, traffic monitoring and the enforcement of traffic regulations. A single CCTV camera may be used for a number of these purposes at different times of the day.

2.1.2 The CCTV cameras operated by a local authority may be owned or leased by that authority or by Transport for London. The police may also have access to some of the CCTV cameras owned and/or operated by the local authority and Transport for London. Each authority may use the cameras for any of the purposes specified in paragraph 2.1.1.

2.1.3 The cameras used for the enforcement of traffic regulations may be used for more general street surveillance when traffic restrictions are not in operation by the Police, TfL or by CCTV systems operated by other Departments of the local authority.

2.1.4 This Code of Practice specifically relates to the use of CCTV cameras when they are being used to enforce traffic regulations. It is supplemented by a procedural manual containing specific instructions on the use of the camera and recording equipment and control room procedures. Separate Codes of Practice exist covering the other purposes for which CCTV cameras are used.

2.1.5 Mobile, transportable and handheld cameras may be used within an area for the purposes of the enforcement of traffic regulations. The use of such cameras will be governed by this Code of Practice and any procedures ancillary to it.

2.2 The Legal Framework

Legislation governing the operation of CCTV systems

2.2.1 The operation of CCTV systems must be undertaken with due regard to the following legislation:

- The Data Protection Act 1998
- The Human Rights Act 1998
- The Regulation of Investigatory Powers Act 2000
- The Freedom of Information Act 2000

Legislation governing the enforcement of traffic regulations using CCTV cameras

2.2.2 The enforcement of traffic regulations by CCTV cameras is regulated under the following legislation:

- Road Traffic Regulation Act 1984
- Road Traffic Offenders Act 1988
- Road Traffic Act 1991
- London Local Authorities Act 1996
- The Road Traffic Offenders (Additional Offences and Prescribed Devices) Order 1997
- London Local Authorities Act 2000
- The Transport for London (Bus Lanes) Order 2001
- London Local Authorities and Transport for London Act 2003

- Traffic Management Act 2004
- The Civil Enforcement of Parking Contraventions (England) General Regulations 2007
- The Civil Enforcement of Parking Contraventions (England) Representations and Appeals Regulations 2007
- The Civil Enforcement of Parking Contraventions (Approved Devices) (England) Order 2007

2.2.3 Together these Acts allow a London Local Authority to install structures and equipment on or near a highway for the detection of contraventions of Traffic Regulation Orders and to use the information provided by them, to serve a Penalty Charge Notice (PCN) on the registered keeper of a vehicle which contravenes the Traffic Regulations.

2.2.4 Relevant Traffic Regulation Orders must be made available on request.

2.2.5 Records of the keepers of vehicles that contravene traffic regulations will be obtained in accordance with the Driver and Vehicle Licensing Agency enquiry procedures.

2.3 Enforcement of Traffic Regulations by CCTV

2.3.1 The primary objective of any CCTV camera enforcement system ('the system') is to ensure the safe and efficient operation of the road network by deterring motorists from breaking road traffic restrictions and detecting those that do. To do this, the system needs to be well publicised and indicated with lawful traffic signs.

2.3.2 In order to encourage compliance with traffic regulations the system enables fully trained staff:–

- to monitor traffic activity in accordance with relevant legislation and guidance, including this Code of Practice;
- to identify vehicle registration number, colour and type of unauthorised vehicles contravening traffic regulations;
- to support the serving of Penalty Charge Notices (PCNs) to the registered keeper of vehicles identified contravening the regulations;
- to record evidence of each contravention to ensure that representations and appeals can be fully answered;
- to enable timed and dated pictorial evidence of such unauthorised driving or stopping to be produced for adjudication or as information to the owner of such vehicles;
- to enable the despatch of a Civil Enforcement Officers and / or a secondary enforcement team for targeted enforcement of vehicles contravening traffic regulations.

2.3.3 The system is intended to view activity on public carriageways and footways. It will not be used to invade the privacy of any persons in domestic, business or other private premises, buildings or land.

Extensions and changes to the area surveyed

2.3.4 The operating London local authority can extend or change the areas covered by the CCTV system subject to normal internal procedures.

Signs

2.3.5 Relevant camera enforcement signs should be displayed in areas where the system operates. The signs will not define the field of view of the cameras but will advise that CCTV camera enforcement is taking place in the area.

Systems, Equipment and Enforcement

- 2.3.6 This section gives a general description of systems and their uses. It is not exhaustive in nature, nor does it supersede or replace any legislative requirements.
- 2.3.7 CCTV enforcement systems fall into two generic types:
- Attended Systems
 - Unattended Systems
- 2.3.8 These are currently used across three enforcement streams although not all system types can necessarily be used against all work streams.
- Parking
 - Bus Lanes
 - Moving Traffic

Attended System

- 2.3.9 Attended systems are operated in real time by a camera operator who views the images from roadside equipment. The operator may be located in a central control room or locally, such as a vehicle-based control room. Contraventions are observed by the operator and PCNs are issued primarily on the basis of the operator's observations and supported by the image recordings.

Unattended System

- 2.3.10 Unattended systems are automated CCTV systems which operate without operator intervention. They record contraventions from which PCNs are issued on the basis of the recorded images. The recorded images must be reviewed by an operator before a PCN is issued.

Parking Enforcement

- 2.3.11 Equipment that can be used for the enforcement of parking contraventions via CCTV is regulated by the Traffic Management Act 2004 and the associated legislation. The 2004 Act provides a system approval scheme for CCTV systems used for parking enforcement known as "Approved Device Certification". From 31 March 2009 all systems used for the enforcement of parking contraventions must be certified by the Department for Transport (or its appointed agents) under this scheme. The scheme specifies how changes in the system must be carried out and recorded.

Bus Lanes

- 2.3.12 Unlike Parking Enforcement, there is no requirement for an approved device under London Local Authorities Act 1996. The 1996 Act requires that the equipment be a prescribed device, described in the Road Traffic Offenders Act 1988 (as amended) as:

"a camera designed or adapted to record the presence of a vehicle on an area of road which is a bus lane or route for use by buses only."

It is therefore the responsibility of each enforcing authority to ensure that the equipment they use fits within the description of the 1988 Act.

- 2.3.13 If bus lane enforcement is being performed under the Transport Act 2000 then an approved device is required. Approval is similar to that for parking enforcement except that the system must additionally comply with the Bus Lanes (Approved Devices) (England) Order 2005.
- 2.3.14 Authorities should also be mindful of the possibility for harmonisation of legislation under the Traffic Management Act when specifying camera systems for bus lanes.

Moving Traffic

- 2.3.15 There is currently no specific legislation governing CCTV equipment that can be used for the enforcement of moving traffic contraventions.
- 2.3.16 Authorities should be mindful of the requirements of systems used for parking enforcement when carrying out moving traffic enforcement and should consider their features as an indication of the requirements of systems that would be considered fit for purpose. That is not to say however that a system used for moving traffic enforcement under the London Local Authorities and Transport for London Act 2003 must conform to or be approved by the Department for Transport.
- 2.3.17 Authorities should also be mindful of the possibility for harmonisation of legislation under the Traffic Management Act when specifying camera systems for moving traffic enforcement.

2.4 Operation of the System

Monitoring of Traffic

- 2.4.1 Only properly trained and qualified operators (see section 2.9 – Operating Personnel) will operate the system.
- 2.4.2 A contravention of traffic regulations will be identified depending on whether the system is attended or unattended.
- 2.4.3 Contraventions will be identified from attended systems by monitoring the screen and operating the cameras in real time. The operator must obtain the most effective images of a vehicle and its surrounding circumstances at the time when any contravention may be occurring. Contraventions must be identified at the time when they are committed. Pre-recorded video images will not be studied to identify contraventions committed at some earlier time.
- 2.4.4 Unattended systems identify contraventions automatically and store them for later processing. Such images must be verified by operators prior to notices being issued.
- 2.4.5 When a non traffic 'incident' is caught on camera, operators will follow procedures agreed locally with the police and other scheme partners. All such incidents are to be recorded on a Control Room Log Sheet. An example of this document, which can also be used to record equipment faults, is included in Appendix 2.
- 2.4.6 When a contravention is observed using an attended system and sufficient evidence has been recorded, the operator will record the time and sufficient vehicle identifier information in an electronic or handwritten logbook or by utilising approved audio equipment (see 2.3.13). The operator will then continue monitoring. An example of the layout for a Camera Enforcement logbook is included in Appendix 3.

Issue of Penalty Charge Notices (PCNs)

- 2.4.7 The Secretary of State recommends that all PCNs should be issued within 14 days of the contravention. A PCN should be sent by first class post and must not be sent by second class post. Any notice served by first class post is deemed to have been served on the second working day after posting unless the contrary is proved.
- 2.4.8 Reasons for not serving the PCN within 14 days should be restricted to those that are outside of the control of the authority, for example where details from the DVLA have not been received in time.
- 2.4.9 In any case, PCNs must be served within 28 days of the date of contravention unless keeper details have not been received from DVLA.

Representations

- 2.4.10 With regard to bus lane contraventions, formal representations specifically concerned with the issue of any Penalty Charge Notice (PCNs) from this system can only be made once the Enforcement Notice has been issued to the keeper of the vehicle. An Enforcement Notice will seek details of any Police Notice of Intention to Prosecute (NIP), which may have been issued in relation to the same alleged infringement. With regard to moving traffic contraventions formal representations can be made once the Penalty Charge Notice has been issued to the keeper of the vehicle.
- 2.4.11 In all cases, the enforcing authority must consider the representations and, if it does not accept them, issue a Notice of Rejection. If the keeper is not satisfied by this outcome, there is a right of further appeal to the independent adjudicators at the Parking and Traffic Appeals Service (see section 2.6 – Guidelines for Appeals).

2.5 Retention and Use of Evidence

Ownership, copying and release of recordings

- 2.5.1 All recordings are the property of the Authority operating the scheme and may not be copied or released from the Control Room or from secure storage without the formal written agreement of the Senior Officer nominated in Appendix 1 paragraph 5. A copy of the section of footage, relevant to a particular contravention, will only be released:–
- to the appellant in whatever means the authority deems appropriate
 - to the Parking and Traffic Appeals Service (and copied to the appellant)
 - to the Police
 - to Lawyers acting for appellants in Traffic Appeals
 - to Lawyers acting for defendants/victims in connection with criminal proceedings
 - to a third party prosecuting authority, such as Customs & Excise or the Health & Safety Executive.
 - by court order, in connection with civil proceedings
 - in the case of VHS video and DVD's, to be magnetically erased and properly disposed of after twelve cycles of use. Authorities and any of their agents undertaking the disposal should ensure safe destruction. They should also keep recordings for an adequate amount of time in line with the policy of the authority.
- 2.5.2 Recordings (or copies of a section of a recording) will only be released over signature to representatives of the above organisations after proof of identity. Recordings (and copies of recordings), which are released, remain the property of the Local Authority. Any recording

released to the Police will be dealt with by the Police as an exhibit and shall not be used for anything other than the purpose specified and identified when released to the Police. A detailed record must be kept of the recording (or section of it) that has been released and the reason for its release.

- 2.5.3 The Local Authority will provide the Police with a statement confirming the integrity of the recording, if required for evidential purposes.
- 2.5.4 Under no circumstances will recordings be released to members of the public except as per section 2.5.15 below, or to media or other commercial organisations except where such recordings are to be used for educational or training purposes or where release is required under relevant legislation.
- 2.5.5 Recorded material will only be used for the purposes defined in this Code of Practice and will only be accessed as defined in this Code of Practice. In no circumstances will recorded material (or any copies or still prints generated from it) be sold or lent for any purpose other than those set out above. Copyright of all recorded material and stills printed from such material remain totally with the operating authority.

Viewing of recording media

- 2.5.6 A person who has received a PCN or the keeper of the vehicle is entitled to view that section of the media recording showing the contravention for which the PCN was issued. Viewing of videotapes, DVD's or other recording medium, will only be arranged following formal agreement of the Senior Officer nominated in Appendix 1 paragraph 5. Viewing of the media evidence should be arranged as soon as possible after a request has been made by the person in receipt of the PCN. The viewing area should not only be secure, but it should be designed and laid out so that only those in the viewing room can see the images. A still image may be supplied at no charge, as an alternative, in a situation where it is not possible to arrange a viewing of media evidence. Authorities may agree to send the media recording to the keeper of the vehicle upon request, which may incur a small cost. Recordings may also be viewed on-line if the authority has this facility. The PCN number and VRM would need to be entered to activate this service.
- 2.5.7 Viewing of recordings will only be permitted in the following circumstances:–
- to support the issue of a PCN
 - as an alternative to releasing a recording to one of the parties nominated in paragraph 2.5.1 above
 - as part of internal audit, review or disciplinary procedures
 - as part of the training process for control room staff
 - for education and road safety training.
- 2.5.8 Viewing of recordings will only take place in a secure area except where the recipient of the Penalty Charge Notice or his nominated agent has specifically signed a waiver stating otherwise. This waiver will only be valid for viewings by the recipient or his agent. Whether in a secure area or not, the viewing will be supervised by properly authorised staff. Only the 'working media' recording will be viewed. 'Evidence media' recordings will not be viewed.
- 2.5.9 The person supervising the viewing must enter full details of the event in the Control Room Records including:–
- time, date and location of viewing
 - the serial numbers of all tapes or discs viewed, the sections of those tapes or discs which were viewed (using the start and finish frame numbers) if applicable
 - the reasons for viewing each tape or disc

- details of the people present at the viewing.
- 2.5.10 In the case of digital storage media it is sufficient for the system to log, with the video image:
- time, date and location of viewing
 - the reasons for viewing
 - details of the people present at the viewing.
- 2.5.11 These records should be subject to regular audit, at least once a year, by officers specified in Appendix 1, paragraph 7.

Still Images

- 2.5.12 Still images must be provided in accordance with the relevant legislation. Notwithstanding this, authorities should include such still images on the PCN to show sufficient grounds for the PCN being issued. Still images should be sent upon request. No charge is to be made for the provision of such images. The image then becomes the property of the person who received the PCN. All other still images will remain the property of the operating Authority.
- 2.5.13 A still image is a print onto paper of the picture held on a single field or frame of the video recording. The equipment will be used to generate these still images and each image produced will contain its unique frame number and the time (HH MM SS) and date (DD MM YY – or similar format) of the occurrence.
- 2.5.14 Still images will only be generated at the discretion of the Senior Officer indicated in Appendix 1 paragraph 5 and only for the following purposes:–
- to support the issue of a PCN
 - as evidence for an Appeal
 - if the Police or other organisation with appropriate authority request such an image with detailed written reasons for their request.
- 2.5.15 Each still image will be given a unique serial number and will be logged and accounted for at all times. Still images will only leave the Control Room when requested by the recipient of the relevant PCN or signed out as evidence in the possession of the Police or other relevant organisation.
- 2.5.16 Still images produced outside the normal progression of a case must only be made by properly authorised staff, and must be logged and auditable.
- 2.5.17 Still images, which are no longer required, are to be destroyed in the Control Room and the destruction of each image will be recorded in the Control Room records.
- 2.5.18 The procedure for production, release and destruction of still images will be subject to regular audit.

2.6 Guidelines for Appeals

The Appeal Form

- 2.6.1 The relevant appeal form, as produced and supplied by the Parking and Traffic Appeals Service, must be enclosed with every Notice of Rejection of Representations issued by an enforcing authority.

- 2.6.2 The official use box must be completed by an authorised official of the enforcing authority. This must state the PCN number, the Vehicle Registration Number, the name of the keeper to whom the Notice of Rejection was sent and the date the Notice of Rejection was sent. This information must be completed for an appeal to be registered and enables the appeal service to check that the right person is lodging an appeal and that it has been submitted in time.
- 2.6.3 Evidence should be submitted to PATAS at least seven days before the hearing date and must also be sent to the appellant.
- 2.6.4 The following items will be required as mandatory evidence by the Traffic Adjudicators:
- a) Authorised Officer Witness Statement – a declaration that at the time the contravention was observed, the monitoring and recording equipment used was of a type approved by the Secretary of State and was in full working order. Examples of Authorised Officer Witness Statements that should be used for parking contraventions and bus lane contraventions are included in Appendices 5 and 6 respectively. The Authorised Officer Statement also includes details of the evidence that is being produced (e.g. stills from video recording) and confirmation that these were produced in accordance with the Code of Practice. In order for the Authorised Officer to sign the declaration reference should be made to the Control Room Log Sheet to determine the status of the equipment at the time at which the contravention was witnessed. An example of a Control Room Log Sheet is included in Appendix 2.
 - b) Copy of the Penalty Charge Notice
 - c) A case summary - This should include the relevant part of the regulation allegedly contravened and deal with any exemption claimed by the appellant.
 - d) Copy of the Enforcement Notice (where applicable)
 - e) Copies of any representations made and all correspondence
 - f) Copy of the Notice of Rejection
 - g) Colour Images of the Contravention – the images must show the context of the contravention and the identification of the target vehicle. All pictures must display the location, date and time of the contravention. The Adjudicators do not expect footage except in particular cases where there is a strong conflict of evidence. If the Council produces video evidence to the Adjudicators, they must also supply the appellant with a copy. The footage for the Adjudicators must be of a type approved by PATAS however the footage for the appellant must be in a format agreed with the appellant. Even if the appellant has already viewed the Council's recorded evidence of the contravention, the Adjudicator would expect to see images in evidence. A copy of the images would therefore have to be served on the appellant. A digital photograph would be acceptable, providing that the accompanying statement explains that it is a digital photograph, taken by an approved device, a true copy, not enhanced etc.
 - h) Certificate of Service – the evidence submitted to the Adjudicator must be accompanied by a certificate confirming that the appellant has been sent copies of the evidence submitted to the Adjudicator not less than 7 days before the hearing. This requirement is in line with Article 6 of the Human Rights Act 1998. The evidence copied to the appellant must be in the same format as that submitted to the Adjudicator.
- 2.6.5 The list above is not exhaustive. As with any case, the Adjudicator may ask for other forms of evidence not mentioned above. The Councils will be given at least 21 days notice to submit evidence for Appeals.

Witness Attendance at an Appeal Hearing (Bus Lane Appeals)

2.6.6 Paragraph 7 (6) of Schedule 1 of the London Local Authorities Act 1996 relating to bus lane contraventions, states that documentary evidence as described above will not be admissible if the appellant, not less than 3 days before the hearing (or such other time specified by the Adjudicator) serves a notice on the Council requiring attendance at the hearing of the person who signed the document. The Adjudicators have taken this to mean that if the appellant does not accept such evidence as provided in written or photographic format by the Council, and if the Council wishes to proceed with the appeal, the person who provided the evidence may have to attend the hearing. The Council must inform the appellant that he/she can require the attendance at the hearing of the person who signed the Authorised Officer Witness Statement. The Adjudicator may also direct the attendance of a witness at a hearing if he considers it necessary. A copy of the suggested wording, which should be used to inform the appellant that they have the opportunity to request the attendance of the person signing the Authorised Officer Witness Statement, is included in Appendix 6. This paragraph should be included in the Notice of Rejection sent to the Appellant. This requirement only applies to bus lane appeals and does not apply to appeals for parking or moving traffic contraventions.

2.7 Security of Operations

2.7.1 The CCTV traffic monitoring, recording and storage operations will be carried out in a secure environment.

2.7.2 Visitors may only access the Control Room when authorised by the Senior Officer indicated in Appendix 1 paragraph 6.

2.7.3 A log detailing all events and visits should be maintained in the Control Room.

2.7.4 If the Control Room is left unattended for any amount of time, no matter how short, the monitoring, storage and control room equipment must be securely locked and inaccessible to any unauthorised person. Any alternative secure storage room must be subject to the same conditions of attendance.

2.7.5 Technical, maintenance and repair work will only be carried out with the authorisation of a responsible officer or agent of the authority.

2.8 Procedures Manual

2.8.1 A Control Room Procedures Manual listing duties, responsibilities and procedures to be followed will be available in the Control Room at all times. Access to that manual shall be restricted to officers who have responsibility for operating the system. The manual will be regularly updated to reflect current agreed practice.

2.9 Operating Personnel

Responsibilities

2.9.1 Management responsibility for the operation of the system and observance of this Code of Practice and Control Room Procedures Manual resides with the Officers listed in Appendix 1 Paragraph 7.

2.9.2 All staff operating the system will be responsible for working in full accord with this Code of Practice and the Control Room Procedures Manual. They will be subject to their employer's

normal disciplinary procedures and will sign an acknowledgement that they have been trained in and understand the Code of Practice and the Procedures Manual. Breaches of this Code of Practice or of the Procedures will result in disciplinary action.

Selection and Training

- 2.9.3 All personnel permitted to operate the System will be selected in accordance with the Employer's Standard Recruitment Procedures for personnel who are obliged to work to rules of confidentiality.
- 2.9.4 They will be fully instructed in their responsibilities and role in operating CCTV.
- 2.9.5 All staff undertaking enforcement of parking and traffic regulations using CCTV cameras must have successfully completed an approved training course. A list of the courses that have been approved for this purpose is contained in Appendix 9.
- 2.9.6 Training will include: -
- all aspects of this Code of Practice
 - all aspects of Control Room Procedures
 - all aspects of equipment operation
 - system audit procedures
 - issue of PCNs
 - knowledge of the areas of application in the Borough
 - the necessary underpinning knowledge of Traffic Law
 - Health & Safety
- 2.9.7 Full records of training and of assessments of competence will be kept according to the Employer's Standard procedures.

Operators will only be permitted to operate the system unsupervised when they have proved their competence according to the Employer's Standard Procedures.

APPENDIX C

Phase One of Moving Traffic Contravention Locations

Yellow Box Junctions		
Road	Junction with	Type
Anson Road	Chichele Road	A
Blackbird Hill	Birchen Grove	A
Bridgewater Road	Station Approach	B
Chamberlayne Road	Chevening Road	A
Chamberlayne Road	Station Terrace	A
Chamberlayne Road	Harvis Road	A
Chamberlayne Road	Banister Road	A
Dudden Hill Lane	Tanfield Avenue	A
Dudden Hill Lane	Dollis Hill Lane	A
Ealing Road	Alperton Lane	B
East Lane	Llanover Road	C
East Lane	Sudbury Avenue	A
East Lane	Harrowdene Road	A
Forty Avenue	Barn Hill	B
Forty Avenue	Bridge Road	B
Forty Avenue	The Paddocks	A
High Road	Brondesbury Park	C
High Road (A414 SRN) <u>3Boxes</u>	Wembley Hill Road	A C
High Road (A414 SRN)	Ealing Road	A
Kilburn High Road (A5 SRN)	Christchurch Avenue	A
Kilburn High Road (A5 SRN)	Cavendish Road	A
Kilburn High Road (A5 SRN)	Cambridge Avenue	C
Kilburn High Road (A5 SRN)	Brondesbury Road	C

Kilburn High Road (A5 SRN)	Victoria Road	A
Kilburn High Road (A5 SRN)	Willesden Lane	B
Salisbury Road	Hartland Road	B
Shoot-up Hill	Mapesbury Road	C
Sidmouth Road	Brondesbury Park	A

Width Restrictions	
Tubbs Road	passing on the wrong side of sign (through the emergency vehicle access area)
Banned Right Turns	
High Road, Wembley	into St. John's Road.
St. John's Road.	into High Road Wembley
Harrow Road	into Maybank Avenue
Barn Hill	into Forty Avenue
Harrow Road	into Elms Lane
Kenton Road	into Draycott Avenue
Forty Lane	into Kings Drive
Kenton Road	into Draycott Avenue
Kenton Road	into Kenton Lane
Kings Drive	into Forty Lane
Kingsbury Road	into Slough Lane
High Road, Wembley	into Lancelot Road
Banned Left Turns	
Ealing Road	into High Road, Wembley.
Woodcock Hill	into Kenton Road.

Banned U Turns	
Watford Road	at either end of the median strip which lies opposite the access road to Northwick Park Golf Centre, Watford Road.
Harrow Road, Wembley	either end of the island site adjacent to its junction with Elms Lane & Maybank Avenue
Compulsory Left Hand Turn	
Brondesbury Park	into High Road, Willesden Green
Oakington Manor Drive	Harrow road, Wembley
London Road	High Road, Wembley
Compulsory Straight Ahead	
Slough Lane	in a northerly direction along Roe Green
Forty Lane	into Forty avenue
No Entry	
Donaldson Road	into Lonsdale Road
Harrow Road	into Maybank Avenue
Watford road	into southern access way which provide access to and from Northwick Park Hospital
One Way Working	
Carey Way	the northern arm; (west to east)
Carey Way	the north-western arm; (south-west to north east)
St John's Road	One Way Traffic
No Entry Except Buses	
Watford Road	into the southern access way which provide vehicular access from Watford road to and from Northwick Park Hospital

Bus Route at Any-Time	
Bodium Way	(north-westward and south-eastward).
THE UNNAMED ROAD LINKING BIRSE CRESCENT AND NEASDEN LANE UNDERPASS	(south-eastward).

School Keep Clear		
Bridge Road, Stonebridge	East Lane	Slough Lane
Christchurch Avenue, NW6	Longstone Avenue	The Avenue, Willesden
College Road, Kensal Green	Mount Pleasant	The Mall
Coniston Gardens NW10	Mount Stewart Avenue	Uffingham Road
Crest Road	Northview Crescent	Wembley Park Drive
Curzon Crescent	Oakington Manor Drive	Woodcock Hill
Dollis Hill Lane	Park Avenue	
Doyle Gardens	Park Lane	
Ealing Road	Salisbury Road	

Weight restrictions 7.5 Tonnes	Extent
Bridge Road	The bridge over the canal feeder
Brondesbury Area	Algernon Road, Brondesbury Road, Brondesbury Villas, Cherteris Road, Donaldson Road, Esmond Road, Glengall Road, Hartland Road, Hazelmere Road, Honiton Road, Lynton Road, Tennyson Road (between its junction with Donaldson Road and the south-eastern kerb-line of Priory Park Road), Victoria mews, Victoria Road and Woodville Road.
Highfield Avenue	
Roe Green	
Stag Lane	
Thurlow Gardens	
Valley Drive Lorry Ban	Inc, Crundale Avenue, Mersham Drive, Valley Drive, Waltham Avenue, Wyndale Avenue

APPENDIX D

Case studies:

Borough A

- There are 51 cameras in use in Borough A and 8 FTE CCTV monitoring officers. Of these 51 cameras, only 23 are being used to enforce MTCs due to location/view. Borough A is not currently using any mobile enforcement vehicles.
- In 2009ⁱ, Borough A issued an average of 2696 PCNs through CCTV per month (including parking, bus lane and moving traffic contraventions).
- It can therefore be estimated that an average of 53 PCNs was issued per camera per month in 2009.
- In 2009, MTCs accounted for 52% of all PCNs issued by CCTV monitoring staff. (Bus lane contraventions accounted for 10% and parking contraventions accounted for the remaining 38%).
- Exact financial revenue was not available from Borough A, but using an estimated overall recovery rate of 60% and assuming that the PCNs issued were recovered at the £60 rate, monthly income in 2009 for MTCs in Borough A can be estimated as £50,472.00.
- In 2009, each CCTV monitoring officer issued an average of 337 PCNs per month, of which, an average of 176 were for MTCs.
- The average number of PCNs issued by Borough A increased by 3% between 2008 and 2009.

Borough B

- Borough B is comparable to Brent in terms of geography and economy.
- There are 43 cameras in use in Borough B and 12 FTE CCTV monitoring officers. Borough B has two mobile enforcement vehicles.
- In 2009ⁱⁱ, Borough B issued an average of 5737 PCNs through CCTV per month (including parking, bus lane and moving traffic contraventions).
- It can therefore be estimate that an average of 127 PCNs was issued per camera (including those in vehicles) per month in 2009.
- Borough B has a recovery rate of around 86%.
- Exact financial revenue was not available from Borough B, but assuming that 86% of the total monthly PCNs issued were recovered at the £60 rate, monthly income in 2009 for all contravention types in the Borough can be estimated as £296,039.20.
- In 2009, each CCTV monitoring officer issued an average of 478 PCNs per month (for all contravention types).
- In 2009, an average of 727 PCNs per month was generated through the two mobile enforcement vehicles combined.
- The average number of PCNs issued by Borough B decreased by 5.6% between 2008 and 2009.

ⁱ Figures based on January – September 2009

ⁱⁱ Figures based on April 2009 – January 2010

Appendix E

Different Designs of Yellow Box Junctions

A box junction is a traffic measure that is used to keep busy road junctions flowing freely. Box Junction can be used according to the DfT to mark an area of carriageway that cannot be blocked unless the vehicle is turning right and then it must stop in the box until the traffic has passed and the road is clear to cross.



TYPE A

The picture above is one of the most common designs of Yellow Box Junction which can be seen within London Borough of Brent. It is located at a busy four arm traffic light junction on the Edgware Road that forms part of the Strategic Route Network.



TYPE B

At staggered junctions it would be inappropriate to have one very large box junction. The photograph to the right shows two half boxes that have been staggered to protect the junction mouths from obstruction by stationary traffic.



TYPE C

The picture above shows a half box junction located at a junction. Yellow Box markings can also be found outside police, fire ambulance stations or hospitals but only where there is an access road forming a junction with the main road.

All signs and lines must comply with the Traffic Regulations and General Directions 2002. However, in some situations variations maybe agreed by the Department for Transport.

Type for Special Approval

The Traffic Signs Regulation General Directions (TSRGD) does not cater for yellow box junctions at complex or non-standard junctions, so the majority of yellow box junction designs need to be submitted to the Department for Transport (DfT) to receive special signs authorisation to ensure they are legal and enforceable. This submission process can take up to 6 months.

Figure 1 below shows the current layout of the yellow box marking at Forty Lane junction with The Paddocks. The size of the yellow box is too large, making it difficult for motorists to see whether the exit is clear. Figure 2 shows a revised drawing with the yellow box reduced in size. The drawing in Fig.2 has been submitted to the DfT to seek type approval.

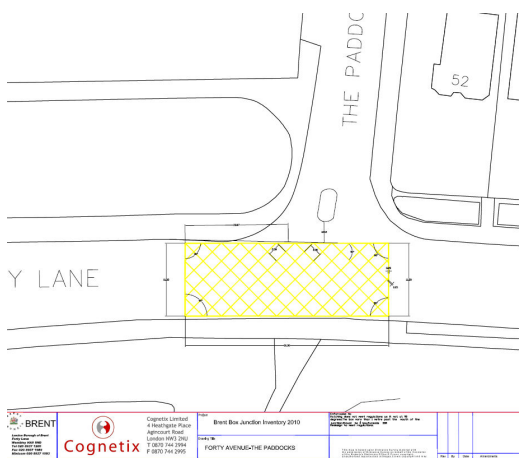


Fig 1

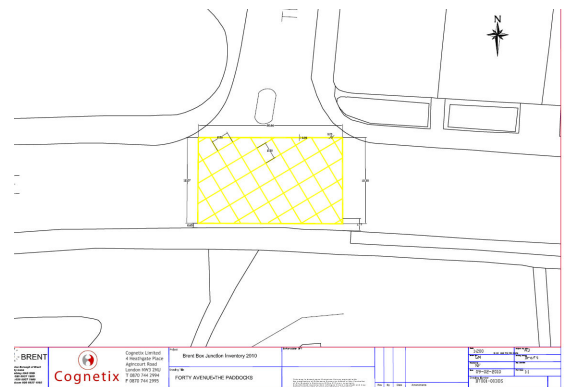


Fig 2

Figure 3 below show the current size and configuration of the yellow box located in East Lane junction with Harrowdene Road. Figure 4 shows the proposed layout with the size of the box reduced.

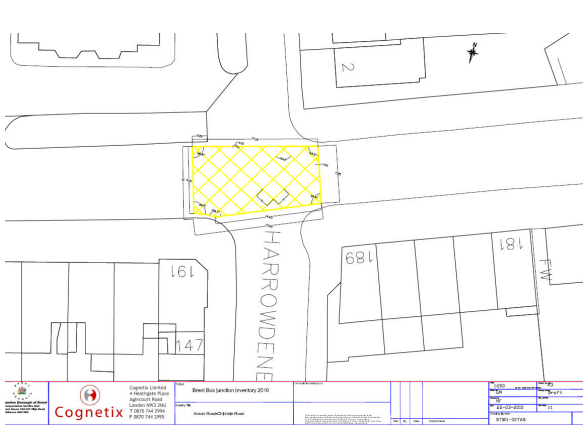


Fig 3

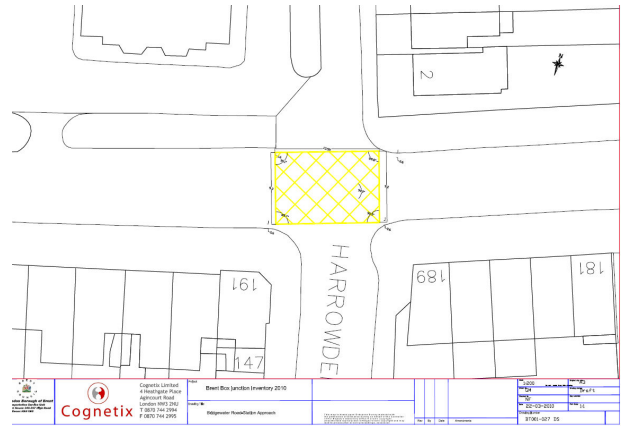


Fig 4

Figure 5 below shows the current yellow box layout in Chamberlayne Road junction with Banister Road. The revised layout as shown in figure 6 shows a reduction in size from a full box (Type A) to a half box (Type C).

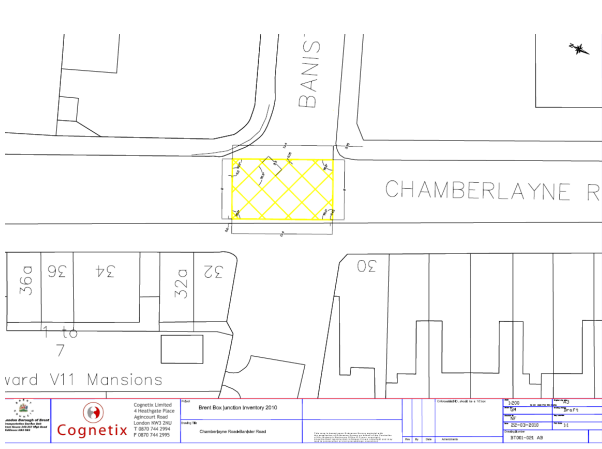


Fig 5

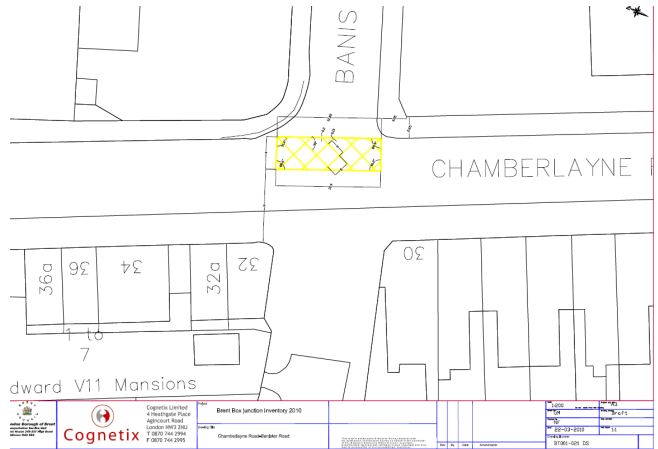


Fig 6



Executive
23 June 2010

**Report from the Director of
Housing and Community Care**

Wards Affected:
ALL

Main Programme Grant Funding 2010/11

1.0 Summary

- 1.1 This report provides the Executive with details of local voluntary organisations that has applied for renewal of their one year funding from the Council's Main Programme Grant (MPG) for 2010/11.
- 1.2 In November 2008, the Executive agreed that each year they will provide a grant to currently funded organisations not affected by the new three-year funding programme. The groups recommended in this report have been in receipt of the MPG for some time and pending the change in the funding process, will continue to receive funding until they are eligible to apply for the new three-year programme
- 1.3 This report provides details of the funding that will be renewed for 2010/11.

2.0 Recommendations

- 2.1 Members to note and approve recommendations for allocation of the Main Programme Grants for 2010/11 as summarised in Appendix A and detailed in individual reports attached as Appendix B.
- 2.2 Note that the funding recommendations in this report will commence on 1st July 2010. (Further details are provided in 3.15 below).
- 2.3 Members to confirm that all funding made is subject to the Council's Grant Conditions, and that the funding is subject to each organisation agreeing and abiding by a statement of purpose with the Council.

2.4 Members to note that of the 12 organisations that previously received funding in 2009/10 have re-applied. One organisation did not re-apply and therefore has not been recommended for the grant. Another organisation also applied for the three-year funding and has been recommended and therefore its one-year grant has not been recommended.

3.0 Detail

3.1 The Council has provided grant funding to a range of voluntary organisations for a number of years. Some of these organisations provide services which supplement those provided by the Council and assist in ensuring that specific local needs are met.

3.2 Over the years much of the funding has been allocated on a historical basis and there has been very little change in the organisations that receive MPG funding or the amounts allocated to them. This has made it very difficult for new organisations to access Council funding from this source.

3.3 In April 2007, a Scrutiny Task Group made up of a member from each political party was asked to review voluntary sector funding. Proposals were made to change the funding process and the following were included

- That the MPG should be made more accessible to organisations not currently funded by the Council
- That future funding from the MPG should be linked to corporate priorities
- That we should identify ways of funding voluntary sector organisations for periods longer than a year

3.4 The recommendations made by the Task Group were agreed by the Executive in July 2007, and officers were asked to explore possible new approaches for allocating the Main Programme Grant.

3.5 Officers had to take into consideration the issues relating to the current funding process (as stated in the Task Group report) and explore options that would ensure that the MPG would deliver services that meet locally identified needs and priorities, whilst minimising disruption to local voluntary agencies and the services they provide.

3.6 Officers carried out intensive work over a period of time on this task and reported back to the Executive in November in 2008. The report proposed an allocation of up to £260,000 from the MPG budget to a theme selected from the Council's Strategy. The proposed themes were

- children and young people services,
- crime/community safety, regeneration and
- sustainability.

3.7 The report also detailed the implications of funding each priority and the subsequent effect of reducing or withdrawing funding from currently funded groups to resource the new programme.

- 3.8 The proposals to develop a new funding process were accepted . The Children and Young People's Services was the first theme for the new programme which started in April 2009.
- 3.9 The Executive in November 2008 also agreed that existing organisations, not affected by the three-year funding would have their funding renewed each year until they became eligible to apply for the three-year programme. This will allow them to continue their service and prepare their organisation for the new funding process.
- 3.10 The 12 organisations were invited to re-apply for their grant.
- Assessment Process
- 3.11 In assessing the grant applications, officers ensured that every application was treated fairly, according to the grant conditions and Council's funding priorities. Officers noted the aims and objectives of each organisation, the activities or projects for funding, the outcomes and outputs to be achieved and the internal monitoring arrangements for the funded activity.
- 3.12 Performance information held by the Voluntary Sector Team for previously funded groups was also considered. In addition to the above, each application was assessed by a management accountant to ascertain the financial viability of the organisation. This process was carried out in accordance with guidance from the Council's contract standing orders and included a detailed financial analysis of each organisation.
- 3.13 Of the 12 groups invited to re-apply, 11 have been recommended for funding. One organisation, Middlesex Association for the Blind decided not to apply and therefore was excluded from the process. African Women's Care has also made an application for three year funding and their application has been recommended. Their one year grant has therefore not been recommended. The total amount recommended for re-allocation in 2010/11 is £393,844
- 3.14 Funding has been recommended for projects that complement and support the Council's overall aims and objectives. Also, where organisations indicated that they could deliver a number of services, officers assessed each project and selected the one that best met the Council's priorities. Appendix A shows the organisations recommended for funding, the funding level and details of the project or activity to be provided. Individual assessment reports of all organisations that have applied for the grant is attached as Appendix B.
- 3.15 If members agree to the funding recommended in this report the Voluntary Sector Team will monitor each organisation regardless of funding level. Organisations will be monitored according to established procedures which will include planned and unannounced visits to administrative offices and service locations, feedback from service users and regular analysis of service targets set out in the original grant application.
- 3.16 A large number of applications were received for the MPG three-year funding and the assessment process for this programme i.e. one year funding took longer than anticipated. To compensate for this, organisations were given

one quarter of their funding in advance of the decisions being made. This payment was made in April 2010.

4.0 Financial Implications

4.1 The MPG budget for 2010/11 is £1,970,749. A payment of £929,051 will be made from this budget to the London Councils Grant Programme.

4.2 Based on the proposals in this report the table below shows how the current resources will be allocated.

Main Programme Grant Budget 10/11	£1,970,749
Less London Council allocation for 10/11	£929,051
Less funding awarded in 09 for - Children and Young People Services (year 2)	£253,467
Less allocation to new theme i.e. Crime/Community Safety and Regeneration (20 organisations)	£365,479
Less allocation to currently funded groups not within the theme (at the same level as 2009/10)	£393,844
Exit Fund and Capacity Building fund	28,908
Total	£1,970,749

4.3 It is proposed that the balance of £23,308 from the voluntary sector budget should contribute to funding initiatives to enable effective liaison and engagement with the voluntary sector, such as the Voluntary Sector Forum, annual voluntary sector conference and Funders Fair. Also a proportion of this fund will be used as an exit fund for the 9 organisations previously funded but not recommended for the 3 year programme.

4.4 If the proposals in this report are accepted the Main Programme Grant budget for 2010/11 will be allocated and funding will commence in July 2010. The recommendations made in this report can be implemented within the available budget.

5.0 Legal Implications

5.1 Responsibility for making decisions on the allocation of funding from the Main Programme Grant currently rests with the Executive of the Council.

- 5.2 Officers in the Council's Legal Services Unit have considered the individual reports on the grant applications and noted that the Council has the power to make the grants recommended.
- 5.3 The Council has powers under s137 Local Government Act 1972 and s2 Local Government Act 2000 to make grants to voluntary organisations.
- 5.4 The decision to award a grant is discretionary. The Council discretion must not be fettered by previous commitments they may have given. It should make its decision in the light of present circumstances.
- 5.5 The Council is bound to act reasonably and must take into account only relevant considerations and consider its fiduciary duty towards local taxpayers.
- 5.6 As a public authority the Council has general duties to promote equal opportunities relating to race, disability and gender and to remove discrimination. These duties are set out in the:
- Disability Discrimination Act 2005 (DDA 2005);
 - Equality Act 2006;
 - Equal Pay Act 1970;
 - Race Relations (Amendment) Act 2000 (RRAA 2000);and
 - Sex Discrimination Act 1975.
- 5.7 The DDA 2005 requires public authorities, when considering disabled people, to promote positive attitudes towards them and take positive steps, even if that involves treating them more favourably than others.
- 5.8 To provide guidance on the duty there is a Statutory Code of Practice. The general duty is not absolute but it does require authorities in respect of all their functions to give due regard to disability equality.
- 5.9 The core general duties are similar for race and gender i.e.:
- To promote equality of opportunity; and
 - To eliminate harassment and unlawful discrimination.
- 5.10 The Race Relations Act 1976 (as amended) places a statutory duty on public authorities to work to eliminate unlawful discrimination, and to promote race equality in all its functions. There are three complementary parts to the general duty:
- Eliminating unlawful racial discrimination
 - Promoting equal opportunities
 - Promoting good relations between people from different racial groups
- 5.11 The Code of Practice issued under s71C Race Relations Act 1976 (as amended) is relevant and the council must have regard to it.

6.0 Diversity Implications

- 6.1 As part of the application process organisations were asked to submit a copy of their Equal Opportunities Policy. These were evaluated by officers to identify how each organisation will promote equality and eliminate discrimination. Details of the Equal Opportunities Policy assessment are included in the appraisal reports in Appendix B.
- 6.2 Given the demographic profile of the borough, a number of community specific projects based on identified need and Council priorities have been recommended for funding. Due consideration has been given to ensure that a broad spectrum of projects are funded reflecting the very diverse service issues and needs within the borough.
- 6.3 Steps will be taken to ensure that all funded projects are duly supported and monitored for achieving equality outcomes thereby encouraging all projects to mainstream equality across all aspects of employment and service delivery. Such an approach, whilst strengthening partnership working will result in creating a positive impact across the voluntary sector.

7.0 Staffing Implications

- 7.1 The new monitoring arrangements for grants will be met from existing resources.

Background Papers

Voluntary Sector Funding – A report of the Overview and Scrutiny Task Group – May 2007

Voluntary Sector Funding – Allocation of Main Programme Grant 2008/09 - 18th March 2008

Process for Allocating Main Programme Grant 2009 – 17th November 2008

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Martin Chessman

Director of Housing and Community Care

APPLICATIONS RECEIVED FOR MAIN PROGRAMME FOR 2010/11

Appendix A

	Organisation	Amount Requested	Link officer	Amount recommended in 2010/11	Reasons for Recommendations
1	African Women's Care	4,160.00	DB	£0.00	To provide the following activities: <ul style="list-style-type: none"> • Provision of quarterly community information workshops - 30 women benefitting per workshop with at least 5 new participants attending. • Provision of monthly discussion group meetings – 20 women benefitting per month with at least 3 new women attending every month.
2	Age Concern Brent	90,474.00	AM	£90,474.00	To provide the following services <ul style="list-style-type: none"> • Information and advice services to older people and their carers • Social inclusion – arranging welfare benefits and advocacy for BME members and refugees • Recruitment and support for volunteers to provide services for older people in Brent • Listening to the views of older people and making them known to service providers and campaigning on their behalf for adequate services • Raising funds to help develop new initiatives to support and improve the quality of life and well being of older people living in Brent • Collaboration and partnership working in Brent
3	Association of Muslims With Disabilities	10,404.00	DB	£10,404.00	Towards the Drop-in Centre every Saturdays (48 in a year) 10am – 3pm at Willesden Centre for Health & Care for approximately 265 people. Average attendance per session between 15-20 people.
4	Brent Advocacy Concerns	28,735.00	AM	£28,735.00	Provision of advocacy support for individuals in Brent with any type of disabilities. This can include group work but no group work relating to Learning Disability Day service issues.

					Towards services as follows:																		
					<table border="1"> <thead> <tr> <th>Activitiy</th> <th>Cost (£)</th> <th>Number of users</th> </tr> </thead> <tbody> <tr> <td>Core Activities</td> <td>55,606</td> <td>6,900</td> </tr> <tr> <td>Welfare Rights</td> <td>47,944</td> <td>1,800</td> </tr> <tr> <td>Resource Centre</td> <td>29,990</td> <td>600</td> </tr> <tr> <td>Information and Advice Service</td> <td>25,840</td> <td>4,434</td> </tr> <tr> <td>TOTAL</td> <td>159,380</td> <td></td> </tr> </tbody> </table>	Activitiy	Cost (£)	Number of users	Core Activities	55,606	6,900	Welfare Rights	47,944	1,800	Resource Centre	29,990	600	Information and Advice Service	25,840	4,434	TOTAL	159,380	
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TOTAL	159,380																						
5	Brent Association of Disabled People	159,380.00	AM	£159,380.00																			
					Towards:																		
					<ul style="list-style-type: none"> • core costs including covering the following activities: <ul style="list-style-type: none"> o Volunteer bureau o Organisational development support and outreach appointments o BrAVA newsletter production/information and administration o Partnership working o Capacity Building advice and Training o Resource Centre • Monitoring LAA contribution to community work 																		
6	Brent Association of Voluntary Action	31,312.00	AM	£31,212.00																			
					<ul style="list-style-type: none"> • Towards hire of premises for twice weekly cardiac exercise session at Bridge Park • Exercise instructor's fees for sessions at Bridge Park • Contribution towards additional exercise and sports sessions at Vale Farm. 																		
7	Brent Heart of Gold Support Group	4,692.00	AM	£4,692.00																			
8	Brent Indian Community Centre	14,014.00	AM	£14,014.00	Towards health activities, festival celebrations, computer classes and trips.																		

					Towards the delivery of the proposed services/activities: 1. Social activities for people with a learning disability and carers; 2. Provision of general and specialist advice; 3. Employment & benefits for PWLD signposting; 4. Awareness raising and training and 5. Provision of information about learning disability issues to PWLD, carers and partners.
9	Brent Mencap	52,020.00	AM	£52,020.00	
10	Kingsbury Asian Elders Group	3,800.00	JS	£1,665.00	Towards a wide range of activities such as various functions such as cultural programmes, talks, cookery (ladies only), card games, reading; news papers, magazines, coach trips (during summer period) to the seaside.
11	Magnolia Senior Citizens Club	1,248.00	AM	£1,248.00	Contribution towards activities of older people
	Total	400,239.00		£393,844.00	

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**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-11**

1.	Name of Organisation	AFRICAN WOMEN'S CARE
2.	Aims, objectives, services provided by organisations	<p>African Women's Care (AWC) aims to relieve poverty, sickness, distress and social isolation amongst BME women of African unemployed refugee and asylum seekers especially women, children and families. It aims to:</p> <ul style="list-style-type: none"> • Provide outreach work for women enabling them to access health and social care resources. • providing health awareness and prevention discussions, focus groups in order to reduce long-term illness • Advance the education of African Refugee women, children & families <p>It is currently funded to provide quarterly community workshops and monthly discussion group meetings.</p>
3.	Current funding from Brent Council	£4,160 – Main Programme Grant
4.	Amount Requested	£4,160
5.	Contribution from other sources (State amount and details of funders)	£36,020 (City Parochial and Comic Relief)
6.	Project theme and details of services to be provided including number of users benefiting	<p>AWC is requesting contribution towards the cost of providing quarterly community information workshops and monthly discussion group meetings targeted at BME women of Brent.</p> <p>30 women will benefit per information workshops and 20 women will benefit per quarterly discussion group meetings.</p>
7.	Proposed outcomes and achievements, evaluating methods and joint working with other organisations	<p>AWC states that it will achieve the following outcomes:</p> <ul style="list-style-type: none"> • Achieve 5% increase of early diagnosis among African women against present baseline

	<ul style="list-style-type: none"> • 30% reduction in common illnesses e.g. coronary heart diseases, diabetes etc within BME communities (long term outcome) • 120 mainstream health service providers have improved knowledge and ability to deliver appropriate health services to African women • Immediate safety of domestic violence victims' and their children (for proposed refuge services) • Domestic violence victim's increased knowledge about domestic violence • Integrate activities about domestic violence into the life of the community <p>AWC states that it will monitor the effectiveness of its services through the use of face to face interviews, telephone interviews, written feedback on surveys and discussions among individuals.</p> <p>AWC states that they work in partnership with the following organisations:</p> <ul style="list-style-type: none"> • Refers women to Addaction • Receives referrals from African Child • Brent Mind – Nutrition & diet, medication management
8.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £4,160 for 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
9.	<p>Equality and Diversity</p> <p>AWC states that 220 people use their services of which 130 are residents of Brent and are of Black African origin. 209 of their users are Women.</p> <p>AWC has in place an equal opportunities policy and it states that it applied this in all aspect of its work – from recruiting staff to delivering services and activities. It ensures that it uses appropriate methods of advertising its services and appropriate images are used which will appeal to the targeted community. It ensures that its services are provided at venues that are easily accessible for people with young children and are provide at times to fit in with child care responsibilities.</p>
10.	<p>Monitoring Information</p> <p>AWC has stated in its six months monitoring report that between April 09 to September 09 organised two information workshops – one on focusing on the implication of culture on sexual health including family planning and women's wellbeing and the other aimed at raising awareness of healthy living and educating participants on the importance of regular exercise and healthy eating. A total of 84 people participated in these workshops.</p> <p>4 Monthly discussions group meetings were held and topics covered healthy eating and living, child protection and parenting and raising awareness of mental health problems. Average attendance has been approximately 12-20 people each session.</p>
11.	<p>Officers Assessment</p> <p>AWC has been in operating since 1998 and runs drop in advice session on a number of issues for refugee women living in Brent. Issues include welfare benefits,</p>

	<p>domestic violence, depression, medical care etc. It also runs various workshops and sits on steering groups such as Health and housing project and BRMF event planning committee.</p> <p>AWC currently receives Main Programme grant of £4,670 to provide quarterly community information workshops and monthly discussion group meetings and based on the information submitted as part of its six months monitoring, it has aimed to meet the targets set.</p> <p>AWC has also made an application for three year funding from the Crime and Community Safety and Regeneration theme to provide Health & Wellbeing workshops which has been recommended for funding. If the recommendations for 3 year funding are approved, then it is proposed that the organisations one year funding will cease.</p>				
11.	<p>Recommendations, reasons and any conditions</p> <p>Nil – Group recommended for funding for 3 year under Crime, Community Safety and Regeneration</p>				
Report Author		Devbai Bhanji			
Date		4 March 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-11**

1.	Name of Organisation	AGE CONCERN BRENT
2.	Aims, objectives, services provided by organisations	<p>Age Concern Brent aims to:</p> <ul style="list-style-type: none"> • Promote the well-being of older people living in Brent to ensure that their later lives are fulfilling and enjoyable by: <ul style="list-style-type: none"> ○ Direct provision of services to help older people in need ○ Campaigning on behalf of and transmitting their views and needs across to policy makers and the general public ○ Innovation and research to identify new and unmet needs ○ Providing co-ordination and support for voluntary organisations in Brent to work with older people • ACB forms part of national Age Concern Federation, which aims to help older people to: <ul style="list-style-type: none"> ○ Maximise their income ○ Maintain health and independence ○ Remain actively involved in community and economic life ○ Minimise fear of crime and lack of safety ○ Reduce isolation and promote social inclusion and healthy lifestyles • ACB's work is currently concentrated in South Brent but would like to extend to all parts through weekly surgeries and befriending schemes <p>ACB's work picks up on the following Brent service areas of concern:</p> <ul style="list-style-type: none"> • Adult & Social Care • Housing services • Community safety • Educational services • Environmental services • Sporting services <p>Service areas addressed by ACB include:</p> <ul style="list-style-type: none"> • Adults and social care • Housing services

		<ul style="list-style-type: none"> • Community safety • Environmental services • Sporting services
3.	Current funding from Brent Council	£90,474 Main Programme Grant £1,925 Edward Harvist Trust Fund
4.	Amount Requested	£90,474.00
5.	Contribution from other sources (State amount and details of funders)	£127,526.00
6.	<p>Project theme and details of services to be provided including number of users benefiting</p> <ul style="list-style-type: none"> • Age Concern Brent will serve a maximum number of 8,000 older people all from Brent • Services to be provided from MPG applied for include: <ul style="list-style-type: none"> ○ Information services to older people and their carers to be provided from main ACB office in Harlesden and other different venues to be arranged ○ Promote social inclusion by making welfare benefits, advocacy and services available to older people especially from BME and refugee communities ○ Recruit and support volunteers and volunteering in services for older people ○ Listening and collecting views of older people and making them available to service providers and campaigning on behalf of older people for adequate services • Other services offered by ACB include: <ul style="list-style-type: none"> ○ Raise funds to help develop initiatives to help older people and improve the quality of their lives ○ Collaboration and partnership working 	
7.	<p>Proposed outcomes and achievements, evaluating methods and joint working with other organisations</p> <p>Proposed outcomes from this proposal include:</p> <ul style="list-style-type: none"> • ACB will provide information and advice to reach older people from diverse backgrounds targeted to deal with 3000 enquirers • In benefits and claims: <ul style="list-style-type: none"> ○ Raise approximately £200,000 through take up of benefits, new claims and adjusted benefits ○ Deliver talks to encourage older people from the most deprived areas to take up their benefits. ACB expects to give at least 10 talks within the year • ACB expects to recruit an additional pool of 40 volunteers to take on activities that support older people to remain in the community by providing befriending service to elderly, isolated and vulnerable people • Listen to views of older people, take them forward to service providers and campaigning on behalf of older people for adequate services • Endeavour to match fund the MPG to support provision of quality services for older people <p>Monitoring and evaluating services will include the following methodology:</p>	

	<ul style="list-style-type: none"> • Keeping daily statistics on a database of service users to use as evaluation and monitoring for each service <ul style="list-style-type: none"> ○ Work with service users to assess their situation before and after input to analyse whether their goals have been met ○ Holding regular feedback sessions with older people where they are interviewed about their experiences of incidence of crime, health services and income received ○ Requesting evaluation details of effectiveness of services provided to the community ○ Measuring income generated through ACB activities ○ Recording extent to which ACB is included in regional and national initiatives, e.g. development of CLS partnership ○ Recording extent to which ACB services are used by BME organisations that provide services to older people ○ ACB has a database to evaluate feedback and produce reports for their trustees
8.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £90,474.00 for 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
9.	<p>Equality and Diversity</p> <p>Age Concern Brent has a total membership of 8,000, the largest percentage of which are from black and ethnic minority communities. The organisation has an equal opportunities policy that prevents discrimination and makes its services available to all elderly people, and include:</p> <ul style="list-style-type: none"> • Recruitment, induction ad supervision practices • Communication • Partnership development, and • Advocacy – supporting older people’s campaign
10.	<p>Monitoring Information</p> <p>ACB was monitored in November 2008 and found to be delivering services as indicated. Most particularly ACB was planning a consultation of as many older people as possible in the Borough, starting with consultation meetings in four major sections of the Borough. Findings will then be used at a major consultation conference made up of members of the statutory and voluntary sectors. ACB continues to provide services in collaboration with the following sections of the Council:</p> <ul style="list-style-type: none"> • Older People Services • Neighbourhood Renewal • Community Safety and Crime Prevention Team • Environmental Services
11.	<p>Officers Assessment</p> <p>ACB was set up in 1982 as a charitable company limited by guarantee and forming part of the National Age Concern. It is managed by a committee of four and a total membership of 8,000 with a volunteer base of 40 people. ACB continues to provide services for older people and uses monies received from Brent to attract funds from</p>

	elsewhere. Services fall within the corporate priorities and therefore can be recommended.				
11.	Recommendations, reasons and any conditions Recommended £90,474 for the following services: <ul style="list-style-type: none"> • Information and advice services to older people and their carers • Social inclusion – arranging welfare benefits and advocacy for BME members and refugees • Recruitment and support for volunteers to provide services for older people in Brent • Listening to the views of older people and making them known to service providers and campaigning on their behalf for adequate services • Raising funds to help develop new initiatives to support and improve the quality of life and well being of older people living in Brent • Collaboration and partnership working in Brent <p>Subject to:</p> <ul style="list-style-type: none"> • Adhering Brent Conditions of Grant Aid, and • Continued efforts to seek external funding 				
Report Author		Augusta Morton			
Date		Feb 2010			
GOOD	✓	AVERAGE		POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-11**

1.	Name of Organisation	ASSOCIATION OF MUSLIMS WITH DISABILITIES
2.	Aims, objectives, services provided by organisations	<p>AMD is set up to provide services to disabled and elderly people and aims to support and assist Muslim disabled people and their families by providing the following services:</p> <ul style="list-style-type: none"> • Drop-in centre which provides respite/entertainment and break isolation • Luncheon club at the weekend • Arrange seminars for common interests and health • Outings • Open discussion • Computer training on basic skills • provide advice and welfare services
3.	Current funding from Brent Council	£10,404 – Main Programme Grant
4.	Amount Requested	£10,404
5.	Contribution from other sources (State amount and details of funders)	£3,600
6.	Project theme and details of services to be provided including number of users benefiting	<p>Contribution is requested towards the following activities:</p> <ul style="list-style-type: none"> • Drop-in Centre (respite break) – every Saturdays (48 in a year) 10am – 3pm at Willesden Centre for Health & Care. On average 25 people will benefit per session. Approximately 265 users will benefit from the services funded by Brent.
7.	Proposed outcomes and achievements, evaluating methods and joint working with other organisations	<p>The Association states that it will achieve the following outcomes:</p> <ul style="list-style-type: none"> • Reduce social isolation between members by bringing people out of their homes and bringing them together at the weekend. • Offers them respite and means of identification with other members of the community • Disabled and older members provided with a platform to exchange views and

	<p>benefit from each other's experiences</p> <ul style="list-style-type: none"> • Contribution towards a better quality of life <p>The Association states that their outputs will be monitored by using the following methods:</p> <ul style="list-style-type: none"> • Recording attendance at the drop-in centre • All activities regularly monitored through surveys • Reporting to management committee • Regular discussions with users <p>The Association works closely with Brent Association for Disabled People as it uses their centre for their Drop-in centre.</p>
8.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £10,404 for 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
9.	<p>Equality and Diversity</p> <p>Equal Opportunities policy is in place. The Policy is also printed on the application form. Services are advertised widely in various languages.</p> <p>AMD states that 265 people use their services of which 154 are women. 164 people have a disability. The ethnic breakdown of its users is as follows: Mixed White and Black African 25, Asian Indian 35, Asian Pakistani 190, Asian Bangladeshi 10 and other 5. It has seven members on its management committee and 12 volunteers.</p>
10.	<p>Monitoring Information</p> <p>AMD has submitted its six months monitoring report for April – September 09 in which it states that it provided 26 drop-in sessions and the average attendance each Saturday continued to be 25 people. The Association also arranged 3 outings to Woburn Safari Park, History and Science Museum.</p>
11.	<p>Officers Assessment</p> <p>The Association has been operating since 1994 and is a registered charity. It provides a Drop-in Centre respite care/break every Saturday giving the disabled person the opportunity to come out of their homes. The drop in Centre is unique in Brent as it provides services on the weekends which are not normally available in the area. It also gives the carer the opportunity to have a break at the weekend.</p> <p>The Association also operates the Floating Housing Support Project which is funded by Brent. It provides support to older, disabled people and people with mental health concerns. This is provided through regular assessment of their needs, planning, goal setting and revising them at regular intervals.</p>
12.	<p>Recommendations, reasons and any conditions</p>

<p>£10,404 - Drop-in Centre (respite break) – every Saturdays (48 in a year) 10am – 3pm at Willesden Centre for Health & Care. On average 25 people will benefit per session</p>					
Report Author		Devbai Bhanji			
Date		4 March 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-11**

1.	Name of Organisation	BRENT ADVOCACY CONCERNS
2.	Aims, objectives, services provided by organisations	<p>The main aims of Brent Advocacy Concerns include:</p> <ul style="list-style-type: none"> • Bringing relief to disabled people in Brent achieved through: <ul style="list-style-type: none"> ○ Provision of different types of advocacy and training ○ Addressing the social exclusion of disabled people in Brent through promotion rights, and ○ Individual and group empowerment of disabled people • Services provided include: <ul style="list-style-type: none"> ○ One-to-one advocacy ○ Group and collective advocacy ○ Radio group discussion through Radio Omega • Brent Advocacy participated in collective advocacy by helping to set up nationally issues around: <ul style="list-style-type: none"> ○ welfare reform ○ Local housing allowances ○ Safeguarding the Future of Social Care • Setting up national conference in Brent to develop a position statement for Disabled People's Organisations through the UK Disabled People's Council and Disability Lib <p>Service areas addressed include:</p> <ul style="list-style-type: none"> • Adults and Social Care • Housing Services • Community Safety • Educational Services • Children & Families
3.	Current funding from Brent Council	£28,735 Main Programme Grant
4.	Amount Requested	£28,735.00
5.	Contribution from other sources (State amount and details of funders)	£15,000.00
6.	Project theme and details of services to be provided including number of users benefiting	

	<p>Some of the services that the MPG is expected to cover include:</p> <ul style="list-style-type: none"> • Coordination of advocacy services for disabled people in Brent • Provision of advocacy support where advocates are not matched to a disabled partner • Recruitment of volunteer advocates, training and support for volunteers • Disability equality training for disabled advocacy partners especially those associated with the BME radio group • Facilitation of BME radio group • Support for disabled peoples' advocate • Continuation of funding advocacy programme
7.	<p>Proposed outcomes and achievements, evaluating methods and joint working with other organisations</p> <p>Outcomes expected from include:</p> <ul style="list-style-type: none"> • Fair access to advocacy for disabled people in Brent • Allocation of advocacy services to disabled people in Brent • Management of the advocacy waiting list • Effective contact and support for disabled people on the waiting list for an advocate leading to resolution of issues impinging upon the disempowerment of disabled people in Brent • Direct involvement in advocacy relationships • Monitoring and evaluation on Advocacy services • Continual recruitment, training and support for volunteer advocates • Enhancing the knowledge and ability of disabled people to participate in programmes relating to disability equality issues <p>Monitoring and evaluation methods include:</p> <ul style="list-style-type: none"> • Main use is monitored and evaluated by database • Inclusivity is monitored through equal opportunities on monitoring grounds of impairment, gender, age and ethnicity • Reasons for the need of advocacy, resolution of issues and waiting lists • Monitoring evaluated on quarterly basis and presented to management communities who use it as a basis to judge membership • Leads to satisfaction of services • Training is measured by evaluation at beginning and end of the course • These methods will be repeated with the proposed projects
8.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £28,735.00 for 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
9.	<p>Equality and Diversity</p> <p>BAC has an equal opportunities policy in place. Service enhanced by:</p> <ul style="list-style-type: none"> • Active monitoring of service use in advocacy provision, employment and training evaluation presented to management committee who make all decision around targeting

	<ul style="list-style-type: none"> Monitors and upholds social model promoting inclusion of disabled people <p>Strategies being adopted to improve diversity of staff team – an under-represented level of its hierarchy.</p>				
10.	<p>Monitoring Information</p> <p>BAC will be monitored in March 2009 however the last monitoring visit in 2007 found that the organisation is managing services. An investigation by PCT revealed some anomalies within the organisation especially involving a management committee member. PCT is collaborating with the Council to work out this anomaly which included producing an action plan and a review of policies. Also CRB checks for all advocates a review of membership of its management committee.</p>				
11.	<p>Officers Assessment</p> <p>BAC is a registered charity set up in 1988 and managed by a committee of 14 members and a total membership of 399. BAC continues to provide advocacy services for disabled people within Brent. BAC requests funding to support its work in providing advocacy services to Brent members and can be recommended.</p>				
11.	<p>Recommendations, reasons and any conditions</p> <p>£26,735 for advocacy services</p>				
Report Author		Augusta Morton			
Date		February 2010			
GOOD	✓	AVERAGE		POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010/11**

1.	Name of Organisation	BRENT ASSOCIATION OF DISABLED PEOPLE
2.	Aims, objectives, services provided by organisations	<p>BADP's overall aim is to improve the quality of life of for all disabled people, their carers, and particularly those living and/or working in Brent, based on the Social Model of Disability.</p> <p>BADP's objectives are to:</p> <ul style="list-style-type: none"> • Improve access to local services for disabled people • Enable individual disabled people to develop their own potential • Promote equality of opportunity • Enable disabled people to participate in planning and delivery of local services • Reduce social exclusion for disabled people • Support disabled people to make informed decisions about their lives and lead an independent life • Raise awareness of public and local statutory agencies to the needs of disabled people and their carers <p>Service areas addressed were not ticked.</p>
3.	Current funding from Brent Council	£159,380.00 Main Programme Grant
4.	Amount Requested	£159,380.00
5.	Contribution from other sources (State amount and details of funders)	£90,620.00
6.	Project theme and details of services to be provided including number of users benefiting	<p>BADP requests contribution towards the following projects:</p> <ul style="list-style-type: none"> • Core activities <ul style="list-style-type: none"> ○ Provide leadership, management and strategic direction for BADP including: <ul style="list-style-type: none"> ▪ Staff, project and financial management ▪ Fundraising ▪ Partnership working ▪ Networking and liaison

	<ul style="list-style-type: none"> • Welfare rights service covering (two part-time staff) providing: <ul style="list-style-type: none"> ○ Advice and information ○ Support to access to welfare support <ul style="list-style-type: none"> ▪ Completing application forms, and ▪ Representation at independent tribunals • Debt, housing support and advice including <ul style="list-style-type: none"> ○ Debt counselling and advice ○ information on claiming housing benefits • Resource centre accessible and available to: <ul style="list-style-type: none"> ○ Disabled people's groups and individuals, housing <ul style="list-style-type: none"> ▪ Computing suite ▪ Access to internet ▪ Training and meeting space for groups ▪ Development and delivery of a membership recruitment strategy to create new opportunities for members to engage with BADP and increase membership participation • Information and advice service: <ul style="list-style-type: none"> ○ Provision of up-to-date information, internet and website ○ Personal callers on a wide range of issues affecting disabled people's lives including: <ul style="list-style-type: none"> ▪ Health and social care ▪ Self-help groups and ▪ Social activities • Brent Volunteer Disabled Peoples Practical support project provides <ul style="list-style-type: none"> ○ Help with practical tasks such as: <ul style="list-style-type: none"> ▪ Gardening ▪ Shopping escorts ▪ Befriending to disabled people in their homes ▪ Services delivered by volunteers <p>BADP's services will benefit 6,900 users in Brent with five outside Brent. There is a fair spread of genders although all of them are disabled.</p>
7.	<p>Proposed outcomes and achievements, evaluating methods and joint working with other organisations</p> <p>Outcomes will include:</p> <ul style="list-style-type: none"> • Increased involvement and participation of disabled people in local service planning and delivery, i.e. active citizens • Raise awareness of disabled people and increase their access to welfare rights benefits and local statutory services • Support and promote independent living for disabled people • Create a safer community through tackling harassment, hate crime and bullying that disabled people face • Improve and increase job opportunities for disabled people through completing job applications and CVs • Improve local education, health, housing and social care services, i.e. ensure that these are accessible and appropriate to the needs of disabled people. <p>BADP has not indicated how its services will be monitored.</p>

8.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £159,380.00 for 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>																		
9.	<p>Equality and Diversity</p> <ul style="list-style-type: none"> • BADP adheres to the Social Model of Disability that discourages discrimination in any form by providing equality of opportunity in: <ul style="list-style-type: none"> ○ In job opportunities through the process of recruitment development ○ Staff/volunteers etc 																		
10.	<p>Monitoring Information</p> <p>Organisation was monitored in October 2008 and found to be delivering services as indicated as follows:</p> <ul style="list-style-type: none"> • Keeping statistics on the numbers of clients using services such as age, disability, gender, race, religion and type of advice and support provided • Feedback on activities/events held using standard forms and providing help to complete if needed • Using focus groups to gain qualitative data on how services have improved the quality of life for disabled people • Annual feedback from users and members on services and activities • Feedback from groups using resource centre facilities, i.e. computer suite, meeting space, etc. 																		
11.	<p>Officers Assessment</p> <p>BADP has been working on behalf of disabled people in Brent since 1970. It is a charitable organisation limited by guarantee and managed by a committee of 10 people with a total membership of 6,895 from Brent. BADP requests assistance with the running the organisation and providing services to its members to cover general and housing information and advice, use of resource centre, and other core activities.</p>																		
12.	<p>Recommendations, reasons and any conditions</p> <p>£159,380 towards services as follows:</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Activitiy</th> <th style="text-align: right;">Cost (£)</th> <th style="text-align: right;">Number of users</th> </tr> </thead> <tbody> <tr> <td>Core Activities</td> <td style="text-align: right;">55,606</td> <td style="text-align: right;">6,900</td> </tr> <tr> <td>Welfare Rights</td> <td style="text-align: right;">47,944</td> <td style="text-align: right;">1,800</td> </tr> <tr> <td>Resource Centre</td> <td style="text-align: right;">29,990</td> <td style="text-align: right;">600</td> </tr> <tr> <td>Information and Advice Service</td> <td style="text-align: right;">25,840</td> <td style="text-align: right;">4,434</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">159,380</td> <td></td> </tr> </tbody> </table> <p>Subject to:</p> <ol style="list-style-type: none"> 1. Brent Council's condition of grant aid 2. The project should be actively seeking funds from external sources and if successful the organisation is required to inform Brent Council 	Activitiy	Cost (£)	Number of users	Core Activities	55,606	6,900	Welfare Rights	47,944	1,800	Resource Centre	29,990	600	Information and Advice Service	25,840	4,434	TOTAL	159,380	
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Report Author	Augusta Morton																		

Date		March 2010			
GOOD	✓	AVERAGE		POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-11**

1.	Name of Organisation	BRENT ASSOCIATION FOR VOLUNTARY ACTION (BRAVA)
2.	Aims, objectives, services provided by organisations	<p>The main aims of BRAVA include:</p> <ul style="list-style-type: none"> • Helping local voluntary organisations and community groups enable people to contribute to a just and participatory society by playing an active role within their communities • Provide organisational developmental services to Brent voluntary organisations and community groups through services in training, advice and information, practical support and volunteering <p>Services addressed by BrAVA fall under the following areas:</p> <ul style="list-style-type: none"> • Adults and social care • Housing services • Community safety • Educational services • Children and families • Environmental services • Sporting services • Cultural services, and • Organisational development and volunteering
3.	Current funding from Brent Council	£10,000 - VST for training £31,212 – Main Programme Grant
4.	Amount Requested	£31,212
5.	Contribution from other sources (State amount and details of funders)	£464,999
6.	Project theme and details of services to be provided including number of users benefiting	<p>BRAVA is seeking funds to provide the following services:</p> <ul style="list-style-type: none"> • Volunteer centre service <ul style="list-style-type: none"> ○ Building capacity of organisations that involve volunteers ○ Volunteer brokerage ○ Good practice information and advice, and ○ Supported volunteering and youth volunteering • Organisational development and support including: <ul style="list-style-type: none"> ○ Skills based training ○ One to one support

	<ul style="list-style-type: none"> ○ Fundraising support ○ Resource centre • Information and advice <ul style="list-style-type: none"> ○ BrAVA newsletter ○ Fortnightly e-mail bulletin ○ Database administration • Partnership working • Capacity building training, and • Development of resource centre
7.	<p>Proposed outcomes and achievements, evaluating methods and joint working with other organisations</p> <p>A wide range of outcomes are achieved from BrAVA services including:</p> <ul style="list-style-type: none"> • Improved health • Increased inclusion, and • Improved environmental welfare <p>Specific outcomes however include the following:</p> <ul style="list-style-type: none"> • Volunteer centre <ul style="list-style-type: none"> ○ 1000 residents given information and guidance ○ local volunteering with support to 90 adult residents, and ○ tailored support for 400 young people • organisational development <ul style="list-style-type: none"> ○ 150 one-to-one intensive support sessions with voluntary/community organisations in Brent • BrAVA newsletter information and administration <ul style="list-style-type: none"> ○ 10 monthly issues mailed out to 1300 subscribers • Partnership working <ul style="list-style-type: none"> ○ 1200 organisations helped to engage in partnership working • Capacity building training <ul style="list-style-type: none"> ○ 10 training sessions delivered to an anticipated 80 voluntary organisations and community groups • Resource Centre development <ul style="list-style-type: none"> ○ Library and internet services used by 120 voluntary and community organisations <p>Monitoring and evaluation methods will include:</p> <ul style="list-style-type: none"> • User feedback – membership monitoring by numbers and organisations • Staff supervision and appraisals – feedback from staff members, board members and staff discussions • Working/steering groups to oversee projects set up in response to the articulated needs of the voluntary and community sector <ul style="list-style-type: none"> ○ These include: ChangeUp Steering Group, and Strength in Numbers for youth volunteering • Evaluation and feedback forms from BrAVA events, training, etc • Open discussions at events such as the Open Forum and the AGM • Aim to consolidate these feedback mechanisms and learn from what works
8.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £31,212.00 for 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended</p>

	31/03/2009, this organisation is considered to be Financially viable.
9.	<p>Equality and Diversity</p> <p>BrAVA has an equal opportunities policy that covers all its service as well as internal management of the organisation in areas such as:</p> <ul style="list-style-type: none"> • Recruitment and selection • Induction programme for new staff • Membership of their management board • Accessibility of their buildings, and availability of services to all <p>2.9 and 2.10</p>
10.	<p>Monitoring Information</p> <p>BrAVA was monitored in December 08 and found to be providing services as indicated. Self assessment proposed the following for monitoring:</p> <ul style="list-style-type: none"> • Through user feedback, monitoring membership by numbers and types of organisation • Staff supervision and appraisals, feedback from board members, and discussions at staff meetings • Setting up working/steering groups to oversee projects set up in response to articulated needs of voluntary and community sector <p>Evaluation and feedback forms from BrAVA events and training</p>
11.	<p>Officers Assessment</p> <p>BrAVA was established as a registered charity limited by guarantee in 1999 to serve the needs of the voluntary and community sector in Brent. It has since been established as the official CVS in Brent. BrAVA is managed by a committee of 12 with a total membership of 1040 individuals and 1050 voluntary and community organisations.</p> <p>BrAVA is requests a contribution towards its main activities including managing the volunteer centre, providing information and advice to the community, newsletter production, capacity building, support and management of a resource centre for the community and is recommended.</p>
11.	<p>Recommendations, reasons and any conditions</p> <p>Recommended £31,212 towards:</p> <ul style="list-style-type: none"> • core costs including covering the following activities: <ul style="list-style-type: none"> ○ Volunteer bureau ○ Organisational development support and outreach appointments ○ BrAVA newsletter production/information and administration ○ Partnership working ○ Capacity Building advice and Training ○ Resource Centre • Monitoring LAA contribution to community work <p>Subject to: Brent Council's condition of grant aid</p>
Report Author	Augusta Morton
Date	February 2010

GOOD	✓	AVERAGE		POOR	
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**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-11**

1.	Name of Organisation	BRENT HEART OF GOLD
2.	Aims, objectives, services provided by organisations	<p>BHOG aims to:</p> <ul style="list-style-type: none"> • Provide relief to sufferers (and their families) who have had: <ul style="list-style-type: none"> ○ heart attacks ○ type 2 diabetes ○ cardiac surgery, and ○ other heart-related problems • Assistance includes: <ul style="list-style-type: none"> ○ Provision of advice, support and information ○ Support and other services • Aimed at improving health conditions of such persons to prevent further attacks and other health issues • To advance public education and promote awareness of heart disorders and issues in collaboration with the British Heart Foundation, North West London Cardiac Network and NHS (PCT) <p>Service area targeted include:</p> <ul style="list-style-type: none"> • Adults and social care, and • Cardiac rehabilitation
3.	Current funding from Brent Council	£4,692 – Main Programme Grant
4.	Amount Requested	£4,690.00
5.	Contribution from other sources (State amount and details of funders)	£2,260.00
6.	Project theme and details of services to be provided including number of users benefiting	<p>BHOG requests a contribution towards:</p> <ul style="list-style-type: none"> • Payment for Cardio vascular exercise sessions for cardiac and diabetic patients who have been discharged after hospital treatment and their carers • General fitness exercise sessions for cardiac patients and carers • Other services provided include: <ul style="list-style-type: none"> ○ Monthly education sessions for cardiac and diabetic patients and their carers covering topics such as risk factors for cardiac diseases, stroke awareness, relevant medication, heart failure, exercise, healthy eating and stress management • All activities take place at Bridge Park Community Centre, Vale Farm Sports Centre and Wembley Centre for Health and Care with speakers from Brent NHS Trust for educational presentations

<p>7.</p>	<p>Proposed outcomes and achievements, evaluating methods and joint working with other organisations</p> <p>BHOG expects the following outcomes from their projects:</p> <ul style="list-style-type: none"> • Regular participation in cardio vascular exercise sessions in the community will speed up recovery of cardiac and diabetic patients following their treatment and initial rehabilitation in hospital. • Also help prevent recurring incidence of heart problems, as well as improve the general fitness and self-confidence participants and enhance their quality of life • Cardiac and diabetic patients will have a better understanding of their condition and receive expert advice on how to manage their long-term condition more effectively • Participants will also be encouraged to make lifestyle changes to improve their well-being through proper diet, regular physical activities and group walks, resulting in fewer visits to GPs <p>Quality of service will be monitored through:</p> <ul style="list-style-type: none"> • Attendance register to monitor exercise sessions for assessing the impact on participants including monitoring their blood pressure, body weight and their overall well-being during the programme • Feedback will also be sought from participants to implement suggested improvements • Register of attendees for each session will be maintained and feedback sought about their welfare satisfaction levels and usefulness of the education programme, with suggestions for improvements • Committee members will monitor the overall success of the project through number of attendees at events and frequency of visits to GPs
<p>8.</p>	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £4,690.00 for 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
<p>9.</p>	<p>Equality and Diversity</p> <p>The organisation has an equal opportunities policy that</p> <ul style="list-style-type: none"> • promotes diversity and equality of opportunity for all people • welcomes all people to participate in group meetings and events • Group members encouraged to invite friends and well-wishers • Significant proportion of users are from BME backgrounds <p>The service serves 80 users made up mainly of Asian Indians, Black Caribbean and White UK.</p>
<p>10.</p>	<p>Monitoring Information</p> <p>BHOG was monitored in October 2008 and was found to be delivering services as indicated including the following:</p> <ul style="list-style-type: none"> • Maintenance of an attendance register for all activities • Feedback and evaluation forms for participants to complete to indicate effectiveness of activities • Improved social outlook and decrease in isolation to be monitored through

	continued involvement of participants in group activities <ul style="list-style-type: none"> • Services have not been expanded to include Vale Farm • Annual report on outcomes will be produced at end of funding period in March 07 				
11.	Officers Assessment				
	BHOG was set up as a registered charity in 2004 to provide health education and training for cardiac and diabetic patients. The organisation is managed by a committee of 12 with a total membership of 80. The organisation requests funding to help support its health programme for recovering cardiac and diabetic patients.				
11.	Recommendations, reasons and any conditions				
	£4,692				
Report Author		Augusta Morton			
Date		February 2010			
GOOD	✓	AVERAGE		POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-11**

1.	Name of Organisation	BRENT INDIAN COMMUNITY CENTRE
2.	Aims, objectives, services provided by organisations	<p>The main aims of the Brent Indian Community Centre (BICC) are mainly to:</p> <p>Improve the quality of life for Brent residents, by educating and promoting a healthy regime of activities, thus reducing long term dependency on local services</p> <p>Increase integration of the largely ethnic population in Brent, with particular emphasis on equal opportunity for women. This will enable them the opportunity to get out of their “closed” environment and join other members of the community in safe and secure surroundings</p> <p>To prioritise long term unemployed of Brent to become computer literate, by concentrating the effort on those people with the most needs and enable them to reintegrate into the working environment</p> <p>To support and educate young members of the Brent community to broaden their knowledge and ensure a tie in with their traditions thus making them better citizens in the community.</p>
3.	Current funding from Brent Council	£1,351 - Edward Harvist Trust Fund £14,014 – Main Programme Grant
4.	Amount Requested	£14,014
5.	Contribution from other sources (State amount and details of funders)	£101,600
6.	Project theme and details of services to be provided including number of users benefiting	<p>BICC proposes to provide the following services for older people:</p> <ul style="list-style-type: none"> • Elders daily activities • Computer classes for elders • Outings and day trips for elders • Elders health seminars • Elders luncheon club • Yoga, reflexology, etc.

	<p>Other services provided by BICC includes:</p> <ul style="list-style-type: none"> • Gujarati classes for beginners • Summer project for young people • Dancing classes
7.	<p>Proposed outcomes and achievements, evaluating methods and joint working with other organisations</p> <p>Some of the outcomes expected from the proposed project include:</p> <ul style="list-style-type: none"> • One-to-one computer skills training aimed at helping users to job search thereby increasing their chances of employment and confidence • Promote family integration by enabling elders interacting with their grandchildren through the use of computers • Promoting an inclusive community by supporting children and young people in language classes, festivals, summer project and dancing classes • Summer project activities will create specific differences for the youth by: <ul style="list-style-type: none"> – reducing social exclusion of all young people – better citizenship in the community ▪ promoting health and education of members ▪ supporting heritage values ▪ facilities in participation (opportunity) in sport activities ▪ leadership opportunities to participate in different activities ▪ traditional music and dancing activities <p>Evaluating methods include:</p> <ul style="list-style-type: none"> ▪ six-monthly review of all activities by management committee ▪ verbal feedback from members and users ▪ feedback from other statutory organisations ▪ feedback from parents ▪ legislation ▪ attendance at various activities ▪ tutor appraisals ▪ test results (language tests, etc) ▪ annual user survey
8.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £14,014.00 for 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
9.	<p>Equality and Diversity</p> <p>BICC ensures equality of opportunity in:</p> <ul style="list-style-type: none"> • employment practices • Service delivery to users discouraging discrimination or harassment of disabled users and confronting prejudice on grounds of gender, age and religion, etc.
10.	<p>Monitoring Information</p> <p>Monitored in October 2008 and found to be providing services as indicated. However proposed self-monitoring will include:</p> <ul style="list-style-type: none"> • Verbal feedback from members and users

	<ul style="list-style-type: none"> • Feedback from other statutory organisations • Feedback from parents • Legislation • Attendance • Tutor appraisal • Test results • Request from teachers and students for educational benefit • Annual user survey 				
11.	<p>Officers Assessment BICC was set up in 1978 to provide services for Indian people living in Brent through the provision of language training, drama classes for children and young people, adult services for elderly people including health information, social activities, etc. and skills training and job search skills for the unemployed. BICC is managed by a committee and 360 Brent residents. The services for which BICC is requesting funding will benefit a wide cross section of the Indian community in Brent.</p>				
11.	<p>Recommendations, reasons and any conditions</p> <p>£14,014</p>				
Report Author		Augusta Morton			
Date		March 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-11**

1.	Name of Organisation	BRENT MENCAP
2.	Aims, objectives, services provided by organisations	<p>Brent Mencap mainly aims to enable Brent residents with learning disability of all ages to live as independent a life as possible.</p> <p>Services provided by Brent Mencap include:</p> <ul style="list-style-type: none"> • Campaigning on behalf of people with learning disabilities of all ages and their carers • Influencing service providers and members • Working in partnership with statutory and independent sector organisations • Developing innovative services not offered by mainstream services • Providing a range of other services to people with learning disabilities who do not meet the strict eligibility criteria for services • Tackling many of the council's corporate issues among a particularly disadvantaged group of people in areas such as housing, employment, social inclusion and play and leisure • Provision of support to carers
3.	Current funding from Brent Council	£15,250 - VST three-year MPG 09/12 £52,020 – Main Programme Grant
4.	Amount Requested	£52,020.00
5.	Contribution from other sources (State amount and details of funders)	£7,230.00
6.	Project theme and details of services to be provided including number of users benefiting	<p>Brent Mencap requests a total of £52,020 to provide social activities and user involvement for people with a learning disability and carers including:</p> <ul style="list-style-type: none"> • Bonanza fortnightly on Saturday evenings • Social events including summer barbecue, Christmas social event and other outings • Development of other activities or discussion groups • Three consultations with users regarding policies, quality of service evidence, and • Summary reports and user involvement

	<ul style="list-style-type: none"> • Provision of general and specialist advice and signposting • Recruitment and development of volunteers within Brent Mencap • Awareness raising and training • Provision of information about learning disability issues to PWLD, carers and partners <p>A total of 650 users will benefit from the service.</p>
7.	<p>Proposed outcomes and achievements, evaluating methods and joint working with other organisations</p> <p>The main outcomes that Brent Mencap expects from the project include the following:</p> <ul style="list-style-type: none"> • People with learning disabilities and their carers will: <ul style="list-style-type: none"> ○ Experience of a wider range of activities ○ Develop new friendships and interests, and ○ Been signposted to new services and activities run by BM • They would have been consulted on a range of issues and would have given their views about the services they receive • They would have accessed: <ul style="list-style-type: none"> ○ a range of relevant information through BM's website, e-mails, newsletter and annual reports ○ used these to improve their lives, that of their relatives and their users • create more awareness about issues facing people with learning disabilities in all aspects of their lives so that services provided would be more inclusive • BM would have influenced current services and local strategies or developed new services for people with learning disabilities with a range of partners and funders based on feedback received or casework undertaken • Awareness would have been raised to the needs and wishes of people with learning difficulties and the barriers they face with professionals and the public • Developed and provided a range of training sessions • Recruited volunteers to assist with activities for people with learning disabilities
8.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £52,020.00 for 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
9.	<p>Equality and Diversity</p> <p>Brent Mencap has demonstrated an ability to provide high quality services to people with a learning disability. They have good systems in place for monitoring the effectiveness of its services.</p>
10.	<p>Monitoring Information</p> <p>Monitored in October 2008 and found to be providing services as indicated. However proposed self-monitoring will include:</p> <ul style="list-style-type: none"> • Verbal feedback from members and users • Feedback from other statutory organisations • Feedback from parents

	<ul style="list-style-type: none"> • Legislation • Attendance • Tutor appraisal • Test results • Request from teachers and students for educational benefit • Annual user survey 				
11.	<p>Officers Assessment</p> <p>BM was established in 1966 as a registered charity and company limited by guarantee to provide services for people with learning difficulties. It is managed by a committee of 9 with a total membership of 650 users. BM continues to provide services for people with learning difficulties, social inclusion activities, volunteer recruitment etc.</p> <p>Brent Mencap is seeking a contribution towards a programme of providing services for people with LD, by helping them to live independently. Services included designing social activities, raising awareness to the lives and needs of people with learning disabilities and participating in discussion of policies, strategies and related to the lives of people with learning disabilities.</p> <p>This request meets with the criteria of the MPG and is recommended.</p>				
11.	<p>Recommendations, reasons and any conditions</p> <p>£52,020</p>				
Report Author		Augusta Morton			
Date		March 2010			
GOOD	✓	AVERAGE		POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME REPORT 2009/10**

1.	Name of Organisation	KINGSBURY ASIAN ELDERS GROUP							
2.	Aims of the Organisation	<p>Kingsbury Asian Elders Group is a locally based organisation who aims to improve the quality of life for elderly people through promoting awareness in social and health issues.</p> <p>Current services include:</p> <ul style="list-style-type: none"> • Celebrate cultural programmes; • Share information; • Socialise with other members; • Various card games and • Reading newspapers or magazines 							
3.	Current Funding from Brent Council	£1,665 –Main Programme Grant							
4.	Amount Requested	£2,500							
5.	Contribution from other sources	£500							
6.	<p>Project theme and details of services to be provided including number of users benefiting</p> <p>Funding is sought to provide a programme of social activities for the elderly Asian people aged 56 – 65+ years. Approximately 150 people will benefit from the delivery of the proposed services outlined below.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Activity</th> <th style="text-align: left;">Frequency</th> <th style="text-align: left;">Location</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> • Celebrate cultural programme: <ul style="list-style-type: none"> ○ Diwali ○ Xmas • Playing cards • Reading magazines or newspapers <p>Increase to services to include:</p> <ul style="list-style-type: none"> • Cookery classes • Yoga sessions • Consultants give talks on health issues </td> <td style="vertical-align: top;">Monday to Friday</td> <td style="vertical-align: top;">BIA, Ealing Rd</td> </tr> </tbody> </table>			Activity	Frequency	Location	<ul style="list-style-type: none"> • Celebrate cultural programme: <ul style="list-style-type: none"> ○ Diwali ○ Xmas • Playing cards • Reading magazines or newspapers <p>Increase to services to include:</p> <ul style="list-style-type: none"> • Cookery classes • Yoga sessions • Consultants give talks on health issues 	Monday to Friday	BIA, Ealing Rd
Activity	Frequency	Location							
<ul style="list-style-type: none"> • Celebrate cultural programme: <ul style="list-style-type: none"> ○ Diwali ○ Xmas • Playing cards • Reading magazines or newspapers <p>Increase to services to include:</p> <ul style="list-style-type: none"> • Cookery classes • Yoga sessions • Consultants give talks on health issues 	Monday to Friday	BIA, Ealing Rd							

7.	<p>Proposed outcomes and achievements and evaluating methods</p> <p><u>Proposed outcomes</u></p> <ul style="list-style-type: none"> ▪ Regular attendance of members at social gathering to engage them in activities and cultural festivals ▪ Users participation services offered to improved quality of life <p>Services delivery will be monitored through maintaining the following:</p> <ul style="list-style-type: none"> ▪ Regular meetings are held to discuss any areas of concern and ways in which to resolves situation amicably ▪ Users are able to discuss personal problems in confidence
8.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £3,800 from 2010/11 from the Main Programme Grant Monies. The organisation does not meet the criteria set to be deemed to be financially viable due to :-</p> <ol style="list-style-type: none"> 1. The organisation has insufficient working capital against the required standard of 2 months. 2. The organisation has made a loss of £90.
9.	<p>Equality and Diversity</p> <p>The Group is committed to equality of opportunity as their services are open to everyone regardless of their cultural background or sexual orientation. Services are currently provided to 135 of whom 89% are resident of Brent and 11% live outside the borough. All of their users are of Asian Indian origin.</p>
10.	<p>Monitoring Information</p> <p>A monitoring visit was not carried out for this financial year, due to the changes in the grants programme. The organisation was invited to re-apply for the one year grant.</p>
11.	<p>Officers Assessment</p> <p>The Group has been established for the past 28 years as an unregistered organisation. Services continue to be provided to the elderly community aged 60 – 85 years who enjoy attending the weekly social activities such as engaging with other members exchanging ideals, playing cards, reading magazines and newspapers. Their services are provided with the support of 11 management committee members and approximately 5 volunteers who ensure members are made to feel comfortable through meeting their individual needs.</p> <p>The organisation has expanded their services delivery to include ladies meetings held between 1.00 p.m. to 4.00 p.m. on the last Friday of the month. They also intend to their services to include social activities, celebration of cultural events, yoga sessions and meditation activities once a week.</p>

	In view of the above officers are satisfied the Group continue to provide a valuable service to the Asian community and have demonstrated an ability to meet agreed target and condition of grant aid.				
12.	Recommendations, reasons and any conditions				
	£1,665				
Report Author		Jacqueline Smith			
Date		Feb 2009			
GOOD		AVERAGE	√	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-11**

1.	Name of Organisation	MAGNOLIA SENIOR CITIZENS CLUB
2.	Aims, objectives, services provided by organisations	The main aim of Magnolia Senior Citizen's Club is to try and bring the elderly and vulnerable community together, promote their welfare, socialise, make friends and interact
3.	Current funding from Brent Council	£1,770 -Edward Harvist Trust Fund. £1,248 – Main Programme Grant
4.	Amount Requested	£1,248.00
5.	Contribution from other sources (State amount and details of funders)	£3,352.00
6.	<p>Project theme and details of services to be provided including number of users benefiting</p> <p>Magnolia Senior Citizen's Club seeks a contribution of £1,248.00 towards activities for older people such as:</p> <ul style="list-style-type: none"> • festivities • outing • affiliation • administration • celebrations • minibus • games, and • bingo <p>A total of 40 senior citizens will benefit from these activities</p>	
7.	<p>Proposed outcomes and achievements, evaluating methods and joint working with other organisations</p> <p>Activities proposed will ensure that senior citizens, who are frail, elderly and disabled, will enjoy the following outcomes:</p> <ul style="list-style-type: none"> • social inclusion from weekly attendance at the club • meetings with other elderly people to ensure that they are not forgotten in their later years • socialise and make friends • exchange news, advice, information and attack <p>Success of the work of the organisation will be measured through continued weekly attendance of the older people at the club, their comments and participation.</p>	
8.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £1,248.00 for 2010/11 from the Main</p>	

	Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.				
9.	Equality and Diversity Club has an equal opportunities policy which opens membership to all, male and female and all are eligible to serve on the committee				
10.	Monitoring Information This organisation was monitored in October 2008. In addition its self-monitoring assessment states that: <ul style="list-style-type: none"> ▪ Quality of work will be assessed through the attitude of members and weekly attendance ▪ Members are consulted on their needs and requirements from the club 				
11.	Officers Assessment Magnolia is a registered charity established in 1977 to provide recreational services for older people in Brent. It is managed by a committee of 10 and a total membership of 50. Magnolia requests a contribution towards its programme of providing luncheon, outings, parties, etc. for pensioners. Request falls within the criteria of this fund and is recommended.				
11.	Recommendations, reasons and any conditions £1,248 as contribution towards activities of older people Subject to: <ol style="list-style-type: none"> 1. Confirmation of service targets 2. Brent Council's condition of grant aid 3. The project should be actively seeking funds from external sources and if successful the organisation is required to inform Brent Council 				
Report Author		Augusta Morton			
Date		February 2010			
GOOD		AVERAGE	✓	POOR	

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Executive
23rd June 2010

**Report from the Director of
Housing and Community Care**

Wards Affected:
ALL

**Main Programme Grant - Three Year Funding for Crime,
Community Safety and Regeneration Services 2010/13**

1.0 Summary

- 1.1 This report provides members with details of local voluntary organisations that have applied for funding from the Council's Main Programme Grant (MPG) for three years - 2010/13.
- 1.2 A new funding process which links funding from the MPG each year to Council service priorities was introduced in April 2009. The funding priorities for 2009/12 were Children and Young people Services, 22 organisations received funding of £258,197 under this theme. The theme for 2010/13 is Crime, Community Safety and Regeneration services. Members agreed to fund these services at the Executive Meeting in October 2009
- 1.3 Members are asked to agree funding recommendations detailed in this report. Members should note that funding for this programme should have commenced on 1st April 2010, however decisions were deferred from March Executive meeting. As a result funding will now commence on 1st July 2010. Further details are contained within the report

2.0 Recommendations

Members are asked to:

- 2.1 Note and approve the schemes and funding allocations recommended in paragraph 3.16 of this report. These allocations will be made from 1st July 2010 until 31st March 2013.

- 2.2 Note Officers' individual assessment reports for all the organisations that applied for funding in Appendix E. A summary of these reports including officers' recommendations is attached as Appendix D.
- 2.3 Note that all funding will be made subject to the Council's Grant Conditions and that each organisation approved will sign an agreement with the Council, stating the purpose of the grant and expected outcomes before funding is released.
- 2.4 Note that an exit fund of approximately £48,908 will be created for organisations previously funded from the MPG but were unsuccessful in their bid for the new fund.
- 2.5 That in cases where an organisation either declines their grant during the funding period or the grant is withdrawn for performance reasons, that the decision to re-allocate the fund is delegated to the Director of Housing and Community Care.

3.0 Detail

Background

- 3.1 A review of the Council's Main Programme Grant (MPG) was carried out by a Scrutiny Task Group in May 2007. The review found that, over a number of years funding from the MPG was allocated on a historical basis and relatively the same organisations received annual allocations from the fund. This made it impossible for other organisations providing essential community services to access Council funding. The review recommended various changes to the MPG process including:
 - Allocating a proportion of the MPG (at least £250,000 per year) to a specific theme taken from the corporate strategy to ensure that future funding is linked to council priorities.
 - Making funding available to currently funded organisations as well as those that previously did not have access to Council funding
 - Awarding funding on a three-year basis thereby offering longer term grants and better financial stability to organisations
- 3.2 It was also proposed that the historical funding pattern should be phased out within three to four years. These proposals were broadly supported by the voluntary sector, who welcomed the greater stability provided by three- year grants and recognized the need for a fair and transparent process for allocating the grant.

Based on the above recommendations members approved a new funding process in November 2008. This funding process was based on the following:

- Allocate funding over the next three years to themes taken from the Council's Corporate Strategy. The initial three themes agreed were ***children and young people services, crime/community safety, regeneration and sustainability.***
- Existing funded groups to re-apply for their funding when the theme under which they were classified was advertised.
- Award funding of up to £25,000 each year (£75,000 over three years)

- Develop an open bidding process to make the grant accessible to new and existing organisations

3.3 The Council remains committed to maintaining the current Main Programme Grant allocation which effectively represents an increased commitment to the voluntary sector, especially when set against the low and negative inflation rates and the Council's requirement for savings of £75 million over the next four years. We continue to regard the sector as crucial to the Council's Transformation Programme and to other important areas of the Council's service delivery. We anticipate that as well as maintaining the MPG there will be increased investment in the sector via the normal commissioning routes.

3.4 The following table shows how many groups were classified into each theme and the total amount of funding that was allocated to the organisations.

Theme	Number of organisations receiving funding before the 3 year bid round	Funding level (£)
Year 1 - Children and Young People's Services	12	260,821
Year 2 - Crime/community safety, Regeneration	19	340,217
Year 3 - Sustainability	12	401,064

3.5 Based on the above, funding to **all** currently funded organisations will cease over the next three years. Each year a new theme will be advertised and organisations providing services within the theme will be required to re-submit applications for the funds available within that theme.

3.6 The first phase of the new process was introduced in April 2009. The theme was children and young people's services. 22 organisations received funding totalling £760,401 over three years.

3.7 At the Executive meeting on 19th October 2009, Members agreed to allocate funding to the second phase and selected crime/community safety and regeneration services. These services were selected on the basis that they met council priorities and MPG will offer additional resources to strengthen our commitments to develop safer and stronger communities. This report provides details of the organisations and projects that have applied for funding.

Assessment Process

3.8 Organisations were invited to apply for the grant on 4th November 2009. Details appeared in the local press, Council's website, BRAIN and direct mail was sent to the 17 previously funded organisations that provided similar services from MPG.

Organisations were invited to attend workshops held by officers in the voluntary Sector Team, Community Safety Unit and the Regeneration Unit, where the funding process was discussed in detail and where organisations had the opportunity to discuss their proposed projects with officers. These workshops were held on 24th November 2009.

3.9 Organisations that expressed an interest in the grant were sent the following documents

- MPG application form
- Criteria for the grant – Appendix A
- Summary of the Council's Corporate Strategy – Appendix C
- Standard Conditions of Grant Aid – Appendix B.

The closing date for receiving completed applications was 7th December 2009.

3.10 67 organisations applied but a total of 69 applications were received. Two organisations submitted more than one application. A total of £4,521,448 over three years has been requested.

3.11 Of the 69 applications received

- 17 were from organisations previously funded by the MPG
- 53 were new organisations
- 5 were from organisations that were already funded from the three years MPG for children and young people services.

3.12 All applications were assessed against the criteria. Officers noted the activities to be provided, their location, links with existing services and the outcomes and outputs to be achieved. All organisations were required to submit references to verify their experience and ability to provide services within the proposed theme.

3.13 Officers from Community Safety and Regeneration also participated in the assessments and provided valuable feedback on the contribution each project would make to the Council's plans to develop safer and stronger communities and improve services to people living in deprived neighborhoods.

3.14 All applications were also assessed by a management accountant to ascertain the financial viability of the organisation. This process was carried out in accordance with guidance from the Council's contract standing orders. The assessment included detailed financial analysis for each organisation.

3.15 Funding has been recommended for 20 projects. These projects meet the funding criteria, offer value for money and complement and support the Council's priorities for Crime, Community Safety and Regeneration. Also, preference has been given to organisations not previously funded from the Main Programme Grant.

3.16 Details of the projects, including funding levels are as follows:

No	Organisation	Annual funding (£)	Total funding (3 years) (£)	Project
1	Addaction	21,500	64,500	<u>Brent Break Free Project</u> Workshops and one-to-one sessions for people with substance misuse
2.	Advance	21,500	64,500	<u>Advance Advocacy</u> Services for women experiencing domestic violence
3	African Women's Care	17,126	51,379	<u>Health Advice and Guidance</u> Health and wellbeing workshops for BME women in priority areas
4.	Bosnia and Herzegovina Community Advice Centre	19,888	59,664	<u>Local Active Healthy Elders in Brent</u> Services to improve the quality of life of elderly people from West Balkans living in Brent
5	Brent Addiction Counseling Service	21,500	64,500	<u>Addiction Services</u> Counseling services for people with drugs and alcohol addiction
6.	Brent Indian Association	21,500	64,500	<u>Being Safe and Staying Safe</u> To provide advice, information and training on crime awareness and prevention to the Asian community
7.	Brent Irish Advisory Service	21,500	64,500	<u>Housing Community Project -</u> to provide specialist information, advice and support to vulnerable older people on various housing issues
8	Brent Neighborhood Watch Association	7,164	21,492	<u>Training Co-ordinators and Members</u> Providing support and training to volunteers to keep them up to date on crime prevention issues
9.	Cricklewood Homeless concern	20,867	62,601	<u>STEPS</u> Support, training, employment and personalized services to homeless people
10.	Elders Voice	18,869	56,607	<u>The Whole Community</u> To provide intergenerational activities for older people and young people in priority areas
11.	Energy Solutions	21,500	64,500	<u>Home Energy Support</u> Provide fuel debt and fuel poverty advice and support to people in priority areas

No	Organisation	Annual funding (£)	Total funding (3 years) (£)	Project
12.	Groundwork London	20,640	61,920	<u>Growing Greener Stronger Communities</u> Establish gardening activities in deprived areas
13	Kilburn Youth Centre / P3	21,153	63,459	<u>Jobshop</u> Information, advice and guidance to unemployed young people in South Kilburn
14.	Mayhew Animal Home	21,500	64,500	<u>Responsible Dog Ownership</u> Provide information and education about registration and the responsibility of dog ownership in priority areas
15	Minster Centre Families without Fear Project	21,500	64,500	<u>Families Without Fear Project</u> Delivery of a range of sessions to include therapeutic support, group work and post group follow up work
16	Princes Trust (The)	20,432	61,296	<u>Realising Potential in Brent</u> To enable young people to set up their own business and compete for community cash awards
17.	Relate London West	12,900	38,700	<u>Relationship Counseling in Brent</u> Family counseling service to people living in priority areas
18.	St Raphael's Youth Football and Sports Club	8,330	24,990	<u>Learn and Earn Project</u> To provide courses in event stewarding, spectator safety (NVQ2) and Door security, for people living on St Raphael's Estate to enable employment opportunities at London 2012 Olympics
19.	Thames 21	14,998	44,994	<u>Waterway Action Co-ordinator</u> Engage volunteers to clean up Brent waterways, particularly within the priority areas
20.	Toucan Employment	17,200	51,600	<u>Employability</u> To run workshops that will target jobseekers with special needs
	Total	371,567	1,114,701	

3.17 A large number of applications were received for this programme and the assessment process has taken longer than anticipated. As a result the funding period will need to be adjusted and it is proposed that funding will now commence on 1st July 2010 for a period of 2 years and 9 months. Also due to the large number of eligible applications received it is not possible to award the maximum grant of

£25,000. Officers propose that the funding level is reduced by 14% making a maximum allocation of £21,500 per organisation.

- 3.18 If members agree to the funding recommendations in this report, each funded organisation will be issued with a written agreement clearly stating the services to be provided and the outputs to be achieved. Due to the reduction in funding levels officers will need to re-negotiate outputs and outcomes prior to issuing these agreements.
- 3.19 The Voluntary Sector Team will monitor each organisation's performance against the output and outcomes set out in their funding agreement. As part of this process the team will have regular meetings with organisations and will carry out planned and unannounced inspection of services. Officers will work closely with organisations to ensure links with the statutory organisations providing services within the proposed themes are established and that the services continue to support the council's priorities.
- 3.20 By awarding funding from the 1st July 2010 a saving of £92,891 has been made. This saving has been allocated to previously funded organisations in order that they can continue providing services until a decision about this grant process has been taken. This funding was paid on 1st April 2010 and will be the equivalent of three month's funding (£86,803).
- 3.21 With regard to the 15 groups that re-applied 6 have been recommended. All were currently funded organisations and were eligible to apply however, African Women's Care did not fall under this theme but their application met the funding criteria and has been recommended. If they are approved for the 3 year funding, they have agreed that their one year funding is withdrawn.
- 3.22 With regard to Brent Arts Council, the Voluntary Sector team is currently working with the Creative Development Team in Libraries, Arts and Heritage to set up a capacity building programme specifically for arts organisations in Brent. The project will be delivered by Brent Business Ventures and Brent Arts Council will be invited to take part in this programme. This programme will provide one to one support enabling them to improve their business and respond to the needs of the community they serve.
- 3.23 Members should note that of the 11 organisations that will have their funding withdrawn only 9 have re-applied and therefore eligible for an exit fund. Middlesex ITEC and Samaritans of Brent did not re-apply for funding.
- 3.24 Due to the large number of eligible applications only £28,908 is available as an exit fund and for capacity building projects for the sector. This amount is significantly less than required and the Service Development and Commissioning team will allocate approximately £20,000 from existing resources to Voluntary Sector budget to create an appropriate fund. Funding to the 9 groups will be allocated on a pro-rata basis, as there is insufficient funding to award the usual 3 months exit fund. Those organisations that are eligible for this fund are listed in Appendix F.

3.25 It is proposed that where an organisation declines their grant or the grant is withdrawn for performance reasons during the period of the grant; this funding is re-allocated to an appropriate organisation providing similar services. In order for the re-allocation to take place as quickly as possible it is recommended that the Director of Housing and Community Care is given delegated powers to make this decision. The delegation of powers would be for the period of the funding programme.

4.0 Financial Implications

4.1 The budget will be £1,970,749. We estimate that a payment of £929,051 will be made from this budget to the London Councils Grant Programme. This represents a saving of £6,000 from previous years that has been deducted from the budget that was reported to Executive in October 2009.

4.2 Based on the proposals in this report the table below shows how the current resources will be allocated.

Main Programme Grant Budget 10/11	£1,970,749	
Less London Council allocation for 10/11	£929,051	
Less funding awarded in 09 for - Children and Young People Services (year 2)	£253,467	
Less allocation to new theme i.e. Crime/Community Safety and Regeneration (20 organisations)	Rollover £86,803 Allocation for 9 months £278,676	£365,479
Less allocation to currently funded groups not within the theme (at the same level as 2009/10)	£393,844	
Exit Fund and Capacity Building fund	28,908	
Total	£1,970,749	

4.3 It is proposed that the balance of £28,908 from the voluntary sector budget will contribute to funding initiatives that will enable effective liaison and engagement with the voluntary sector, such as the Voluntary Sector Forum, annual voluntary sector conference and Funders Fair. Also a proportion of this fund will be used as an exit fund for the 9 organisations previously funded by not recommended for this programme.

4.4 As stated above there is insufficient monies in the MPG to create the usual exit fund, to affected organisations. To meet this budget shortfall £20,000 will be allocated from the Service Development and Commissioning budget for this purpose.

4.5 The recommendations made in this report can be implemented within the available budget.

5.0 Legal Implications

5.1 The Council has powers under s137 Local Government Act 1972 and s2 Local Government Act 2000 to make grants to voluntary organisations.

5.2 The decision to award a grant is discretionary. The Council's discretion must not be fettered by previous commitments they may have given and it should make its decision in the light of present circumstances.

5.3 The Council is bound to act reasonably and must take into account relevant considerations and to ignore irrelevant considerations and should consider its fiduciary duty towards local taxpayers.

5.4 As a public authority the Council has general duties to promote equal opportunities relating to race, disability and gender and to remove discrimination. These duties are set out in the:

- Disability Discrimination Act 2005 (DDA 2005);
- Equality Act 2006;
- Equal Pay Act 1970;
- Race Relations (Amendment) Act 2000 (RRAA 2000);and
- Sex Discrimination Act 1975.

5.5 The DDA 2005 requires public authorities, when considering disabled people, to promote positive attitudes towards them and take positive steps, even if that involves treating them more favorably than others.

5.6 To provide guidance on the duty there is a Statutory Code of Practice. The general duty is not absolute but it does require authorities in respect of all their functions to give due regard to disability equality.

5.7 The core general duties are similar for race and gender i.e.:

- To promote equality of opportunity; and
- To eliminate harassment and unlawful discrimination.

5.8 The Race Relations Act 1976 (as amended) places a statutory duty on public authorities to work to eliminate unlawful discrimination, and to promote race equality in all its functions. There are three complementary parts to the general duty:

- Eliminating unlawful racial discrimination
- Promoting equal opportunities
- Promoting good relations between people from different racial groups

5.9 The Code of Practice issued under s71C Race Relations Act 1976 (as amended) is relevant and the council must have regard to it.

6.0 Diversity Implications

- 6.1 The Scrutiny Task Group supported by a widespread consensus had identified a need to change the allocation of the MPG. The changes mean that
- All community and voluntary organisations are entitled to bid, and this has resulted in a widening of access to Council funding across the sector
 - Successful bidding organisations have much more funding stability as the grants are paid for over three years. This also increases their chances of accessing external funding and ensures that they can run projects that can deliver greater benefits over a longer period
 - Council expenditure is focused on areas of greatest need and in line with corporate and departmental priorities.

Overall there was a consensus that there was a need to change the process for allocating the Main Programme Grant.

- 6.3 Following the first phase of the new process, a Predictive Equality Impact Needs Assessment was carried out and the outcome showed that:
- The new process is likely to affect some organisations in the short to medium term but will have a positive impact on promoting equality for both service users and voluntary organisations
 - No adverse impact on people from diverse background will be affected by the new process
 - Will ensure information relating to all seven equality strand are collected within the community
- 6.4 With regard to the four organisations that had their funding discontinued last year under the theme of Children and Young people services, officers have worked closely with these groups and have supported them to obtain alternative funding.
- 6.5 Projects recommended in this round will reflect the diverse needs of service users that live in deprived neighborhoods. Funding crime community safety and regeneration services will provide additional resources to areas where the council has identified that significant improvements are needed. Funding from the MPG will directly contribute and support our existing priorities, and our strategic plans for crime and regeneration.
- 6.6 It will strengthen our commitment to develop safer and stronger communities and will provide opportunities for the voluntary sector to work in partnership with the statutory sector. This funding round will also support the new local performance framework (CAA) which is primarily about two things; improving quality of life in places and better public services (DCLG).
- 6.7 With regard to this programme 17 previous funded organisations applied and six were recommended. To address any adverse impact loss of funding may have on these groups officers will ensure additional support is provided to enable them to access alternative sources of funding. The work with Brent Business Venture will commence in July 2010 and art organisations that have applied for the MPG will be invited to take part in this programme.

7.0 Staffing/Accommodation Implications (if appropriate)

7.1 There will be no staffing or accommodation implications resulting from this report.

Background Papers

- Voluntary Sector Funding – a report of the Overview and Scrutiny Task Group – May 2007
- Theme for Main Programme Grant funding 2010/13 - 19th October 2009.

Contact Officers

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**London Borough of Brent
Main Programme Grant 2010-13**

PROPOSED FUNDING CRITERIA

Introduction

The Council has agreed that the second theme for its three year funding programme commencing on 1st April 2010 to 31 March 2013 will be **Crime/Community Safety and Regeneration**. We are therefore pleased to announce that the Main Programme Grant is now open for bids from community and voluntary organisations that provide projects in these categories. The ceiling for this grant is £25,000 per year.

The following are an example of the projects the Council would wish to fund under this theme.

Regeneration

Projects that are based on the strategic priorities of the Council's Regeneration Strategy including:

- Regeneration projects that benefits one or more of the following priority areas i.e. South Kilburn, Harlesden, Stonebridge, Church End and Roundwood, St Raphael (including Brentfield and Mitchelbrook) or Chalkhill
- Projects that break down barriers, bring people together and build a sense of community in a local area
- Activities that improve the physical or mental health of residents e.g. sporting activities, encouraging cycling, walking and other activities to support health and wellbeing
- Increase the use of green and or open spaces by residents; this could include new activities or physical improvements
- Providing work experience and/or training that help residents get the job they want and raising the aspirations and confidence of adults and young people around entering employment
- Support around identifying, applying for and sustaining work, volunteering or apprenticeships
- Provision of information, advice and guidance to resolve issues around debt, benefits and tax credits advice (including those in employment and on a low income)

Community Safety

Services/projects must have active links to the Brent Crime Reduction Strategy and have knowledge of the partnership priorities and are able to:

- Evidence crime or the fear of crime issues and provide solutions, that follow best practice, reassure residents and reduce the fear of crime to the most vulnerable
- Involve community members and groups in joint action to reduce crime and the fear of crime
- Raise the knowledge and awareness of crime prevention in Brent through the enhanced use of Information Technology
- Actively involved in crime prevention events, that match National events e.g. Not in my Neighbourhood Week, tackling drugs week etc.,
- Skill local people to become more active in the field of crime prevention and encourage others to become involved
- Support victims and witness of Anti-Social Behaviour, burglary and other crimes, particularly those most vulnerable.

Criteria

Organisations must comply with the following criteria:

- Provide projects relating to crime/community safety and regeneration as stated above
- Good organisational structure with an effective management committee of minimum 6 people
- Effective financial management
- Provide quality services that gives value for money
- Commitment to equal opportunities in staff management and service delivery
- Involve users in management and service development
- Be either based in Brent or deliver services for residents of Brent
- Be able to produce an Exit Strategy of how the project will continue after the three year funding has ceased.
- The organisation must be a non profit making organisation and must have been in operation for at least 12 months.
- The organisation must be able to provide clear details of how the grant will be used over 3 years i.e. provide clear outcomes and outputs and how these will be monitored.

In assessing applications the Council will also consider the following:

- Projects that involve partnership working with either the statutory or voluntary sector e.g Tenants and Residents groups, statutory agency partners such as Primary or Secondary Schools (particularly those with extended services); Children's Centres; Libraries; Leisure Centres; Housing Associations; Brent in 2 Work (employment support service); Safer Neighbourhood Teams and the South Kilburn Partnership.
- Other sources of funding that will contribute to the service or project
- Quality systems such as feedback from users, quality assurance systems and quality standards
- Preferences will also be given to organisations that raise match funding towards the proposed project.

The following should also be noted:

- Organisations will be required to comply with the Council's Standard Conditions of Grant Aid
- The funding period is from **1 April 2010 to 31 March 2013**, and the grant will be paid in quarterly instalments.
- Organisations will be required to complete self assessments and progress reports about their services to enable the monitoring of their services.
- **Priority will be given to organisations not currently in receipt of the 3 year MPG funding programme**
- Organisations are advised to include all the documents stated in the application form and any necessary additional information about their service or project to support their application
- CRB checks will be required
- As part of the assessment process officers may carry out a site visit to meet staff, users and members of your management committee. These visits will take place week commencing **19 January 2010**.

Voluntary Sector Team
October 2009

STANDARD CONDITIONS OF GRANT AID TO VOLUNTARY ORGANISATIONS
(Under Revision)
LONDON BOROUGH OF BRENT

This document must be read in conjunction with the Guidance Notes which provides further explanations of Brent Council's Standard Conditions of Grant Aid.

1. DEFINITIONS:

- 1.1 **Organisation** means the person or the voluntary Organisation to whom Grant Aid is awarded by the London Borough of Brent.
- 1.2 **Grant Aid** means such sum and/or part of sums as may be approved for payment by the London Borough of Brent to the Organisation.
- 1.3 **The Council** means the Council of the London Borough of Brent.
- 1.4 **Management Committee** means any member of the Organisations management committee who holds the position of Chair, Secretary or Treasurer of that Committee.
- 1.5 **Executive Report** means the report to the Executive of the Council recommending the approval of Grant Aid to the Organisation.
- 1.6 **Guidance Note** means the Guidance Notes on Standard Conditions of Grant Aid for Voluntary Organisations for the time being in force.
- 1.7 **Report** means the report entitled [The Main Grant Report] which specifies the level of funding and the outcomes to be delivered by the Organisation through its use of the Grant Aid.

2. PART A General Conditions

Part A of the Conditions applies to all Organisations in receipt of Grant Aid.

- 2.1 The Organisation shall use Grant Aid wholly and exclusively for the purposes specified by the Council, and for the benefit of the inhabitants of the London Borough of Brent.
- 2.2 If the Organisation fails to deliver the outcomes specified in the Report or uses the Grant Aid for unauthorised purposes the Council reserves the right to recover all or part of the Grant Aid awarded.

- 2.3 The Organisation shall keep the Council informed of all matters relating to the need for and the use of the Grant Aid and in particular shall notify the Council in writing of any changes to the factors that formed the basis on which the Grant Aid was awarded.
- 2.4 Where the Grant Aid awarded is a contribution towards the costs of agreed activities, the Organisation shall take all reasonable steps to seek and obtain from sources other than the Council, funding for the Organisation's activities including those which are the subject of the Grant Aid award.
- 2.5 The Organisation shall not promote or oppose any political party or party political causes and shall not use any part of the Grant Aid to engage in party political activity or the furtherance or propagation of a religious faith.
- 2.6 The Organisation shall wherever possible, publicise Council support on all public literature, buildings and vehicles. The provision of Grant Aid shall be acknowledged within its annual report and accounts.
- 2.7 The Organisation shall submit an adopted constitution or its equivalent and an equal opportunities policy, accounts, annual report, insurance and CRB disclosures the provisions of which need to be acceptable to the Council, as advised by the their Legal Services.
- 2.8 The Organisation shall satisfy the Council as advised by the their Legal Services, that the activities to be carried out with the Grant Aid fall within the ambits of the Organisation's powers and meet the legal requirements for the services provided.
- 2.9 The Organisation shall have a properly constituted management committee, which meets regularly, and not less than four times a year. The Organisation shall hold an annual general meeting and must inform the Council in writing of any changes to its management structure. It shall provide the Council within 10 working days with the names and addresses of the Chair, Secretary, Treasurer and other members of the management committee.
- 2.10 No member of the management committee of the Organisation shall take up employment with the Organisation within one year after his/her resignation.
- 2.11 Where Grant Aid is approved for up to one year, this shall be limited to the maximum amount agreed in the Executive Report and shall not imply any commitment or agreement by the Council to provide Grant Aid to the Organisation for more than that year or for any further period.
- 2.12 Without prejudice to paragraph 2.13 below, the Grant Aid shall not be released in the second subsequent year following the year in respect of which it is first

awarded unless and until the Council, having received a monitoring report from the Council that he/she is satisfied that the Organisation has complied with the undertaking and agreement referred to in paragraph 3.1 below.

- 2.13 The Council will review the award of Grant Aid on an annual basis. The Council reserves the right to decide that Grant Aid should not be paid in the second or subsequent years notwithstanding any provision in the original Executive Report to the contrary.

3. PART B

This Part B of the Standard Conditions of Grant Aid applies to all Grant Aid funded Organisations and must be complied with before the first quarter of the Grant Aid is paid.

3.1 Written Undertaking And Agreement

- 3.1.1 The Organisation shall complete and submit to the Council, an agreement to comply with the Council's Standard Conditions of Grant Aid and any additional conditions which may be imposed by the Council in respect of the Grant Aid in question. Two Committee Members shall duly sign this written undertaking and agreement on behalf of the Organisation within three months of notification of the Grant Aid awarded.
- 3.1.2 Where the Grant Aid is not claimed by the end of September in the year in which Grant Aid is allocated to the Organisation and/or no written undertaking and agreement is received by the Council, the Grant Aid shall be withdrawn and reallocated to other Organisations.

3.2 Budget

- 3.2.1 The Organisation shall submit to the Council a full income and expenditure budget for the year in which the Grant Aid is expected. This budget shall include all income from other sources and associated running expenditure.

3.3 Previous Year's Audited/Certified Accounts

- 3.3.1 Before any payment of Grant Aid is made the Organisation shall submit to the Council a full set of audited/certified accounts for the previous financial year, signed by two officers of the Organisations management committee one of whom shall be the Treasurer. This condition is not applicable where the Organisation has supplied these documents to the Council when the application for Grant Aid was made or in compliance with paragraph 4.3 below in respect of a previous year's Grant Aid.

4. PART C

All Grant Aid funded Organisations must comply with the following conditions and terms (where applicable) before the third quarter's Grant Aid is released.

4.1 Six month report

- 4.1.1 The Organisation shall, not less frequently than every six months after payment of Grant Aid, submit detailed written reports on the activities of the Organisation in particular, those activities in respect of which the Grant Aid monies are used. Such reports shall include relevant statistics on numbers of persons assisted by the Organisation or who have used the Organisation's services and details of all steps taken to obtain funding from other sources for the Organisation's activities.

4.2 Revised Budget

- 4.2.1 All Organisations receiving Grant Aid from the Council shall submit a revised income and expenditure statement by 15 October in each year. This revised income and expenditure statement shall show six months actual income and expenditure in each year to 30 September in that year and estimated income and expenditure for the following six months to 31 March on the form provided.

4.3 Audited / Certified Accounts

- 4.3.1 All Organisations receiving Grant Aid from the Council shall submit statements of accounts to the Council as specified below:
- 4.3.2 All Organisations with gross income of less than £20,000 per annum shall submit to the Council, as soon as possible, and in any event not later than six months after the end of the financial year in respect of which the Grant Aid is received or expended, a set of accounts of the Organisation certified by an independent examiner for that financial year. Two members of the Organisation's management committee shall sign the accounts, one of whom shall be the Treasurer of the Organisation.
- 4.3.3 All Organisations with gross income of £20,000 and over per annum shall submit to the Council, within six months of the end of each financial year, externally and independently audited accounts for the financial year of the Organisation during which any Grant Aid is received or expended. It shall further provide him/her on request with such information regarding the Organisation's activities as he/she may reasonably require to satisfy him/her as to the manner in which the Grant Aid or any part of the Grant Aid has been used.

4.4 Equipment, Furniture, Vehicles, Computers, Training and Premises costs (Accommodation, Support & Training Grants)

- 4.4.1 Organisations in receipt of Grant Aid for equipment, furniture, vehicles, computers and premises costs shall produce receipted invoice(s) before Grant Aid payment is made. Where the Organisation has insufficient funds, the Council may pay the supplier(s) direct on the Organisation's behalf at the Organisation's written request.
- 4.4.2 The Organisation shall keep and maintain an inventory of all assets purchased with the Council's grant monies. This inventory shall include a brief description of the asset, serial number, and date of purchase and on any sale, date and income received on such sale.
- 4.4.3 The Organisation shall not dispose of any item of equipment or furniture etc., purchased with Grant Aid monies without the prior written consent of the Council.
- 4.4.4 Where items are disposed of, in accordance with condition 4.4.3 above, the Organisation shall repay the Council forthwith, on demand, such part of the Grant Aid as the Council may determine. Such sum shall not exceed the level which the Council considers to be equivalent to the market value of the items at the time of disposal.

4.5 Insurance

- 4.5.1 The Organisation shall take out insurance policies to cover all risks, but not limited as appropriate:
- i) Public and employer's liabilities;
 - ii) Fire and other risks to the property;
 - iii) Risks arising from the use of Vehicles; and
 - iv) Theft or damages to property and its contents;

And shall produce evidence of such insurances to the Council if so requested.

- 4.5.2 The Council accepts no liability whatsoever to the Organisation or to any third party for any costs, claims, damages or losses however they are incurred. The Organisation shall not be or be deemed to be, an agent of the Council and shall not hold itself out to any third party as such.

4.6 Dissolution

- 4.6.1 In the event that the Organisation is dissolved or, being a limited company, goes into liquidation, any of its assets which have been bought with Grant Aid monies and/or any unexpended Grant Aid monies shall be returned to the Council. Unless the Council agrees otherwise such agreement shall be on terms as decided by the Council.
- 4.6.2 No further Grant Aid shall be payable to the Organisation with effect from the date upon which the dissolution/liquidation occurred.

4.7 Payment Methods

Grant Aid shall be paid in four equal instalments quarterly in April, July, October and January respectively as specified in the guidance note except that Grant Aid of up to £500 shall be paid in two equal half yearly instalments in April and October.

May 2008

Guidance Notes on Conditions of Grant Aid For Voluntary Organisation

THESE GUIDANCE NOTES SHOULD BE READ IN CONJUNCTION WITH BRENT COUNCIL'S STANDARD CONDITIONS OF GRANT AID.

Introduction

- 1a. The London Borough of Brent Standard Conditions of Grant Aid for voluntary organisations is based on the Statements of Recommended Practices (SORP) by the Charity Commission. SORP affecting the way in which a charity report annually on the resources entrusted to it and the activities it undertakes.
 - b. Brent Council (refers to as the Council) recognises that compliance with the Conditions of Grant Aid and other legal requirements and regulations is very costly. As you will appreciate, the Council must exercise its statutory powers (including its grant-making powers) in accordance with the law. It is accountable to the Council Community charge payers of London Borough of Brent for all the expenditure it incurs, including grants to other bodies. It is necessary, in order that it may comply with its legal obligations and good management, that a full account is kept of all the money disbursed in the form of grants.
 - c. The payment of grant is therefore conditional upon the organisation entering into an agreement with the Council to comply with all conditions attached to the grant aid. These guidelines set out in general the Council's expectations of grant aided organisations in complying with the terms and conditions of grant aid. You are therefore advised to read these guidelines carefully and where necessary **a copy should be given to your accountants/auditors.**
2. **Part A** of the Standard Conditions of Grant Aid are those conditions which all funded voluntary organisations must adhere to at all times.
 - 2.1 **Clause 2.9** is self-explanatory. The Council expects potential applicants to have one form of rules governing the conducts of its management and memberships.
 - 2.2 **Clause 2.10** requires your organisation to have at least 6 to 12 management committee members (depending on the size of the organisation). You must ensure that you submit the names and addresses of the management committee to the Council (Voluntary Sector Team) annually or a letter to that effect if there is no change.

3. Part B of the Standard Conditions applies to all funded organisations and must be complied with before you can receive first quarter of your grants award except where the grant excludes wages/salaries either in full or in part.

3.1 Undertakings and agreements (**Clause 3.1.1**) forms the major part of the Council's Standard Conditions of Grant Aid. It requires the funded organisation to submit a Signed Agreement.

The agreement will normally be sent to your organisation together with the letter confirming the level of grant awarded to your organisation. Please send the completed form to Voluntary Sector Team immediately to avoid any delay in making your grant payment. If you do not receive one, contact your link officer immediately for a copy to be sent to you.

3.2. The Council expects all funded organisations to have basic accounting systems in place. Accounting systems are basic management tools necessary to make an organisation successful in the operation of its activities. In order to plan finances and monitor performance, these systems should incorporate the following:

- a) Financial controls and procedures
- b) Security of all accounting records. This should be sufficient to show and explain all the organisation's transactions
- c) It should be sufficient to disclose with reasonable accuracy, the financial position of the organisation at any particular time
- d) It must show details of all daily receipts and payments and records of assets and liabilities
- e) All accounting records must be kept for at least seven years after the end of the relevant financial year

3.3 Business Plan or Financial Plan set out the basic objectives of the organisation over the 12 months period for which funding is requested. These objectives should be quantified in terms of income expectation, the range of services to be provided, detailed costing of all services to be provided, capital and equipment requirements and total estimated cashflow during the whole period covered by the plan.

Please note that this is not a condition of grant aid, but will assist you in complying with Clause 3.2 (see below).

3.4 Annual Budget (**Clause 3.2**) forms part of the requirements of the Conditions of Grant Aid and it stems out of the business plan in 3.3 above. The Council expects this budget to set out in greater detail the information contained in the business plan on the form provided (appropriate budget sheet for the grant). This

should include all expected income and related expenditure. It is important to note that the annual budget is used as a basis of monitoring the activities of funded organisations in financial terms. It is therefore important that this form is completed satisfactorily and submitted to the Council otherwise payment will be delayed.

- 3.5** Revised Budget (Clause 4.2) can also be referred to as management accounts. Six months into the Council's financial year, the Council expects voluntary organisations under **Clause 3.2.1** of the conditions of grant aid to provide a revised budget which demonstrates how effectively and efficiently the organisation has applied its resources in achieving its objectives. The revised budget is expected to show actual income and expenditure over the first half of the financial year and expected income and expenditure for the second half of the year. This document is used by officers to measure the performance of the organisation by comparing this with the original budget statement supplied at the beginning of the financial year (see above). This assists the Council in evaluating the performance of the organisation and whether it has provided value for money.
- 3.6** Financial Statements (Annual Accounts) These cover **Clauses 3.3, 4.3.1 to 4.3.3**. All voluntary organisations in receipt of grant aid are required to submit a set of audited accounts to the Council. The financial statements should demonstrate how the trustees or management committee have managed their finances during the financial year and that any grant aid provided by the Council has been properly applied by the organisation for the purpose for which it was approved.

The financial statements expected will depend on the organisation's total level of income or assets.

- 3.6.1** All organisations with total income of £20,000 or more must submit audited financial statements and must show the following:

(i) Income and Expenditure Statement

The statement must be prepared on accrual basis. It must show the main sources of income, where separate funds are shown, details of restrictions on how they may be used and how any income is spent must be given under appropriate headings.

(ii) Balance Sheet

The balance sheet is expected to show the state of affairs of the organisation as at the end of the financial year in respect of which the statement of accounts is prepared. It should include:

Fixed Assets i.e. tangible and intangible assets and investments

Current Assets i.e. stocks and work-in-progress, debtors, short-term investments and cash at bank and in hand.

Short-term creditors or liabilities and including any long-term liabilities

Funds of the organisation – these should include unrestricted and restricted funds and capital funds

Comparable figures for the previous financial year

Management and auditors' report

3.6.2 The Council will use the information contained in the Financial Statements to assess the performance of the organisation by considering the changes in the nature as well as the amount of the net resources of the organisation. These include other information such as six monthly reports and annual reports. Where further explanations are required, finance or grant officers, responsible for the administration of your grant will contact your organisation and if necessary with the permission of the organisation, contact the auditors direct. Annual reports are not explicitly part of the requirements of the Conditions of Grant Aid but if grant aided organisations are either registered under the Charities Act or Companies Act, the Council will expect these to form part of the audited accounts or financial statements.

3.6.3 These statements must be supported by details on accounting policies and notes to the accounts. Notes which provide information on funds (particularly restricted funds) and tangible and intangible assets are useful and necessary. These should be provided by your organisation.

3.7 **Clause 4.3.2** of the Conditions of Grant Aid requires those organisations with total income of less than £20,000 to submit a statement of accounts certified by an independent examiner. The independent examiner is a person who is reasonably believed by the Management Committee to have the requisite ability and practical experience to carry out a complete examination of the accounts.

This independent person should have no connection with the organisation's management committee that might inhibit the impartial conduct of the examination.

3.7.1 The Council will consider the following persons to have such a connection, and therefore to be unable to certify the accounts:

- a) A member of the management Committee or anyone else who is closely involved in the administration of the organisation;
- b) A major donor to or major beneficiary of the organisation;

- c) Close relative, partners, business partner or employee of any person who falls within a) and b) above.
- d) An employee of the organisation

If you are in doubt on any of the above, please contact the grant or finance officers responsible for the administration of your grant.

3.8 It is important to stress the need to comply with the governing instrument of your organisation. That is if your memorandum and articles of association or constitution requires you to have your accounts audited, it is important that you do so regardless of the limitations on your income.

4. **Clause 4.1** of the Conditions of Grant Aid requires the organisation to submit six monthly report *i.e. in October and April*. This should set out the following information;

- a) -a review of the development, activities, problems and achievements of the organisation during the relevant period
- b) -a review of the results of any trading or other non-charitable companies which have been included in the financial statements, availability of assets to fulfil obligations on fund-by-fund basis
- c) -statistical information on the users of the organisation's services

Please note that this information will be useful when you apply for renewal of your grant.

5. Arrangements for payments of grants (**Clause 4.7**)

5.1 The payment of grant shall be made within ten working days of satisfactory compliance with the conditions of grant aid;

5.2 Organisations receiving grants of up to £500 shall receive their grants in two equal instalments in April and October of the financial year (or as soon thereafter as conditions of grant have been complied with).

5.3 Organisations receiving grants of over £501 shall receive the grants quarterly in April, July, October and January respectively (or as soon thereafter as conditions of grant have been complied with).

6. **Dissolution (*i.e. resolution to wind up*)**

A signed copy of any resolution to wind up the organisation must be submitted to the Council. All funded organisations with total grant of £10,000 and over per annum are expected to appoint a liquidator or accountant/s who will ensure that the affairs of the organisation are brought to a conclusion and all debts and liabilities are paid off within three months of cessation. Subject to audited accounts and level of grant awarded, any unexpected grant monies must be refunded to the Council.

7. Debts and Liabilities

The debts and liabilities of the organisation are the responsibility of the management committee who must ensure that these debts are met from within the grant and the organisation's own resources.

The audited accounts and lists of creditors must be submitted to the Council. Any disposal of equipment is subject to Clauses 4.4.3 and 4.4.4 of Conditions of Grant Aid.

8 Insurance (Clause 4.5)

Clauses 4.5 to 4.5.2 of the Conditions of Grant Aid requires an organisation to insure its property and contents against all risks of physical loss, damage including fire and theft and to take out insurance in respect of public liabilities and employer's liabilities. The Council expects organisations to make sure that the necessary insurance has been taken out and from time to time the organisation may be required to produce the evidence that appropriate insurance cover has been taken out.

May 2008



LONDON BOROUGH OF BRENT
CORPORATE STRATEGY 2006-2010

Introduction

This document gives a brief summary of the Council's priorities outlined in the Corporate Strategy 2006-2010 which was agreed by Full Council on 26 November 2006. The Corporate Strategy document sets out the Council's priorities and ambitions for Brent over the next four years. A full copy of the Corporate Strategy will be available on the Internet from February 07 at www.brent.gov.uk.

The Council will consider funding from the Main Programme Grant for 07/08. Applications from voluntary and charitable organisations must demonstrate how their work will complement the service and the Council's key priorities as set out in the Corporate Strategy.

The following are 3 key priorities that the Council wants to achieve over the next 4 years.

- A great place
- A Borough of Opportunity
- An Inclusive Community

A Summary of each is set out below.

A Great Place

Creating a borough that is a great place to live, which is safe, clean and green with an accessible range of leisure and recreational facilities is a high priority for the council. The quality of the local environment has a significant influence on the quality of residents' lives and the Council believes that all the communities should benefit from safe, well-designed streets and open spaces maintained to a high standard. Design will be a major factor in the decisions about how Brent accommodates the increase in new households that will be required in the borough. The Council will ensure that all large scale development in Brent is accompanied by appropriate local infrastructure.

A Safe Place	Our Priorities for 2006-2010
Improve and extend programmes to tackle environmental crime, decreasing the negative impact of graffiti, fly posting abandoned vehicles and fly-tipping.	<ul style="list-style-type: none">• Improve the co-ordination and effectiveness of measures to tackle environmental crime and improve consumer protection.• To increase the effectiveness of the warden services provided by the Council, widening their role to improve their contribution to active management of the environment and public reassurance.• Implement the Brent Crime, Disorder and Misuse of Drugs Strategy in Partnership with the Metropolitan Police Service and other partners on the Crime and Disorder Reduction Partnership.• Maximise the effectiveness of existing CCTV installations and develop criteria for the future extension of its use through partners

	<ul style="list-style-type: none"> • Continue to reduce casualties caused by road traffic accidents.
<u>A Clean Place</u>	
Clean, well maintained neighbourhood.	<ul style="list-style-type: none"> • Improve street cleaning through a new waste management contract to start in April 2007 to provide the borough with a service that meets resident's and Members expectations for service and value for money. • Develop a programme to provide access to more public toilet facilities. • Develop a prioritised programme of road and pavement repairs taking into account the need to promote road safety and green travel options. • Improving the co-ordination of environmental enforcement activity to ensure maximum impact and efficiency. • Ensuring that our regulatory services support the development of safe, effective and economic local businesses.
<u>A Green Place</u>	
Expand the recycling service to enable more residents to recycle their rubbish.	Improve waste recycling performance to achieve our local and national targets for increased recycling of waste.

<p>Raise the standards of provision for playground and youth facilities in local parks and improve access to pocket parks and open spaces across the borough.</p>	<p>Review and develop a clear transport policy within the context of the Mayors Transport strategy for London that promotes real choice for residents and others through a clear view about the place of the car within the available range of travel options.</p> <p>Make Brent Council an exemplar of environmental practice and performance on sustainability issues</p> <p>Maintaining the quality of parks and open spaces and upgrading the current range of facilities available within them</p> <p>Develop a programme of green activities – such as tree planting, developing pocket parks and other open spaces.</p>
<p><u>A Lively Place</u></p>	
<p>Host a multitude of arts and cultural events which enhance the local quality of life and reflect the rich diversity of our community.</p> <p>Continue to modernise the library service to reflect the information and leisure needs of a diverse, urban community particularly through greater use of new communication technology and new ways to access other council services.</p> <p>High quality, affordable sports facilities is critical to maintaining health and well-being</p> <p>Work with schools and clubs to increase the range of sporting</p>	<p>Modernising the provision of library services in Brent along side the development of an integrated approach to customer services across the borough.</p> <p>Continue to develop the Brent Museum and Archive</p> <p>Securing the best possible range of retail, leisure, housing and employment opportunities within the redevelopment of Wembley and ensure local residents can access these opportunities.</p> <p>Creating a broader retail offer within the boroughs high</p>

activities available in the borough with a particular focus on under-represented sports and groups.	streets and town centres. Increase sports opportunities and participation across the borough.
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A Borough of Opportunity

As a location Brent has a huge amount to offer residents and businesses. The borough has excellent transport links both to central London and the rest of the Country, while existing local businesses make a significant contribution to the London economy and have great potential for future business growth. It is the Council's belief that everyone in Brent should be able to participate in and benefit from growth in the local economy. The Council will ensure that its residents are able to lead healthy lives with the right skills and opportunities to enable them to prosper.

Local Employment and Enterprise	Our Priorities for 2006-2010
<p>A place where businesses want to locate and can succeed.</p> <p>Reduce deprivation and rejuvenate the priority neighbourhoods.</p> <p>Support people to gain the skills and employment which will secure their long-term prosperity and well-being through programmes such as Brentin2work.</p>	<p>Promote investment across the Borough, and in particular in the opportunity areas of Wembley and Park Royal, to ensure a diverse and strong local economy.</p> <p>Ensure the delivery of the South Kilburn NDC programme for the long-term sustainable regeneration of the area and local communities</p> <p>With our partners implement our programmes to promote employment in the borough and reduce the barriers to employment experienced by the most deprived communities.</p>

	<p>Through our planning, development and regulatory activities create the conditions for the local economy to thrive.</p> <p>To make Brent a place where people want to stay and settle</p> <p>Provide better regulation for local businesses which supports their development while meeting our statutory responsibilities.</p> <p>Secure the maximum local benefits for local business and residents from the 2012 London Olympic Games.</p> <p>Continue to reduce the gaps in achievement, health and opportunity between the most deprived wards in the borough and average levels in line with the aims of the Neighbourhood Renewal Fund. During the period NRF aims will be integrated to mainstream service provision through the Local Area Agreement.</p>
<p><u>Health and Well-being</u></p>	
<p>Reduce the gap in life expectancy, which is 10 years less in the south of the borough than in the north by encouraging and supporting local people to make healthier life choices, through programmes to reduce smoking, promote healthy eating and take part in physical activities.</p>	<p>Produce a partnership Health Strategy for the borough which reduces the health inequalities experienced within Brent and supports general improvement in standards of public health for all communities.</p> <p>Develop an integrated strategy to address the full range</p>

<p>Together with the PCT and health service providers develop more integrated approaches that help people to live independent lives, give them greater choice in the care they receive and prevent the need to use long-term residential care.</p>	<p>of older peoples needs including care services, leisure activities, inclusion and choice.</p> <p>Provide effective Member Scrutiny of health issues and the provision of health services to facilitate improvement in public health across the borough.</p>
<p><u>Help When You Need It</u></p>	
<p>Promote and protect the independence and health of people with physical disabilities, mental health difficulties or learning disabilities</p> <p>Provide tailored care packages for those with the greatest need and engage in preventative work so that need does not escalate unnecessarily.</p> <p>Provide social care services that enable people to maintain an active life, participating in leisure and recreation activities within an inclusive local community.</p>	<p>Develop the provision of adult social care services to enhance peoples' quality of life and enable greater choice and flexibility in the type of care received.</p> <p>With the PCT explore the options for greater integration of adult social care and health services to improve provision and seek increased efficiencies.</p>

An Inclusive Community

The Council believes that Brent is an inclusive community that is welcoming to all. The Council will provide services which reflect the diverse nature of the community and respond to the different needs of young and old alike. The Council will aim to support their service users and local communities to achieve independence, enabling them to fulfil their potential and participate in the opportunities available to them locally to improve their quality of life.

Settled Homes	Our Priorities for 2006-2010
<p>Maintain the supply of affordable new housing being built in the borough and achieve the Council's targets for reducing the use of temporary accommodation for families with children.</p> <p>Bring more empty properties back into use and work with private landlords to provide high quality rented accommodation.</p>	<p>Ensure an appropriate supply of new housing (market and affordable) is created in the borough within the context of regional and sub-regional housing policy.</p> <p>Agree an appropriate policy for the level of housing densities acceptable within the borough while ensuring continuity in the supply of new accommodation and necessary capital income.</p> <p>Achieve our targets for reducing the use of temporary accommodation for homeless families.</p> <p>Provide an appropriate level of support and regulation to private landlords to create a sustainable private rented housing sector.</p> <p>Agree a future strategy and priorities for the management of the Council's housing stock by Brent Housing Partnership (ALMO).</p> <p>Develop effective partnerships with boroughs in the west London sub-region.</p> <p>Ensure that delivery of housing services is responsive to Brent's diversity.</p>

Early Excellence	
<p>A safe, healthy environment for children in Brent with access to excellent facilities to learn, play and develop to their full potential. The Council aims to achieve this through the targets set in the three-year Children's and Young People's Plan.</p>	<p>Create the conditions in which children and young people thrive</p> <p>Early years development</p> <p>Educational achievement and school improvement</p> <p>Support for young people and teenagers</p> <p>Focus on excluded and vulnerable groups</p> <p>Safeguarding health and well being</p>
Civic Leadership	
<p>Civic leadership is about pride in the borough, in the people that the Council serves and in the services provided.</p> <p>Champion the interests of Brent and its communities at the national and regional level to secure the resources and opportunities that</p>	<ul style="list-style-type: none"> • Building a shared vision for Brent through the Local Strategic Partnership. • Implement the plans for the creation of a new state-of-the-art Civic Centre in Wembley which will

<p>local people and businesses deserve and need.</p> <p>The Council will work with its partners in the Local Strategic Partnership to build a strong and enduring vision of the borough; a shared commitment to a borough that has excellent public services, offering a great quality of life within an inclusive community. To deliver this vision the Council will engage with and lead the implementation of its joint Community Strategy and Local Area Agreement through relationships with other public agencies, the voluntary and business sector.</p>	<p>bring together council and other key public services in a community focused facility at the heart of the borough.</p> <ul style="list-style-type: none"> • Ensure continued probity, standards and transparency in the conduct of all our business and decision-making at both the officer and Member levels
<p>Community Engagement</p>	
<p>Listening to the opinions of local people and reflecting their views in all the Council's decisions.</p> <p>The Council uses a wide range of ways of consulting and engaging people to ensure that the Council's priorities and services are informed by an understanding of communities and service users needs and preferences. Include a new Citizen's Panel which is representative of the local population, five Area Consultative Forums, formal consultation exercises and regular service based surveys and forums.</p> <p>Voluntary and community groups play a critical role within Brent, frequently providing vital local services, engaging with those individuals that are most difficult to reach as well as building the capacity of the local community. The Council will continue to strengthen its joint working with the voluntary sector through its contractual arrangements, shared priorities and grant funding</p>	<p>Agree and implement an appropriate neighbourhood working structure supported by ward Members and local communities.</p> <p>Deliver our Consultation Strategy with a range of opportunities for local people to influence council policies, services and decisions</p> <p>Ensure residents are kept well informed of council activities and decisions.</p> <p>Improve and develop relationships with the voluntary sector support the effective functioning of the voluntary sector and the achievement of community priorities.</p> <p>Promote active citizenship projects that encourage local</p>

<p>programmes. Support and encourage individuals to take an active role within their communities and work with the voluntary sector to promote volunteering and citizenship projects.</p>	<p>volunteering and support community engagement.</p> <p>Positively celebrate the diversity of our local community and promote good community relations.</p> <p>Create a borough that is internationally welcoming and reflects the rich diversity of Brent's cultural heritage.</p>
<p>Building Our Capacity</p>	
<p>Have excellent standards of management and administration in order to deliver an ambitious programme of change and improvement that meets the needs of a diverse, urban, population</p> <p>Train and develop staff to effectively deliver the Councils Corporate Strategy through the new Human Resources structure and programmes.</p> <p>The Council will continue to refine its approach to procurement to ensure that it gets the best possible value for money without compromising on service standards. Currently the Audit Commission rates the Council as a strong 3 for its use of resources; The Council plan to improve that performance to the highest rating of 4 by 2008.</p>	<p>Continue to improve the performance of the Revenue and Benefits service to achieve upper quartile performance for:-</p> <ul style="list-style-type: none"> • Benefit processing times. • Collection of Council Tax revenue. <p>Fully implement the verification framework and maximise take-up of benefits by eligible people</p> <p>Implement the Strategic HR Transformation programme to create an HR function that serves the business needs of the organisation and improves the performance of all staff.</p> <p>Create a People Centre to deliver improvements in the efficiency and effectiveness of personnel related transactions.</p> <p>Improve our capacity to deliver high performing services</p>

	<p>through effective future workforce planning.</p> <p>Develop flexible working arrangements that meet the business objectives of the Council and enable the most effect use of staff resources.</p> <p>Implement the single status agreement and equal pay findings.</p> <p>Develop and deliver an integrated Customer Service Strategy for the council and its partners to ensure customer focus, modern access arrangements, increased effectiveness and value for money.</p> <p>Review our property and asset portfolio to ensure the sustainability of our asset management strategy to support the effective delivery of council services.</p> <p>Work with our partners both within the borough and at the sub-regional level to identify the scope for shared services and greater efficiency savings.</p> <p>Improve our approach to purchasing and commissioning of services to secure quality and value for money from local resources.</p> <p>Maintain effective stewardship of our resources to achieve value for money, transparency in decision-making and increased outcomes from our expenditure.</p>
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MAIN PROGRAMME 2010-13 RECOMMENDATIONS

Appendix D

No	Organisation	Amount Requested Over 3 years £	Amount Recommended Year 1 £	Theme	Type of Project - Brief description
1	Addaction	75,000	21,500	Regeneration and Community Safety	<u>Brent Break Free Project -Drugs, Gangs and Violence</u> - To provide group workshops and one to one treatment sessions for people with substance misuse issues.
2	Advance	75,000	21,500	Regeneration and Community Safety	<u>Advance Advocacy</u> To employ independent domestic violence advisor to deliver services to women experiencing domestic violence
3	African Women's Care	75,000	17,126	Regeneration	<u>Advice and Guidance Project</u> - To provide quarterly Health & Wellbeing workshops annually benefitting 50 women per quarter
4	Albanian Union Mother Teresa	69,476	0	Regeneration	<u>To work together for a better life for all communities on Brent Area</u> Request for salary of part-time worker to provide services for older people
5	Asian People's Disability Alliance	75,000	0	Regeneration	<u>Asian Women Mental health Project</u> - To provide drop-in support for Asian women aged 18 - 25 (living in the priority areas) with mild to moderate mental health needs
6	Asian Women's Resource Centre	75,000	0	Community Safety	<u>To provide support to ex offenders affected by domestic abuse</u> - Provide advice and information to women offenders and at risk of offending.
7	B. HUG and Brent Mencap	75,000	0	Regeneration and Community Safety	<u>Together in Safety - Together in Safety-</u> Skills training for homeless people and people with learning disabilities

No	Organisation	Amount Requested Over 3 years £	Amount Recommended Year 1 £	Theme	Type of Project - Brief description
8	Beat Bullying	75,000	0	Regeneration and Community Safety	<u>BB PAYP</u> . Team sport and peer mentoring to help children address issues relating to bullying
9	Bosnia and Herzegovina Community Advice Centre	72,014	19,888	Regeneration	<u>Local Active Healthy Elderly in Brent</u> . P/T worker to co-ordinate volunteers to provide services to improve the quality of life of elderly people from West Balkans living in Brent
10	Brent Addiction Counselling Service	75,000	21,500	Regeneration and Community Safety	<u>Brent Addiction Services</u> - towards provision of counselling services to Brent residents suffering from drug and alcohol addiction, their carers and provision of training for trainee counsellors.
11	Brent Artist Resource Co. Ltd	45,000	0	Regeneration and Community Safety	<u>Educational Scheme and Exhibitions for young people</u> - toward salary of the Gallery coordinator who will manage the educational training program.
12	Brent Arts Council	75,000	0	Regeneration	<u>Brent Arts Council Gallery and Arts Centre Provision of Services to the Public - Salary of Centre Manager's post and to deliver art exhibitions where artist are able to exhibit their work.</u>
13	Brent Black African and Caribbean Mental Health Consortium	73,000	0	Regeneration	<u>Active Elders Brent</u> - salary of a worker to co-ordinate MH services for older people
14	Brent Carers Centre	70,268	0	Regeneration	<u>Benefit Advisory for Brent Carers</u> - To employ a part time worker to provide advice and information services to carers
15	Brent Centre for Young People	70,635	0	Community Safety	<u>Adolescents at Risk</u> - To provide weekly, psychosocial support to young offenders through group and individual therapy work
16	Brent Citizens Advice Bureau	41,668	0	Regeneration	<u>Brent CAB Advice Café</u> - IAG for new arrivals in Brent, specifically from BME groups

No	Organisation	Amount Requested Over 3 years £	Amount Recommended Year 1 £	Theme	Type of Project - Brief description
17	Brent Community Safety Board	75,000	0	Regeneration and Community Safety	<u>Outreach Community Engagement Officer</u> - to employ a community engagement officer 21hrs, 3 days a week to to use range of methods to engage and consult with communities in Brent
18	Brent Elders Group	15,000	0	Community Safety	<u>Social Inclusion for Elderly People</u> - to provide community safety programmes by providing trips/awareness programmes/meditation/yoga classes
19	Brent Indian Association (1)	77,084	21,500	Community Safety	<u>Being Safe and Staying Safe</u> - employ a part time officer and a counsellor to provide ongoing specialist support for victims
20	Brent Indian Association (2)	76,571	0	Regeneration	<u>Community Outreach Project</u> - expand its ongoing advice service by funding the post of part time outreach worker/ESOL tutor
21	Brent Irish Advisory Service	75,000	21,500	Regeneration and Community Safety	<u>Health & Welfare Promotion</u> - toward employing a Health and Welfare Promotion Worker assist with the delivery of the Gardening Club & Local Allotments and Tea Dances for Elderly client in the priority areas.
22	Brent Neighbourhood Watch Association	75,000	7,164	Community Safety	<u>Set up of Neighbourhood Watch Schemes & provision of crime prevention information & merchandise</u> - Provide support and training to volunteers to keep them up to date on crime prevention issues.
23	Brent Private Tenant's Rights Group	68,924	0	Regeneration	<u>Money and Homes</u> - an expansion their existing Homeplan project to support families in insecure accommodation living in Brent
24	Brent Refugee and Migrants Forum	75,000	0	Regeneration	to deliver a range of improved services to include advice, guidance and training to refugees and migrants across the borough. The training programme will include ESOL entry level 1,2 & 3.

No	Organisation	Amount Requested Over 3 years £	Amount Recommended Year 1 £	Theme	Type of Project - Brief description
25	Building Bridges Careers Service	75,000	0	Regeneration and Community Safety	<u>Building Bridges Careers Services</u> - To fund careers services and library workshops an recruitment and employment services
26	Caribbean Cultural Organisation	75,000	0	Regeneration	NO details submitted
27	Centre for Peaceful Solutions	58,147	0	Regeneration and Community Safety	<u>Anti-social behaviour mediation</u> - To provide early intervention mediation service of people living in social housing and on low income groups
28	City Mission Community	24,246	0	Regeneration	<u>Breakfast Club</u> - to provide a early morning activities for children at John Keble School, Harlesden.
29	Cricklewood Homeless Concern	74,995	20,867	Regeneration	<u>STEPS (Supporting Training, Employment Personalised Services)</u> - delivery of an educational program to include basic skills, support in to work, job search and work experience placement/work trials.
30	Elders Voice	71,941	18,869	Regeneration	<u>The Whole Community</u> - to set up an intergenerational (older people and young people) project
31	Energy Solutions	75,000	21,500	Regeneration	<u>Home Energy Support</u> - to deliver fuel debt and fuel poverty advice and suport to households in the priority areas.
32	Ethiopian Community In Britain	72,000	0	Regeneration	<u>Bridging the Gap</u> - to establish an older people project for BME migrant and refugees in Brent
33	Federation of Patidar Association	48,000	0	Regeneration	<u>Breakout</u> - To deliver a 20 week Outreach project for each year in partnership with Copland School and additional Brent schools
34	FORWARD	75,000	0	Regeneration	<u>BMER Women's Health and Empowerment Project</u> . to establish a project that will improve the sexual and reproductive health and wellbeing of BMER women.
35	Groundwork London	72,000	20,640	Regeneration	<u>Growing Greener Stronger communities</u> - community gardening and food-growing project

No	Organisation	Amount Requested Over 3 years £	Amount Recommended Year 1 £	Theme	Type of Project - Brief description
36	Hammersmith and Fulham Volunteer Centre	75,000	0	Regeneration and Community Safety	<u>Brent Active Citizens Youth Project</u> - to employ a project co-ordinator to provide employment focused activities
37	Help Somalia Foundation	75,000	0	Regeneration	<u>Make a Change</u> - to employ a family advice support worker who will work with teachers parents and other service providers in Brent
38	I Serve Ltd	55,700	0	Regeneration	<u>Bridging the Gap</u> - to employ a youth workers to organisation various activities i.e. dram, sports volunteering for young people living in Stonebridge,, St Raphael and harlesden
39	Kilburn Youth Centre - P3	73,421	21,153	Regeneration	<u>Jobshop</u> - Job services including IAG and training for young people in South Kilburn
40	Kongolese Centre & Mission Evangelique	74,560	0	Regeneration	<u>Brent Welfare Rights Project</u> - to provide IAG services to French Portuguese and Lingala speaking refugees.
41	London Action Trusts	74,982	0	Community Safety	<u>Changes Lanes - Brent</u> - for young people to create and maintain an anti-crime website to share experiences.
42	London Pioneers Basketball Club	75,000	0	Regeneration and Community Safety	<u>Basketball in Brent with the London Pioneers</u> - to operate a basketball programme for children and young people.
43	London Tigers	75,000	0	Regeneration	<u>Step Up Project</u> - to deliver 1-2-1 support and mentoring for adults to develop them in preparation for sports coaches.
44	Mayhew Animal Home	75,000	21,500	Regeneration and Community Safety	<u>Responsible Dog Ownership</u> - to delivery of information services and education about registration and the responsibility of dog ownership
45	Minister Centre Families without Fear Project	75,000	21,500	Community Safety	<u>Families Without Fear Project</u> - delivery of a range of session to include therapetic support, therapeutic group work and post group follow up work.

No	Organisation	Amount Requested Over 3 years £	Amount Recommended Year 1 £	Theme	Type of Project - Brief description
46	Outreach Taekwondo	74,989	0	Regeneration and Community Safety	<u>Outreach Taekwondo</u> - training sessions in self-defence skills to promote confidence and develop social skills.
47	Pakistan Welfare Association	75,000	0	Regeneration and Community Safety	<u>PWA/PCC Youth Development</u> - To offer preventative programmes and a safe space for young people
48	Place2Be	75,000	0	Regeneration and Community Safety	<u>The Place2Be: Improving wellbeing and supporting social inclusion in Brent</u> - Delivery of therapeutic and emotional support to improve the emotional wellbeing of CYP and their parents/carers in 13 primary schools in Brent.
49	PLIAS Resettlement	60,000	0	Regeneration and Community Safety	<u>Second Chances</u> - To employ a F/T worker to provide employment IAG and training for ex-offenders and people with criminal record
50	Polish Saturday School	17,505	0	Regeneration and Community Safety	<u>Supporting Polish children in their learning and integrating in the community</u> - Saturday School and organise educational trips for Polish CYP.
51	Princes Trust the	72,667	20,432	Regeneration	<u>Realising Potential in Brent</u> - to deliver a Community Cash Awards and Business programme to promote social inclusion through engaging young people activities to include setting up own business, employment, education and training.
52	Project Obama Young Leaders Campaign	24,900	0	Regeneration	<u>Project OB: Yes We Can! Young Leaders Campaign</u> - to deliver Young Leaders activities to include: Leadership experience, Universal suffrage, Debate session on current affairs, Guest speaker and Community involvement.

No	Organisation	Amount Requested Over 3 years £	Amount Recommended Year 1 £	Theme	Type of Project - Brief description
53	Relate London West	46,500	12,900	Regeneration	<u>Relationship counselling in Brent</u> - to offer relationship and family counselling services to individuals, couples and families in Brent priority areas.
54	Safe Start Foundation	75,000	0	Regeneration and Community Safety	<u>Safe Start Community Centre</u> - to deliver a range of services to include: Safe Start Employment, Health & Independent Living, Elderly Services, Housing & Accommodation Advice, Irish Culture and General Advice Services.
55	Seed of Hope Family Project	64,330	0	Regeneration and Community Safety	<u>Strengthening Families Strengthening Community / Intergenerational Project</u> - to deliver an accredited training and practical workshops on 'Strengthening Families Strengthening Communities'.
56	Seric Advisory & Support Agency	72,630	0	Regeneration	<u>Somali Community Training</u> - to deliver Employment, Education or Training programme to Somali elderly, single mothers and unemployed people.
57	Skills Active Forward	70,200	0	Regeneration	<u>Sustainability through employment and mentoring</u> - to provide employment, training and welfare services to create an integrated city and prevent social exclusion.
58	Somali Youth League (SYSL)	15,875	0	Regeneration	<u>Youth Health talk workshop and sport</u> - to deliver 3 workshops to include: Summer activities, local young people competitions and Active Sports.
59	Society for the Advancement of Black Arts	72,000	0	Regeneration	<u>Brent Youth Radio Training Centre</u> - to deliver a training programme to learn about radio broadcasting and further develop their skills.
60	Sport London E Benefica Youth FC	73,400	0	Regeneration	<u>Benefica Academy</u> - Provide football training during the week, after school hours and at the weekend.
61	St Raphael's Youth Football and Sports Club	72,000	8,330	Regeneration and Community Safety	<u>St. Raphs Learn and Earn Project - Building a safer Community</u> - to provide a rolling training programme of Introduction Certificate in Event Stewarding leading to NVQ2 Spectator Safety and the BIIB Door Supervisors Awards

No	Organisation	Amount Requested Over 3 years £	Amount Recommended Year 1 £	Theme	Type of Project - Brief description
62	Tamil Association of Brent	75,000	0	Regeneration and Community Safety	<u>Education and Good Citizenship</u> - build on current services and educate young & old so that they are socially inclusive
63	Tamil Cultural Centre	42,000	0	Regeneration and Community Safety	<u>Cultural values</u> - to provide range of ongoing activities
64	Thames21	61,820	14,998	Regeneration and Community Safety	<u>Waterway Action Co-ordinator</u> - to engage communities as volunteers to clean up Brent Waterways particularly in the priority areas.
65	Toucan Employment	63,000	17,200	Regeneration	<u>Employability</u> - run a series of ongoing workshops that will target prospective jobseekers with special needs
66	Tricycle Theatre	75,000	0	Regeneration	<u>Changing young people's lives through visual and performing arts</u> - Provide free visual and performing arts based workshops for children and Young people
67	Victim Support	75,000	0	Regeneration and Community Safety	<u>Serious Crimes Co-ordinator</u> - Co-ordinator to recruit, manager and retain a team of 10 specialist trained volunteers who will provide a minimum of 20 hrs a week
68	West London Sports Trust	63,000	0	Regeneration and Community Safety	<u>Track Academy</u> - run a mentor programme and an innovative study support programme that will improve numeracy and literacy
69	Witness Service (Victim Support)	75,000	0	Regeneration and Community Safety	<u>Community Engagement Officer</u> - To raise the awareness of the Witness Service and the criminal justice
	TOTAL	4,596,448	371,567		

No	Organisation	Amount Requested Over 3 years £	Amount Recommended Year 1 £	Theme	Type of Project - Brief description

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**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Addaction
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Addaction provide specialist drug and alcohol treatment services to individual and families. The organisation aims to reduce the effects of drugs and alcohol caused to individuals who misuse these substances through the provision of help, care, advice and support.</p> <p>Current services includes:</p> <ul style="list-style-type: none"> • Education and prevention; • Public health and accessible community services; • Arrest referral schemes; • Community based criminal justice projects; • Residential rehabilitation centre and training for professionals.
3.	Current Funding from Brent Council	<p>£35,000 DCSF/C&F Dept £110,000 DCSF/DAAT £600,000 DAAT</p> <hr/> <p>£745,000</p> <hr/>
4.	Amount Requested	<p>£25,000 yr1 £25,000 yr2 £25,000 yr3</p> <hr/> <p>£75,000</p> <hr/>
5.	Contribution from other sources (State amount and details of funders)	<p>£55,000 WPP Ltd £30,000 City Parochial £30,000 Garfield Weston £25,000 Pilgrim Trust</p> <hr/> <p>£140,000</p> <hr/>
6.	Project name and selected theme and how it is evidenced in the project	
	<p><u>Project Title: Brent Break Free Project – Drugs, Gangs and Violence</u></p> <p><u>Regeneration: Social Inclusion, Health and Well Being</u></p> <p><u>Community Safety – Crime Awareness, Crime Prevention and Support for Victims of Crime and Anti Social behaviour</u></p> <p>To provide drug and alcohol treatment for young people involved in gangs/criminal activity and increase their involvement in positive activities</p>	
7.	Project theme and structure (detail of project, how it will be run, frequency of	

	<p>project including number of users benefiting)</p> <p>Addaction is seeking funding to operate group workshops and one to one treatment sessions from their base in Willesden. They propose to employ an Outreach Intervention worker who will provide treatment services to young people involved in gang and criminal activities in priority areas such as Church Road, St. Raphael's estate and Stonebridge. The service will be available Monday to Friday, and will be offered during the day as well as evenings from their offices in Willesden.</p> <p>The proposed activities over the 3 years will include:</p> <ul style="list-style-type: none"> • Identify high risk young people involved in gangs in the priority areas and raise their awareness of the risks associated with drugs and alcohol <ul style="list-style-type: none"> • Offer treatment services through outreach work and make referrals to more specialist treatment services • Support young people to remain in treatment programme • Provide flexible and frequent contact with young people • Engage young people in more positive activities including drama, training or employment <p>The programme will be delivered to young people aged 10 – 19 years who have been excluded from school, looked after care, criminal justice system, pupil referral units to name a few.</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <p>The programme will be delivered in a way that encourages the young people to develop a positive attitude towards making changes to their lives. The aim is to achieve a reducing number of young people involved in substance misuse, gang involvement and criminal activity over the next three years.</p> <p>They propose to achieve the following outcomes during the funding period</p> <ul style="list-style-type: none"> • Employ a project work • Set up a steering group panel • Identify a cohort of individuals • Carry out feedback and monitoring work with users • Outreach sessions • Workshops sessions • Establish service level agreements with referrals agencies • Recruit role models and peer educators and for them to facilitate workshops • Make referrals to specialist drugs treatment programmes <p>The project will enable young people to work towards achieving a better quality of life through participation in the proposed programme. The programme will provide advice and support according to the individual need such as the following:</p>
<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>Information relating to individuals will be recorded using number of methods that will allow easy access for key people working on the project to use before and after services has been provided. The methods that will be used to maintain accurate data includes the following:</p> <ul style="list-style-type: none"> • central database connected to the National Treatment Agencies data collection system that will be used to evaluate the number of beneficiaries who have received treatment; • Project logs and spreadsheets to record information;

	<ul style="list-style-type: none"> Records of attendance will be marked against agreed output indicators and Partners are expected to produce progress reports.
10.	<p>Joint working with other organisations</p> <p>Addaction intends to work in partnership with 10 organisations to deliver the proposed project. 'Not Another Drop' has been identified as the main partner to work in conjunction with management to deliver the programme designed to support the high-risk young people involved in gangs/criminal activities through providing treatment to reduce alcohol and substance misuse with the view of creating positive activities to improve the quality of their lives.</p> <p>Some of the other partners and key agencies that have been approached to share resources include:</p> <ul style="list-style-type: none"> Brent Association for Voluntary Action (BrAVA) will provide support to engage young people experiencing difficulty finding employment; Genesis aims to provide support through promoting social cohesion in areas such as sport projects, mentoring projects and employability drop-in satellites; Kilburn Youth Centre is a popular youth hub providing a variety of support services ranging from housing advice, music studio workshop, creative arts to name a few. Paddington Churches Housing Association (PCHA) engage young people in supported housing, housing, hostels or B&B's by setting up satellites and drop-ins to reduce the risk of gang involvement. Pupil Referral Unit deliver workshops as a means of identifying at risk and hard to reach young people who may not be met in mainstream educational institutions.
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable as they have £4.3m in reserves. Please note that the organisation made a loss of £996,862 in 2008-09.</p>
12.	<p>Equality and Diversity</p> <p>Addaction is committed to equal opportunities and managing diversity through implementation of its policy, By ensuring individuals are judged on their ability and not their age, gender, marital status, sexual orientation, race and colour.</p>
13.	<p>Internal Consultation</p> <p>They receive funding from Children Fund administered by Children Services for a project called Clinic in a Box. They are also jointly funded by Children Services and Brent PCT for a Young Peoples Treatment and Transitional project.</p> <p>There are no concerns highlighted in relation to their performance however officers from Children Services have stated that elements of the proposed projects is already included in the services that they fund.</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Addaction is a national registered charity and Company Ltd by Guarantee and has been operating for the past 43 years. They provide a nationwide specialist drug and alcohol treatment service for young people and adults. Their currently services is Brent is managed by 12 staff working full-time and part time. They provide services</p>

<p>to 39 users in Brent, most of which are male between the ages of 12 to 19 years Black African and Black Caribbean backgrounds.</p> <p>Although they have a large reserve of over £4m, this funding is held centrally and their no information about its proposed expenditure.</p> <p>The organisation is jointly commissioned by Brent PCT and Brent council's Children Services to provide a range of treatment services for children and young people. They receive referrals from both PCT and the Council and provide one to one support and advice sessions.</p> <p>The proposed project 'Brent Break Free Project – Drugs, Gangs and Violence' is to deliver treatment and group workshops to high-risk young people involved in gangs/criminal activity. The organisation proposed to recruit a part time outreach worker (4 days a week) who will work with people in priority areas. The project will target young people excluded from schools and will work with youth offending them and pupil referral unit.</p> <p>Recent reports suggest there is a shortage in the borough of outreach programmes for children and young people with drugs and alcohol problems. This project will address this shortfall and should therefore be recommended. However it should be noted that some elements of this proposed project is already included in the funding from Children's Services and funding for this project should focus of Outreach activities.</p>				
<p>14. Recommendations, reasons and any conditions Yes, for Outreach services</p>				
Report Author		Jacqueline Smith		
Date		December 2009		
GOOD	√	AVERAGE		POOR

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	ADVANCE						
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Advance provides independent advice and support to women and their children fleeing domestic violence (DV) situations by:</p> <ul style="list-style-type: none"> • Offering crisis intervention and support for keeping women safe, supporting them through the criminal justice system to simplify process, and bring perpetrators to justice • Empowering women and improving quality of life for their children including working with partner agencies • Work on educating the voluntary sector, statutory agencies and the general public in all aspects of domestic violence, to increase safety and survival <p>These aims are delivered through the following services:</p> <ul style="list-style-type: none"> • 24-hour advisory service within the boroughs of Hammersmith & Fulham and Brent • Providing crisis intervention, risk assessment, support and advice to DV survivors after police intervention or designated health, housing and/or substance misuse sites • Tackling survivors' problems by getting immediate help and keeping them within the court process • Offering one-to-one telephone and face-to-face advice through specially trained independent DV advisors in areas such as housing, finance, DIY injunctions and court process • Advance has provided various services supporting women over 11 years 						
3.	Current Funding from Brent Council	Advance receives monies from Brent as follows: The organisation also receives funding of £20,000 from Brent Children Services to provide training for Social Care staff.						
4.	Amount Requested	<p>Advance requests a total of £75,000 over three years as follows:</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 70%;">Year 1</td> <td style="text-align: right;">£25,000.00</td> </tr> <tr> <td>Year 2</td> <td style="text-align: right;">£25,000.00</td> </tr> <tr> <td>Year 3</td> <td style="text-align: right;">£25,000.00</td> </tr> </table>	Year 1	£25,000.00	Year 2	£25,000.00	Year 3	£25,000.00
Year 1	£25,000.00							
Year 2	£25,000.00							
Year 3	£25,000.00							
5.	Contribution from other sources (State amount and details of funders)	<p>Contribution from other sources include:</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 70%;">Year 1</td> <td style="text-align: right;">£277,348.00</td> </tr> <tr> <td>Year 2</td> <td style="text-align: right;">£286,418.00</td> </tr> <tr> <td>Year 3</td> <td style="text-align: right;">£295,760.00</td> </tr> </table>	Year 1	£277,348.00	Year 2	£286,418.00	Year 3	£295,760.00
Year 1	£277,348.00							
Year 2	£286,418.00							
Year 3	£295,760.00							
6.	Project title and selected theme and how it is evidenced in the project							

	<p>Proposed project title: Advance Advocacy</p> <p>Selected themes titles include:</p> <ul style="list-style-type: none"> • Regeneration: <ul style="list-style-type: none"> • Social inclusion • Health and wellbeing • Welfare advice • Community safety <ul style="list-style-type: none"> • Crime awareness • Support of crime and anti-social behaviour <p>Support service for women experiencing domestic violence</p>
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>Advance is seeking funding to employ independent domestic violence advisers (IDVA), to deliver services to women experiencing DV in subject areas such as:</p> <ul style="list-style-type: none"> • Sexual violence, honour-based violence, female genital mutilation, forced marriages, physical, financial and sexual abuse • IDVAs will offer crisis intervention and emotional support to women assessed as being of medium to high risk of repeat victimisation and incidents <ul style="list-style-type: none"> ○ The IDVA would assist up to 45 women per year ○ One-to-one confidential support in related issues such as housing, benefits, legal advice and support in court and signposting to other agencies for help ○ Interventions aimed at women at risk contributes to reduction or complete cessation of DV ○ Will offer advocacy support through the courts for witnesses and help to demystify the criminal justice system and help to manage expectations when women are reluctant to testify against perpetrators. <p>Interventions will take place at Advance offices at the Kilburn Police Station, 38 Salusbury Road, Kilburn, London, NW6 6LT. Additional venues will include Brent courts and the Asian Women’s Resource Centre on an ad-hoc basis.</p> <p>Services will be available to women from 10 am – 6.00 pm, with 24-hour telephone access for emergencies via the police out of hours during evenings, week-ends and bank holidays.</p> <p>To justify the need for the service Advance puts forward a number of national statistics and state the needs has also identified in Brent Council Domestic Violence Strategy.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>Advance will work towards reduction in DV and expect the following annual outcomes:</p> <ul style="list-style-type: none"> • Reduction of DV in 150 homes in Brent involving pregnant women and those with children • Improvement in confidence and self-esteem for 100 mothers and their children • 150 mothers and children report feeling better and safer • Increase in mental and physical well-being of 100 children and their mothers • Offer information, safety plans, advice and support packages to 200 women with

	<p>and without children</p> <ul style="list-style-type: none"> • 90 families to experience protection by using target hardening and criminal and civil justice • Provide support and advice to 280 female victims of domestic violence and sexual abuse related crimes • Raise awareness to domestic and sexual abuse of women and girls through service delivery
9.	<p>Monitoring and Evaluating methods</p> <p>Advance will be monitored against the following each year:</p> <ul style="list-style-type: none"> • 200 referrals for their service • Support to 140 women • Provide risk assessment for 100 women • Attend session at SDVC court each Tuesday • Support 5 women involved in SDVS trials <p>They proposed to evaluate their project thorough feedback from partners and users. Their performance monitoring data will enable the organisation to achieveve their outcomes. They also proposed to produce an annual report of their achievements.</p>
10.	<p>Joint working with other organisations</p> <p>Advance currently works with the following organizations including funding through:</p> <ul style="list-style-type: none"> • Social care for training • LAA and CDRP – service delivery • DAAT - PCT • The Police <p>Referrals are received from:</p> <ul style="list-style-type: none"> • Substance misuse services including CRI and Addaction • Asian Women’s Resource Centre • Victim Support • MARAC • The court • The Haven (Sexual Assault and Referral Centre) <p>Partners in Brent include:</p> <ul style="list-style-type: none"> • Brent CDRP • Brent LAA • Brent Social Care
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2008, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>Advance is an organization based in Hammersmith & Fulham but indicates a total membership of 124 in Brent with four from outside of Brent. Advance does not indicate its other membership from elsewhere, especially H&F. The membership which consists of all women, five older people and 12 gay people. The majority of the organisation’s membership is white with 40% representing other races.</p>

	<p>Advance has an equal opportunities policy that caters for the entire organization and discourages discrimination in any form against anybody. Language and culturally sensitive procedures are in place to help those members who need special assistance in translation, specialist and other forms of support.</p>				
13.	<p>Internal Consultation Advance is currently commissioned by Children's services to provide domestic violence training for social workers. They have been doing this for some years and there and the Department states they are satisfied with their services.</p>				
14.	<p>Officers Assessment/References/Exit Strategy Advance Advocacy and Non-Violence Community Education was established in June 2001 to tackle issues of domestic violence in women. It mainly works in London Boroughs of Hammersmith & Fulham and in Brent. It has a management committee of seven members with a total membership of 124 people in Brent and four from outside. Its membership in H&F is not indicated.</p> <p>Advance is already providing this service at Kilburn Police Station where 6 members of staff are currently employed. They receive funding from various sources i.e. PCT, Big Lottery Fund and Supporting People, some of these will expire at the end of March 2010. Funding from the MPG will be used to continue the service and they propose to employ retain one member of staff to perform the proposed services. funding bodies such as the PCT, Big Lottery Fund and Supporting People.</p>				
14.	<p>Recommendations, reasons and any conditions Recommended for domestic violence services for Brent residents, subject to the following conditions:</p> <ul style="list-style-type: none"> • Further discussion with officers on services to be provided linked to specific projects and activities • Organisation to provide clear records and details of services provided to Brent residents • To collaborate with other similar organisations such as Hestia Women's Refuge or Brent Domestic Violence Forum 				
Report Author		Augusta Morton			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	African Women's Care
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>African Women's Care (AWC) aims to relieve poverty, sickness, distress and social isolation amongst BME women of African unemployed refugee and asylum seekers especially women, children and families. It aims to:</p> <ul style="list-style-type: none"> • Provide outreach work for women enabling them to access health and social care resources. • providing health awareness and prevention discussions, focus groups in order to reduce long-term illness • Advance the education of African Refugee women, children & families <p>It currently runs the following projects:</p> <ul style="list-style-type: none"> • Young People's Domestic Violence Support project funded by Comic Relief • Domestic Violence Awareness Project for African women residents in Kensington & Chelsea funded by K & C Social Services • Community Advocacy and Guidance project funded by City Parochial Foundation and • Advice and Guidance Project, Brent Main Grant.
3.	Current Funding from Brent Council	£4,670 – Brent Main Grant
4.	Amount Requested	£75,000 – over 3 years (£25,000 for each year)
5.	Contribution from other sources (State amount and details of funders)	£34,686
6.	Project name, Selected theme and how it is evidenced in the project	<p>Theme - Regeneration - Social Inclusion and Health & Wellbeing. Project title: Advice and Guidance Project</p> <p>AWC is requesting funding to provide services to BME refugee women living in the Church End, Roundwood, Harlesden and Stonebridge area.</p>
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	<p>The project aims to provide a range of activities for women to overcome barriers to employment and health issues which will enable them to compete and perform effectively and confidently in their community. The project will include: <u>Health promotion and prevention workshops.</u> Organise quarterly community information workshops. Workshops will bring</p>

	<p>together professional and people living in the community to learn and raise awareness on common illnesses eg TB, Cancers, etc TB, Obesity, STDs, coronary heart diseases, diabetes, Climatic Change etc</p> <p><u>Women weekly well being</u> To run a weekly friendly group session of local women to support their need to improve their fitness, mental health and wellbeing. Sessions will involve cook & eat, physical exercise, and discussion groups.</p> <p><u>Staying Safe Training</u> Run a 5 days staying safe, being healthy training. Topics include Health & Safety, First Aid, Personal Hygiene, Personal Safety Managing violence & aggression, family planning and reproductive health.</p> <p>The project will be provided from their office in Willesden. Skills training activities will be delivered from Fawood Children Centre, Curzon Crescent and Harmony Centre for 8 weeks twice a year.</p>
8.	<p>Proposed outcomes and achievements over the 3 years The health promotion works will benefit 30 BME women, with at least 5 new participants attending. Women to obtain increased health awareness and knowledge to enable them to be better informed about existing services and reduce health and work</p> <p>The weekly well-being sessions will benefit 15 women weekly, with at least 3 new women attending every month. Improves health and wellbeing behaviours, positive choices and enhance skills for healthy eating and cooking.</p> <p>Approximately 20 women people will attend Staying Safe Training per course. Course programme will run four times a year. Aim of this activity is to empower and promote a whole approach to staying healthy and living well.</p> <p>The organisation states that women will benefit from improved health and wellbeing, improved skills for employment and training and increased awareness and uptake of mainstream services.</p>
9.	<p>Monitoring and Evaluating methods AWC states that it will evaluate the effectiveness of its project by using the following methods:</p> <ul style="list-style-type: none"> • Analysing feedback forms • Face to face interview to gather views on usefulness of the session and future improvement • Quarterly interim report form project worker analysed • Questionnaire and interviews with users to determine impact of the project
10.	<p>Joint working with other organisations AWC states that it works widely with many external agencies such as police, mental health services and also has a wide network link with mainstream and other voluntary organisations. It has close working partnership with African Child, Asian Women's Resource Centre, Kenyan women. It also states that Newfield and St Mary's School play vital role as they provide venues. AWC indicates that City Parochial Foundation funding will contribute for one year and will approach Fairshare programme for future funding.</p>
11.	<p>Financial Analysis Total Costs = £109,686 not £104,946 as stated on the Application Form. Approval is</p>

	sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.				
12.	<p>Equality and Diversity AWC states that 250 people use their services of which 200 are residents of Brent. 85% of their users are Women and 66% of the 250 are Black African.</p> <p>AWC has in place an equal opportunities policy and it states that it applied this in all aspect of its work – from recruiting staff to delivering services and activities. It ensures that it uses appropriate methods of advertising its services and appropriate images are used which will appeal to the targeted community. It ensures that its services are provided at venues that are easily accessible for people with young children and are provide at times to fit in with child care responsibilities.</p>				
13.	<p>Internal Consultation AWC currently receives Main Programme grant of £4,670 to provide quarterly community information workshops and monthly discussion group meetings</p>				
14.	<p>Officers Assessment/References/Exit Strategy AWC has been in operating since 1998 and runs drop in advice session on a number of issues for refugee women living in Brent. Issues include welfare benefits, domestic violence, depression, medical care etc. It also runs various workshops and sits on steering groups such as Health and housing project and BRMF event planning committee. They are funded from the MPG and officers are satisfied with the services they currently provide.</p> <p>A reference has been received from Brent Refugees & Migrants Forum (BRMF) stating that AWC is affiliated to them and has worked in partnership with them in terms of capacity building and deliver joint services to refugees and migrant communities. It states that AWC has an average 50 service users per week benefiting from their projects. Due to the demand BRMF and AWC will also be running legal advice sessions in January 2010.</p> <p>AWC proposed to provide a range of services that meets the criteria for funding, However it is noted that they are currently funded to provide similar services from the 1 year MPG. It is therefore proposed that if this recommendation is approved, funding for their 1 year project will cease. We feel this will offer better financial stability for the organisation as current funding is £4,670</p>				
14.	<p>Recommendations, reasons and any conditions Recommended a series of health and wellbeing workshops. Subject to:</p> <ul style="list-style-type: none"> • The Organisation to link up and work with Mat Miles, from the PCT in delivering the workshops/training. • Withdrawal 1 year grant for current projects 				
Report Author		Devbai Bhanji			
Date		11 December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	ALBANIAN UNION MOTHER TERESA
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>To enable Albanian community to gain confidence and make progression in their life, to settle fully and participate in UK society and to improve their quality of life and benefit to the whole community in this counter.</p> <p>To promote the Albanian Culture, language, and history in Brent and share the benefits from others cultural heritage</p> <p>Services provided includes</p> <ul style="list-style-type: none"> • Supplementary education for Albanian children aged 5 – 12 years on Saturday 11- 2 • Sporting activities including Albanian dance and singing • Parents and toddlers group aged 1-4 • Social and cultural events
3.	Current Funding from Brent Council	None
4.	Amount Requested	£69,476 (over 3 years)
5.	Contribution from other sources (State amount and details of funders)	Nil
6.	<p style="text-align: center;">Selected theme and how it is evidenced in the project</p> <p><u>To work together for a better life for all communities in Brent area</u></p> <p><u>Regeneration –Social Inclusion, Green Agenda and Welfare Advice</u></p> <p>To integrate Albanian community and to work together for a better life for all communities that live in Brent.</p>	
7.	<p style="text-align: center;">Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>Albanian Union Mother Teresa is requesting funding for the following projects</p> <ul style="list-style-type: none"> • Supplementary School • Family Programme • Women Programme • Safe area and better space around • Sports Activity • Cultural and historic activity • Legal financial and social advice 	

	Project will be provided at Mission Dine Club, Chadwick Road, Harlesden, mainly on Saturdays.			
8.	Proposed outcomes and achievements over the 3 years Outcomes to be achieved <ul style="list-style-type: none"> • Increase education of Albanian children and others • To have the opportunity to gain volunteering placements and part time employment • Active social life, reduce the stress of Albanian families and increase integration in English society • Information and Advice 			
9.	Monitoring and Evaluating methods An external evaluation will be commissioned to evaluate the effect of the project to the beneficiaries and this will be assessed against the aims and objectives of the project. This will be carried out every year from the records kept by the organisations. At events they will use questionnaires for service users to give feedback on the event.			
10.	Joint working with other organisations The organisation proposes to work with an organisation called Ardhmeria who is a leading organisation of the Albanian forum in London.			
11.	Financial Analysis There are no accounts attached to file, only a Financial Procedure.			
12.	Equality and Diversity 350 service users of which 236 are based in Brent,. Provide services to mainly women, children and young people. Albanian Union Mother Teresa has submitted an Equal Opportunities Policy and Code of Practice. The policy does not include how they will ensure equality is addressed in relation to employment and service delivery.			
13.	Internal Consultation None.			
14.	Officers Assessment/References/Exit Strategy Albanian Union Mother Teresa is a company limited by Guarantee that was set up in March 2009. The organization provides a range of services for Albanian refugees living in Brent. Furthermore, the organisation has not submitted key documents to enable officers to fully assess the application. Also the organisation was set up less than 12 months ago and therefore does not meet the criteria for funding.			
14.	Recommendations, reasons and any conditions Not recommended.			
Report Author		Beverleigh Forbes		
Date		25 th January 2010		
GOOD		AVERAGE		POOR
				✓

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	ASIAN PEOPLE'S DISABILITY ALLIANCE						
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Aims and objectives of the APDA include:</p> <ul style="list-style-type: none"> • To provide to Asian disabled people, their carers and families a needs-led and culturally-sensitive service that is missing from mainstream provision • Work with service planners and other mainstream providers to incorporate special needs of APDA client groups in service planning and programmes that affect their lives • Act as a resource for Asian disabled people, their carers and families for consultation, peer support, exchange of information, etc. <p>Services provided include:</p> <ul style="list-style-type: none"> • Daycare and development service for adults with physical, mental and learning disabilities and elderly people • Arts, leisure and sporting activities • Luncheon • Carers' support service • Volunteer recruitment and training project • Arts projects for disabled people <ul style="list-style-type: none"> • Sports for disabled people's project 						
3.	Current Funding from Brent Council	£15,220 per year from MPG - for three years totalling £45,660, for children and young people services						
4.	Amount Requested	<p>APDA requests a total of £75,000.00</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Year 1</td> <td style="text-align: right;">£25,000.00</td> </tr> <tr> <td>Year 2</td> <td style="text-align: right;">£25,000.00</td> </tr> <tr> <td>Year 3</td> <td style="text-align: right;">£25,000.00</td> </tr> </table>	Year 1	£25,000.00	Year 2	£25,000.00	Year 3	£25,000.00
Year 1	£25,000.00							
Year 2	£25,000.00							
Year 3	£25,000.00							
5.	Contribution from other sources	APDA plans no contributions from other sources						
6.	Project title and selected theme and how it is evidenced in the project							
	<p>Project title: Asian Women's Mental Health Project Theme selected:</p> <ul style="list-style-type: none"> ○ Regeneration - Social inclusion and health & wellbeing 							
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)							
	<p>Proposed project is a drop-in support group aimed at Asian women (between the ages 18-25 living in the priority areas identified), with mild to moderate mental health needs who are currently unable to access mainstream services.</p> <ul style="list-style-type: none"> • Improving their health and well-being • Provide culturally-appropriate support in a sensitive environment • Offer social networking 							

	<ul style="list-style-type: none"> • Developing skills to enable access to healthcare services • Manage own health and improve their education skills and employability <p>Project will be provided from the APDA daycare and development centre at Alric Avenue, Harlesden HA0 1EH Project will take place every Friday for four hours in the initial year and increase to additional two hours each on Fridays and Saturdays the following year.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>After initially promoting the service to referral agencies they will provide drop in sessions that will focus on support skills and safety training, that will empower people with mild to moderate mental health service. They propose to extend the number of sessions over the 3 years. The number of beneficiaries will increase from 16 in year 1, to 48 in year 2 and 3. Also they proposed to increase the number of Asian women participating in projects each year.</p> <p>Outcomes that beneficiaries will derive from the service will include:</p> <ul style="list-style-type: none"> ○ Develop users' capacity to become self-confident and socially included ○ Improved mental health ○ Increase understanding of self-managed use of Brent statutory mental health services
9.	<p>Monitoring and Evaluating methods</p> <p>They propose to monitor the following:</p> <ul style="list-style-type: none"> • Number of calls/queries received • Referrals received for project – monitoring database • Drop-in, support, skills training sessions attended • Users survey and interviews • Feedback from partner organisations <p>-</p>
10.	<p>Joint working with other organisations</p> <p>APDA hopes to deliver the project through the following agencies:</p> <ul style="list-style-type: none"> • Asian Women's Resource Centre for user outreach • Swaminariyan Mandir • Ealing Road Mosque • Brent MIND • Brent Indian Association • Kingsbury Manor School, and • BrAVA
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2008, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>The APDA has a total of:</p> <ul style="list-style-type: none"> • 230 direct users and 300 who access information, eight of these users come from outside Brent • APDA has 90 older people and 50 young people. • APDA's membership is made up of predominantly Asian Indian, 12 Pakistani, 4 Bangladeshi and 43 other Asians

	<p>APDA has a documented equal opportunities policy as part of its organizational procedures.</p> <ul style="list-style-type: none"> • The organization ensures that its recruitment process responds to the needs of disabled people by: <ul style="list-style-type: none"> ○ All disabled applicants are automatically short-listed and interviewed in accessible premises ○ Interview panel is made up of a member has knowledge of disability ○ Vacancies are advertised in media available to disabled people • Communications are usually also available in south Asian and the organisation uses communication channels appropriate to the Asian peoples such as family networks, faith-based organizations and word of mouth • All enquiries from members of all communities and signposted appropriately. 				
13.	<p>Internal Consultation</p> <p>APDA currently received £45,660 from MPG (over 3 years) for Children and Young People's services. In addition they are commissioned by the council to provide day care services for older people. They receive approximately £76,000 each year for this work.</p> <p>VST and OPS are satisfied the work they provided.</p>				
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>APDA was founded in 1988 and provide culturally sensitive information, advice and practical support to Asian people with disability. They have a management committee of nine people; eight out of this total are disabled people. Its total membership is 222, eight of whom come from outside Brent. Reference has been received from organisations that are based outside Brent.</p> <p>They are based in Harlesden/Brentfield areas and provide a day care support and development and an outreach/befriending service for housebound disabled people.</p> <p>APDA is proposed to develop services for people with mild/moderate mental health problems; they have stated that they main steam services do not provide the necessary support for this group. They are proposing drop in sessions were users can participate in projects that will improved their self confidence and better social inclusion.</p> <p>APDA works mainly with people with physical/learning disability and there is no evidence to suggest that they have provided services to people with mental health problems.</p>				
14.	<p>Recommendations, reasons and any conditions</p> <p>Not recommended</p> <ul style="list-style-type: none"> • Already receiving a three-year grant under children and young people's theme • No contribution is proposed yet identified a number of agencies that he would work with for this project • APDA has no track record of working with people with mental health problems 				
Report Author		Augusta Morton			
Date		December 09			
GOOD	✓	AVERAGE	✓	POOR	

MAIN PROGRAMME GRANT – 2010-13

1.	Name of Organisation	Asian Women's Resource Centre
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Relief of poverty amongst women and children of Asian origin experiencing domestic violence:</p> <ul style="list-style-type: none"> • By the provision of advice and information in the areas of housing and employment and • Advance education in classes, workshops and seminars in the areas of health and childcare and the provision of training for employment. <p>Services currently provided:</p> <ul style="list-style-type: none"> • Advice and information service (funded by London Council); • Multi lingual advice line available in six languages; • Women's drop in sessions weekly networking and information sessions; • Counselling provision provided in partnership with Ethnic Alcohol Counselling Harrow (EACH); • Legal advice surgeries in partnership with Duncan Lewis Solicitors and Community Law Clinic; • Third party reporting site for women to report race hate and Islam phobic crimes; • Domestic violence support group and • Domestic violence support services.
3.	Current Funding from Brent Council	In receipt of funding from MPG for children and young people services totalling £43,920 over 3 years and And MPG funding for 1 year of £4,744
4.	Amount Requested	£75,000 over 3 years (£25,000)
5.	Contribution from other sources (State amount and details of funders)	<p>£5,000 Advance Advocacy (<i>pending</i>)</p> <p>£5,000 Fundraising</p> <hr/> <p>£10,000</p> <hr/>
6.	<p>Project name and selected theme and how it is evidenced in the project</p> <p>Project Title: To provide support to ex offenders affected by domestic abuse</p> <p><u>Community Safety</u>: Crime Awareness & Support for Victims of Crime and Anti Social behaviour</p>	

	<p>The proposed project will meet the areas identified by the Brent Crime reduction strategy 2008-2011 in relation to Domestic Violence. The service delivery will include:</p> <ul style="list-style-type: none"> • Establishment and delivery of an independent advocacy service central to the CCR working closely with the specialist voluntary sector, MARAC and SDVC to increase successful outcomes in the Criminal Justice System • To reduce the risk of women offending and re-offending • To influence decision making by the Criminal Justice System • To reduce the number of avoidable family breakdowns (specifically in relation to children)
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>The funded requested by the AWRC is to provide holistic support services to survivors of domestic violence (DV) and sexualised crimes (SC), using the one stop approach to direct women offenders and women at risk of offending to appropriate services to meet their needs and from prevention and diversion from custody, to resettlement on release. AWC propose to provide this project jointly with ADVANCE who has set up a similar project in Hammersmith and Fulham.</p> <p>The service will be provided at their premises in Craven Park, Harlesden 2 half days a week i.e., Wednesday and Thursdays and will offer a one stop facility that will include ,</p> <ul style="list-style-type: none"> • Advice and support with accessing relevant services such as accommodation, substance misuse, poverty and debt, children and families, employment and education services • Provide advice and information services on domestic violence and will undertake ongoing casework of necessary • Provide Health workshops including smoking cessation, sexual health advice, sleep management, pregnancy testing service, positive you and other well being services • Provide support group facilities on self esteem, motivation and engagement confidence building and empowerment, beauty hair and make up and arts and crafts. • Offer life skills • Access to existing groups in the borough, probation groups, forums, clinics, education settings • Provide key working support and an outreach service • Provide crèche facilities with qualified staff.
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>AWRC states that the one stop approach increases the chance of women attending and subsequently engaging with a range of accessible services to meet their varied needs, preventing them travelling to various locations to access services. They state this can be time an be time consuming, expensive and requires some degree of motivation, particularly if accompanied by young children,</p> <p>They proposed to recruit a worker for this post who will be responsible for</p> <ul style="list-style-type: none"> • Develop partnership agreement with Advance • Agreeing service delivery plan • Co-ordinate activities with Advance • Identify premises and rooms etc for services • Promote service with stakeholders

	<ul style="list-style-type: none"> • Provide specialist support services including translation support
9.	<p>Monitoring and Evaluating methods</p> <p>The Centre will use a variety of methods to monitor and evaluation the proposed project. These methods will include:</p> <ul style="list-style-type: none"> • Establishing an overseeing board with members from AWC and ADVANCE and referring agencies • Collect data from project officers • Develop a local Multi agency networking with a clear terms of reference
10.	<p>Joint working with other organisations</p> <p>The proposed project will be delivered with the support of 14 agencies some of whom will make referral to the programme and the probation service will play a key role by making it conditional for offenders released from Holloway women's prison to attend this one stop facility. Some the key agencies working jointly will include:</p> <ul style="list-style-type: none"> • Advance Advocacy project Brent • Domestic Violence Forum members • Housing department • Community Safety Team • Metropolitan Police • Protection of venerable Adults Team
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 from 2010/11 from the Main Programme Grant Monies. The organisation does not meet the criteria set to be deemed to be financially viable due to :</p> <ol style="list-style-type: none"> 1. The organisation has insufficient working capital against the required standard of 2 months. 2. The organisation has made a loss of £35,602.
12.	<p>Equality and Diversity</p> <p>AWRC is fully committed to equality of opportunities as it provides an open door policy for all women in need irrespective of their background. The policy of the centre does however take the needs of women and children in a serious manner, it includes ensuring that support services are available such as transport and crèche and so forth.</p> <p>AWRC has a membership of 720 users, 56% of whom are residents of Brent and 43% of its members live outside the borough. The user breakdown is as following: 21% disabled people, 17% older people, 12% young people and 0.28% Lesbian. The ethnic breakdown of users shows that 88% are of Asian origin.</p>
13.	<p>Internal Consultation</p> <p>AWC is a well established community organisation that has had funding from various council departments. Currently they are funded by the MPG for 3 programme to provide information advice, counselling and advocacy support for children and young people fleeing abuse. They also take provide student work placements for trainee social workers referred by Brent Council.</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>AWRC has been established since 1980 as a Registered Charity and Company Ltd</p>

	<p>by Guarantee. Management continues to deliver valuable services to women and children exposed to domestic violence. These services include provision of advice and information in the areas of housing and employment, educational classes, workshops and seminars to raise awareness of health and childcare. In addition they are members of the Brent Domestic Violence Advocacy project and they take part in a number of community safety initiatives. Management continue to maintain high quality services with the support of 7 management committee members, 3 volunteers and 6 paid staff.</p> <p>This programme falls under the theme of community safety and is a one stop shop approach to routing women offenders and women at risk of offending to appropriate services to meet their needs. The concept is a national scheme that is government funded and being offered in other areas of the UK. The project will provide advice and information on a range of community services such as health, education, employment etc. The organisation proposes to employ a worker to co-ordinate the activities who will work 2 half days per week. They have not stated how many people they anticipate will attend the sessions.</p> <p>The purpose of the project is to enable users to receive information about various services at a single point preventing them travelling to various locations. Although this approach has worked in other areas of the UK, however based on the resource that AWRC propose to put into this project I am concern that AWC may only have the capacity to refer people on to other services and not offer the in-dept support users will require. In addition the financial analysis for AWRC shows they are not financially viable. In view of this officers are unable to recommend this project.</p>				
14.	<p>Recommendations, reasons and any conditions</p> <p>Not Recommended</p> <ul style="list-style-type: none"> • Not financially viable • Already receiving a three-year grant under children and young people's theme 				
Report Author	Jacqueline Smith				
Date	December 2009				
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Brent Homeless User Group (BHUG) BRENT MENCAP						
2.	Aims, objectives, services provided by the organisation and relationship with external/statutory orgs.	<p>This is a joint partnership application from Brent Homeless User Group and Brent Mencap, two community organisations with similar aims:</p> <ul style="list-style-type: none"> • They both work to empower vulnerable people through advocacy and direct campaign • They both campaign and advocate for better services and opportunities to improve the lives of vulnerable people such as homeless and disabled people • Influencing and working in partnership with statutory providers to offer excellent services • Running and making available to vulnerable people services to enable and enhance their lives in society • Promoting council priorities amongst homeless and other vulnerable people in areas such as housing, employment, social inclusion and leisure • Providing respite support for carers <p>They provide a range of support services for disabled people such as housing advice employment and training, welfare advice, advocacy and counselling.</p> <p>Both organisations are very active in the community and work in partnership with statutory organisations, private and voluntary groups.</p>						
3.	Current Funding from Brent Council	<p>BHUG – £45,750 - 3 year funding for children and young people services (£15,250) Brent Mencap – £45,750 3 year funding for children and young peoples services. (£15,250)</p>						
4.	Amount Requested	£75,000.00 over 3 years (£25,000 pa)						
5.	Contribution from other sources (State amount and details of funders)	<p>Total contribution of £8,301.00 from fund raising activities:</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 70%;">Year 1</td> <td style="text-align: right;">£2,476.00</td> </tr> <tr> <td>Year 2</td> <td style="text-align: right;">£2,681.00</td> </tr> <tr> <td>Year 3</td> <td style="text-align: right;">£3,144.00</td> </tr> </table>	Year 1	£2,476.00	Year 2	£2,681.00	Year 3	£3,144.00
Year 1	£2,476.00							
Year 2	£2,681.00							
Year 3	£3,144.00							
6.	Project title and selected theme and how it is evidenced in the project							
	Project title: Together in Safety (TIS)							

	<p>Selected themes</p> <ul style="list-style-type: none"> • Regeneration <ul style="list-style-type: none"> ○ Social inclusion ○ Health and wellbeing ○ Sustainable employment • Community safety <ul style="list-style-type: none"> ○ Crime awareness ○ Crime prevention ○ Support for victims of crime and anti-social behaviour <p>The project will enable vulnerable people to feel safer; it will increase their awareness of community safety and get them involved in community meetings and forums.</p>
7.	<p>Structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>TIS is a skills development project aimed which aims to teach vulnerable people the necessary skills to enable them to feel safer in the community and be more valued by including those with a learning disability to safer and to enable them to participate in various meetings and forum relating to community safety.</p> <p>The programme will be jointly delivery by B.HUG and Brent Mencap at their premises and will include</p> <ul style="list-style-type: none"> • Safeguarding adults training programme for vulnerable people highlighting the issue of hate crime within Brent against disabled and other vulnerable people groups in Brent • Safety in the home such fire brigade event, • Regular discussion groups aimed at those with learning disabilities including women’s and men’s sexual health and relationship safety • Supporting participants to attend a range of area forums, comment on local plans and ensuring that these groups make reasonable adjustments as required by the DDA to include these users • Establishing links between users and neighbourhood • Annual keeping safe conferences for vulnerable users and statutory partners • Production of newsletter covering housing, community safety , training and employment issues <p>The annual community safety event will be held at a larger venue in Brent Other venues will be identified if the project is approved.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>The programme proposes to target up to 50 people each year. Outcomes and achievements expected from this project include:</p> <ul style="list-style-type: none"> • Increased understanding of special needs of vulnerable people at community safety and neighbourhood working groups • Minimum of 28 vulnerable people safeguarding training and increased understanding around this area • Minimum of 40 voluntary sector groups undertaking training safeguarding training • Minimum of 40 vulnerable people actively involved in community initiatives including: <ul style="list-style-type: none"> ○ Newsletter production ○ Participation in events, etc., and ○ Reporting improvements in their well-being

	<ul style="list-style-type: none"> • Minimum of 40 vulnerable people referred to additional training and employment opportunities and support
9.	<p>Monitoring and Evaluating methods</p> <p>The organisation will establish a steering group lead by staff from B.HUG and Brent meeting that will oversee the project. The group will meet quarterly to monitor and discuss progress as well as decide on ways forward.</p> <p>They will also evaluate the project through:</p> <ul style="list-style-type: none"> • Training evaluation forms • Annual customer satisfaction survey • Annual stakeholders consultation • User representativities on steering group to feedback progress
10.	<p>Joint working with other organizations</p> <p>The following organizations will work jointly with the partnership to deliver this project:</p> <ul style="list-style-type: none"> • Brent Supporting People's Team – identification and dissemination of information to service providers to vulnerable people • Brent Community Safety Team – link regarding representation of vulnerable people • BrAVA – dissemination of information on project's various opportunities through their newsletter and website • Brent Adult Social Care Team – to publicise project to vulnerable people using their services • Brent adult Safeguarding Team • Brent Children's Social Work Teams • East Berkshire College loan computers stored at Brent Mencap for work on newsletter production • Mencap for newsletter development group • Met Police neighbourhood teams will be asked to pop in to meet users to build rapport with vulnerable users • London Fire Brigade to provide fire safety sessions and follow up on fir alarms needed by users • Respond – specialist learning disability training group to supply some of the training <p>Being a new project outside funders have not yet been identified, however Brent Mencap and B.HUG will offer in-kind contribution to the project</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>Currently a total of 650 users use both services although it is hoped that 210 people will benefit from the proposed project, all from Brent. There would be 80 women and 130 men, including 66 young people.</p> <p>The two organisations work closely with users from all ethnic groups although the majority of users are from BME backgrounds.</p> <p>The two organisations have an equal opportunities policy that is closely adhered to. Both organizations monitor users, volunteers and workers to ensure that equality of opportunity is maintained at all times and there are rules in place to ensure that it is</p>

	<p>maintained. If not there are rules in place to deal adequately with those who contravene the rules.</p> <p>Also communication and publicity material are monitored to ensure that equal opportunities are maintained in the language.</p>				
13.	<p>Internal Consultation</p> <p>B.HUG and Brent Mencap are well established community organisations that receive funding from various council departments. They are no concerns about their services.</p>				
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>This project falls under community safety and regeneration and is a joint project between two well established local organisations, The aim of the project is to empower homeless, socially and economically disadvantaged people to improve their lives and realise their potential.</p> <p>It is not clear from the application how the various aspects of the project will be delivered. Although the organisation states the project is for vulnerable people their application also includes undertaking training for other voluntary groups, developing a newsletter etc, and it is not clear how this will link into the training sessions. Also the project does not specify the type of training that will be provided to raise users' awareness of safety issues. It lacks information about the type, number of sessions, duration, tutors/trainers etc. For these reasons the project is not recommended.</p>				
14.	<p>Recommendations, reasons and any conditions</p> <p>Not recommended.</p> <ul style="list-style-type: none"> • Both organisations are funded under the children and families programme • Details of the training sessions not specified. 				
Report Author		Augusta Morton			
Date		December 09			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	BEATBULLYING								
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The aim of BeatBullying (BB) is to make all forms of bullying unacceptable by using social change to alter people's perceptions about bullying, child on child violence and anti-social behaviour.</p> <p>Services offered include:</p> <ul style="list-style-type: none"> • partnership building across communities including: • Engaging with schools and ensuring ability to assess needs in partnership with schools and student populations • Programmes aimed at training and supporting young people to build skills such as peer mentoring, • Whole school engagement and disseminating work widely and effectively 								
3.	Current Funding from Brent Council	Nil								
4.	Amount Requested	<p>BB requests a total of £74,026.00 as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Year 1</td> <td style="text-align: right;">£24,675.00</td> </tr> <tr> <td style="text-align: center;">Year 2</td> <td style="text-align: right;">£24,675.00</td> </tr> <tr> <td style="text-align: center;">Year 3</td> <td style="text-align: right;">£24,675.00</td> </tr> <tr> <td style="text-align: center;">Total</td> <td style="text-align: right;">£74,026</td> </tr> </table>	Year 1	£24,675.00	Year 2	£24,675.00	Year 3	£24,675.00	Total	£74,026
Year 1	£24,675.00									
Year 2	£24,675.00									
Year 3	£24,675.00									
Total	£74,026									
5.	Contribution from other sources (State amount and details of funders)	<p>BB proposes to contribute a total of £10,245.00 as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Year 1</td> <td style="text-align: right;">£3,415.00</td> </tr> <tr> <td style="text-align: center;">Year 2</td> <td style="text-align: right;">£3,415.00</td> </tr> <tr> <td style="text-align: center;">Year 3</td> <td style="text-align: right;">£3,415.00</td> </tr> <tr> <td style="text-align: center;">Total</td> <td style="text-align: right;">£10,245.00</td> </tr> </table>	Year 1	£3,415.00	Year 2	£3,415.00	Year 3	£3,415.00	Total	£10,245.00
Year 1	£3,415.00									
Year 2	£3,415.00									
Year 3	£3,415.00									
Total	£10,245.00									
6.	<p>Project title and selected theme and how it is evidenced in the project</p> <p>Project Title: <u>Beatbullying - Positive Action for Young People (BB PAYP)</u></p> <p>Project themes: Regeneration - Social inclusion, Health and well being Community safety - Support for victims of crime and anti-social behaviour</p> <p>Engaging young people in team sports activities (football, rugby, basketball and boxing) to address bullying and child to child violence. It will address social inclusion through team work, health and wellbeing through the physical activities and build confidence of people that may be excluded from the community due to bullying.</p>									
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>Beatbullying is proposing two projects: <u>BBSports</u> A programme that will offer young people the opportunity to participate in team</p>									

	<p>games, to address bullying and child and child violence. The sport mentoring programme is designed for people that are very vulnerable, are truanting, often close to being NEET and or entering the criminal justice system. Through the programme perpetrators will understand the underlying causes and consequences of bullying and how not to filter anger or issues through violence and anti-social behaviour. The location for the project is not stated but the organisation proposed to use community sports facilities to deliver the programme.</p> <p>Proposed sessions are planned to last three hours over six weeks and each programme will be for 15-20 young people.</p> <p><u>Cybermentors</u> After the 6 weeks programme young people will be offered the opportunity to become a Cybermentor. This is a 4 stage programme whereby the organisation will train individuals to mentor other young people. Cybermentors are trained to offer support and guidance to their peers on issues relating to bullying which is available either face to face support or online. This programme has been found to be successful in other boroughs in London and BB would like to replicate it in Brent.</p>
8.	<p>Proposed outcomes and achievements over the 3 years The expected outcomes for those participating in the project will be:</p> <ul style="list-style-type: none"> • A reduction in bullying/child on child violence (i.e. less knife crime, fights and verbal abuse). • More positive role models healthier peer to peer relationships • Improved impulse control and anger management • Reduction in the rate of exclusion • Improvement in educational attainment • A decrease in levels of robbery, knife related crime, assault and anti social behaviour • Improvement in reported levels of confidence and self esteem <p>The organisation propose to have 6 BBsports sessions each year and anticipate that 90 – 120 young people will attend these sessions and have the opportunity to train as Cybermentors.</p>
9.	<p>Monitoring and Evaluating methods The organisation states they will carry out a pre, mid, and post programme survey of the young people and professionals involved in the programme. They also propose follow-up session at 3,6, and 12 months intervals at young people and professional</p>
10.	<p>Joint working with other organisations None, BB is not expecting to work with any other partners in Brent.</p>
11.	<p>Financial Analysis Approval is sought for a revenue grant of £75,000 from 2010/11 from the Main Programme Grant Monies. The organisation does not meet the criteria set to be deemed to be financially viable due to :-</p> <ol style="list-style-type: none"> 1. The organisation has NO working capital against the required standard of 2 months. 2. There are insufficient funds to meet their liabilities. Total Costs should be £116,809 per month. 3. The organisation has made a loss of £3,677.
12.	<p>Equality and Diversity</p>

	<p>BB has a total user population of 3,707, only 70 of whom are Brent residents. The main ethnicity of BB users are from black and minority ethnic background BB has an equal opportunities policy that is applied in their work with children and young people. It expects to apply the knowledge gained from use of the policy to understand the specific drivers and motivations that affect certain groups of people. Guidelines are applied to disabled people as well as other members of the society. It is also used to develop specially tailored programmes for its users including adapting to cultural expectations.</p>				
13.	<p>Internal Consultation BB is not funded by the council however they have links with various schools in Brent.</p>				
14.	<p>Officers Assessment/References/Exit Strategy BB is a registered charity that was established in 1999. It works with young people to make all forms of bullying unacceptable. The organisation has worked successfully with young people in the London boroughs of Havering, Lambeth and Greenwich, etc. However it has no track record of work and no identified contacts and partners in Brent. Reference were provided by Greenwich and Lambeth.</p> <p>They currently have 70 users in Brent and although the organisation states they are working with various schools in the borough, they have not provided details of this work in their application. The services that BB is offering are not unique in Brent and are being offered in various forms by the Met Police in Brent and the Not Another Drop (NAD) campaigns, amongst other organisations.</p>				
14.	<p>Recommendations, reasons and any conditions Not recommended</p> <ul style="list-style-type: none"> • Organisation works mainly outside of Brent and no clear contacts or identified partners in Brent • No clear contracts or identified partners in Brent • Not financially viable • A number of these projects are available in Brent – refer to community safety board/NAD 				
Report Author		Augusta Morton			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	BOSNIA AND HERZEGOVINA COMMUNITY ADVICE CENTRE						
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The aims of the BHCAC include:</p> <ul style="list-style-type: none"> • Relieving poverty, sickness and distress • Advancing education • Preserving and protecting physical and mental health • Providing facilities for leisure time occupation with the objective of improving conditions of life for some of its members <p>Services delivered include:</p> <ul style="list-style-type: none"> • Information, advice and guidance • Quarterly health awareness • Twice-weekly social club • IT/Internet skills • ESOL/skills for life • Line and tea dancing • Volunteering opportunities • Outreach work • Help line after 1700 hours • Exercise class • Quarterly health awareness sessions • Befriending by elderly volunteers • Quarterly events and information letters • Youth club 						
3.	Current Funding from Brent Council	Nil						
4.	Amount Requested	<p>BHCAC requests a total of ££72,014 as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Year 1</td> <td style="text-align: right;">£23,125.00</td> </tr> <tr> <td>Year 2</td> <td style="text-align: right;">£23,895.00</td> </tr> <tr> <td>Year 3</td> <td style="text-align: right;">£24,994.00</td> </tr> </table>	Year 1	£23,125.00	Year 2	£23,895.00	Year 3	£24,994.00
Year 1	£23,125.00							
Year 2	£23,895.00							
Year 3	£24,994.00							
5.	Contribution from other sources (State amount and details of funders)	<p>BHCAC will raise a total contribution of £81,484.00:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Year 1</td> <td style="text-align: right;">£25,375.00</td> </tr> <tr> <td>Year 2</td> <td style="text-align: right;">£27,185.00</td> </tr> <tr> <td>Year 3</td> <td style="text-align: right;">£28,924.00</td> </tr> </table>	Year 1	£25,375.00	Year 2	£27,185.00	Year 3	£28,924.00
Year 1	£25,375.00							
Year 2	£27,185.00							
Year 3	£28,924.00							
6.	Project title and selected theme and how it is evidenced in the project							
	<p>Project Title: Local Active Healthy Elderly in Brent: Theme Selected: Regeneration: Social inclusion, Health & wellbeing, Welfare advice The project is to provide specialist support to elderly people</p>							
7.	Project theme and structure (detail of project, how it will be run, frequency of							

	<p>project including number of users benefiting) The proposal is to employ a part-time Elderly support Worker to co-ordinate volunteers to provide services to improve the quality of life for elderly people from the west Balkans living in Brent. The support worker will provide and co-ordinate the following services:</p> <ul style="list-style-type: none"> • Health and drop-in service • Quarterly local information newsletter • Quarterly meetings of users and coffee mornings • Training for volunteers covering: first aid, healthy eating, community safety, etc. • Exercise/aerobic classes • Spring and summer outings • Outreach service for housebound <p>The project aims to improve the quality of life of those most in need which will help them to lead healthier lives and be more active in the community. The co-ordinator will recruit 3 volunteers that will help to deliver the services. All activities will take place at BHCAC centre, 108 High Road, Willesden, NW10 2P. The service will be provided Thursday and Fridays 9.00 – 17.00 for over 200 people from the West Balkans</p>
8.	<p>Proposed outcomes and achievements over the 3 years Some of the outcomes expected include:</p> <ul style="list-style-type: none"> • Improved quality of life for 100 elderly people from the west Balkans in terms of better healthcare and advice • 224 elderly and disabled people will have significantly reduced sense of social exclusion and will have improved sense of personal independence from better support, interaction and communication with members of the wider society • 24 elderly and disabled people will have greater awareness of importance of physical and mental well being from involvement in project activities • Greater involvement in social and cultural activities and opportunities for personal development for 123 elderly and disabled people • 200 elderly and disabled people will have greater understanding and participation in to British society as a result of improved communication and
9.	<p>Monitoring and Evaluating methods monitoring and evaluation methods will include:</p> <ul style="list-style-type: none"> • Questionnaires focused on health and well-being and monitoring of feedback from activities • Results of discussions from coffee mornings, quarterly meetings, outings, physical activities • Results identified through activity data and attendance information • Qualitative analysis of projects and quantitative analysis of outputs • Face-to-face interviews of users • Holistic assessment of individuals to assess impact of activities at the start of the project
10.	<p>Joint working with other organisations BHCAC will work with organizations such as the following to provide their services:</p> <ul style="list-style-type: none"> • Brent Adult Education Services • Brent PCT • Local Police and safer neighbourhood teams • Funders will include: London Councils, Big Lotteries and other beneficiaries

11.	Financial Analysis Approval is sought for a revenue grant of £72,014 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.				
12.	Equality and Diversity BCHCAC serves a population of 1059 elderly and disabled people, only 641 of them comes from Brent. 70% of this number comes from outside Brent. It serves a majority of adult and disabled people from outside the West Balkans, including Croatians, Kosovo and Serbia.				
13.	Internal Consultation None				
14.	Officers Assessment/References/Exit Strategy BHCAC is a registered charity that was established in 1997 to look after the welfare of immigrants from the West Balkans. They were established in 1997 and have a management committee of nine and a total membership of 1700, 641 of whom come from Brent. They provide a range of services that includes, Information, advice and guidance, Quarterly health awareness sessions, Twice-weekly social club, IT/Internet skills and ESOL/skills for life, social/youth club, outreach work and they produce a monthly news letter also they work with a various statutory and voluntary organisations such as Hammersmith and Fulham PCT, Community Mental Health Teams, Law Centres, Age Concern and BACES. This organisation is well established and is seeking funding to expand its Older peoples project which is currently funded by the Big Lottery and London council's, however they stated that their service users have complex problems which cannot be met with the existing capacity of the project and more staff and volunteers are needed. They state that over that elderly people are victims of the brutal Balkan war and are psychologically scared by thy experience. They have no family and friends, and find it difficult to communicate others. They need support to overcome these barriers and improve the quality of their lives in the UK.				
14.	Recommendations, reasons and any conditions Recommended to <ul style="list-style-type: none"> • provide a health and wellbeing session for older people – frequency to be confirmed • Produced a quarterly news letter for older people • Supervise volunteers involved in activities relating to older people , and • Provide one to one support for 214 older people per year 				
Report Author		Augusta Morton			
Date		January 2010			
GOOD	✓	AVERAGE		POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	BRENT ADDICTION COUNSELLING SERVICES
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>BACS aims to provide:</p> <ul style="list-style-type: none"> • Free counselling services for Brent residents with alcohol/drug problematic use • Offer group sessions for carers of people living with alcohol//drug problems • To curtail addiction clients' addiction and move towards a better life experience and towards gaining voluntary/paid work, improving relationships and moving away from crime • Offer placements and training experience to trainee counsellor's <p>BACS services include:</p> <ul style="list-style-type: none"> • Free counselling services to Brent residents • Weekly support groups to offer therapeutic support • Recruitment and training of volunteer counsellor's, offering supervision and help towards qualification • Liaises with statutory organizations to receive referrals. These include GPs, hospitals, Addaction, The Junction, Brent Social Services, self referrals, etc. • Support for clients wishing to go into a detoxification programme • Helpline and advice service with signposting information <p>BACS receives funding from Brent DAAT, Yapp Foundation and Main Programme Grant</p> <p>Their partners include:</p> <ul style="list-style-type: none"> • The Junction • Addaction • Willesden Probation Service • Wembley Probation Service • BIAS • Brent Social Services • Park Royal Hospital • Willesden Police Station
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	BACS requests to total of £75.000.00 as follows:

		Year 1	£25,000.00	
		Year 2	£25,000.00	
		Year 3	£25,000.00	
5.	Contribution from other sources (State amount and details of funders)	Expected contribution	£35,000.00	Not specified
		Year 1		
		Year 2	£35,000.00	Not specified
		Year 3	£35,000.00	Not specified
6.	<p>Selected theme and how it is evidenced in the project Title of project: Brent Addiction Counselling Services Selected Themes:</p> <ul style="list-style-type: none"> • Regeneration <ul style="list-style-type: none"> ○ Social inclusion ○ Health & wellbeing ○ Sustainable Employment ○ Welfare advice • Community Safety <ul style="list-style-type: none"> ○ Crime awareness ○ Crime prevention ○ Support for Victims of Crime and Anti-Social behaviour <p>Expand counselling service to individual Brent residents with alcohol/drug problems</p>			
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting) BACS requests funding:</p> <ul style="list-style-type: none"> • To enable them to continue provision of counselling services for Brent residents • Continue to provide day time group support to carers of Brent residents with alcohol/drug problems • Set up second carers evening support meetings <p>They currently run weekly carers groups that offer therapeutic support to those with significant t others that are problematic alcohol/drugs users. These sessions are held during the day and they are seeking funding to establish an evening session.</p> <p>They propose to provide the sessions to 45 clients per week, from their offices in , Quality House, 249 Willesden Lane, NW2 5J.</p>			
8.	<p>Proposed outcomes and achievements over the 3 years Outcomes expected include reduction or cessation of alcohol/drug use. BACS support those individuals in Brent who wish to go thorough a detoxification/ rehabilitation with an after care service sustain abstinence from their relevant substance.</p>			
9.	<p>Monitoring and Evaluating methods BACS will continue to work with 45 clients per week and evaluation will be done through supervision and monitoring.</p>			
10.	<p>Joint working with other organisations BACS is not able to name any organizations that they would work with. All their clients come from regeneration areas but do not name which ones. BACS actively encourages and gives advice. BACS will be funded by YAPP and DAAT (PCT)</p>			
11.	<p>Financial Analysis Approval is sought for a revenue grant of £75,000 for 3 years from 20/10/13 from the</p>			

	Main Programme Grant monies. Based on the organisation's accounts for the year ended 05/04/2009, this organisation is considered to be financially viable.				
12.	Equality and Diversity BACS works with 57 residents from Brent, 32 men, 25 women, 3 disabled people, 6 older people and 6 LBT. The majority ethnicity that use their services include 19 white UK, 12 White Irish with other minority spread.				
13.	Internal Consultation Currently funded from the Main Programme Grant to 480 counselling sessions per year i.e. 10 per week over 48 weeks. There are no concerns regarding the services provided.				
14.	Officers Assessment/References/Exit Strategy BACS was established in 1981 to provide counselling services to Brent residents suffering from addiction. They have a management committee of six and a total membership of 57, made up mainly of white UK, white Irish and a mix of other minority races. They state that 31 of their 57 clients live in the regeneration/priority areas. BACS are seeking funding to provide an extra counselling session for carers, expanding their sessions to two per week. Currently they provide 2 therapy groups 1 carers group and 1 women's group session per week. The funding will enable them to provide an evening session for carers, the current session is held during the day. The organisation states that more than 50% of their clients come from the priority area and they will continue to provide the sessions free of charge to residents. The session will be for people who care for significant others with alcohol drug problematic use.				
14.	Recommendations, reasons and any conditions Recommended – to provide an additional counselling session for carers.				
Report Author		Augusta Morton			
Date		February 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Brent Artist Resource Co. Ltd
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The organisation aims to promote modern and contemporary visual art in Brent. They aim to:</p> <ul style="list-style-type: none"> • Serve the cultural needs of people of Brent and NW London; • Provide a supportive environment for artists in their professional development; • Create opportunities to participate in the Visual Arts through exhibition; <p>Workshops, mentoring schemes and information:</p> <ul style="list-style-type: none"> • Introduce a wide range of stimulating art work to the public; • Promote, network and fundraise in support of their aims; • Support and encourage new ideals through shared aspirations and creativity and • Encourage emerging artists to display and perform their work.
3.	Current Funding from Brent Council	£4,000 Cultural Development Dept.
4.	Amount Requested	<p>£15,000 Yr1 £15,000 Yr2 £15,000 Yr3</p> <hr/> <p>£45,000</p> <hr/>
5.	Contribution from other sources (State amount and details of funders)	<p>A contribution of £39,000 is needed for this project this will include:</p> <p>£4,000 Cultural Development Dept. £3,000 Membership £6,000 Lottery Heritage Fund</p>
6.	<p>Project name and selected theme and how it is evidenced in the project <u>Project Title: Educational Scheme and Exhibitions for young people</u></p> <p><u>Project themes</u> Regeneration</p> <ul style="list-style-type: none"> • Social Inclusion, Health & Wellbeing and Sustainable Employment <p>Community Safety:</p> <ul style="list-style-type: none"> • Crime Prevention 	
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>The organisation is proposing to set up an educational program that will help artists and other people especially young people to get skills in curating and organising exhibitions, accountancy and administrative skills transferable to other industries especially people from ethnic minorities that are under-represented in the visual arts industry. Also the exhibition scheme will help to raise awareness of issues concerning young people.</p>	

	<p>The programme will be delivered on a daily basis 2 – 6 for approximately 50 people a year between the age of 5 – 65 year and over at Willesden Green.</p> <p>The project aims to improve employment opportunities for disadvantaged people especially young people and promote inclusion of recent arrivals to the UK. Into visual arts as part of the wider community, that will find it more difficult to access work as curators, accountants and visual artists.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>The organisation is expecting to deliver services to 50 people aged 16 – 35+ years. The outcomes will include:</p> <ul style="list-style-type: none"> • Training opportunities for 50 members of the local community into well-paid jobs • Access to artists' work local community including BME groups • Increase participation – 12,000 visitors a year to attend shows, art workshops, events and activities • Improved public satisfaction benefiting from better coordination more information and a greater range of activities • Increased numbers of opening hours for both shows and workshops outside working hours
9.	<p>Monitoring and Evaluating methods</p> <p>The propose project will evaluate their services delivery every six months by ensuring at least 40% of the target have been achieved through monitoring attendance at shows and talks, participation on workshops and enrolment in the training scheme. The programme will be monitored and evaluated through a range of methods to include completion of questionnaires before and after the training sessions; visitors at the exhibitions and talk workshops are all expected to participate giving feedback on service delivery. Management will produce a report at the end of each year from the information gathered through feedback, questionnaires, verbal comments, email and letters.</p>
10.	<p>Joint working with other organisations</p> <p>There have been a number of organisations who will work in partnership to deliver a good quality educational and exhibition project. These organisations include:</p> <ul style="list-style-type: none"> • BrAVA, North-west London College and Queens Park Community School who will help to recruit and participate in exhibitions from younger members of the community. • Management Committee members, the Culture Development Team and other staff from Brent Libraries, Arts and Heritage will be involved in ensuring that the project is delivered to a high standard. <p>The organisation has stated the six funders have been identified to contribute to the proposed project:</p> <ol style="list-style-type: none"> 1. Cultural Development Department, Brent Council £4,000 2. Members contribution £3,000 3. Lottery Heritage Fund, Arts Council, Awards for All and Edward Harvist Trust £6,000
11.	<p>Financial Analysis</p> <p>A loss of £3,926.46 was made in 2007-08 and a loss of £856 in 2008-09. Finance Officer not able to do financial assessment as the organisation did not provide a Balance Sheet for 2008-09.</p>
12.	<p>Equality and Diversity</p> <p>The organisation has in place an Equal Opportunities and volunteer policy which is</p>

	used as a guide for the management of all aspect of its services. Their membership is made up of 12,000 users of whom 83% of its users are residents of Brent and 17% live outside the borough. The breakdown of their users profile includes a diverse mix users such as 20% White, 5% White Irish, 10% White other, 5% Black Caribbean, 25% Black British, 5% Chinese, 5% Asian Indian, 10% Asian British and 5% Black African.
13.	Internal Consultation BAR receive a £4,000 SLA from LAH and will receive the same amount for 2010/11. They have delivered against the 2008 – 2010 targets and out performed in many areas LAH also commission them for additional work. For example they have managed the site art for Respect 2009 and are currently working on 2010. We recently commissioned them to work with Film London as our partners on ‘Film Brent in 90 seconds’.
14.	Officers Assessment/References/Exit Strategy The organisation has been established for the past 26 years as Company Ltd by Guarantee, and is currently based at Willesden Library. The services is delivered with the support of 6 management committee members, 1 paid staff and 170 volunteers. They provide a supportive environment for local artists and create opportunities for them to participate in exhibitions, workshops etc The organisation is seeking funding to develop an educational programme. The proposed project will help artists to gain skills in curating and subsequently gain employment in museums, art galleries etc. They propose to employ a gallery co-ordinator who will be available on a daily basis from 2-6 to offer users the training sessions. Although the programme could possibly generate employment for people in the priority areas, it would need to work closely with other agencies to ensure the target audience is reached. They application does not state how they will work with others and who and how the training courses will be delivered. The organisation has no previous experience in this area and they fail to provide information such as type of activities, timetable, tutors etc for the programme. For this reason officers are unable to recommend funding
14.	Recommendations, reasons and any conditions Not Recommended <ul style="list-style-type: none"> • No structured programme of activities • Not focused on priority areas • Not financial viability • No experience
Report Author Jacqueline Smith	
Date December 2009	
GOOD	AVERAGE ✓ POOR

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Brent Arts Council
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>BAC aims to promote education of the Arts to the LBB. They manage Stables Art Gallery a local art centre and support the development of the arts in Brent.</p> <p>Current services includes:</p> <ul style="list-style-type: none"> • A building offering rehearsal, meeting, and exhibition facilities to local organisations and arts practitioners; • Support for young and developing visual artists and opportunities to exhibit their work; • Specialist advice and capacity building • Raising the profile of the arts in Brent and offering marketing/publicity support to arts organisations; • Representation at and participation in Voluntary Sector initiatives • Organising art exhibitions in the gallery to encourage young graduates and to showcase their work; • Organising occasional photographic exhibitions and other shows • Organising community drama and a community arts festival each year. <p>Joint working with various organisations as follows:</p> <ul style="list-style-type: none"> • Brent Council • Arts Council England • Batty Trust • Winsor and Newton • Various Brent Schools
3.	Current Funding from Brent Council	£10,404 MPG
4.	Amount Requested	£75,000 over 3 year - £25,000pa
5.	Contribution from other sources (State amount and details of funders)	<p>£4,700 John Lyon's Charity (for work with schools) (<i>secured</i>)</p> <p>£10,000 Arts Council England (for drama) (<i>pending</i>)</p> <hr/> <p>£14,700</p>
6.	<p>Project name and selected theme and how it is evidenced in the project</p> <p>Project Title: Brent Arts Council Gallery and Arts Centre Provision of Services to the Public.</p> <p>Project Theme: Regeneration</p> <ul style="list-style-type: none"> • Social inclusion • Health & Wellbeing • Green Agenda <p>The proposed project has been identified through working closely with primary and</p>	

	secondary schools in Brent offering contemporary art workshops, which has been designed to link with the National Curriculum.
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>The organisation is requesting funding to maintain their core staffing costs. They currently employ 3 workers, all of whom they state are paid very low wages. They state there is a serious risk of losing key staff, which they state feel undervalued and are likely to seek other employment if this situation continues. Each posts requires considerable experience and expertise to enable them to offer the support and advice services, and other responsibilities such as health & safety, security, equal opportunities, etc.</p> <p>They propose to continue the following activities if funding is secured:</p> <ul style="list-style-type: none"> ○ 11 art exhibitions per year ○ School workshops giving pupils the opportunity to become aware of art galleries, The school workshops is an opportunity for pupils to become aware of art galleries, learning technical skills and interpret art by the end of the academic year ○ The summer drama project aims to develop their creative skill through building the confidence and self belief. <p>The organisations will provide the services from Stables Art Centre and Gallery, Gladstone Park, Dollis Hill Lane NW2 6HT and at schools in various parts of Brent. The premises are open 11am to 5pm every Thursday to Sunday. Evening meetings on 4 days 8pm to 10.30 pm Summer Festival on 3 Days 1pm to 7.pm Art Workshops: Currently 17 days per academic year as a trial programme one every other week. For 2010/11 approx 68 days per year (2days per week).</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>The proposed projects will benefit local artists enabling them to host solo shows and students can use the material from the exhibitions to apply for higher education and employment. In addition:</p> <ul style="list-style-type: none"> • Schools to become aware of Galleries and art in general; • Learn technical skills, learn about a variety of artists, understand art and how to interpret art, gaining confidence and self belief and • Volunteers gaining knowledge and skills to enhance their potential for further education or employment.
9.	<p>Monitoring and Evaluating methods</p> <p>Over the 3 years the organisation intends to meet target of 11 exhibitions and the summer drama project. Te project will be monitored and evaluated feedback from the community and funders.</p>
10.	<p>Joint working with other organisations</p> <p>BAC intends to work in partnership with the following organisations to deliver the proposed project:</p> <ul style="list-style-type: none"> • Arts Council England • Batty Trust • Winsor and Newton • Various Brent Schools <p>Proposed funders that will contribute to the project include:</p> <ul style="list-style-type: none"> • Classic Bowrid Insurers • Partners list above
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 from 2010/11 from the Main</p>

	<p>Programme Grant Monies. The organisation does not meet the criteria set to be deemed to be financially viable due to :</p> <ol style="list-style-type: none"> 1. The organisation has insufficient working capital against the required standard of 2 months. 2. The organisation made a loss of £7 in 2008-09. 				
12.	<p>Equality and Diversity BAC is fully committed to their equal opportunities policy. It continually monitors the needs of the community groups and individual and reaching out to those in need of support. Management encourages male and female volunteers of all ages to participate in the running of the Arts Centre and to give informal training where appropriate. BAC has a membership of approximately 8,500 users of whom 94% are residents of Brent and 6% live outside the borough. The breakdown of their users profile consists of 0.60% disabled people, 35% older people and 24% young people. The ethnicity of its users is majority 35% White Uk, 10% White Irish and 10% Black British.</p>				
13.	<p>Internal Consultation BAC is funded by the Voluntary Sector team towards delivery of 11 exhibitions in the Stables Gallery. They are currently no concerns regarding their services.</p>				
14.	<p>Officers Assessment/References/Exit Strategy Brent Art Council has been established since 1953 as a Registered Charity and continue to offer art provision to promote the quality of life for people interested in developing their knowledge of the creative art in Brent. Management manage their services with the support of 7 management committee members, 3 paid staff, who all work part-time and 5 volunteers.</p> <p>Funding is sought as a contribution towards core services and staffing who will be responsible for delivering the 3 main services which are outlined above. . This application is for the continuation of current services and the organisation has not identified a specific project that meets the criteria for funding. Details of the local schools that the organisation propose to work with is omitted from the application also, timescales for the various projects are not specified. Regeneration Team has stated the service will be delivered in Dollis Hill, which not part of the priority areas. There was no mention of how they will engage priority neighbourhood communities</p> <p>Officers are unable to recommended funding as the delivery of the workshops to Schools falls outside the priority areas and no mention of how they will engage priority neighbourhood communities. In view of the above criteria has not been met for funding under the theme of regeneration. Also the organisation is not financially viable.</p>				
14.	<p>Recommendations, reasons and any conditions Not Recommended</p>				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	BRENT BLACK AFRICAN AND CARIBBEAN MENTAL HEALTH CONSORTIUM								
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>BBACMHV is an umbrella organisation that seeks to promote the following aims and objectives:</p> <ul style="list-style-type: none"> • Treat, protect and preserve the health of persons of African or Caribbean descent with mental health (MH) problems within Brent • Promote the relief of carers of persons of African or Caribbean descent with MH problems in Brent • Promote awareness of MH through provision of support, training and education of persons of African or Caribbean descent with MH problems in Brent and surrounding areas. <p>Services provided by the organisation include:</p> <ul style="list-style-type: none"> • Signposting to local service providers • Campaigning or representation of culturally appropriate services • Befriending and advocacy support to users of services from the African and Caribbean community • Providing advice and support to local BME voluntary sector organisations on capacity building and tendering opportunities in social care • Services are funded from remaining reserves and sharing of central services with partner organisations <p>BBACMHV collaborates with the Brent Alliance for Racial Equality, with whom it shares offices and central costs</p>								
3.	Current Funding from Brent Council	Nil								
4.	Amount Requested	<p>Total amount requested is £73,000.00 broken down as follows:</p> <table border="1" data-bbox="879 1794 1433 1921"> <tr> <td>Year 1</td> <td>£24,000.00</td> </tr> <tr> <td>Year 2</td> <td>£24,000.00</td> </tr> <tr> <td>Year 3</td> <td>£25,000.00</td> </tr> <tr> <td>Total</td> <td>£73,000.00</td> </tr> </table>	Year 1	£24,000.00	Year 2	£24,000.00	Year 3	£25,000.00	Total	£73,000.00
Year 1	£24,000.00									
Year 2	£24,000.00									
Year 3	£25,000.00									
Total	£73,000.00									
5.	Contribution from other sources	Nil								

	(State amount and details of funders)	
6.	<p>Project title and selected theme and how it is evidenced in the project</p> <ul style="list-style-type: none"> • <u>Project title selected: Active Elders Brent</u> • Themes selected: Regeneration <ul style="list-style-type: none"> ○ Social inclusion ○ Health and wellbeing <p>The project will increase older people's involvement in health related activities to improve inclusion through a programme of activities and advice</p>	
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>To raise health awareness issues and develop new activities in local luncheon clubs providing services to Black, African and Caribbean older people. The organisation states that the clubs will provide an effective route to engage with older people in an informal manner and a specialist worker will</p> <ul style="list-style-type: none"> ○ Direct provision of low level activity programme ○ Provision of expert advice on healthy living programme for elderly black Caribbean elders ○ Signposting to appropriate primary and secondary services <p>The organisation propose to work with the following local clubs:</p> <ul style="list-style-type: none"> • WISE – senior citizens project • Stonebridge older peoples forum • Willesden New Testament Church of God • Friends of African Caribbean community and suffering from Dementia <p>The support will be provided over a 5 day week, by a worker specially recruited to for the project.</p> <p>The organisations states effective intervention with older people improves quality of life for the person and their family carers. It promotes independence and inclusion in society and allows people to take part in activities that others take for granted. Age Concern has indicated that the needs of BME elders are routinely overlooked and there is a need for providers to;</p> <ul style="list-style-type: none"> • better meet the diverse needs of this increasing population • help minority ethnic organisations themselves to understand more about ageing, older people and the services available to them • ensure the voices of ethnic elders are heard by key decision makers 	
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>Within the first year the organisation propose to assess the level of support clubs will need from them and hold a promotion event that will market the services. They will also establish a protocol of working between agencies.</p> <p>In year 2 they propose to market the event and set up a learning dissemination event for all the 4 clubs. They propose to do a second learning dissemination event in year 3.</p> <p>At each event they expect the following:-</p> <ul style="list-style-type: none"> • Average programme attendance 27 • Attendance at marketing event 30 – 50 • Referrals to primary/secondary care providers 10 - 20 	

9.	<p>Monitoring and Evaluating methods Monitoring and evaluation will cover:</p> <ul style="list-style-type: none"> • Monthly monitoring of outputs through collation of management returns • End of year report to advisory group • User satisfaction survey
10.	<p>Joint working with other organisations The organisation propose to work with 4 local luncheon clubs for African Caribbean people in Brent. The organisation states that their services will compliment the services already provided by thee clubs.</p> <p>The worker from the organisation will develop and provide specialist advice, support or provision of a recreational programme of activities; the individual luncheon club will work with us to develop the programme that fits their purpose and assist in advertising and promoting the opportunity amongst their membership.</p>
11.	<p>Financial Analysis No accounts submitted</p>
12.	<p>Equality and Diversity BBACMHC was established in July 1997, with a management committee of 15. The organisation has a total membership of 43 and has been pursuing issues relating to mental health of BME communities in Brent. Its membership is mainly made up of African Caribbean people.</p> <p>The organisation has an equal opportunities policy and states that all employees and volunteers are made aware of the contents.</p>
13.	<p>Internal Consultation This project is not funded by the Council.</p>
14.	<p>Officers Assessment/References/Exit Strategy The Brent Black African and Caribbean mental health consortium was set up in 1997, and became operational in 2002. It provides specialist advice and services to black people in Brent suffering from mental health issues. They have a management committee of 15, and total membership of 43.</p> <p>The organisation is requesting £73,000 over 3 years to employ a social worker who will introduce new activities in 4 local luncheon clubs. They states that older people from black and minority ethnic (BME) communities are not achieving equal access to, social services, and health care and economic services, and this programme will enable users to participate in more health related activities to improve health and social inclusion and subsequently improves quality of life for them and their carers.</p> <p>Noted that the number of BME elders are increasing significantly and additional services for this group may be needed, however the clubs selected are already funded by Adult and social care to provided luncheon club/day care activities and the services for which money is requested may be a duplication of the services and may not provided any additional benefits to this client group.</p>
14.	<p>Recommendations, reasons and any conditions Not recommended.</p> <ul style="list-style-type: none"> • Proposed service already funded from other sources • No accounts submitted

	<ul style="list-style-type: none"> No specific project outlined 				
Report Author		Augusta Morton			
Date		January 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	BRENT CARERS CENTRE
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Principal aims of the Centre are to improve the lives of carers by the following means:</p> <ul style="list-style-type: none"> • Provide support, information and advice to carers from all backgrounds on access to a whole range of services to which they are entitled • Enable carers to lead normal lives alongside their caring roles • Empower them to have a voice and provide them with life skills to help avoid hardships such as financial • Help them to stay mentally and physically able to cope with the exigencies of their roles • Support professionals to respond to carers in appropriate and positive ways • To secure funding for services for carers • Provide training to develop and value skills for all • Promote young carers specific needs <p>BCC provides the following services:</p> <ul style="list-style-type: none"> • Advice, support and information • Counseling services • Running support groups • Training • Production of 'Caring Matters', a newsletter for carers • Voice for carers in Brent • Information services for young carers in Brent • Policy and strategy development for carers in Brent • Designated workers to support carers of people with learning difficulties, and • Administrative role on behalf of carers in Brent <p>BCC works with the following organizations to provide services in Brent:</p> <ul style="list-style-type: none"> • NHS Brent • Brent Council • Princess Royal Trust • College of North West London • Brent Crossroads • Age Concern Brent • Admiral Nurses

3.	Current Funding from Brent Council	<p>BCC receives funding from the following departments in Brent Council:</p> <table border="1" data-bbox="879 327 1461 696"> <thead> <tr> <th>Dept</th> <th>Amt (£)</th> <th>Purpose</th> </tr> </thead> <tbody> <tr> <td>Carers Grant (HCC)</td> <td>£112,791.00</td> <td>Core support groups</td> </tr> <tr> <td>LD Partnerships (HCC & NHS)</td> <td>£23,486.00</td> <td>PT worker</td> </tr> <tr> <td>Mental Health (HCC/NHS)</td> <td>£36,000.00</td> <td>Mental health</td> </tr> <tr> <td>C&F</td> <td>£55,000.00</td> <td>Young Carer's Project</td> </tr> <tr> <td>C&F</td> <td>£45,000.00</td> <td>Disabled children</td> </tr> </tbody> </table>	Dept	Amt (£)	Purpose	Carers Grant (HCC)	£112,791.00	Core support groups	LD Partnerships (HCC & NHS)	£23,486.00	PT worker	Mental Health (HCC/NHS)	£36,000.00	Mental health	C&F	£55,000.00	Young Carer's Project	C&F	£45,000.00	Disabled children
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4.	Amount Requested	<p>BCC requests a total funding of £70,268 as follows:</p> <table border="1" data-bbox="879 831 1430 949"> <tbody> <tr> <td>Year 1</td> <td>£24,556.00</td> </tr> <tr> <td>Year 2</td> <td>£22,556.00</td> </tr> <tr> <td>Year 3</td> <td>£23,156.00</td> </tr> <tr> <td>Total</td> <td>£70,268.00</td> </tr> </tbody> </table>	Year 1	£24,556.00	Year 2	£22,556.00	Year 3	£23,156.00	Total	£70,268.00										
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Total	£70,268.00																			
5.	Contribution from other sources (State amount and details of funders)	BCC does not expect any contribution from other sources																		
6.	<p>Project title and selected theme and how it is evidenced in the project</p> <p>Project title: Benefit Advisor for Brent Carers</p> <p>Themes selected include: Regeneration</p> <ul style="list-style-type: none"> ○ Health & well being ○ welfare advice <p>Maximize carers' income through the provision of benefit advice and service.</p>																			
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>The project proposed is to employ a part-time worker to provide, advice and information services to carers by:</p> <ul style="list-style-type: none"> ○ telephone ○ face-to-face advice, and ○ in carers' homes <p>The service will be provided from BCC offices at the Wembley Centre for Health and Care and from other outreach locations. The part-time worker will provide services during the day and on occasional evenings and week-ends by appointment, The organisation already employs a part-time worker who works to full capacity with a two-week waiting list. Carers have always indicated their dire need for more financial advice</p>																			
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>Outcomes expected from this project include:</p> <p>In year 1 – to see 4 carers per week and phone duty one day a week</p> <p>In year 2 to have a regular case load of 10-14 carers and to establish outreach</p>																			

	<p>surgeries up to two each month In year 3 to have a regular case load of 10-14 carers and to establish outreach surgeries up to two each month to work alongside and train 3 volunteers.</p>
9.	<p>Monitoring and Evaluating methods BCC will use its database to capture the following information on carers:</p> <ul style="list-style-type: none"> • numbers • age • ethnicity, and • gender • Monies gained by each carer in an excel workbook • Attendance at surgeries will be recorded and entered on computer to print out reports
10.	<p>Joint working with other organisations BCC hopes to work with the following organisations:</p> <ul style="list-style-type: none"> • Brent social services, workers and staff who can refer carers • Local voluntary sector organizations • Brent Primary Care and the NHS
11.	<p>Financial Analysis Approval is sought for a revenue grant of £70,286 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity BCC has an equal opportunities policy that discourages discrimination and sets out a procedure of how to remedy incidences. It has a total user population of 1,192, out of which there are 385 women and 82 men. It also includes 324 older people. BCC will ensure an equitable distribution of services and ensure that services provided do not clash with important dates in carers' lives such as religious days, etc.</p>
13.	<p>Internal Consultation Internal consultation has revealed that a large part of BCC funding is from Brent Council. They received an allocation of £134,169 from Housing and Community Care, Carers Grant for the following services, advice and information, signposting, training, consultation, work with young carers and breaks. Funding is also provided by Brent Mental health Services and children and families. There are no concerns with the services funded by the Council.</p>
14.	<p>Officers Assessment/References/Exit Strategy BCC was established in 1997 to provide care and assistance for carers. It has a management committee of 11 people with a total membership of 462. The organisation receives funding from the Carer's Grant, LD Partnership, Mental Health (PCT), Children and Families Department for salaries to provide the similar services for carers.</p> <p>Brent Carers Centre is a very active organisation in the community providing support, advice and information to carers. The organisation is seeking funding to employ a worker that will provide benefit advice for carers. They state that they currently advice worker is working to capacity and has a 2 week waiting list and funding from the MPG will enable them to meet the demand for this service.</p>

	Although this project meets the criteria for funding and will enable carers to maximise their income, the organisation receives substantial funding from the Council and due to the large number of applications received this year from groups not previously funded from the MPG officers are unable to recommend funding for this project.				
14.	Recommendations, reasons and any conditions				
	Not recommended – see comment above				
Report Author		Augusta Morton			
Date		January 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Brent Centre for Young People
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The Brent Centre provides mental health, drugs & alcohol and practical support service to young people and their families. It is also committed to the well being, mental health and social care of vulnerable young people. It is also the main provider of psychotherapeutic. It provides young people with an integrated and holistic service</p> <p>It currently provides the following services which are funded through money donated by charitable trusts:</p> <ul style="list-style-type: none"> • Mental Health Services • Mental Health Engagement and Support • Mental Health in Schools Outreach Project • Drugs & Alcohol Service <ul style="list-style-type: none"> ○ Engagement ○ Advice, Information, Support and Counselling ○ Drugs and Alcohol Outreach in Schools Project
3.	Current Funding from Brent Council	£45,408 – Brent Main grant – 3 yr – Children & Young People £1,760 – Edward Harvist Trust Fund
4.	Amount Requested	£70,635 – over 3 years £23,550 – year 1 £23,205 – year 2 £23,880 – year 3
5.	Contribution from other sources (State amount and details of funders)	£20,286 – BBC Children in Need
6.	Project name, Selected theme and how it is evidenced in the project	<p>Theme – <u>Community Safety</u> – Crime Prevention</p> <p>Project Title – Adolescents at Risk</p> <p>The Centre states that its project meets the funding criteria of Community Safety as their project will reduce reoffending and thus prevent crime.</p>
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	

	<p>The Centre is requesting funding towards the “Adolescent at Risk Project” which provides psychosocial support to young offenders. It ran a pilot project in 2008 with Brent Youth Offending Service to deliver to eight young people and it was successful. The Centres’ pilot project with Brent YOT was a success but also highlighted the need for a greater range of services. With this funding it hopes to offer a full range of services to meet these young peoples’ needs.</p> <p>The group propose to provide a constructive and healthy space for young people to explore concerns relating to their offending behaviour and mental health within other .young people.</p> <p>The project will be provided weekly from its location in Kilburn and Brent Youth Offending Service premises in Wembley. The Service will provide access to:</p> <ul style="list-style-type: none"> • A Specialist Mental Health Worker • A Specialist Young Persons Worker (Substance Misuse and Mental Health) • A Adolescent Therapist or Child and Adolescent Psychotherapist to young people in the YOT. <p>The service will be provided through group and individual therapy work plus staff consultations. It aims to hold one public seminar each year.</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <p>The Centre states that it hopes to achieve the following outcomes over the next 3 years to 30 young offenders aged 14 to 18 year olds each year</p> <ul style="list-style-type: none"> • Increased individual engagement in the programme (better attendance and participation) • Better relationships with authority • Improvement in some symptoms shown through self report form. • Increased concern for self. • Staff feel better supported and have greater awareness of mental health • Both staff and young offenders giving positive feedback through questionnaires.
<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>The Centre states it will monitor the Adolescents at Risk Project through its Clinical Audit Cycle. Various methods will be use to monitor i.e. Adolescent Self report forms and young people’s feedback forms, evaluation meetings with youth offending Service, regular reports, discussion at supervision and team meetings.</p>
<p>10.</p>	<p>Joint working with other organisations</p> <p>The Centres main partners will be Youth Offending Team who help them to identify young people for the project. The Police will also help identify young people that can benefit from early interventions. Also they will continue close partnership with Child and Adolescent Mental Health Services (NHS) and Social Care.</p>
<p>11.</p>	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £70,635 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
<p>12.</p>	<p>Equality and Diversity</p> <p>The Centre states that 98 young people currently use their services of which 92 are residents of Brent.</p> <p>The Centre will provide the services in accordance with its equal opportunities and this will also be supported by using the ASSET tool in the Youth Offending Service</p>

	<p>to identify young people that need their help. The diversity of the YP benefiting from the service will be monitored. They will use YOS database to assess the demographics of young people taking part in the programme to the demographics of young offenders in their care. It will monitor the accessibility and cultural sensitivity of its service.</p>
<p>13.</p>	<p>Internal Consultation Comments received from Anita Dickinson in Brent Youth Offending Service (BYOS).BCYP runs a successful project programme run to deliver group work with clients as a collaborative exercise with BYOS, and they would like to rec-mmissiong this work. With regards to other services proposed by the organisation, the comments received were:</p> <p>Individual therapeutic work Would be useful to access some additional Individual work with clients but feel that take up would be very small.</p> <p>Substance Misuse counselling BYOS have its our own staff who deliver substance misuse.</p> <p>Staff Consultation This would potentially be useful and beneficial, and would require further discussion to make it effective”.</p>
<p>14.</p>	<p>Officers Assessment/References/Exit Strategy The organisation has been in existence since 1967 and currently works in partnership with NHS Brent’s Child and Adolescent Mental Health Services (CAMHS) to provide talking therapies to young people in Brent and Brent Youth Offending Service to provide services to young offenders.</p> <p>It works with a number of different agencies to create good referral pathways and takes referrals from GPs, CAMHS, Youth Service, and a number of other voluntary and public sector bodies.</p> <p>The Centre is currently funded for three years from the MPG under the Children & Young People’s theme and receives £15,136 each year to provide on-going intensive, weekly one-to-one appointments, focussed group work sessions and undertake a more informal intervention work with the student body and parents.</p> <p>The organisation was monitored in October 2009 and it has worked with 6 young people on one-to-one basis and 40 young people in group work. As a result it has achieved the following: 6 young people have since moved into longer term individual therapy, 10 school consultation meetings held, 21 individual meetings held with prospective group members and 19 group sessions delivered. It has worked with the following three schools: Cardinal Hinsley High School, Preston Manor High School and Queens Park Community School</p> <p>References have been received from both its referees and the referees speak very highly of the service that the Centre provides. Preston Manor High School, one of its referees states that the service the centre provides to the schools students has contributed to their Personal Development and Wellbeing which has been judged as outstanding by Ofsted. The school has recently negotiated further interventions from the Centre for its substance misuse worker to support its own Intensive Learning Mentor.</p> <p>The organisation’s application meets the funding criteria, however, the organisation is currently funded for three years from the MPG to provide services to children and young people and due to the high number of applications received from non-funded</p>

	groups, it cannot be recommended for funding. Officers in Community Safety Team have also stated that they feel the take up of this service by young ex-offenders may be very small and therefore will not offer value for money.				
14.	Recommendations, reasons and any conditions				
	Not recommended				
Report Author		Devbai Bhanji			
Date		15 December 2009			
GOOD	✓	AVERAGE		POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	BRENT CITIZENS ADVICE BUREAU
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The aims and objectives of the BCAB include:</p> <ul style="list-style-type: none"> • To provide the advice people need for the problems they face • To improve policies and practices that affect people's lives • To tackle poverty • To design and deliver a service that recognizes and addresses inequalities suffered by individuals and their families • To continue to deliver an enhanced service by providing free, confidential, impartial and independent information and advice on a range of subjects • To empower and support the most excluded groups in society by referring them to the full range of statutory and voluntary services offered in the borough, through identifying additional needs • Continue to be integrated within each of their partners' services by maintaining effective links with other service providers • BCAB believes it can continue to make a significant contribution to improving outcomes for the residents of Brent <p>Services offered by BCAB cover:</p> <ul style="list-style-type: none"> • Advice and information service to the public • Form filling service • Training programmes for volunteers to become advisers, administrators, IT support and receptionists • Awareness raising sessions for parents and members of the public • Training sessions for staff and intermediaries in a range of subjects <p>BCAB works with the following partners:</p> <ul style="list-style-type: none"> • Brent Council (HCC, C&F) • Children's centres • Brent In2 Work • Brent Housing Partnerships • HMRC • Energy Best Deal • Law Works
3.	Current Funding from Brent Council	BCAB receives the following funding from Brent Council departments

		<table border="1"> <thead> <tr> <th>Dept</th> <th>Amount (£)</th> <th>Purpose</th> </tr> </thead> <tbody> <tr> <td>HCC</td> <td>£373,149.00</td> <td>Generalist advice</td> </tr> <tr> <td>C & F</td> <td>£301,193.00</td> <td>Family benefits advice</td> </tr> <tr> <td>C & F</td> <td>£20,847.00</td> <td>Debt advice</td> </tr> </tbody> </table>	Dept	Amount (£)	Purpose	HCC	£373,149.00	Generalist advice	C & F	£301,193.00	Family benefits advice	C & F	£20,847.00	Debt advice
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4.	Amount Requested	<p>BCAB requests a total of £41,668 as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>(£)</th> </tr> </thead> <tbody> <tr> <td>Year 1</td> <td>£13,142.00</td> </tr> <tr> <td>Year 2</td> <td>£13,868.00</td> </tr> <tr> <td>Year 3</td> <td>£14,658.00</td> </tr> </tbody> </table>		(£)	Year 1	£13,142.00	Year 2	£13,868.00	Year 3	£14,658.00				
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Year 1	£13,142.00													
Year 2	£13,868.00													
Year 3	£14,658.00													
5.	Contribution from other sources (State amount and details of funders)	BCAB expects no contribution from other sources												
6.	<p>Project title and selected theme and how it is evidenced in the project</p> <p>Title of Project: Brent CAB Advice Café</p> <p>Selected theme: Regeneration</p> <ul style="list-style-type: none"> ○ Welfare advice <p>To provide benefit advice for new arrivals in Brent, specifically from BME groups.</p>													
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>The project proposed by BCAB is to run an advice service that would provide information and guidance to resolve issues around debt, benefits and tax credits. The project will benefit mainly new arrivals in Brent, primarily from BME communities, most of whom are unemployed and looking for paid work and facing other financial hardships.</p> <p>The project will be managed from the main office of Brent In2 Work at Forum House, Olympic Way in Wembley, however assistance with form filling will be carried out at their offices in Willesden High Road. The project will take the form of weekly half-day morning advice sessions between 9.30 am and 12 noon, at either location i.e Brent In2 Work at Willesden High Road</p>													
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>BCAB expects the following outcomes and achievements from the project. Over the three years, Brent In2 Work expects to increase the income of individuals and families by a minimum of £5,000.00 a year</p> <p>Expected achievements would include:</p> <ul style="list-style-type: none"> • Year 1 - Recruit an adviser and agree project plan with Brent In2 Work; start delivery of advice sessions by mid-April 2010 • Project established and advice sessions started; expect to deal with 100 clients in the first year with over £200K gained for users • Delivery will continue into the second year with a minimum of £250K achieved for 110 clients • Continue with work into the third year at which time 320 clients would have been seen and over £700K gained for users. 													

<p>9.</p>	<p>Monitoring and Evaluating methods Brent CAB monitors and evaluates its services in accordance with directions from the Citizens Advice Quality Assurance Standards Membership agreement. The Bureau is also subject to external independent audits by Citizens Advice and Legal Services to ensure it is meeting required standards for community legal service quality mark at generalist and specialist levels.</p> <p>BCAB has a dedicated project manager who will submit quarterly monitoring reports to ensure that targets are being met and to ensure quality and evaluation of the service at regular intervals. BCAB will conduct a client satisfaction survey at the end of each year to identify elements of the project that might require improvement. Focus group meetings will also be held to shape the project to meet users' needs</p>
<p>10.</p>	<p>Joint working with other organisations BCAB will work in partnership with Brent In2 Work who long assist long term unemployed return to work. As They propose to have monthly one-to-one information sessions on topics identified by Brent In2 Work will also be conducted</p>
<p>11.</p>	<p>Financial Analysis Approval is sought for a revenue grant of £41,668 from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
<p>12.</p>	<p>Equality and Diversity BCAB has a total of 41,000 users, 31,000 of whom come from Brent with a fair distribution over all races, creed and ages. Services will be delivered according to BCAB equality and diversity policy. Delivery of its services is open to all without discrimination. Also 95% of the BCAB team are from ethnic community background.</p>
<p>13.</p>	<p>Internal Consultation Has revealed that BCAB receives in excess of £700K from the Council to provide generalist advice service, and outreach advice services at all the Council's Children Centres. The majority of the funding is for staffing and core cost. The organisation also received monies from BHP, Fortunegate and a number of local Housing Associations,</p>
<p>14.</p>	<p>Officers Assessment/References/Exit Strategy The BCAB was set up in 1939 and has a total membership of 31,000 from Brent and 10,000 from outside Brent. The organisation is seeking funds to employ a part-time worker to provide debt management, benefits and tax credits advice to new immigrants.</p> <p>The organization has received positive references in support of their work from Sarah Reynolds in Salusbury World and Sandra Royer from BHP. BCAB has helped them to run advice sessions.</p> <p>BCAB states that the evidence for this project is based on the result of a pilot scheme held last year (2008-09), which delivered 12 monthly face-to-face advice sessions. During that time BCAB saw between 20 and 40 cohorts at each session. Although this project meets the criteria, BCAB received various funding from the council and due to the high number of applications received, priority is been given to non-funded groups. Also funding to Brent in2 Work a key provider for this project will cease in March 2011.</p>

14.	Recommendations, reasons and any conditions Not recommended <ul style="list-style-type: none"> • Services may be duplicated • Organisations already receive annual funding from the council • 				
Report Author		Augusta Morton			
Date		January 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Brent Community Safety Board (BCSB)
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>BCSB aims to:</p> <ul style="list-style-type: none"> • Acts as a consultative forum. • Provide a voice for Brent communities on crime and community safety issues in Brent. • Support local community engagement, help secure effective, citizen-focussed, accountable, responsive policing and council community safety activity • Provide a forum where local people can engage the police, local council, metropolitan police authority (MPA), other statutory services in constructive discussions and debate about policing, crime and community safety issues. <p>Currently their services are funded through the MPA. BCSB also received a small grant from the Edward Harvist Trust Fund towards the purchase of merchandising equipment. It is also funded by London Criminal Justice Board for a fictional film about the criminal justice system.</p>
3.	Current Funding from Brent Council	£2,500 – Edward Harvist Trust Fund
4.	Amount Requested	£75,000 (£25,000 for each year)
5.	Contribution from other sources (<i>State amount and details of funders</i>)	Nil identified
6.	Project name, Selected theme and how it is evidenced in the project	
	<p>Theme – Regeneration – Social Inclusion – Community Safety – Crime Awareness and Prevention</p> <p>Project Title: <u>Outreach Community Engagement Officer</u></p> <p>BCSB states that funding this project will enable the officer to:</p> <ul style="list-style-type: none"> • Engage and involve a greater number and diverse range of groups to provide solutions to crime and community safety issues. 	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	<p>BCSB states that they will employ a community engagement officer 3 days per week, 21 hrs per week and will be a home working project but have a base at Wembley Police Station for meetings. The officer will be required to work flexibly</p>	

	<p>and fit in around forums and other meetings use a range of methods to engage and consult with communities in Brent, have regular contact with local voluntary and community groups to support them and build their capacity to have a say in crime and community safety issues.</p> <p>The need for this project is highlighted in the Brent's Community Engagement Strategy and will benefit young groups, BME groups, new arrivals, Tenants & Residents groups and Brent Community.</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <p>BCSB states that it will achieve the following:</p> <p>First year</p> <ul style="list-style-type: none"> • Engage with 25 different voluntary and community sector groups. • Engage with 8 young people's groups • Carry out consultations on community safety and record, report and disseminate the results of the consultations <p>Second year</p> <ul style="list-style-type: none"> • Engage with 30 different voluntary and community sector groups. • Engage with 12 young people's groups • Carry out consultations on community safety and record, report and disseminate the results of the consultations <p>Third year</p> <ul style="list-style-type: none"> • Engage with 40 different voluntary and community sector groups. • Engage with 14 young people's groups • Carry out consultations on community safety and record, report and disseminate the results of the consultations <p>It states that this project will raise awareness of crime and community safety issues, reassure community in relation to crime, community safety and policing issues and reduce fear of crime. BCSB will be actively involved in crime prevention events.</p>
<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>BCSB states that it will monitor the effectiveness of this project by using the following methods:</p> <ul style="list-style-type: none"> • Evaluation forms for its meetings • Seek written feedback groups, organisations and individuals they consult with • Keep a record and assess the groups and individuals that attend the meetings • Look at groups and individuals raising concerns with them outside of formal meetings • Produce a report on the work carried out through the year and the impact it has had – statutory partners will be asked to feed into this.
<p>10.</p>	<p>Joint working with other organisations</p> <p>BCSB works with a number of statutory and voluntary organisations including community safety team, MET Police, Drug Action Team, etc. Community groups include Victim Support, Brent Mind and Brava. BCSB does not have any other funders contributing to this project but will seek additional funding to make this a full time post. It will approach City Parochial, London Criminal Justice Board and Community Engagement Funding Stream.</p>

11.	Financial Analysis Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.				
12.	Equality and Diversity BCSB states that 99.9% of its 300 users are from Brent. It states that its meetings, events and forums are open to all members of the community, provide they live or work in the Borough,				
13.	Internal Consultation This organisations works closely with the Brent Community Safety Team (BCST) who states that they provide BCSB with free office accommodation (in kind). BCST is unable to comment except that they have regular meetings with the community. The MPA used to monitor the organisation closely but due to lack of staffing this is no longer done.				
14.	Officers Assessment/References/Exit Strategy BCSB has been in existence since June 2006 and works closely with the police, Brent Community Safety Team and Voluntary organisations such as Victim Support. BCSB has been funded £2,500 from the Edward Harvist Trust fund in 2009-10 towards the purchase of publicity and marketing materials. References have been received from both BCSB's referees and one of them from the MPA Link member states that they have funded the board for three years and that they have achieved their objectives and aims. It also states that with additional funding and capacity BCSB would be able to deliver more to wider communities and provide a voice on crime and policing in Brent. BCSB states that after the three years it hopes that its capacity will have developed further and that they are able to feed into consultations on community safety and policing in the borough. It hopes to have developed its volunteer core and management committee structure so that they are able to maintain a regular and meaningful contact with groups. BCSB's application was very vague and poor as their request for funding was similar to the activities currently funded by MPA. It was not very clear as to what the new worker will be doing. Officers felt that the worker needs to be based in the community and not working from home. This application was therefore not recommended for funding.				
14.	Recommendations, reasons and any conditions Nil				
Report Author		Devbai Bhanji			
Date		18 December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Brent Elders Group
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	The group aims to enhance the lives of Lone Elderly people in Brent. It aims to do this by providing social activities such as meditation, yoga classes and multicultural trips
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	£15,000 (£5,000 for each year)
5.	Contribution from other sources (State amount and details of funders)	£1,500 – Subscription fees (£500 each year)
6.	Project name, Selected theme and how it is evidenced in the project	
	Theme – Community Safety	
	Project title: Social Inclusion for Elderly People	
	The group has not stated how its project meets the criteria except for stating in its application that community safety programmes will be encouraged.	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	The group aims to provide community safety programmes by providing trips/awareness programmes/meditation/yoga classes. The Services will be provided from Brent Indian Association building in Ealing Road, Monday to Saturday between 11am to 5pm. The group states that they have a signature from 300 people as evidence that this project is needed.	
8.	Proposed outcomes and achievements over the 3 years	
	The group has not provided much information about its outcomes and achievements over the next 3 years except for the following: Year One Community safety awareness benefiting elderly people aged between 60-80 Year Two Community education awareness benefiting elderly people aged between 60 – 80 Year Three Community health care education benefiting people aged between 50-70	
9.	Monitoring and Evaluating methods	
	The group has not indicated how it will monitor the effectiveness of its project except to say that they will have evaluation every month and every 6 months.	

10.	Joint working with other organisations The group has not indicated how it will work with other organisations – it has just stated “Ealing Road Traders”. It does not have any other funders except for its members giving voluntary donations.				
11.	Financial Analysis No accounts provided				
12.	Equality and Diversity The group has not submitted any equal opportunities policy. It states in its application that they have 30 male members who are all from Brent. All their members are over +65 years of age and are of Asian Indian origin. The group has not stated how they will ensure that equal opportunities is applied in the delivery of its service.				
13.	Internal Consultation The organisation is fairly new and currently has no relationship with older peoples services.				
14.	Officers Assessment/References/Exit Strategy Officers have had several meetings and correspondence with the management since October 2009, and as a result of capacity building advice given, the group formally established as a voluntary organisation on 1 December 2009. The MPG criteria states that “the organisation must be a non profit making organisation and must have been in operation for at least 12 months”. This group therefore does not meet this part of the criteria. The application is incomplete and therefore officers were unable to carry out a full assessment. The group has also failed to submit the necessary documents to support its application e.g. Constitution, Equal Opportunities policy, references, etc. Officers have requested this on various occasions. Funding is not recommended for the following reasons: <ul style="list-style-type: none"> • Organisation has not been in operation for more than 12 months. • No structured project identified in the application. • No Constitution • No references received • No accounts • No supporting documents submitted 				
14.	Recommendations, reasons and any conditions Nil – Organisation advised to make contact with Brent Community Safety Partnership Unit and Brent Community Safety Board in relation to organising community safety programmes.				
Report Author		Devbai Bhanji			
Date		4 January 2010			
GOOD		AVERAGE		POOR	✓

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Brent Indian Association (1)
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Brent Indian Association (BIA) aims to advance education and provide facilities in the interest of social welfare with the objects of improving the conditions of life of the community. It also aims to promote good race relations between people of all groups.</p> <p>BIA currently provides information, advice and support to the community. It also runs a number of activities including an advice centre, senior citizens groups, youth education, and health and well being activities.</p>
3.	Current Funding from Brent Council	£75,949 (Main Programme Fund)
4.	Amount Requested	£77,084 (Year 1 – £25,000, Year 2 - £25,401 and Year 3 – £26,283)
5.	Contribution from other sources (State amount and details of funders)	£14,000 – Donations and hall hire (Year 1 – £5,000, Year 2 – £4,000 and Year 3 – £5,000)
6.	<p>Project name, Selected theme and how it is evidenced in the project</p> <p>Theme – Community Safety- Crime awareness, crime prevention, support for victims of crime and anti social behaviour</p> <p>Project title: <u>Being safe & staying safe</u></p> <p>BIA states that they have identified the need for this project by gathering information from its service users and their partners. The evaluation has indicated that they need to have a culturally specific support worker who can relate to the Indian community and raise their awareness of crime and how to prevent being a victim of crime, preventing crime on the streets, in the home and whilst travelling.</p>	
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>BIA is requesting funding to employ a part time outreach worker who will provide advice, information and training on crime awareness & prevention. The project will be provided from BIA building in Ealing Road and other satellite locations. The worker will provide the following:</p> <ul style="list-style-type: none"> • Plan 10 seminars, training and information sessions undertaken for the first year. • Three campaigns organised according to crime data available and publicise in local newspapers and radio as required • Liaise with other organisations such as Brent Community Safety Board, Brent Community Safety Partnership Unit, Brent PCT, Fire services, police in 	

	<p>organising the seminars</p> <ul style="list-style-type: none"> • Raise crime awareness campaign especially around Navratri and Diwali times in partnership with Police, Neighbourhood Watch and Brent Community Partnership Unit • Translate relevant leaflets in various languages • Increase contact with other Indian organisations with special focus on young people in raising awareness on crime and its effects. <p>BIA anticipates that minimum of 50 people will attend each workshop/seminar and over three years they propose to provide safety awareness training and information to over 12,000 people.</p>
8.	<p>Proposed outcomes and achievements over the 3 years BIA states that it hopes to achieve the following outcomes over the next three years:</p> <p>Year One</p> <ul style="list-style-type: none"> • Advice, information and support to victims of crime • Increased self esteem and emotional wellbeing of victims of crime • Raise awareness of safety amongst young people <p>Year Two</p> <ul style="list-style-type: none"> • Peer support group so that users can be confident to start facilitating own groups and thus combat social inclusion and gain raised self esteem • Advice and information on benefits claim • Users that are unemployed, single parents, people with mental health and learning disabilities will benefit. <p>Year Three Continuation of activities from year one and year two</p>
9.	<p>Monitoring and Evaluating methods BIA states that it will monitor the effectiveness of its project by using the following methods:</p> <ul style="list-style-type: none"> • Number of outreach surgeries provided • Number of counselling session • Number of themed seminars and products distributed • Training needs established • Take up of services reviewed • Service user questionnaires used and evaluated
10.	<p>Joint working with other organisations BIA works in partnership with a wide range of groups and statutory partners including jobcentres plus, Housing department, Brent PCT, social services, NWL online, one stop shops, CAB, Brent Law Centre, Brava, Asian Women's Resource Centre etc. BIA states that they will make funding application for contribution towards the project and will also receive in kind support for speakers, publicity from the police and BCSB.</p>
11.	<p>Financial Analysis Approval is sought for a revenue grant of £90,084 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>

12.	<p>Equality and Diversity BIA states that currently 5390 people use their services of which 75% of its users are of Asian Indian origin. 4890 are residents of Brent. BIA's services are available for anyone who wants to access them and support is given regardless of their race, colour culture, language etc. It states that its premises are fully accessible for people with disabilities.</p>			
13.	<p>Internal Consultation BIA is currently funded from the Main Programme Grant and receives £75,949 to provide Immigration, Housing, Welfare Benefit and General Advice. In the 6 months between April to September 09 BIA had exceeded the targets set for the year for Housing and Immigration advice. It will also possibly exceed its general advice target and is on target for providing welfare benefits advice.</p>			
14.	<p>Officers Assessment/References/Exit Strategy BIA has been in operation since 1965 and is a culturally specific organisation servicing the Asian community. They mainly provide information and advice on immigration, Housing, Welfare Benefits and General advice. It also runs a community centre which is used by the elderly community on a daily basis and maintains a library which is used by the Asian members. Its main aim is to help the communities to socialise and integrate into the community. It has also held many seminars and talks on health, safety and welfare topics which have been presented by the Police, NHS etc. References have been received from both its referees.</p> <p>BIA state that as part of its exit strategy 18 months after the project has started it will carry out a survey to evaluate its success. If any gaps are identified in the services they will aim to meet them for the next 18 months. It will seek alternative sources of funding for continuation of funding after the three years.</p> <p>BIA is requesting funding to employ outreach worker to promote safety issues among the Asian community. Feedback from the Community Safety Unit suggest they would like to engage more with this community and therefore this application is recommended on the condition that they work closely with colleagues in Brent Community Safety Partnership Unit when planning and organising its seminars and training.</p>			
14.	<p>Recommendations, reasons and any conditions Recommended</p>			
<table border="1" style="width: 100%;"> <tr> <td style="width: 30%;">Report Author</td> <td>Devbai Bhanji</td> </tr> </table>		Report Author	Devbai Bhanji	
Report Author	Devbai Bhanji			
<table border="1" style="width: 100%;"> <tr> <td style="width: 30%;">Date</td> <td>6 January 2010</td> </tr> </table>		Date	6 January 2010	
Date	6 January 2010			
GOOD	AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Brent Indian Association (2)
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Brent Indian Association (BIA) aims to advance education and provide facilities in the interest of social welfare with the objects of improving the conditions of life of the community. It also aims to promote good race relations between people of all groups.</p> <p>BIA currently provides information, advice and support to the community. It also runs a number of activities including an advice centre, senior citizens groups, youth education, and health and well being activities.</p>
3.	Current Funding from Brent Council	£75,949 (Main Programme Grant)
4.	Amount Requested	£76,571 (Year 1 - £25,000, Year 2 - £25,349 and Year 3 - £26,222)
5.	Contribution from other sources (State amount and details of funders)	£26,227 – Donations and other funders (Year 1 - £9,500, Year 2 - £8,493 and Year 3 - £8,493)
6.	<p>Project name, Selected theme and how it is evidenced in the project</p> <p>Theme – Regeneration – Social Inclusion, Health & Wellbeing, Green Agenda, Sustainable Employment and Welfare Advice</p> <p>Project Title: <u>Community Outreach Project</u> BIA states that funding this project will enable them to reach groups at grass roots level and encourage those particular groups to use the resources available which in turn will empower them to build confidence and avoid deprivation.</p>	
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>BIA is requesting funding to:</p> <ul style="list-style-type: none"> • Employ a part time outreach worker who will expand its ongoing advice service into the priority areas and • Improve the take of services by funding a post of part-time outreach worker/ESOL tutor. <p>The outreach worker will build a database of clients and provide a well-informed and confidential surgery advice with the aim to providing them with up to date information and benefits available to them. BIA states that the project will be provided from its offices in Ealing Road and other satellite located within targeted areas. Service will be provided weekdays during the normal office hours and if necessary in the evenings or weekends. Services will include:</p> <ul style="list-style-type: none"> • Welfare advice & counselling service 	

	<ul style="list-style-type: none"> • Health and fitness • Support groups/workshops • Youth groups • Outreach work/publicity • Frontline advice and advocacy in various languages <p>Outreach surgeries will also be provided from:</p> <ul style="list-style-type: none"> • Churchend - Roundwood Park • St. Raphael's - Brentfield - Mitchell Brook - Swaminarayan Temple • South Kilburn -Homelessness Forum in Kilburn • Harlesden, (surgery at APDA) • Stonebridge -Bridge Park <p>BIA intends to have the fortnight surgeries initially and this will be monitored after 3 months to review uptake of service and ensure that they reach out to other hard to reach areas. They will also be raising awareness of the project within the local areas by publicising the service in libraries, community centres, public events, refugee forums, homelessness forums, DV forum, Voluntary and Community Forum, NWL College, GP surgeries, Brent PALs Service and NWLM Forum in addition to Word of Mouth.</p> <p>BIA estimates that it will aim to reach out to 4000+ people a year. It aims to deliver a comprehensive quality service which will address social, education, health, language and other issues which affect integration of people within the society. These services will complement and expand the current level of services provided.</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <p>BIA estimates that it will aim to reach out to 4000+ people a year and will achieve the following outcomes over the next three year:</p> <p>Year One</p> <ul style="list-style-type: none"> • Increased self esteem • Healthier community • Reduce gaps between deprived communities • Work placements • Emotional & Mental Wellbeing, Language skills • Confidence to raise issues of concern <p>Year Two</p> <ul style="list-style-type: none"> • Users confident to start facilitating own groups • Numbers take up paid employment • Social inclusion • Benefits claimed • Healthy users and raised self esteem <p>Year Three</p> <ul style="list-style-type: none"> • Continuation of year one and two
<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>BIA states that it will monitor the effectiveness of its project by using the following methods:</p> <ul style="list-style-type: none"> • Number of satellite surgeries provided • Training needs established • Review carried out of take up of services and areas • Service user questionnaire and survey

10.	<p>Joint working with other organisations BIA states that it will work with its 70 affiliated organisations to deliver this project who will provide in kind support i.e. venue for satellite outreach work. Project will be advertised widely.</p>
11.	<p>Financial Analysis Approval is sought for a revenue grant of £90,084 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity BIA states that currently 5390 people use their services of which 75% of its users are of Asian Indian origin. 4890 are residents of Brent. BIA's services are available for anyone who wants to access them and support is given regardless of their race, colour culture, language etc. It states that its premises are fully accessible for people with disabilities.</p>
13.	<p>Internal Consultation BIA is currently funded from the Main Programme Grant and receives £75,949 to provide Immigration, Housing, Welfare Benefit and General Advice. In the 6 months between April to September 09 BIA had exceeded the targets set for the year for Housing and Immigration advice. It will also possibly exceed it general advice target and is on target for providing welfare benefits advice.</p>
14.	<p>Officers Assessment/References/Exit Strategy BIA has been in operating since 1965 and is a culturally specific organisation servicing the Asian community. They mainly provide information and advice on immigration, Housing, Welfare Benefits and General advice. It also runs a community centre which is used by the elderly community on a daily basis and maintains a library which is used by the Asian members. Its main aim is to help the communities to socialise and integrate into the community. It has also held many seminars and talks on health, safety and welfare topics which have been presented by the Police, NHS etc.</p> <p>BIA is currently funded from the Main Programme Grant and receives £75,949 to provide Immigration, Housing, Welfare Benefit and General Advice. In the 6 months between April to September 09 BIA had exceeded the targets set for the year for Housing and Immigration advice. It will also possibly exceed it general advice target and is on target for providing welfare benefits advice. Officers are satisfied that the organisation has managed to meet its specified targets. References have been received from both its referees and they talk highly of BIA's work.</p> <p>This application is for a part-time outreach worker to provide Welfare Advice and set up an ESOL course. Officers in the Regeneration Team indicate that there is a low number of people of Asian Origin in the priority areas with the exception of Chalkhills which is about 18%. Also ESOL is not seen as a priority to be delivered by BIA unless they were going to deliver ESOL in the priority areas for anyone that wanted it. The organisation does not appear to have any experience or potential partners in the priority areas. Their client base is all Asian which doesn't support their aim of supporting the wider BME community. As the Asian community is not particularly large in the priority areas, and they don't seem to have the experience of outreaching or delivering to other BME groups. This application is not seen as a priority.</p>
14.	<p>Recommendations, reasons and any conditions</p>

	Not recommended				
Report Author		Devbai Bhanji			
Date		7 January 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Brent Irish Advisory Service
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>BIAS aims to provide a range of advice, information and specialist support services targeting Irish people in need. This will enable them to provide provision to relieve the poverty and promote the welfare of community.</p> <p>Current services include:</p> <ul style="list-style-type: none"> • Generalist Advice and Information Services – providing advice information and casework support on welfare rights/entitlement • Housing Advice Service – advice on housing/homelessness issues, referrals to housing associations and other providers • Disability Advice Service – offering advice, information and casework support on disability benefits, carers benefits and general welfare matters • Transition to Old Age project – support to vulnerable Irish people with a health, housing or social care need • Elder project – community care services including a Day Care Project, a Luncheon Club and support to vulnerable and housebound older Irish people • Children and Families Social Work project – On-going support to Irish children and families in need in Brent • Traveller Inclusion project – On-going support to Travellers in need in Brent
3.	Current Funding from Brent Council	<p>£37,558 Main Programme Grant £47,087 Brent Social Services £48,480 Housing and Community Care</p> <hr/> <p>£133,125</p>
4.	Amount Requested	<p>£25,000 £25,000 £25,000</p> <hr/> <p>£75,000</p>

5.	Contribution from other sources <i>(State amount and details of funders)</i>	£85,320 £85,320 £85320 <hr/> £255.960 Irish Government (pending)						
6.	Please Name and selected theme and how it is evidenced in the project Project Title: Housing Community Project Regeneration: <ul style="list-style-type: none"> • Social Inclusion • Health & Wellbeing • Green Agenda • Sustainable Employment • Welfare Advice 							
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting) Funding is sought as a contribution towards a Housing Workers post who will provide specialist information, advice and support to vulnerable older people on various housing issues and alternative options to living a better quality of life. Service include financial support on how to maximise their income, save energy, explore assistive technology and housing or care options to enable them to live in their own home for as long as possible. <table border="1" data-bbox="328 1088 1430 1227"> <thead> <tr> <th data-bbox="328 1088 695 1122">Venue</th> <th data-bbox="695 1088 1062 1122">Frequency</th> <th data-bbox="1062 1088 1430 1122">Beneficiaries</th> </tr> </thead> <tbody> <tr> <td data-bbox="328 1122 695 1227">BIAS Office, Old Willesden Green Library Building</td> <td data-bbox="695 1122 1062 1227">Monday – Friday 09:00 – 17:00hrs</td> <td data-bbox="1062 1122 1430 1227">Housing 200 (all ages mostly 50+)</td> </tr> </tbody> </table>		Venue	Frequency	Beneficiaries	BIAS Office, Old Willesden Green Library Building	Monday – Friday 09:00 – 17:00hrs	Housing 200 (all ages mostly 50+)
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BIAS Office, Old Willesden Green Library Building	Monday – Friday 09:00 – 17:00hrs	Housing 200 (all ages mostly 50+)						
8.	Proposed outcomes and achievements over the 3 years BIAS intends to deliver a Traveller Inclusion, Advice Information and Housing programme for the benefit of isolated and vulnerable Irish people in the Borough. They anticipate that all service users will receive they entitlement to income and be able to work closely with the statutory sector to build better links to address Housing and social care needs. It is also anticipated that a number of services users will adopt person budgets.							
9.	Monitoring and Evaluating methods The proposed project will be monitored and evaluated for efficiency and effectiveness over the next three years using the methods outlined below: <u>Monitoring</u> <ul style="list-style-type: none"> • Project worker to link with partner agencies • All Traveller issues deal with through provide a link with the Inclusion worker • Traveller Inclusion worker to carryout site visits weekly • Inclusion worker to work and link with education in local schools • Inclusion worker to link with Youth Offending team • Inclusion working to maintain links with Youth Offending Team, Housing and all statutory agencies. <u>Evaluation</u> <ul style="list-style-type: none"> • Questionnaire to Partner Agencies for feedback on delivery of services • Statistical analysis to revisit need • Service users to complete feedback questionnaires 							

<p>10.</p>	<p>Joint working with other organisations BIAS will work in partnerships with a number of organisations to deliver the proposed project. These organisations include:</p> <ol style="list-style-type: none"> 1. Brent Private Housing Services – who will provide Housing Grants; 2. Brent Social Services – to deliver Care Assessments, Support Plans, individual budgets, Occupational Therapy Assessments; 3. Department of Work & Pensions – provide Pension Services in Benefit Advice and Applications for Attendance Allowance, Disability Living Allowance, Pension Tax Credit; 4. Energy Solutions – Home Energy Surveys to include online Benefits Calculator, Housing & Care Options Database and 5. Innisfree Housing Association: Sheltered Housing for Irish Traveller Movement for implementation of strategic planning at a practical level. 														
<p>11.</p>	<p>Financial Analysis Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>														
<p>12.</p>	<p>Equality and Diversity BIAS is committed to equal opportunities both in its employment practices and its service delivery. They support all the existing UK legislation and policies formed to tackle discrimination, prejudice and social exclusion. BIAS oppose to all behaviours, attitude and actions that discriminate against individuals and social groups.</p> <table border="1" data-bbox="327 1070 1431 1317"> <tr> <td>Users (Brent residents)</td> <td>2942</td> </tr> <tr> <td>Disabled people</td> <td>33%</td> </tr> <tr> <td>Older people</td> <td>91%</td> </tr> <tr> <td>Young people</td> <td>3%</td> </tr> <tr> <td>Gay</td> <td>5%</td> </tr> <tr> <td>Ethnicity:</td> <td>98% White Irish</td> </tr> <tr> <td></td> <td>6% All other community groups in Brent</td> </tr> </table>	Users (Brent residents)	2942	Disabled people	33%	Older people	91%	Young people	3%	Gay	5%	Ethnicity:	98% White Irish		6% All other community groups in Brent
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<p>13.</p>	<p>Internal Consultation Brent Older People Service has a contract with BIAS to provide day care services for 20 older people. The value of the contract is £48,480 per year, subject to a cost of living rise according to RPI (Recommended Price Index). Currently BIAS has under gone a financial crisis and we are working together to ensure that all cost in relation to the day centre are reviewed for value of money. BIAS is co-operating fully and is keen to make the cost saving required. BIAS has always worked with Brent in full co-operation and openness.</p>														
<p>14.</p>	<p>Officers Assessment/References/Exit Strategy BIAS has been established for the past 32 years as a Registered Charity and Company Ltd by Guarantee. They continue to deliver valuable and much needed services to 2,942 members of the Irish community. Their services is managed with the support 9 management committee members, 50 volunteers and 12 paid staff made up of 6 part-time and 6 full-time members.</p> <p>The proposed project is seeking funding for three posts to include the Traveller Inclusion Project Worker, Housing Worker and Outreach Worker. They will deliver a range of advice, information and support on issues such as housing, financial</p>														

	<p>guidance and developing relationships with key agencies i.e. Police, Brent Social Service, Mental Health and Disability sector to name a few.</p> <p>BIAS is in receipt of £37,558 Main Programme Funding to deliver 'Transition to Old Age Home visits', 'Housing Advice Service' and Elders project'. The funding for these projects will cease at the end of this financial year.</p> <p>Contract Monitoring Officer has provided a reference in support of their application, which states BIAS, receives an annual grant of £48,480 to provide a Day Care services to the Older people. They have been funded to deliver this service for approximately 5 years and continue to operate an efficient cost effective service. However, they have been experiencing financial difficulty and were threatening to close the Day Care Service at short notice, which caused uncertainty amongst the users, The financial situation has since changed and they were able to continue with the Day Care Service without further disruption and are now working closely with the Monitoring Officer.</p> <p>In view of the above Officers are satisfied that the organisation meets the criteria to employ a Housing Worker that will provide specialist information in relation to housing. The proposed project is subject to the agreed outputs for three year funding.</p>				
14.	<p>Recommendations, reasons and any conditions Recommended - subject to the agreed outputs for three year funding.</p>				
Report Author	Jacqueline Smith				
Date	March 2009				
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Brent Neighbourhood Watch Association
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The Association aims to build stronger and safer communities, work in partnership with the police and other voluntary agencies in Brent in line with existing Brent Council led strategic policy and initiatives to tackle crime and fear of crime and provide a borough wide service to all residents to assist with crime prevention.</p> <p>It aims to provide this by establishing Neighbourhood Watch Schemes on request, organise Neighbourhood Watch Week, attend the four festivals of Brent and provide crime prevention advice and information and work in partnership with the Police and Community Safety, attend Resident Association meetings. Recruit and support volunteers to establish and run schemes, provide volunteers to accompany Police when canvassing local residents and raise awareness etc.</p>
3	Current Funding from Brent Council	£20,808
4.	Amount Requested	£75,000 (£25,000 for each year)
5.	Contribution from other sources (State amount and details of funders)	Nil
6.	<p>Project name, Selected theme and how it is evidenced in the project</p> <p>Theme – Community Safety – Crime awareness and Crime prevention</p> <p>Project title: Set up of Neighbourhood Watch schemes & provision of crime prevention information & merchandise</p> <p>BNWA states that their project fall directly under the heading of crime awareness and crime prevention as that is the main aims of the organisation which are also outlined in the Crime Reduction Strategy. BNWA works towards building stronger and safer communities by promoting active participation and consideration for neighbours.</p>	
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>BNWA is requesting funding towards the following:</p> <ol style="list-style-type: none"> 1. Organise 21 events for each ward in Brent when it is National Neighbourhood Watch Week. 2. Attend at least 4 Brent Festivals distributing crime awareness information 3. In partnership with Safer Neighbourhood Teams organise walkabouts for 	

	<p>each ward to encourage as many resident as possible in Brent to be a member of Neighbourhood watch by the end of 3 year period</p> <ol style="list-style-type: none"> 4. Organise co-ordinator meeting 5. Provide training to new Co-ordinators and members 6. Continue to carry out partnership work with the Police during National Identity Fraud week and Not in my Neighbourhood Week 7. Carry out follow up survey from meetings and training <p>The service will be delivered around the borough at various different venues depending on the activity/event. Majority of the services will be provided during the day as most of the events are generally during the day and some in the evening.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>BNWA states that it hopes to achieve the following outcomes over the next three year:</p> <p>Year One</p> <ul style="list-style-type: none"> • Increase number of people actively involved in volunteering or contributing to policy forums • Fear of crime tackled by empowering people to take an active interest in reducing crime • Improve awareness and safety by distributing leaflets, stickers, personal alarms, window alarms, UV pens and Smartwater Kits • up to 5,000 residents receiving packs • Monthly newsletter to residents <p>Year Two</p> <ul style="list-style-type: none"> • Establish five new neighbourhood watch's in each of the ten wards • Support existing watches • Quarterly training to members to increase active participation and tackle fear of crime <p>Year Three</p> <ul style="list-style-type: none"> • Co-ordinators empowered to feel they are doing something to improve their neighbourhood. • Newsletter distributed widely • Co-ordinators exchange ideas and share them with the police and community safety
9.	<p>Monitoring and Evaluating methods</p> <p>BNWA states that it will monitor the effectiveness of this project by monitoring</p> <ul style="list-style-type: none"> • Number of new schemes set up in Brent • Number if crime prevention packs distributed • Follow up surveys and monitoring success and areas of improvement • Quarterly monitoring sub-committee meetings held • Following training survey carried out to assess members views and way to improve on tackling fear of crime and building stronger communities
10.	<p>Joint working with other organisations</p> <p>BNWA states that in order to deliver their project it will work closely with the Safer Neighbourhood Team and Metropolitan Police as well as all its partners. It recognises that the lives of the community can only be improved by working with other groups and joining forces with them.</p> <p>BNWA will seek other sources of funding. It currently receives funding from the Home Office to set up schemes in crime hotspots (e.g. Harlesden) and Big Lottery Awards for All awarded them 10,000 towards equipment for new office.</p>

11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £71,941 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2008, this organisation is considered to be Financially viable. .</p>
12.	<p>Equality and Diversity</p> <p>BNWA has in place an equal opportunities policy and states that it has over 3700 members and co-ordinators on its database. During 2009 it has actively given out 10,000 free Crime Prevention information packs to residents.</p> <p>BNWA aims to over three years provide its members training in great understanding of equal opportunities. BNWA has over 70 members/volunteers</p>
13.	<p>Internal Consultation</p> <p>It currently receives £20,808 to provide the following:</p> <ul style="list-style-type: none"> • Set up and establish new neighbourhood watch schemes • Update the data system with new members and co-ordinators – encourage participating at events during Neighbourhood Watch week • Organise neighbourhood watch week and crime prevention events throughout the year covering 21 wards • Provide a website service to residents and police safer neighbourhoods teams to works towards creating awareness, fostering good relations and provide information relevant to local needs • Provide a representative to attend high level meetings and strategic policy forums <p>Although the organisation is providing a satisfactory service the VST is concerned that they do not engage effectively with current neighborhood schemes in the borough.</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>BNWA has been in existence since 1998 and is a registered charity and is currently funded from the Main Programme grant. The organisation works closely with the council's Community Safety however they are also have concerns about how the organisations works with and support it current members.</p> <p>References in support of its application have not been received – these have been requested. BNWA states that it will make funding applications for funding the project after the three years.</p> <p>BNWA's request for funding is to support their current activities however there is a strong emphasis on training co-ordinators and member and keeping them up to date on crime prevention issues. The applications meet the criteria and based on the need to promote crime prevention within communities, funding is recommended.</p> <p>However, funding is subject to the organisation working closely with Brent Community Safety Partnership Unit in arranging the training.</p>
14.	<p>Recommendations, reasons and any conditions</p> <p>£8,330 – Towards the training for Co-ordinators and Members.</p> <p>Training should be organised in discussion with Brent Community Safety Partnership Unit</p>

Report Author	Devbai Bhanji				
Date	6 January 2010				
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Brent Private Tenant's Rights Group
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The aims and objective of the Group is to improve the living condition of the private tenants and those in insecure forms of housing. There services includes:</p> <ul style="list-style-type: none"> • Specialist housing advice centre; • Provide resources to enable tenants to campaign for improved services • Provision of a Homeplan project, which is operated to raise housing aspirations and to assist families achieve their goal to find a decent place to live; <p>Joint working includes the following organisations:</p> <ul style="list-style-type: none"> • Energy Solutions NW London to tackle Fuel Poverty in the private rented sector; • Brent Community Law Centre (developing a consortium) and Brent CAB (co-ordinate legal advice services) and • Brent Private Housing Consultative Forum.
3.	Current Funding from Brent Council	£37,760 Housing Services
4.	Amount Requested	<p>£22,548 Yr1 £22,999 Yr2 £23,377 Yr3</p> <hr/> <p>£68,924</p>
5.	Contribution from other sources (State amount and details of funders)	<p>£5,000 Project promotion (<i>secured</i>) £10,000 Debt Advice (Yr2) £15,000 Debt Advice (Yr3)</p> <hr/> <p>£30,000</p>
6.	Project name and selected theme and how it is evidenced in the project	
	<p>Project Title: <u>Money and Homes</u> Project Theme: Regeneration</p> <ul style="list-style-type: none"> • Social Inclusion • Health & Wellbeing • Green Agenda • Sustainable Employment • Welfare Advice <p>Provision of information, advice and guidance relating to issues concerning debts, benefits and tax credits advice.</p>	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	The Group is seeking funding as a contribution to extend their Homeplan project to	

	<p>support families in insecure accommodation living in the Brent priority areas. This will allow them to offer clients a range to services to meeting the individual needs by providing them with debt advice and welfare benefits.</p> <p>The funding will enable them to:</p> <ul style="list-style-type: none"> • Implement a marketing strategy in the priority areas targeting families in the South Kilburn and Harlesden areas , which are known to have high levels of private tenants on social housing estates managed by Brent Housing Partnership and other social housing providers • Employ a Debt Adviser to work two days a week
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>BPTRG intends to target families in Brent priority areas such as (Year1) South Kilburn, Harlesden, (Year 2) Church End & Roundwood, St Raphael, (Year 3) Stonebridge and Chalkhill to offer Homeplan services on debt advice and welfare benefits. They will achieve the proposed outcomes and achievements over the next 3 years.</p> <p>These are as follows:</p> <ul style="list-style-type: none"> • Reduced debts (12) • Improved money management skills (15) • Raised housing aspirations (15) • Improved housing/move to better housing (10) • Residents have progressed on the Homeplan Journey of Change (10)
9.	<p>Monitoring and Evaluating methods</p> <p>The proposed project will be monitored and evaluated over the next three years using the methods outlined below:</p> <p><u>Monitoring</u></p> <ul style="list-style-type: none"> • Dept Adviser recruited, inducted and trained • Promotional events in South Kilburn and Harlesden • Residents access services • Target number of beneficiaries who have accessed the services • Outcomes achieved • Full year one project review by Trustees • Promotional events in Church End & Roundwood and St Raphael Residents access services • Promotional events in Stonebridge and Chalkhill • Residents access services • Draft final evaluation report to Trustees; exit strategy confirmed <p><u>Evaluation</u></p> <ul style="list-style-type: none"> • Project report will include statistics on ethnic, ages, and priority areas of users • Number of transactions per client for each service area • Casework workloads and case lengths • Satisfaction forms issued to all services users will be analysed and evaluated • Complaints from service users logged and outcomes noted • Entries in the project 'Lessons Learned' log will be summarised and effectiveness of changes I service delivery noted
10.	<p>Joint working with other organisations</p> <p>The Group will work jointly with the following key partners:</p> <ul style="list-style-type: none"> • Brent Revenue & Benefits Service

	<ul style="list-style-type: none"> • Brent Consultation Team • Member of the Families Empowerment Network: <ul style="list-style-type: none"> ○ Brent In2Work ○ Toynbee Hall (financial inclusion) ○ Asian Women’s Resource Centre ○ Private and voluntary sector training agencies <p>Other funders:</p> <ul style="list-style-type: none"> • Toynbee Hall – contribution in kind (free money management training) • Changes for Children
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £68,924 from 2010/11 from the Main Programme Grant Monies. The organisation does not meet the criteria set to be deemed to be financially viable due to</p> <ol style="list-style-type: none"> 1. The organisation has insufficient working capital against the required standard of 2 months. 2. There are insufficient funds to meet their liabilities. 3. The organisation made a loss of £3,929 in 2008-09.
12.	<p>Equality and Diversity</p> <p>The Groups implementation of its Equal Opportunities policy is through ensuring staff, volunteer, management and users are not discriminated against. This includes keeping up-to-date statistical analysis of the recruitment process to include gender, age group, ethnicity and casework for client progress report on housing status. All users are given the opportunity to complete a satisfaction questionnaire giving their views on the new set-up. The Groups membership is made up of a diverse mix of residents ranging between 17 – 65 years and over. Their users profile includes a membership of 1,950 all of whom are residents of Brent.</p>
13.	<p>Internal Consultation</p> <p>HCC currently funds BPTRG for a range of activities, which includes the development, maintenance and support of a representative private tenants’ organisation for the purposes of consultation, thus influencing the Councils policy changes. The funding also delivers a newsletter specifically for this client group, aspects of the funding have also been used to deliver BPTRG’s Homeplan project.</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Brent Private Tenants’ Rights Group has been established since April 1986 as a Registered Charity and Company Ltd by Guarantee. Their services continue to be delivered to 1,950 residents of Brent at their headquarters located in Kilburn. At present 7 management committee members and 8 paid staff of whom 63% are part-time and 37% full-time work in support of delivering high quality services to the community.</p> <p>The Group is seeking funding as a contribution to extend their Homeplan project to support families in insecure accommodation living in the Brent priority areas. This will allow them to offer clients a range of services to meeting the individual needs by providing them with debt advice and welfare benefits.</p> <p>This project is currently funded by HCC and the monitoring officer states the Homeplan project is innovative, however the organisations have experienced a range of challenges ineffectively delivering on the original objectives. The Council has worked with BPTRG to redefine their and targets however the revised targets do not cover projects outputs throughputs, which makes it difficult for the Council to</p>

	<p>assess the project's success.</p> <p>Management successfully managed to secure £2,100 Edward Harvist Trust – July 2009 grant aid as a contribution towards redecoration of current premises and purchase of equipment to include partitions, lighting, health & safety measures, disabled adaptations and signage.</p> <p>The organisation is already in receipt of funding under Housing Services (H&CC) for a similar project and therefore cannot be recommended. Also the organisation is not financially viable.</p>				
14.	Recommendations, reasons and any conditions				
	Nil				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Brent Refugee and Migrants Forum
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The aims and objectives of the Forum To generate, support and promote refugee and migrant led organisations and initiatives designed to improve the quality of life of refugees, migrants and asylum seekers living in the borough</p> <p>The role of the Forum is essentially to capacity build Refugee & Migrant Community Organisations so that they can support people to rebuild their lives in the UK and make an effective contribution in the local communities in which they now live. A key driver of our work is to empower our members to facilitate integration and community cohesion by bringing together organisations and people to address critical issues such as crime, housing, employment, education, integration, inter-generational conflict which affect the fabric of good community relations, effective neighbourhoods and community regeneration and development.</p> <p>Our work directly or indirectly impacts on over 20,000 refugees and approximately 150,000 migrants living and working in Brent.</p> <p style="text-align: center;">•</p>
3.	Current Funding from Brent Council	<p>£25,000 MPG</p> <p>£30,000 Corporate Diversity</p> <hr/> <p>£55,000</p>
4.	Amount Requested	<p>£25,000 Yr1</p> <p>£25,000 Yr2</p> <p>£25,000 Yr3</p> <hr/> <p>£75,000</p>
5.	Contribution from other sources (State amount and details of funders)	<p>£140,000 Jobcentre Plus</p> <p>£140,000 Foundation Learning providers</p> <p>£140,000 London Councils (<i>pending</i>)</p> <p>£140,000 LDA ESF (<i>pending</i>)</p> <hr/> <p>£560,000</p>
6.	Project name and selected theme and how it is evidenced in the project	
	<p>Project Title: Regenerate My Brent</p> <p>Project Theme: Regeneration: Social Inclusion; Green Agenda; Sustainable Employment; Welfare Advice.</p> <p>The project will encourage children to involve their parents and provide inter-</p>	

	<p>generational learning opportunities through the participating schools it provides an access point for refugee and migrant adults in to a mainstream learning environment.</p>
<p>7.</p>	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>BRNF is seeking funding for the following two projects</p> <p><i>Our Place Project</i> – currently run in partnership with the Octavia Hill Society and Crest Girls Academy. This project works with children to help them design and improve a community space to benefit and uplift the local area. The project will work with local Brent schools with a high proportion of refugees and migrants to uplift community spaces fostering and improving community relations between different ethnic minority communities. The project is underpinned by an understanding and study of local history and other educational outputs. By working with children of refugees and migrants they propose to involve their parents and offer them support that they currently cannot access. In the first year the project will be piloted by working with one school and twenty adults. However, the project will be rolled out to include 5 schools across the Borough within the priority areas</p> <p><i>Offering parents Entry Level 1,2 and 3 ESOL</i>, Introductory Citizenship classes, work placements and advice and guidance services to mainstream training provision and Further and Higher Education. This project will refer refugees to relevant course and will act as a gateway service and initial support to clients. It will provide a platform with which to engage the most hard to reach and be linked to projects that already receive funding. Unlike mainstream programmes it will offer a flexible and tailored route to learning for refugees and migrants who often have multiple needs and support requirements. Individuals who are ready to look for work will be referred to BRNF existing placement service which is operating with local Housing Association and Brent Council. Those who conclude the placement will be encouraged to join an employability programme of jobsearch and pre-employment training with mainstream training providers operating in the Borough.</p> <p>The project will take place at a large number of venues as it will include the 55 RCOs and voluntary sector organisations working under the Umbrella of BRMF. The project will operate from two distinct venues. BRMF, Moran House, Suite 3, 449-451 High Road, London, NW10 2JJ and Crest Girls Academy, Crest Road, Neasden, NW2 7SN</p> <p>Users will be aged 35-50 and up to 120 will benefit from the service over the 3 years.</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <p>The project will operate on a daily basis from the offices of BRMF. Two dedicated part time operational staff will be involved in working with Crest Girls school within the first 6 months to identify pupils and their parents to become involved in the scheme.</p> <p>Having identified individuals through the schools programme each worker will personally provide one to one support to 10 individuals within the first year. This work will include providing links to the necessary advice and guidance agencies to deal with their key support needs whatever they may be (e.g. health, debt or language).</p>

	<p>Following this initial layer of support the workers will guide the individuals to specialist training support to determine their language/educational needs. Those ready for work experience will be referred to the existing placement programme and those with a desire to engage in learning will be directed to an appropriate provider of training.</p> <p>The workers will liaise with the schools programme so that inter-generation learning can take place and the environmental improvements are still delivered by the parents and their children.</p> <p>They propose to work with 20 users in the first year and increase to 50 by the 3rd year. In addition 70 people will benefit from ESOL session 40 will benefit from work placement , 7 will be placed in jobs and 70 advise sessions will be held.</p> <p>.</p>
<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>The beneficiaries are predominantly the parents of school children from an age range that do not often have support. They are however, the group with the most needs amongst the refugee and migrant communities of Brent and they will measure how many parents become involved in the initiative</p> <p>BRMF will be responsible for monitoring, evaluation and quality assurance. A database will be used to record all participant details (name, gender, address, age, ethnicity etc), job outcomes, training outcomes, review timeframes and financial returns. The database will include details of the training provider the client has been referred to and copies of Individual Learning Plans. The database will be used to for programme maintenance as well as to monitor quality standards, milestones and outputs. The maintenance of records will be the role of the project officers. A monthly target profile will be developed against which performance will be measured. Annual evaluation reports will be produced from a compilation of monthly outcome narratives and accompanying spreadsheets.</p>
<p>10.</p>	<p>Joint working with other organisations</p> <p>The Forum will work in partnership with the organisation listed below to deliver the proposed project:</p> <ul style="list-style-type: none"> • Innisfree Housing Association • Inquilab Housing Association • PRESET Charitable Trust • Brent Council • North West London College • 55 Refugee Community Organisations affiliated to BRMF • Crest Girls Academy • Octavia Hill Society
<p>11.</p>	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
<p>12.</p>	<p>Equality and Diversity</p> <p>The Forum has in place an Equal Opportunities Policy and all within the establishment are committed to ensure its principles are applied and reflected in all of the organisations activities and undertakings.</p> <p>At present a membership of 150 organisations are residents of Brent and 20% live outside the borough. The ethnic origin of the groups is of a diverse mix with (57%) majority Black African origin.</p>

13.	<p>Internal Consultation</p> <p>The Community Cohesion Officer of Corporate Diversity has stated BRF secured funding of £30K over a two year (Sept 2009 – Mar 2011) period to support the 'Muslim Youth Forum'. The programme is delivered to 40 Muslim who participate in 4 events. Officers are satisfied with the delivery of the agreed programme.</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Brent Refugees & Migrants Forum formally known as Brent Refugee Forum has been established since 1998 and continues to provide services to 55 member organisations, associates and partners who work closely with them to deliver services to refugees and migrant communities.</p> <p>Funding is sought to deliver a programme of activities that will improve their existing services such as advice, guidance and training services to refugees and migrants across the priority areas to include; South Kilburn; Harlesden; Stonebridge; Church End and Roundwood; St Raphael Brentfield and Michelbrook and Chalkhill.</p> <p>The 'Our Space Project' will be delivered in partnership with Octavia Hill Society and Crest Girls Academy and is a environmental project for children. The organisation also proposes to operate a training and development programme for adult alongside this programme. They state that the project will engage the most hard to reach marginalised individuals in the most socially deprived areas of the Borough, through engaging refugees and migrants children who are involved in mainstream activities in their own schools and then involving their parents.</p> <p>They state that the environmental project is consistent with Brent's Regeneration 'Green Agenda' - <i>To increase the use of green and or open spaces by residents; this could include new activities or physical improvements.</i>, and will encourage children to involve their parents and provide inter-generational learning opportunities and meet the economic and social agenda of Regeneration by seeking to engage the most marginalised members of the community and move them towards mainstream education, training and employment opportunities.</p> <p>Brent Refugee Forum – currently in receipt of one year MPG funding of £25,500 as contribution towards production of an annual report and the delivery of 4 quarterly open forums.</p> <p>As a third tier support organisation the application does not state how it will encourage organisations to delivery the proposed activities. Also it is not clear how they propose to work with school children and get them involved in environmental projects. The organisations states that it is already providing this type of service at Crest Girl Academy but have not included details of the project in their application. In view of the above Officers is unable to recommend funding as the organisation has failed to produce a structured programme of activities for the project. Also . The financial Team were unable to fully access the viability of their financial status in the absence of their audited accounts.</p>
14.	<p>Recommendations, reasons and any conditions</p> <p>Not Recommended</p>
Report Author	Jacqueline Smith
Date	December 2009

GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	BUILDING BRIDGES CAREERS SERVICES
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Aims and objectives of the BBCS are aimed at people of all ages and include:</p> <ul style="list-style-type: none"> • To enable access to education training and development opportunities for young people • Spreading the message of love, knowledge and respect to the community through the arts as the main vehicle to drive the campaign <p>The organization acts as an agent between tutors, training providers, organizations, corporate companies for public sector such as community and housing projects. BBCS provides unique services as they work alongside corporate bodies to provide 23 service points including:</p> <ul style="list-style-type: none"> • Careers services • How to start a business • Marketing clinic • Advice and help in completing applications for funding • Music production • Sound engineering • Graphic design • Video production • Choreography • Drama • Play acting • Event management <p>Manages the following services for older people:</p> <ul style="list-style-type: none"> • Keep fit classes for over-50s • Yoga • Self defence • Carpet bowls • Bingo • Healthy eating, etc. <p>Services are paid for by organizations making use of services and contributions from corporate entities. Some of the corporate companies pay for travel costs. Equipment needed are provided by tutors.</p> <p>BBCS collaborates with 56 organisations to provide services including:</p> <ul style="list-style-type: none"> • Urban Voice • Bang Edutainment • LEAP • BHUG • Brent Arts Council

		<ul style="list-style-type: none"> • Citizens Advice Bureau • Frank • Enterprise House • NHS Direct 						
3.	Current Funding from Brent Council	Nil						
4.	Amount Requested	<p>Total of £75,000.00 as follows:</p> <table border="1"> <tr> <td>Year 1</td> <td>£25,000.00</td> </tr> <tr> <td>Year 2</td> <td>£25,000.00</td> </tr> <tr> <td>Year 3</td> <td>£25,000.00</td> </tr> </table>	Year 1	£25,000.00	Year 2	£25,000.00	Year 3	£25,000.00
Year 1	£25,000.00							
Year 2	£25,000.00							
Year 3	£25,000.00							
5.	Contribution from other sources (State amount and details of funders)	<p>A total of £26,000.00 as follows:</p> <table border="1"> <tr> <td>Year 1</td> <td>£5,000.00</td> </tr> <tr> <td>Year 2</td> <td>£7,000.00</td> </tr> <tr> <td>Year 3</td> <td>£14,000.00</td> </tr> </table>	Year 1	£5,000.00	Year 2	£7,000.00	Year 3	£14,000.00
Year 1	£5,000.00							
Year 2	£7,000.00							
Year 3	£14,000.00							
6.	<p>Project title and selected theme and how it is evidenced in the project</p> <p>Project Title: Building Bridges Careers Services</p> <p>Themes selected: <u>Regeneration</u></p> <ul style="list-style-type: none"> ○ Social inclusion ○ Health & wellbeing ○ Sustainable employment ○ Welfare advice • <u>Community safety</u> <ul style="list-style-type: none"> ○ Crime awareness ○ Crime prevention ○ Support for victims of crime and anti-social behaviour 							
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>Funding is requested to t put on a range of services to support people to develop new skills and employment. Services will include a careers service and library workshops, employment agency and recruitment services.</p> <p>The organisation states that the services will be provided at various locations in the Brent, and will take place from 9 am to 8 pm, Mondays through Saturdays. Other locations will be available on demand. Larger group activities, such as dance, yoga and cooking classes, will take place in local community centres, halls and kitchens.</p> <p>The evidence that BBCS has gathered is that most 'projects' are unable to afford the cost of their services. However there are a lot of unskilled people involved in anti-social behaviour who would like to learn new skills to move them forward in their own business and career ambitions. Courses such as the photo shop would help them design their own fliers and business cards and would enable them to move forward. Verbal evidence has also been gathered through speaking to clients.</p>							
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>BBCS expects the following outcomes from their proposals:</p> <ul style="list-style-type: none"> • Wellbeing • Fitness • Life skills 							

	<ul style="list-style-type: none"> • Education • Work experience <p>Achievements would include:</p> <p>Year 1:</p> <ul style="list-style-type: none"> • Setting up offices, staff, uniforms, stationery and training centres • Offering training courses • Building up careers libraries • Seeking external funding for equipment and tutors • Extra tuition classes and • Healthy living classes for the community <p>Year 2:</p> <ul style="list-style-type: none"> • Start training recruitment agents from the community • Set up training centre • Start promoting and speaking to clients for recruitment and vacancies <p>Year 3:</p> <ul style="list-style-type: none"> • Continue to push recruitment agency and training people from the community to pass basic IT and word processing skills at training centre • Continue to push for all services including workshops, careers advice and training and recruitment agency
9.	<p>Monitoring and Evaluating methods</p> <p>Monitoring and evaluation will take place as follows:</p> <p>Year 1</p> <ul style="list-style-type: none"> • Looking at annual and monthly accounts • Prepare annual financial reports • Monthly outcomes report • Monthly management committee meeting minutes <p>Year 2</p> <ul style="list-style-type: none"> • Monthly reports on outcomes and financial reports • Monthly management meeting minutes, and • AGM meeting minutes <p>Year 3</p> <p>Annual financial reports including AGM meetings</p>
10.	<p>Joint working with other organisations</p> <p>BBCS expects to collaborate with the following organizations:</p> <ul style="list-style-type: none"> • Prince's Trust • Barclays Bank • Inland Revenue • Business Link • Unity Community Care • Cricklewood Homeless Concern
11.	<p>Financial Analysis</p> <p>No accounts submitted</p>
12.	<p>Equality and Diversity</p> <p>BBCS has a total user population of 200, out of which 60 live outside Brent. There are 45 women and 55 men with 30 older people, with a good spread of younger and disabled people.</p> <p>BBCS has an equal opportunities policy that will be renewed every six months.</p>

13.	Internal Consultation None				
14.	Officers Assessment/References/Exit Strategy BBCS is an unregistered set in 2005 to deal with careers issues within the community. It has a management committee of 7 with a total membership of 200, 60 of whom come from outside Brent. Since parts of its activities are commercial it is difficult to determine whether this organisation is a charity or commercial organization. There are also no documents AGM minutes and no financial reports submitted with their application. BBCS is seeking funding to start a recruitment agency to deliver job search skills and teach subjects such as computing (word excel, and other software, etc. in Brent. This project does not meet the criteria for funding for the following reasons: <ul style="list-style-type: none"> • No identified project to work to • No clearly identified services are provided by this organization. It lists 23 service points that it works it and yet is an unregistered organization • Difficult to identify whether it is a commercial or charitable organization • Organisation has been established since 2005 but has neither registered as a charity nor a business. • Services already available in the borough • AGM minutes showing management committee activities 				
14.	Recommendations, reasons and any conditions Not recommended				
Report Author		Augusta Morton			
Date		January 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	CARIBBEAN CULTURAL ORGANIZATION						
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The aims of the Caribbean Cultural Organization are to:</p> <ul style="list-style-type: none"> • Provide day activities, play schemes, carnival and trips <p>Services provided by the CCO include:</p> <ul style="list-style-type: none"> • Provision of educational activities for young people and children including: <ul style="list-style-type: none"> ○ Daily lessons in Maths, English, French ○ Golden Age Club ○ Arts & Crafts <p>The services of the CCO are paid for by the co-ordinator's own money and grants.</p> <p>CCO partners include the less fortunate, elderly people and deprived people and children.</p>						
3.	Current Funding from Brent Council	Nil						
4.	Amount Requested	<p>CCO requests £75,000.00 as follows:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Year 1</td> <td style="text-align: right;">£25,000.00</td> </tr> <tr> <td style="text-align: center;">Year 2</td> <td style="text-align: right;">£25,000.00</td> </tr> <tr> <td style="text-align: center;">Year 3</td> <td style="text-align: right;">£25,000.00</td> </tr> </table>	Year 1	£25,000.00	Year 2	£25,000.00	Year 3	£25,000.00
Year 1	£25,000.00							
Year 2	£25,000.00							
Year 3	£25,000.00							
5.	Contribution from other sources (State amount and details of funders)	Nil						
6.	Project title and selected theme and how it is evidenced in the project							
	<p>Project title: Maths and English, Language, art and crafts, education and training</p> <p>Project theme: <u>Regeneration</u></p> <ul style="list-style-type: none"> ○ Social inclusion ○ Health & wellbeing • <u>Community safety</u> <ul style="list-style-type: none"> ○ Crime prevention 							
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)							
	No details of proposed project supplied by the Caribbean Cultural Organisation							
8.	Proposed outcomes and achievements over the 3 years							
	The CCO expects to achieve a better future and a better society for its users and a better future for its children as follows:							

	<p>Year 1</p> <ul style="list-style-type: none"> • CCO hopes to present maths and English graduates, computer literate students and a better society <p>Year 2</p> <p>CCO would produce memorable youths and working citizens</p> <p>Year 3</p> <ul style="list-style-type: none"> • CCO would produce a better society of honest working class citizens with a more progressive future • CCO aims to make Britain a better place with the help of the grant 				
9.	<p>Monitoring and Evaluating methods</p> <p>No definitive monitoring and evaluation methods have been identified although one-word suggestions include 'programmes, reviews, speaking and listening and performance'</p>				
10.	<p>Joint working with other organisations</p> <p>No other organizations have been identified as participating in this programme, although the Big Lottery Fund and the Edward Harvist Fund have been suggested as possible funders</p>				
11.	<p>Financial Analysis</p> <p>No Accounts submitted with application..</p>				
12.	<p>Equality and Diversity</p> <p>CCO has a total membership of 43, made up of 10 men, 10 women, 20 young people and 4 older people.</p>				
13.	<p>Internal Consultation</p> <p>None</p>				
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>The Caribbean Cultural Organization was set up as a registered organisation in 1957. It aims to provide cultural activities, play scheme, carnival, outing and trips. It also provides educational activities for young people and children including playscheme and daily lessons of maths and English.</p> <p>This application is incomplete and does not have enough information to enable a full assessment.</p>				
14.	<p>Recommendations, reasons and any conditions</p> <p>Not recommended.</p> <ul style="list-style-type: none"> • No project identified • No clear description to enable a full assessment of any proposal • Inadequate information provided to enable assessment 				
Report Author		Augusta Morton			
Date		January 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	CENTRE FOR PEACEFUL SOLUTIONS						
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The aims and objectives of the CPS include: <u>Vision</u> - To produce a world that can live in harmony with its values without the use of violence <u>Mission</u> - Contribute to development of a peaceful community <u>Aims</u> - Training and promotion of conflict awareness, Provision of mediation, facilitation and restorative practices, Innovation in conflict practice areas, Actively demonstrating non-violence in our interactions</p> <p>Services provided by the organization include:</p> <ul style="list-style-type: none"> • Mediation and Restorative practices • Peer mediation for schools • Training and workshops • Facilitation • Emotional support for front line staff • Organizational communication audits • Independent investigations, and • Dealing with workplace stress <p>These services are paid for mainly by:</p> <ul style="list-style-type: none"> • HM Treasury • Brent Main Programme Grant • Income from services provided <p>CPS works in partnership with the following organizations:</p> <ul style="list-style-type: none"> • Metropolitan Police Service • Brent community safety team • Brent youth offending team • Brent key stage 4 pupil referral unit • London probation service • Brent magistrate's court • Crown prosecution service • Brent victim support and witness service • Brent school improvement service • Fortunegate housing • Arneway Housing 						
3.	Current Funding from Brent Council	Main Programme Grant 2009-12 - £36,969.00 for counseling services to young children and young people						
4.	Amount Requested	<p>CPS requests a total of £58,147 as follows:</p> <table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">Year 1</td> <td style="text-align: right;">£19,000.00</td> </tr> <tr> <td style="text-align: center;">Year 2</td> <td style="text-align: right;">£19,380.00</td> </tr> <tr> <td style="text-align: center;">Year 3</td> <td style="text-align: right;">£19,767.00</td> </tr> </table>	Year 1	£19,000.00	Year 2	£19,380.00	Year 3	£19,767.00
Year 1	£19,000.00							
Year 2	£19,380.00							
Year 3	£19,767.00							

5.	Contribution from other sources <i>(State amount and details of funders)</i>	CPS expects a total contribution of £7,843 from other sources are as follows: <table border="1" data-bbox="767 293 1318 383"> <tr> <td>Year 1</td> <td>£3,000.00</td> </tr> <tr> <td>Year 2</td> <td>£2,620.00</td> </tr> <tr> <td>Year 3</td> <td>£2,223.00</td> </tr> </table>	Year 1	£3,000.00	Year 2	£2,620.00	Year 3	£2,223.00
Year 1	£3,000.00							
Year 2	£2,620.00							
Year 3	£2,223.00							
6.	Project title and selected theme and how it is evidenced in the project Project title: Anti-social behaviour mediation Project themes: Regeneration <ul style="list-style-type: none"> ○ Social inclusion ○ Health and wellbeing <ul style="list-style-type: none"> ● Community safety <ul style="list-style-type: none"> ○ Crime prevention ○ Support for victims of crime and anti social behaviour 							
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting) The proposed project aims to provide an early intervention mediation service for people living in social housing and low income groups. Mediation would give an opportunity to feuding parties to talk about their problems and find solutions, early interventions would reduce the time taken by police, housing officers, environmental health officers and community safety staff in taking cases through legal channels. The service will accept third party referrals or self referrals to mediation service, and will take parties through a conflict resolution process which aims to: <ul style="list-style-type: none"> ● Change the anti-social behaviour ● Repair harm to the victim, and ● Restore peace in the neighbourhood Mediation services will be held at the CPS offices at 12 Chamberlayne Road in Willesden, NW10 3JP and at local locations convenient to feuding parties. Services will be available on a case by case basis on weekdays between 10 am and 7 pm							
8.	Proposed outcomes and achievements over the 3 years CPS expects the following as outcomes and achievement over the next three years: <ul style="list-style-type: none"> ● Reduce ASB cases ● Reduce legal costs to council and social landlords ● Improve community cohesion, and ● Improve ability to live peaceably Achievements expected will include: <ul style="list-style-type: none"> ● 35 cases accepted – 75% completed by the end of the year ● 75 cases accepted – 80% completed by the end of the second year ● 115 cases accepted – 90% completed by the end of the third year, with the rest taken into subsequent years 							
9.	Monitoring and Evaluating methods Effectiveness over the next three years will be measured by the: <ul style="list-style-type: none"> ● Number of cases taken ● Number of cases completed 							

	<ul style="list-style-type: none"> • Number of cases where there is no occurrence within six months • Client satisfaction surveys • Reduction in repeat visits by EHO, housing officers and police • Correlation of crime/asbo statistics with postcodes where cases have taken place • Reduction in court/injunction hearings
10.	<p>Joint working with other organisations CPS will work with the following organizations as partners:</p> <ul style="list-style-type: none"> • The Police • Community safety team • Environmental health team, and • Registered social landlords <p>Funding is expected to be contributed from:</p> <ul style="list-style-type: none"> • Fortunegate Community Housing, and • Arneway Housing, who already refer cases and pay on a case by case basis.
11.	<p>Financial Analysis Approval is sought for a revenue grant of £58,147 from 2010/11 from the Main Programme Grant Monies. The organisation does not meet the criteria set to be deemed to be financially viable due to</p> <ol style="list-style-type: none"> 1. The organisation has insufficient working capital against the required standard of 2 months 2. There are insufficient funds to meet their liabilities 3. Unsigned Accounts.
12.	<p>Equality and Diversity CPS currently has a total user population of 176, 21 of whom come from outside Brent. The racial spread is 70 white, 40 black British and 25 black African, 20 mixed white and black Caribbean and the rest spread across other ethnicities. Delivery of CPS cases is dependent on who is referred. It encourages mediators from BME groups and mediation venues are selected according to location and convenience. The nature of mediation and non-violent communication requires a non-judgmental approach that allows both parties to be heard fully so that the mediation is seen to be fair and equitable.</p>
13.	<p>Internal Consultation This organisation is currently funded from the MPG 3 year grant to provide mediation and intervention services for excluded children and for children at risk of exclusion. The work in a number of Brent schools and currently their work is proceeding satisfactorily.</p>
14.	<p>Officers Assessment/References/Exit Strategy CPS was established as a registered organization in 2006. The organization provides mediation interventions within feuding communities, schools, etc., and runs conflict awareness training. It is managed by a committee of seven and a total membership of 176. The organisation is seeking funding to provide mediation intervention between feuding parties in social housing. It is also proposing to work with these communities to promote good neighbourliness, etc. The organization has references from Martin Gormlie from the Brent Community Safety Team and Supt Simon Corkill from the Met Police.</p>

	<p>CPS has states that this services is need because mediation helps save council and other officers time and money in preparing lengthy court cases, evictions and other legal avenues, also it will stops repeated visits to premises by enforcing officers or the police.</p> <p>This project meets the funding criteria however the organisation is already in receipt of funding from the Main Program me Grant for Children and Young people services, and due to the high number of applications received, priority is been given to non-funded groups. Also the organisation is not financially viable.</p>				
14.	<p>Recommendations, reasons and any conditions Not recommended</p>				
Report Author		Augusta Morton			
Date		January 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	CITY MISSION COMMUNITY PROJECT
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>CMCP aims to address problems within its local communities which are not being addressed by mainstream service providers, in particular, black and minority ethnic communities, children and young families and the unemployed. Their goal is to improve mental and physical well being and support families to change their long-term circumstances by catering for their social, emotional, educational and economic needs.</p> <p>Their mission is to create a safe and inspiring community that can inspire young people to realise their potential, to contribute positively to the communities in which they live and work and discover belonging, meaning and direction for their lives'</p>
3.	Current Funding from Brent Council	None
4.	Amount Requested	<p>£24,246</p> <p>£7,920 Year 1 £8,078 Year 2 £8,238 year 3</p>
5.	Contribution from other sources (State amount and details of funders)	<p>£5,500</p> <p>£2,500 Yyear 1 £2,500 Year 2 £500 Year 3</p>
6.	Selected theme and how it is evidenced in the project	
	<p><u>City Mission Breakfast Club</u></p> <p><u>Regeneration</u> – Social Inclusion , Health and Wellbeing and Green Agenda</p>	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	<p>Funding is required to set up a breakfast club at John Keble School, Crownhill Road, and Harlesden .</p> <p>The organisation has a demand from parents for a breakfast club as most of the parents are working and or seeking employment or further education. The organisation runs an afterschool club for 26 children at the same location</p>	

	<p>The funding will be used to employ and train 2 members of staff. The club will operate 5 days a week for 30 children.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>The expected outcome is to provide support to parents to enable them to obtain full time employment or training and also the children will attend school having had a healthy meal and start to the day. 30 children aged 4 – 12 will access the service</p> <p>Achievement: Children should be happy and healthy individuals</p>
9.	<p>Monitoring and Evaluating methods</p> <p>The process to monitoring to project will be registration and attendance records. Feedback from children and parents using discussions and written feedback</p> <p>The organisation will obtain information from teachers as to how the children are learning and their behaviour should be improved where they may have had issues before.</p>
10.	<p>Joint working with other organisations</p> <p>The organisation proposed to work with Brent Play Service.</p>
11.	<p>Financial Analysis</p> <p>Error in addition in Column 2. Salaries & Wages should state £24,246 not £29,246. Unsigned Accounts. Approval is sought for a revenue grant of £24,246 from 2010/11 from the Main Programme Grant Monies. The organisation does not meet the criteria set to be deemed to be financially viable due to the organisation not having sufficient working capital against the required standard of 2 months.</p>
12.	<p>Equality and Diversity</p> <p>The organisation states they have 90 service users, 42 of which are resident in Brent. They provide services to people from Black Caribbean ethnic origin.</p>
13.	<p>Internal Consultation</p> <p>None</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>City Mission Community project is a registered charity set up in 2007. They are based in Harlesden and they provide after school clubs in Ealing and Brent. Most of their services are self funded but they have had funding from both Brent and Ealing in the past.</p> <p>They currently provide an afterschool at club at John Keble School in Harlesden and are seeking funding to establish a breakfast club at the same school. Funding is required to employ and train 2 members of staff that will operate a breakfast club, . They are requesting £24,246 over 3 years and state that the money will be used to provide training for the new staff in food hygiene, first aid and health and safety. The club will operate 7 – 9am during term time</p>

	Harlesden falls within the priority area and the propose service will enable parents to take up full-time employment. However the organisation has failed to provide the relevant documents to support their applications and also the financial assessment states they are not viable.				
14.	Recommendations, reasons and any conditions				
	Not recommended.				
	Organisation needs to be referred to Edward Harvist Trust Fund.				
Report Author		Beverleigh Forbes			
Date		18 th January 2010			
GOOD		AVERAGE		POOR	✓

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Cricklewood Homeless Concern
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Cricklewood Homeless Concern aims to support homeless people to find sustainable and effective solutions. Services are delivered by:</p> <ul style="list-style-type: none"> • Providing the widest possible range of services and support to meet their individual needs; • Targets minority groups and ensure equal access to services; • Providing services which enable homeless people to make positive lifestyle changes and • Working with Brent's statutory agencies to support marginalised people.
3.	Current Funding from Brent Council	<p>£10,404 MPG £100,000 BHD £4,055 BNWT £32,946 BSP £55,246 BSP £88,192 SP</p> <hr/> <p>£290,843</p>
4.	Amount Requested	<p>£24,264 Yr1 £24,991 Yr2 £25,740 Yr3</p> <hr/> <p>£74,995</p>
5.	Contribution from other sources (State amount and details of funders)	<p>£35,000 Third Sector Cabinet Office £58,200 CHC in-kind (<i>on-going</i>) £67,517 DWP (<i>pending</i>)</p> <hr/> <p>£160,717</p>
6.	Project Name and selected theme and how it is evidenced in the project	
	<p>Project Title: STEPS (Supporting Training, Employment Personalised Services) Project Theme: Regeneration:</p> <ul style="list-style-type: none"> • Training; • Sustainable Employment and • Welfare Advice <p>The organisation has identified the needs of the community through research into the needs of the local homeless and non-homeless vulnerable people. There is an enormous gap in provision within the statutory or public services to meet the growing demand for provision of advice and support in accessing housing advice, education, training and employment.</p>	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	<p>CHC is seeking funding as a contribution towards delivering an educational program</p>	

	<p>to include education, training and support for a minimum of 50 vulnerable, homeless and disadvantaged. The beneficiaries will be expected to have a vocational assessment and individual action plan each year. Frequency: Courses will be delivered weekly for 2 hours per course Location: Cricklewood</p> <p><u>Programme schedule</u></p> <ul style="list-style-type: none"> • Basic Skills/Vocational training courses: project of be delivered by recruiting 3 beneficiaries to the training terms available; <ul style="list-style-type: none"> ○ April to July ○ September to December ○ January to March • Short Courses: <ul style="list-style-type: none"> ○ Two day courses on work skills, employers training courses – delivered according to beneficiaries needs and demand ○ 8 courses delivered per year • Support in to work – one to one basis <ul style="list-style-type: none"> ○ 1 hour session depending on individual needs • Job search workshop/job clubs: <ul style="list-style-type: none"> ○ 2 hourly session twice a week • Work experience placement/work trials: <ul style="list-style-type: none"> ○ 4 week period – 16 hours per week <p>There is a growing demand for provision of employability services local homeless, and non-homeless vulnerable people. It has been indicated that people accessing mainstream information and advice services, training, educational and employment opportunities in Brent is too complex for people seeking their support.</p>
8.	<p>Proposed outcomes and achievements over the 3 years The organisation propose to provide the services to 40 users in year 1, 50 in year 2 and 60 in year 3.</p> <p>Each year they propose to achieve the following:</p> <ul style="list-style-type: none"> • 60% receive welfare advice • 80% individual learning/vocational plan • 90% training activities • 50% gain qualifications • 70% support into work • 25% gain employment • 5 - 8clients who secured employment sustained beyond 3 months
10.	<p>Joint working with other organisations</p> <p>The proposed project will be delivered in partnership with the following:</p> <ul style="list-style-type: none"> • Mapesbury Safer Neighbourhood Team • BACES – providing accreditation for the project • Employers to provide work experience, training and access to job opportunities; <ul style="list-style-type: none"> ○ John Lewis ○ Durkan ○ Network Rail
11.	<p>Financial Analysis Approval is sought for a revenue grant of £74,994 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year</p>

	ended 31/03/2009, this organisation is considered to be Financially viable.										
12.	<p>Equality and Diversity</p> <p>CHC is clear about equality of opportunities as their policy underpins the commitment to ensuring that they offer the same opportunities to both service users and staff. Management has the relevant policies in place for service delivery and working with vulnerable people, these documents include the Equal Opportunities and Vulnerable Adults Policy</p> <p>User profile:</p> <table border="1"> <tr> <td>693</td> <td>Resident of Brent</td> </tr> <tr> <td>10%</td> <td>Live outside the borough</td> </tr> <tr> <td>8%</td> <td>Older people</td> </tr> <tr> <td>21%</td> <td>Young people (aged 18-30 years)</td> </tr> <tr> <td>Ethnicity:</td> <td>W. UK8%, W. Irish 32%, B. Caribbean 14%, A. Indian 2% and B, African 15%</td> </tr> </table>	693	Resident of Brent	10%	Live outside the borough	8%	Older people	21%	Young people (aged 18-30 years)	Ethnicity:	W. UK8%, W. Irish 32%, B. Caribbean 14%, A. Indian 2% and B, African 15%
693	Resident of Brent										
10%	Live outside the borough										
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21%	Young people (aged 18-30 years)										
Ethnicity:	W. UK8%, W. Irish 32%, B. Caribbean 14%, A. Indian 2% and B, African 15%										
13.	<p>Internal Consultation</p> <p>Supporting People currently fund CHC to provide the following housing related support services for people with drug and alcohol issues: a 6 unit accommodation based service and 30 unit floating support service. These services are highly strategically relevant, supporting both local and national priorities and commissioning strategies. SP reviews evidence high quality services that provide good value for money, demonstrating excellent outcomes for clients and added value from the particular skills and expertise available within the organisation in working with vulnerable people with particular specialist needs.</p>										
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Cricklewood Homeless Concern has been established of the past 27 years as a Registered charity and Company Ltd by Guarantee. They continue to deliver high standard services to the local homeless, non-homeless and vulnerable people. These services continue to be deliver with the support of dedicated workers who are made up of 9 management committee members, 34 volunteers and 18 paid staff of whom 89% part-time and 11% full-time.</p> <p>CHC is seeking funding as a contribution towards delivering proposed educational program to include education, training and support for a minimum of 50 vulnerable, homeless and disadvantaged. The beneficiaries will be expected to have a vocational assessment and individual action plan each year.</p> <p>The proposed project will continue by the end of the three years through the implementation of the organisational fundraising strategy to include an informal approach to securing one-off and ongoing grants and donation. They intend to develop partnerships with key agencies that have access to a range of funding streams and other resources to maintain delivery of services.</p> <p>Homelessness is a key priority for this borough and this project will address targets in the council's regeneration strategy. Officers are satisfied that the proposed project meet the criteria for the three year funding, however providing they provide further information about how they will work with priority neighbourhoods</p>										
14.	<p>Recommendations, reasons and any conditions</p> <p>Recommended - however providing they provide further information about how they will work with priority neighbourhoods</p>										
Report Author	Jacqueline Smith										

Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	ELDERS VOICE
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Elders Voice's objectives are to promote the interests of people aged 50 years and over within the Greater London Local Authority of Brent and neighbouring Boroughs by the provision of resources, which relieve their poverty, advance their education and improve their conditions of life.</p> <p>The charity's aims are to:</p> <ul style="list-style-type: none"> • provide quality services that bring immediate relief and provide new opportunities; • work with and for older people to develop the quality services they need that bring immediate relief and provide new opportunities; and • speak on the needs and rights of older people to ensure they have a better quality of life and get the quality services they are entitled to. <p>Services provided include:</p> <ul style="list-style-type: none"> • a floating support service • an accident prevention/handyperson service • two day centres operating on one day a week • healthy living information and activities • a carers support service and befriending project • intergenerational activities and arts groups • a gardening service to enable older people to remain active and safe in their gardens and community gardening activities
3.	Current Funding from Brent Council	<p>Housing - Supporting people £265,000 Adult Social Care – Day care £72,992 Adult Social Care – Carers Grant £39,196 Policy and Regeneration, Dollis Hill Neighbourhood Working team -£9,000</p>
4.	Amount Requested	<p>£71,941</p> <p>£21,941 – year 1 £25,000 – year 2 £25,000 – year 3</p>
5.	Contribution from other sources (State amount and details of funders)	<p>£59,341</p> <p>£20,000 – year 1 £18,592 - year 2 £20,749 – year 3</p> <p>Rank Foundation Calouste Gulbenkian Foundation</p>

6.	<p>Selected theme and how it is evidenced in the project</p> <p><u>The Whole Community</u></p> <p><u>Regeneration</u> – Social Inclusion , Health and Wellbeing and Green Agenda</p> <p>The activities for older people and children will reduce isolation, anxiety and depression in older people. The project will break down barriers between the generations and build a sense of community. Elders Voice will bring together isolated older people and children for inclusive educational and creative activities based both in schools and community settings in the Church End, Stonebridge and St. Raphael areas. Currently, Elders Voice’s singing group performs and rehearses with children from Kilburn Park School, which is a good example of bringing people together and building a sense of community in a deprived area of Brent.</p>	
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>Elders Voice is proposing to extend its successful, creative inter-generational work into 3 new locations- Stonebridge, Church End, and St. Raphael’s. This work will bring together isolated older people and children for creative and healthy living activities based in schools, community settings and open spaces</p> <p>Elders Voice will deliver a rolling programme of healthy living activities some of which will be delivered inter-generational. This will include classes such as yoga, movement to music and martial arts. They currently have intergeneration programme for singing, gardening and arts sessions and they propose to extend these with funding from the MPG. They also propose to include gardening clubs.</p> <p>Their Development worker will determine the location of the activities with the older people who take part in the project. They will focus their efforts in 3 areas where EV already has good links. Church End, - Unity Centre, Stonebridge Older Person’s Forum and at St. Raphael’s community centre that can be hired out for activities.</p> <p>They propose to liaise with local schools and community centres to identify possible venues and activities. Outreach to older, isolated people in the areas identified and consultation events will be held to determine the specific activities. The programme will feature, healthy living sessions, arts activities and large events will be held twice yearly.</p> <p>Over the 3 years they propose to engage 80 older people and 150 young people</p>	
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p><u>Outcomes</u></p> <ul style="list-style-type: none"> • Gaining new skills • Meeting new people • Reduction in social isolation • Increased physical and mental health • Increased confidence • Develop stronger links between older people and schools and community 	

	<p>centres</p> <ul style="list-style-type: none"> • Attend more community activities • Share skills across the generations • More older and younger participants gaining confidence which leads on to volunteering or leading more activities • Improve mental and physical health <p><u>Achievements</u> 80 older people and 150 people will benefit from the project over 3 years</p>
9.	<p>Monitoring and Evaluating methods Community consultations will be held twice a year to ascertain client views and to plan future work. Pre-course questionnaires will be given out to each participant at the beginning of the term, and a final questionnaire given out at the end to see if the course meet expectations. Feedback will be evaluated and changes made according to responses. New services will be developed with service user involvement. Changes will be made to activities according to feedback.</p>
10.	<p>Joint working with other organisations</p> <p>The organisation proposes to expand the links they have already created to provide this project. They will use their skills to identify locations within the 3 areas they have identified.</p> <p>The Development Worker will work with local schools to identify the young people for the project</p> <p>The organisation has joint working relationship with a number of local statutory and voluntary organisations in the borough e.g. Brent PCT, Brent Fire Brigade, Brent Police Services Age Concern Brent, MIND, Brent Neighbourhood Watch</p>
11.	<p>Financial Analysis Approval is sought for a revenue grant of £71,941 for 3 years from 2010/13 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2008, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity Organisation has 1353 users based in Brent. Of which 929 are female and 424 are make. The majority of their users are White UK.</p> <p>Elders Voice has an Equal Opportunities policy which is communicated to staff during induction and discussed during interviews with potential volunteers. The policy is reviewed every 3 years. Equal Opportunities are integral to our work within the voluntary sector; provision of services and recruitment of staff. The CEO is responsible for ensuring the effective implementation of the Equal Opportunities policy. Diversity Training is provided for volunteers and staff.</p>
13.	<p>Internal Consultation Both Supporting People and Adult social Care are satisfied with the services provided by this organisation</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Elders Voice is a well established local voluntary organisation that provides services for older people. Their services fall within two broad areas, firstly, enabling people</p>

	<p>to remain independent and secondly providing older people with new opportunities to be healthy and active. Their services include</p> <ul style="list-style-type: none"> • A floating support service • An accident prevention/handyperson services • Day centre • Healthy living information and activities • A carers support service and befriending project • Intergenerational activities and arts group • A gardening service <p>Their services are funded from a combination of local and national funders. And they work in partnership with a number of private and statutory agencies, references have been provided by Big Lottery Fund and Bridge House Trust. They actively participate in consultation and focus groups.</p> <p>The organisation proposes to extend their intergenerational programme of activities and provide it in Stonebridge, Church End and St Raphael. The project will run alongside their current intergenerational project which is funded by Rank Foundation. This funding is for 2 years and will cease in 2011. These activities introduce local children to local elders and break down negative stereotypes in both directions. They currently employ an Arts and Intergenerational Co-ordinator who will develop the intergenerational project as well as provide a rolling programme of healthy living activities.</p> <p>The project meets the criteria for funding and will enable older people to be healthy, active, increase their involvement in the community along side young people.</p>				
14.	Recommendations, reasons and any conditions Recommended				
Report Author	Beverleigh Forbes				
Date	18 th January 2010				
GOOD	✓	AVERAGE		POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Energy Solutions
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Energy Solutions aim to promote efficient use of energy for the benefit of the public and to preserve and improve public health in the London Borough of Brent and surrounding areas. Through dissemination of material relating to the development, teaching and application of energy conservation technologies and practices, and the benefits to be derived from such conversation within the community.</p> <p>Services currently delivered include:</p> <ul style="list-style-type: none"> • Fuel poverty • Working with schools • Assisting Local Authorities • Working with households • Supporting Social Housing Providers
3.	Current Funding from Brent Council	<p>£50,000 Environment & Culture £39,000 HCC</p> <hr/> <p>£89,000</p>
4.	Amount Requested	<p>£25,000 Yr1 £25,000 Yr2 £25,000 Yr3</p> <hr/> <p>£75,000</p>
5.	Contribution from other sources (State amount and details of funders)	£42,000 City Bridge Trust
6.	Project name and selected theme and how it is evidenced in the project	
	<p>Project Title: Home Energy Support Project Theme: Regeneration:</p> <ul style="list-style-type: none"> • Social Inclusion • Health & Wellbeing • Welfare Advice <p>The proposed project meets the regeneration criteria through focusing on the 6 priority areas within the Borough and bringing communities in these areas together. The programme will alleviate fuel poverty with its side effect of cold, damp and ill health through addressing fuel dept issues and benefits for vulnerable households.</p>	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	<p>Energy Solution is seeking funding as a contribution towards delivering fuel debt and fuel poverty advice and support to households in the priority areas of the Borough. The aim of the proposed project is to improve the quality of lives for people</p>	

	<p>experiencing fuel poverty by reducing domestic energy consumption. Some the areas that will be alleviated through the following:</p> <ul style="list-style-type: none"> • Reduce the incident of fuel debt and utility company disconnection among Brent households; • Alleviated fuel poverty and increase thermal comfort for vulnerable members of the community in Brent and • Significantly contribute to the reduction of the carbon footprint in London through implementation both physical and behavioural energy efficiency related measurers. <p>The organisation will provide face to face fuel debt and fuel poverty advice and support to households in the priority area. The services will be provided 2 days a week (Mondays and Fridays) 7 hours a day</p> <p>The organisation will provide the services in community facilities across the borough and it will coordinated from their offices in Birchen Grove.</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <p>The proposed outcomes are expected to be achieved over the next 3 years.</p> <ul style="list-style-type: none"> • Improvement in thermal comfort in the homes • Improved heating will increase health benefits • Reduction if carbon emissions as a result of tracking installed thermals • Raised awareness of the need for energy efficiency in households • Creation of community work groups to encourage residents to share ideas and skills on energy consumption practises • Fostering inter-community relations amongst individuals working together in the community work group • Improvements in the energy efficiency of the domestic building stock • Behavioural change in household energy by promoting greater environment awareness • Train volunteers to offer advice in the communities
<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>The organisation will monitor and evaluate the proposed project for the three year period using the methods outlined below:</p> <ul style="list-style-type: none"> • Promotional events involving the key players launched • Services offered to residents • Monitoring systems established • Interim review conducted • Beneficiaries identified and services offered to residents in the regeneration areas • Promotional activities conducted on an ongoing basis throughout the year to ensure that targets are met • Review conducted and changes implemented as necessary • Final report completed and evaluation done • Exit strategy implemented to ensure continuity • Evaluation of the project through feedback from focus groups, questionnaires and telephone calls <ul style="list-style-type: none"> ○ Conducting energy audits before and after the measures are implemented to highlight the changes in consumption and the resulting savings

10.	<p>Joint working with other organisations</p> <p>The project will be delivered in partnership with the following organisation:</p> <ul style="list-style-type: none"> • Brent Housing Partnership – energy efficiency improvements to social housing stock • The Pension Service - referring clients • Elders’ Voice – referring clients and providing small repairs and maintenance to properties • Brent Private Tenants Rights Group – liaising with tenants and landlords in the private rented sector • London Warm Zones – providing free or subsidised energy efficiency improvements to private sector households. <p>City Bridge Trust will contribute to the cost of proposed project.</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2008, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>Energy Solutions has an Equal Opportunities Policy and is committed to equality of opportunity. Implementation of its policy is applied to delivery of services to a high standard by ensuring that householders from all communities are given the opportunity to benefit without any form of discrimination. The service users are currently delivered to 1,750 members of whom 94% are residents of Brent 6% live outside the borough. The membership is made up of a diverse mix of people mainly of White UK origin.</p>
13.	<p>Internal Consultation</p> <p>The Policy Team Manager, of Housing & Community Care is supportive of the bid from Energy solutions, as it will add to the existing work that they are carrying out. The Service Level Agreement of £39k is to deliver advice sessions within the borough to reduce fuel poverty.</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Energy Solution has been operating since 1999 as a Registered Charity and Company Ltd by Guarantee. They continue to provide a valuable and much need service to promote the efficient use of energy for the benefit of the public and to preserve and improve public health in the London Borough of Brent and surrounding areas. These services are provided with the support of 6 management committee members, 1 volunteer and 8 paid staff of whom 1 is part-time and 7 full-time.</p> <p>Energy Solution is seeking funding as a contribution towards delivering fuel debt and fuel poverty advice and support to households in the priority areas of the Borough. The aim of the proposed project is to improve the quality of lives for people experiencing fuel poverty by reducing domestic energy consumption. Funding from the MPG will allow Energy solutions to deliver a greater number of advice sessions within the borough to reduce fuel poverty.</p> <p>The organisation is contributing to a number of council priorities. Officers recommend supporting the proposed project as the organisation has a track record for delivering services and has been demonstrated delivering agreed targets for projects support by Brent Council.</p>

	<p>The project meets the criteria under the theme of regeneration:</p> <ul style="list-style-type: none"> • by working in the six priority areas to bring the community together through sharing ideas and skills; • Alleviate fuel poverty with its effects of cold, damp and ill health and • Addresses fuel debt issues and benefits optimisation for vulnerable households. 				
14.	Recommendations, reasons and any conditions				
	Recommended.				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	ETHIOPIAN COMMUNITY IN BRITAIN
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The aims and objectives of this organisation is to serve the social, cultural, emotional and economic needs of excluded and hard to reach migrants and refugees living in England and Wales. The majority live in London mainly Camden, Brent, Islington, Kensington and Chelsea and Westminster.</p> <p>They mainly provide information, advice, advocacy, counselling, interpretation, translation housing, welfare rights, health, immigration, asylum, citizenship, education, training and employment. They also run mother tongue and cultural classes for children and young people.</p> <p>Services are delivered through:</p> <ul style="list-style-type: none"> ➤ Drop-in ➤ Outreach ➤ Telephone <p>Monday to Friday 9.30am to 5.30pm while the mother tongue and social activities are conducted during weekends.</p>
3.	Current Funding from Brent Council	None
4.	Amount Requested	£72,000 £24,000 – Year 1,2 &3
5.	Contribution from other sources (State amount and details of funders)	£58,000 £19,445 – Year 1,2 &3 Emmanuel Vincent Harris Trust
6.	Selected theme and how it is evidenced in the project	
	<p><u>Bridging the gap – Older people’s Service</u></p> <p><u>Regeneration – Social Inclusion, Health and Wellbeing and Welfare Advice</u></p> <p>The organisations stated that main service providers including statutory agencies have made inadequate progress in providing services for older people from BME and refugee and migrant community. This is because there is a lack of understanding of their needs. They felt that through the project they will be able to break down barriers so that older people living in their community will have the information and advice needed to access all types of services.</p>	

<p>7.</p>	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>The organisation is requesting funding that will look at the general well-being of migrant and refugee older people (over 60s) within Brent and to develop innovative ways to offer support and guidance which will address aspects of their lives. The focus of the project would be those migrants and refugee older people who are hard to reach, not involved with other community groups or services, and who may not be reached by mainstream service providers.</p> <p>Their aim to pilot innovative ways of reaching out to people living in some of the priority areas in Brent, and provide tailored support and activities that meet their needs.</p> <p>The organisation will provide the following activities</p> <ul style="list-style-type: none"> ➤ Provide community based activities/opportunities to promote healthy and active later life. ➤ Provide a centre for running an attractive programme of health and well being activities including physical activities, meals and snacks ➤ Run befriending support through one-to-one or telephone service offering friendship and comfort in people's homes. ➤ Provide free, confidential counselling, information, advice and referral services on all issues affecting migrant and refugee older people. ➤ Offer support and friendship to frailer older people, the housebound and those who feel isolated in some way or another. ➤ Deliver attractive and imaginative choices of short courses and activities available at our learning and resource centre. ➤ Organise leisure time activities including dancing, sports, indoor games, get-togethers, parties, trips and visits. <p>The Project will be based at 2A Lithos Road, London NW3 6EF. This office covers Camden and surrounding Boroughs including Brent, Islington, Haringey Kensington and Chelsea and Westminster. The services will be delivered by existing staff and they propose to train volunteers to become team leaders so that they can organise some of the activities such as befriending, interpreters and physical activities.</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <p>The expected outcomes of the project are:</p> <ul style="list-style-type: none"> • Break down barriers, bring people together, and build a sense of community in a local area. • Improve the mental and physical health of residents. • Increase use of green or open spaces by residents • Provision of information, advice & guidance <p>The organisation has included a plan of all the activities they purpose to complete over the 3 years. This includes:</p> <ul style="list-style-type: none"> • Recruit & engage users to the project according to individual and group needs & circumstances. • Provide information, advice, advocacy & home support services on a daily basis. • Conduct weekly nutrition, healthy eating, & staying healthy sessions to groups

	<ul style="list-style-type: none"> • Conduct weekly physical & mental exercise activities. • Organise social & leisure events fortnightly. <p>The organisations expect to achieve the following each year</p> <ul style="list-style-type: none"> • 100 older people will be involved in different project and will have a more active role in their community. • 100 will have a better understanding of healthy lifestyle is and adopt routine physical, mental activities & nutrition as part of their daily lives. • 25 older people (over 60s) will be are trained as volunteers to provide less able fellow older people with physical, emotional, interpretation, translation & accompanying support. • 250 older people will receive information, advice, referral, and counselling & advocacy service on housing, health, welfare rights, employment, training, immigration, nationality & citizenship. • Recruit & engage users to the project according to individual and group needs & circumstances. • Provide information, advice, advocacy & home support services on a daily basis. • Conduct weekly nutrition, healthy eating, & staying healthy sessions to groups • Conduct weekly physical & mental exercise activities. • Organise social & leisure events fortnightly. • <p>User will achieve;</p> <ul style="list-style-type: none"> • Increased social & physical activity • Increased social interaction and better mental health • Befriending as an early intervention to improve health, independence & well-being. • Choice, voice and control over their affairs. • Using service of community centre • Being trained as volunteers • Get information and guidance
<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>The monitoring and evaluation process will include</p> <ul style="list-style-type: none"> • Questionnaires will be completed at the start of the programme • Records, notes will be kept by officers & tutors on the progress of each participant • One to one and group discussions & the resultant response & observations noted
<p>10.</p>	<p>Joint working with other organisations</p> <p>The organisation propose to work with Camden Council and their existing contact in Brent i.e. College of North West London, They have already secured funding from Emmanuel Vincent Harris Trust.</p>
<p>11.</p>	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £72,000 from 2010/11 from the Main Programme Grant Monies. The organisation <u>does not meet the criteria</u> set to be deemed to be financially viable due to: 1. The organisation has insufficient working capital against the required standard of 2 months</p>

12.	<p>Equality and Diversity</p> <p>The organisation has 1436 users of which 431 are based in Brent. Services are provided to all age range but mainly to men/women aged 46 – 55. They currently have 83 users that are over 350 users over 56 years of age. Service users are mainly Black Africans.</p> <p>The organisation has submitted an Equal Opportunity policy which is appropriate for their organisation.</p>
13.	<p>Internal Consultation</p> <p>None</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>This organisation is a registered charity established in 1984. The organisation is based in Finchley Road Camden, and their aim is to relieve the persons from the Ethiopia and other communities who are vulnerable and in need. Their services include:</p> <ul style="list-style-type: none"> • Providing information advice advocacy support • Interpretation, transition, welfare right and immigration issues • Training and development i.e. ESOL, IT and business start up courses • Sporting activities • Running mother tongue and cultural classes for children and young people <p>Funding is provided by the London Borough of Camden, John Lyon Charity, the City Parochial Foundation, city Bridge Trust, the Emmanuel Vincent Harris Trust, Awards for all, and the Rose Foundation. Camden council funding ECB for over 20 years but funding cased in 2007 as the six of the Ethiopian community in Camden reduced and due to the organisation location most of the clients were from Brent. Currently they provide services to 431 users in Brent. Information received suggests that users are mainly from South Kilburn Estate.</p> <p>ECB currently received £20,000 from Emmanuel Vincent Harris Trust (administer by LB Camden) to provide a similar project in Camden. The funding is for one year 2009/10. They have also had 2 grants from the City Bridge Trust to provide projects relating to older people. The organisation has not provided details of these projects so officers are unable to assess their experience/performance in providing this type of service. Both referee states that the organisation work is of a good standard, however Camden stated they have not returned the necessary monitoring information to the funders. Further discussion with officials of the organisation indicates that they do not have a base in Brent for their proposed services. Users will have to travel to their location in Finchley Road, which is outside Brent and borders Barnet, Camden and Westminster, if they have to access their services.</p> <p>The funding is required to provide services to older people migrants and refugees who do not have access to mainstream services. They propose increase older people awareness of health and other social issues through workshops, counselling and cultural events in priority areas in Brent. The project will operate from the main office in Finchley, and activities will be provided in the priority areas, however the organisation will need to acquire premises in Brent.</p>
14.	<p>Recommendations, reasons and any conditions</p> <p>Not recommended - Organisation outside geographic area of Brent</p>

Report Author	Beverleigh Forbes				
Date	18 th January 2010				
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Federation of Patidar Associations
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Federation of Patidar Associations (FPA) is committed to encouraging the creative abilities in everyone and providing them with the best facilities in space and tuition allowing them to develop. It believes that the performing arts from the sub-continent plays an important role in continuing a tradition and educating others.</p> <p>FPA currently provides the following activities/services: London Road Nursery Encee Academy of Performing Arts Youth Activities Senior Citizens Social Club Ladies Groups Health Awareness Seminars</p>
3.	Current Funding from Brent Council	£10,404 Main Programme Grant
4.	Amount Requested	£48,000 (£16,000 for each year)
5.	Contribution from other sources (State amount and details of funders)	£20,000 – Arts Council (Year 1 -£4,000, Year 2 – 8, and Year 3 – £8,000)
6.	<p>Project name, Selected theme and how it is evidenced in the project</p> <p>Project Theme: Regeneration – Social Inclusion, Health & Wellbeing and Sustainable Employment</p> <p>Project Name: Breakout</p> <p>FPA states that its project meets the funding criteria as it will address issues such as social inclusion by ensuring young people from most deprived areas are identified and are actively engaged in various activities. It also states that Wembley Central area has been identified as “at risk of decline in the near future”.</p>	
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>FPA is requesting funding towards a project called “Break Out” which is a new project designed for young people and families to engage them in drama and arts activities. The project will be to deliver a 20 week Outreach project for 3 years in partnership with Copland School and additional Brent based schools i.e. John Kelly, City Academy through the 3 year plan. Although the schools are not based within the priority areas, young people benefiting will be from there as many attend the schools.</p> <p>The project will focus on developing skills, including creative and practical skills such</p>	

	<p>as dance, music or project management skills and personal skills such as teamwork, communication or self-confidence. FPA aims to provide the following projects over a period of 20 week:</p> <p>Project 1 <u>Outreach Dance & Community Integration</u> – Term 1, 10 sessions for 2 year groups Sessions will be facilitated by Tekla Gelova from Active Aspirations and Rachel Harris from Southbank Centre Outreach Programme. Young people learn about understanding cultures by using various styles of dance. Sessions will include Bollywood, Classical dance, Hip Hop, African beats and Salsa</p> <p>Project 2 <u>Commissioning of Fusion Dance Work</u> – Term 1, 10 sessions for 20 students Sessions facilitated by choreographers from emcee Academy of Performing Arts and Akademi. Young people learn about choreography, creative mapping, study various dance and music forms.</p> <p>Project 3 <u>Healthy Living & Empowerment sessions</u> – Term 2, 20 sessions Session will range from a healthy eating pack, work out sessions, circuit training, techniques to encourage positive thinking and life skills training.</p> <p>Project 4 <u>Youth Drama workshops</u> – Term 2, 10 weeks Facilitated by Tamasha Arts Students engaged in group discussions and role plays enabling them to communicate with others and eventually break down barriers.</p> <p>Young people will in 1st year get an introduction to dance, drama and art. 2nd year get accreditation of user involvement award and 3rd year Arts Award accredited GCSE Grade C level. At the end of the year, created dance items, presentations and drama sketches will be showcased at Patidar House to friends and family. Various other opportunities for young people to showcase i.e. Brent Dance Month, Brent Respect Festival, South Bank Centre Community Arts events. All the Sessions will be provided at Patidar House and Copland Community School Tuesday and Wednesday 3.30 – 5.00pm. Users currently attending Copland School are from some of the targeted areas. FPA states they have identified a need for this project as a result of feedback from a project carried out in July 09 at Copland school, feedback forum. Evaluation forms and a need for Extended School Services.</p>
8.	<p>Proposed outcomes and achievements over the 3 years FPA states that over the three years, their project will achieve the following outcomes:</p> <ul style="list-style-type: none"> • Young people’s creative skills enhanced such as imagination, innovation as well as lateral thinking, problem solving, negotiation, communication and team working. • Confidence in their choices for the next level of their education • Young people’s academic results improved • Personal goals achieved <p>FPA states that 25 young people aged 11-13, 25 young people aged 14-16 and</p>

	10/15 parents will benefit from the project.
9.	<p>Monitoring and Evaluating methods</p> <p>FPA states that it will maintain registers, records details from application forms, monitor the behaviour of young people in the third year and ensure that individual learning plans have been completed and accomplished in order to monitor its activities.</p> <p>It will use feedback received through forums, questionnaires, steering groups, to monitor the effectiveness of its project and will record better practice systems</p>
10.	<p>Joint working with other organisations</p> <p>FPA states that it works with many statutory and non statutory agencies to deliver its project. These include Copland Community School, Capital City Wealdstone, Akademi, Active Aspirations, Southbank Centre, Sure start, Early Years, Arts Council, Brent Library & Heritage, Diwali in the Square – GLA, MacMillan Cancer Tamsha Arts Drama who help them to train and deliver their projects and activities. It will seek funding from Arts Council England and has made funding applications to Awards for All, Bernard Sunley and John Lyons Charity for contribution towards this project.</p>
11.	<p>Financial Analysis</p> <p>Incorrect calculations on the Application Form for the amount required from the Main Programme Grant and costs. Approval is sought for a revenue grant of £48,000 from 2010/11 from the Main Programme Grant Monies. The organisation does not meet the criteria set to be deemed to be financially viable due to:- There are insufficient funds to meet their liabilities.</p>
12.	<p>Equality and Diversity</p> <p>FPA has in place an equal opportunities policy and states that its arts activities are used by 330 people of which 320 are residents of Brent. It states that all its partners and tutors adhere to and understand equal opportunities in ensuring that all services users are treated fairly.</p>
13.	<p>Internal Consultation</p> <p>FPA currently receives £10,404 towards Dance Festivals. It continues to meet the targets set for its grant. The Grant Officer is satisfied that the Association maintains all its records which are made available during the monitoring visit.</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>The Association has been in existence since 1976 and is a registered charity. It has a purpose build building which houses a theatre and dance studios as well as conference rooms. It facilities are available for rent and many events and meetings are hosted there. It also runs a nursery which is used by the residents.</p> <p>It has 16 members on its management committee and employs 21 members of staff which includes sessional staff for the various arts activities.</p> <p>References have been received from both its referees.</p> <p>The application does not demonstrate that it will provide activities within the priority areas and the activities it proposes to provide were not deemed to be a priority. The organisation is also not deemed to be financially viable. Funding therefore cannot be recommended.</p>

14.	Recommendations, reasons and any conditions				
	Nil				
Report Author		Devbai Bhanji			
Date		15 January 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Foundation for Women's Health, Research and Development (FORWARD)
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<ul style="list-style-type: none"> • Prevent female genital mutilation, child marriages and related health violations and other forms of gender based violence • Increase access to sexual and reproductive health services; human rights education and livelihood programmes for vulnerable girls and women • Improve knowledge base of civil society partners and capacity to lobby governments and donor agencies for enabling policies and programmes • Enhance voice and leadership of Diaspora African women in shaping their wellbeing in UK and influencing development of girls and women in Africa <p>FORWARD works nationally on public education, policy advocacy, support programmes and empowering communities and individuals affected by FGM (Female Genital Mutilation).</p>
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	£75,000 £25,000 over 3 years
5.	Contribution from other sources (State amount and details of funders)	£26,600 will be provided by Esmee Fairbairn Foundation and Wates Foundation
6.	<p>Selected theme and how it is evidenced in the project</p> <p><u>Regeneration – social inclusion and Health and Wellbeing</u> <u>Project title - BMER Women's Health and Empowerment Project</u></p> <p><u>BMER - BLACK & MINORITY ETHNIC REFUGEES</u></p> <p>Forward is applying for 3 year funding to establish a project that will improve the sexual and reproductive health and wellbeing of BMER women. They propose to undertake outreach work and set up community champions and health advocates that will support BMER women so that they can fully participate in their local community.</p> <p>They propose to provide training and leadership skills to advocates on a range of issues and topics in order that they can provide information, advice and support on women's health including FGM.</p> <p>They will also facilitate sessions between FGM specialist service and statutory</p>	

	organisations and will provide training to enable them to gain a better understanding of FGM and cultural issues.
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>The project will be based in the Forward offices in West London- Harrow Road NW10, and services will be provided to migrants, refugees and asylum seekers from BME communities residing in Brent.</p> <p>Forward stated that many BME women affected by gender violence are unable to access services due to stigma, lack of information, language barriers and perceived poor knowledge of health professionals of their issues. They had a community consultation in Brent in June 2009 in collaboration with African Women's Care, where the specialist health advisor was overwhelmed by requests from the majority of Somali women on a range of health concerns.</p> <p>They state there is need to improve the knowledge/ awareness of health professionals around cultural violence, to promote good practice, and information. There is also need for better communication between statutory professionals and communities affected. BME specialist services are best placed to provide the needed support and specialist needs of women, including, counselling, community outreach and developing confidence skills.</p>
9.	<p>Monitoring and Evaluating methods</p> <p>The organisations will achieve the following:</p> <ul style="list-style-type: none"> In year 1 Recruit community outreach worker In year 2 provide outreach work to 40 people and in Year 3 provide service to 200 Recruit and train 20 community women and train them in community mobilisation and engagement, each worker will support at least 4 women each month Recruit and set up a community advisory committee. The group will meet on a quarterly basis Hold monthly coffee mornings Organise summer campaign forum each year Organise and deliver training sessions for health professionals. Organise a community & health professional's event.
10.	<p>Joint working with other organisations</p> <p>FORWARD propose to work with the following organisation in providing in services:</p> <ul style="list-style-type: none"> • African women's Care - a key link in accessing Somali women affected by FGM and will be co-facilitators in the training programme. • African Well Women's Clinic, Central Middlesex Hospital will be link agency on referrals and provision of support services to women • Brent Council Diversity team and children's services • BRAVA- partnership for on-going support on domestic violence. • Changing Lives- will be a resource person for the confidence and community champions training
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>

12.	<p>Equality and Diversity FORWARD state they have over 1,500 users accessing their services of which 250 are based in Brent. The majority of their users are female aged 17 – 25 from black British and African ethnic background</p> <p>They propose project will involve recruiting peer health advocates from the African community which will enable them to use their first language skills to provide outreach services.</p> <p>FORWARD has submitted an Equal Opportunities Policy which appears appropriate for their organisation.</p>												
13.	<p>Internal Consultation None, the organisation does not receive funding from or have links with council services.</p>												
14.	<p>Officers Assessment/References/Exit Strategy FORWARD is an African Diaspora led women’s advocacy and support charity that operates in the UK and in Africa. Their work responds to the need to safeguard dignity and advance the sexual and reproductive health and human rights of African women and girls. They focus on tackling gender based discriminatory practices including female genital mutilation (FGM), child and forced marriages and related gender violence in the home.</p> <p>They are a national charity and are based in Brent on the border of Hammersmith and Fulham. They are funded from various PCT’s i.e. Westminster, Bristol, the Department of Health and London Councils. The core services of FORWARD are Public education and training to statutory organisations and provision of information advice and advocacy services on how to support women and girls affected by FGM, signposting to specialist service, child protection etc.</p> <p>The organisation proposes to provide services to improve the sexual and reproductive health and wellbeing of BMER women that will reduce isolation so that they can fully participate at the local level. The services will be provided via:</p> <table border="1" data-bbox="325 1303 1350 1444"> <thead> <tr> <th>Service</th> <th>Frequency</th> <th>Time</th> </tr> </thead> <tbody> <tr> <td>1. Coffee mornings</td> <td>Monthly /Wednesdays</td> <td>10am – 12Noon</td> </tr> <tr> <td>2. Outreach session</td> <td>Monthly</td> <td>10- 2.00</td> </tr> <tr> <td>3. Training session</td> <td>Selected periods</td> <td>10- 2.00</td> </tr> </tbody> </table> <p>No references have been received to support this application. Funding is needed to provide core services and this does not meet the criteria for funding. The organisation is therefore not recommended.</p>	Service	Frequency	Time	1. Coffee mornings	Monthly /Wednesdays	10am – 12Noon	2. Outreach session	Monthly	10- 2.00	3. Training session	Selected periods	10- 2.00
Service	Frequency	Time											
1. Coffee mornings	Monthly /Wednesdays	10am – 12Noon											
2. Outreach session	Monthly	10- 2.00											
3. Training session	Selected periods	10- 2.00											
14.	<p>Recommendations, reasons and any conditions Not recommended.</p>												
Report Author		Beverleigh Forbes											
Date		January 2010											
GOOD		AVERAGE	✓	POOR									

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	GROUNDWORK LONDON
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Groundwork supports communities in need, working with partners to help improve the quality of people's lives, their prospects and potential and the places where they live, work and play. They aim to help people make sustainable development a reality, respecting nature's limits and supporting the concept of 'One Planet Living'.</p> <p>They work across London on projects that use the environment as a catalyst for building a more sustainable future, helping improve the quality of people's lives, their prospects and potential and the places where they live, work and play.</p> <p>Their work includes:</p> <ul style="list-style-type: none"> • Community engagement and social cohesion projects that help to build stronger neighbourhoods • Community led town centre, parks and housing estate regeneration projects, that reconnect people with their surroundings • Employment and skills training projects, that deliver skills and help local people find work
3.	Current Funding from Brent Council	Brent Parks - £100k Environment and Culture - £30k Town Centre Planning £500k
4.	Amount Requested	£72,000 £24,000 year 1,2 & 3
5.	Contribution from other sources (State amount and details of funders)	£36,00 £12,000 each year from Big Lottery Access to Nature Sporting Chances C-Change
6.	Selected theme and how it is evidenced in the project	

	<p><u>Growing Greener Stronger Communities</u></p> <p><u>Regeneration – Social Inclusion, Health and wellbeing, Green Agenda, Sustainable Employment</u></p> <p>The project will meet 4 of the Council’s strategic priorities around regeneration. The activities will, attract a high level of interest and participation from a large number of residents, regardless of age, gender or ethnicity. They will positively foster and encourage a sense of community on the estates, will help residents understand the value of working together, and will help residents learn to appreciate each others values and the contribution that everyone can make to improving the estates as a whole.</p>
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>Funding is required to deliver a range of activities on 3 estates within Brent, i.e.</p> <ul style="list-style-type: none"> • Chalk Hill • South Kilburn and • Stonebridge <p>The proposed project is a community gardening and food-growing activities on the estates, that will help residents to access, value and contribute to ‘nature’ on their doorsteps, help them to audit, improve use their own ‘open spaces’ within the estates more effectively. In addition the organisation will encourage a wide range of sporting and healthy lifestyle activities on and around the estates, that promote and encourage positive health and wellbeing</p> <p>Through the project the organisation proposes to identify local ‘community leaders’ who will work voluntarily to ensure that the activities are sustainable beyond the lifetime of the project.</p> <p>The propose to target at least 60 users on each estate over the 3 year period</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>The organisation proposed to achieve the following outcomes:</p> <ul style="list-style-type: none"> - Improve community cohesion and confidence in local area - Improved individual skills, self confidence and self esteem - AQAs / ASDANS qualifications - Improved awareness of climate change - Health & well being benefits for participating residents - Identified community leaders - Referrals to Groundwork employment & skills programmes <p>In the first year they will launch the event and provide taster sessions across each estate to identify preferred activities, they will roll out the project in May and carry out a first year view in March 2010.</p> <p>In year 2 and 3 they will establish partners/steering group meetings to develop activities/project which will be developed and reviewed at the end of year 2 and 3.</p>
9.	<p>Monitoring and Evaluating methods</p> <p>Process for monitoring and evaluation will include:</p>

	<ul style="list-style-type: none"> - Resident questionnaires and focus groups - Participation in activities/events - Qualifications secured - Climate Change pledges - Community Groups supported
10.	<p>Joint working with other organisations</p> <p>Groundwork London will work with the following organisations to develop this project:</p> <ul style="list-style-type: none"> - LB Brent (particularly Environment & Culture) – strategic partner/steer - Local schools– outreach and promoting projects - South Kilburn NDC - outreach and promoting projects - TRA and youth clubs / forums - outreach and promoting projects - Brent Safer Neighbourhood Team – outreach and promoting projects - CLES (Centre for Local Economic Studies) – programme evaluation - Street Games UK - Friends of Wormwood Scrubs, Brent River Park, Welsh Harp <p>The following projects/funding will contribute to the project:</p> <ul style="list-style-type: none"> - Lottery Reaching Communities fund - Access to Nature (Natural England) - Sport England & Football Foundation - European Union - ERDF - Interreg IVB
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £72,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>The organisation states they have 10,540 service users in West London of which 5270 are based in Brent. Most of their users are White UK.</p> <p>With regard to ethnicity the organisations states that their activities are fully inclusive and all residents will be encouraged to participate. They will make sure the project activities and marketing materials are delivered in a way that is fully accessible and inviting to Brent's diverse communities.</p> <p>They will monitor the diversity of all project participants and respond accordingly if it seems that we are failing to target key demographics in the activities we are providing.</p> <p>The organisation is required to report number of people accessing their services and their ethnicity to DCLG annually</p>
13.	<p>Internal Consultation</p> <p>They currently work in partnership with various units within Environment and Culture i.e. Brent Parks and Town Centre Planning. Comments received suggest they are very experience in horticulture and landscape and are good partners. The organization has collaborated with Environment Department and the NDC and has in all cases delivered an excellent service.</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Groundwork London is a large environmental regeneration charity, they work in</p>

	<p>London's most deprived areas to improve the quality of people's lives. They have over 25 years experience in delivering projects in over 15 local authorities to create better neighborhoods, to build skills and job prospects and to live and work in a greener way. In addition they also work with small community groups and large national business. Their services include;</p> <ul style="list-style-type: none"> • Employment and skills training • Improve Urban landscape and Open spaces • Environmental services <p>The organisation proposes to provide a community gardening and food-growing project in 3 of the priority areas. They have a team of landscape designers and project officers that will work with residents to create their own gardens and will address issues such as community engagement and social cohesion.</p> <p>References have been received from Ealing and Hammersmith where Groundwork has undertaken a number of community regeneration projects over a number of years. Both authorities states that Groundwork are keen to align their work to their priorities and are valuable partners. They also state that levered in significant amounts of match funding into their borough and have a good track record of securing funding to develop new and existing projects</p> <p>They currently work with various units within Environment and Culture, and there is no evidence to suggest that they already provide this service in the borough.</p> <p>The project meets the criteria for funding and will address current regeneration issues in Brent</p>				
14.	<p>Recommendations, reasons and any conditions</p> <p>Yes. £19,992 year 1, 2, and 3.</p>				
Report Author	Beverleigh Forbes				
Date	19 th January 2010				
GOOD	✓	AVERAGE		POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	HAMMERSMITH AND FULHAM VOLUNTEER CENTRE
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Hammersmith & Fulham Volunteer Centre (HFVC) is a volunteer agency whose function is to promote, support and develop volunteering and provide assistance through information, advice, guidance and training to get people into work and or education</p> <p>Their services include:</p> <ul style="list-style-type: none"> • Encourages volunteering in the Boroughs of Hammersmith & Fulham and Brent • Recruits, supports and places volunteers with private and voluntary organisations • Provides support and training to the above groups and volunteers • Promotes good practice to user agencies by providing support, advice, information and guidance by organising and delivering training on volunteering issues • Co-ordinates the Volunteer Organisers Forum
3.	Current Funding from Brent Council	None
4.	Amount Requested	£75,000 £25,000 in Year 1,2 & 3
5.	Contribution from other sources (State amount and details of funders)	£33,882, From John Lyons Charity £10,700 and the organisation will contribute £23,182
6.	Selected theme and how it is evidenced in the project	
	<p><u>Brent Active Citizens M04 Youth Project</u> <u>Regeneration</u> – Social Inclusion and Sustainable employment <u>Community Safety</u> – Crime Awareness and Crime Prevention</p> <p>The project will minimise social exclusion and will contribute crime reduction through increasing the personal development of young people in Brent and will enable to seek employment</p>	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	<p>Funding is required to extend an existing project – MO4 youth project which is funded by John Lyon's charity. The organisation is funded to provide 16 – 25 year olds living in Brent and Hammersmith & Fulham with employment skills and</p>	

	<p>experience through volunteering projects and placements with private and voluntary organisations. John Lyon's Charity funds the existing MO4 Youth Volunteering Project in Brent for four days a week.</p> <p>Funding from the MPG will be used to employ a project coordinator that would be responsible for establish activities in Brent to develop the project and focus on more employment activities, improving their chances of getting sustainable employment</p> <p>Over the 3 year period, the project will:</p> <ul style="list-style-type: none"> • Recruit and carry out needs assessment of 180 young people aged 16-24 living the Brent looking at learning and development needs and job aspirations; • Provide pre-employment training including CV writing, Job search, Interview and Presentation Skills and where necessary refer the young people to other local providers such as BACES for ESOL support and further training; • Provide training in First Aid, Health & Safety and Mentoring; • Develop and strengthen partnerships with local businesses and voluntary sector to provide work and/or volunteer placements in the borough and set up work placements • Organise and run a series of events to encourage young people to become involved in volunteering; • Work with local schools to encourage volunteering <p>The project will take place at in Brent at the following training centres:</p> <ul style="list-style-type: none"> • Brent Homeless Users Group, • The Boiler Room, St Raphael's Estate, at BACES, • Brent Refugee & Migrant forum training room, and at the offices of the Brent Active Citizens (HFVC), Moran House, Willesden High Road, London NW10 2JJ. <p>Certain elements of the project such as outreach activities to recruit beneficiaries will be undertaken on a weekly basis, other services such as Pre-employment training will be delivered once a month.</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <p>The Outputs that will be achieved are:</p> <ul style="list-style-type: none"> • 60 trained in pre-employment skills • 60 volunteer placements • 3 beneficiaries into paid employment • 4 beneficiaries into further education • raising awareness of anti-social behaviour, bullying and knife crime 100+ young and older people
<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>Evaluation will be an important and continuous process as it will inform the development of the project, ensure consistency of quality standards, inform the marketing plan and be a motivational tool for project team members; it will form the basis of regular meetings among relevant partners and the Youth Committee.</p> <p>It will be based on data collection which will include demographics of beneficiaries (gender, age, disabilities, ethnicity etc), events attendance forms, registration forms, training attendance records etc. In addition, beneficiaries will be asked to provide feedback on the impact of the programme.</p>
<p>10.</p>	<p>Joint working with other organisations</p>

	<p>If this application is successful, HFVC will work with Brent Homeless Users Group, Brent Refugee & Migrants Forum, St Raphael's Resident's Association and Fix-up. Partners will contribute to the project through a mix of outreach activities, provision of training facilities and/or specialised expertise. We will also work closely with BACES to achieve our further education outcomes and we will continue the partnership work with the Metropolitan Police to address the issues around crime and safety. We would also work with local schools initiatives around volunteering, and crime prevention</p> <p>Brent Refugee & Migrant Forum will contribute to the partnership in the outreach and recruitment of beneficiaries and will also provide training facilities, St Raphael's Community will also provide training facilities, BACES will be referred to for further education training and where necessary for ESOL courses.</p> <p>On the current MO4 the organisation work in partnership with the Metropolitan Police</p>
<p>11.</p>	<p>Financial Analysis Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be financially viable. Please note that HFVC made a loss of £47,552, but the Charity has funds of £122,505.</p>
<p>12.</p>	<p>Equality and Diversity The organisation has 143 users aged 17 – 25 from Black African, Black Caribbean and Asian Indian ethnic origin. The organisation has submitted an Equal Opportunity Policy which is appropriate for their organisation.</p>
<p>13.</p>	<p>Internal Consultation</p> <p>None</p>
<p>14.</p>	<p>Officers Assessment/References/Exit Strategy Hammersmith and Fulham Volunteer Centre is a registered charity and a company limited by guarantee established in 1996. They are based in Hammersmith but previously had an office in York House, Wembley. They have recently opened an office in Harrow. They provide a number of activities to encourage volunteering and place volunteers with private and voluntary organisations. In addition they also provide support and training to voluntary groups promoting good practice in the organising and management of volunteers. They receive funding from a range of funders.</p> <p>They are seeking funding to extend the MO4 youth project. MO4 is a volunteering project funded by John Lyons Charity. They hold the contract for MO4 project in Brent and Hammersmith and Fulham. Funding from MPG is for the appointment of co-ordinator to organise employment focused activities such as CV writing, interview skills, etc for the volunteers that sign up to MO4. The MPG will support the work their existing work.</p> <p>The co-ordinator will based in their offices in Hammersmith and will use local training centres within the priority areas to provide the project.</p> <p>The organisation states they have 143 users in Brent and propose to provide the project to 180 young people over the 3 years. They did not state how many people have already signed up to M04 in Brent and states that funding from MPG will be</p>

	used to recruit volunteers, which suggest that funding, may be duplicated.				
14.	Recommendations, reasons and any conditions.				
	Not recommended - Services already duplicated in Brent.				
Report Author		Beverleigh Forbes			
Date		18 th January 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	HELP SOMALI FOUNDATION
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>HSF aims to:</p> <ul style="list-style-type: none"> • Address the needs of the Somali community in the UK and in particular North West London • Promote the well-being of Somalis and • To facilitate their integration into UK society while maintaining their tradition and culture • Provision of free confidential advice and help with translation and interpreting in areas including: <ul style="list-style-type: none"> ○ asylum seeking ○ immigration ○ welfare benefits ○ housing ○ education, training and employment • Promotion of good race relations by endeavouring to: <ul style="list-style-type: none"> ○ eliminate discrimination and ○ encouraging equality among different racial groups in Brent and elsewhere <p>Targeted service areas include:</p> <ul style="list-style-type: none"> • housing services • educational services • children and families • cultural services
3.	Current Funding from Brent Council	Main Programme Grant £6428
4.	Amount Requested	£75,000 £25,000 each year
5.	Contribution from other sources (State amount and details of funders)	£24,000 £22,447 from Paul Hamlyn Foundation £955 from Fund raising
6.	<p style="text-align: center;">Selected theme and how it is evidenced in the project</p> <p><u>Make a Change</u> <u>Regeneration – Social Inclusion, Health and Wellbeing and Welfare Advice</u></p> <p>The organisation states that the project will support Brent Council's corporate strategy with regard to children and young people's education and learning particularly as a guide to understand and finding new ways of addressing the issues of the Somali community in engaging with schools and the education system in this country and the particular problem of the underachievement of Somali pupils according to <u>Brent Improving Outcomes for Black And African Caribbean Pupils</u></p>	

	<u>report in 2007.</u>
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>Funding is requested to employ a family advice support worker who will work with teachers, parents and other service providers in Brent e.g. children centres etc. The worker will set up family group advice sessions so that parents can understand the needs of their children and the British education system and statutory services.</p> <p>The project will contribute to improving the self-esteem and confidence of parents, children and young people and reduce anti social behaviour and will address the Every Child Matters agenda. The project will address parent's confidence in the system and will provide additional support to parents in order for them to access school activities, learning and support their children in school.</p> <p>The activities will include</p> <ul style="list-style-type: none"> • Family advice, advocacy and support, • Induction into Brent statutory services i.e. reception and primary school sessions and what to expect. • Providing parents with information on the school (translated). • Establishing links with partner schools through school visits. • Family literacy programmes • Individual support for most in need <p>The worker will be based at HSF office in Willesden (Moran House) and the services will be available Monday to Thursday 10 – 5.</p> <p>The project will target the following each year</p> <ul style="list-style-type: none"> • 120 Family advice and support • 100 Children and young people • 20 fathers • 10 schools • 60% girls in schools age group • 40% boys in school age group • 20 one-to-one support
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>The project outcomes</p> <ul style="list-style-type: none"> • Families will be able to better support the education of their children through an improved understanding of the National curriculum attainments targets and the education system. • Reduction in truancy • Reduction in Exclusions fixed term and permanent • Better family support • Better communication between schools children and parents to increase understanding. • Greater parent involvement for children's education • Greater support to teachers and parents in coping with referred young people • The prevention and decrease in school exclusions (fixed and permanent) within the Black African community.

	<ul style="list-style-type: none"> • Higher achievement levels for Somali children in Brent schools <p>Achievements within the 1st year will be:</p> <ul style="list-style-type: none"> • Worker selected and employed • At least 10 mainstream school teachers will have greater understanding of needs of Somali children • 5 educational activities will be undertaken including library visits, museum and art gallery visits and attendances at exhibitions involving parents and children • Publicity and marketing established to all partner agencies and schools • 4 awareness sessions undertaken with average 15 attending at each session • 8 parents will become volunteers through setting up of parents support group • 5 parents to become teaching assistants • 60% of parents will attend weekly after-school support sessions significantly increase their active participation with their children's education including attending supplementary school, school parents evenings, and educational visits and activities • 40 parents will attend school and curriculum awareness sessions • 6 children's Centres to organise in to school preparation sessions (Primary school) for Somali parents
<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>A feedback evaluation report will be sent to funder and HSF board after the first 6 months. This will form the future direction of the programme and will set the actions for the following 2 years. Monitoring will take the form of staff and customer feedback and interview with parents and children. Questionnaires will also be used.</p>
<p>10.</p>	<p>Joint working with other organisations</p> <p>HSF currently work with 9 schools in Brent that have the highest Somali pupil population and with the boroughs 6 children's Centres to help to support Somali families. They are also involved in the following community consultation forums:</p> <ul style="list-style-type: none"> • Elected member of Local Strategic Partnership • Lead member of Brent Somali Forum • Member of Voluntary and Community Strategic Group • Member of Brent Association for Voluntary Sector Action (BrAVA) • Board member of Brent Refugee Forum • Organisers of Somali Annual Achievement Awards • Panel member of Brent Council's Improving Outcomes of Black African & Black Caribbean Children task force. <p>In relation to this project the organisation will work with established and trusted community and voluntary groups including statutory bodies in the borough who are providing services but do not provide culturally specific services such as Brent citizens advice, Brent law centre, Brent schools and children centres and Cricklewood Homeless Concern to encourage community involvement by attending their sessions/ services and give support on the requirements of our client group and how to help and support them.</p>
<p>11.</p>	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 from 2010/11 from the Main Programme Grant Monies. The organisation does not meet the criteria set to be deemed to be financially viable due to</p>

	<ul style="list-style-type: none"> • The organisation has insufficient working capital against the required standard of 2 months. • The Total Costs do not show the full expenditure items and add up to £72k only not £99k.
12.	<p>Equality and Diversity HSF have over 2,000 Black African members, most of which are based in Brent. Services are provided to mainly women aged 26-35. The proposed project intends to engage with both men and women.</p> <p>HSF has submitted an equal opportunity policy which is appropriate for their organisation.</p>
13.	<p>Internal Consultation The organisations currently receives funding from</p> <ul style="list-style-type: none"> • Brent Council (Main Programme Grant) for part-time community advice information worker • John Lyons Charity Trust for education co-ordinator • Paul Hamlyn foundation for supplementary school activities • Brent Connexions for youth work <p>The voluntary sector team is satisfied with the services provided</p>
14.	<p>Officers Assessment/References/Exit Strategy Help Somali Foundation is a very active organisation that provides support and advice to Somalis living in the UK. The organisation is a registered charity and was established in 1996. They are based in Brent and provide free and confidential advice and help with counselling, translation and interpreting covering areas including asylum, immigration, housing health, welfare benefits, education training and employment.</p> <p>The organisation stated that approximately 10,000 to 13,000 Somalis live in Brent and they represent the largest refugee community in the borough. The organisation states that many people from Somali community suffer from isolation and lack of access to main stream services. They state there are a number of issues in the way services are provided to them and in particularly children and young people in local schools. They currently work in 9 schools in Brent with the highest Somali pupil's population and with the boroughs 6 children centres. The organisation also has supplementary school.</p> <p>They state that as a result of the lack of engagement with main stream services Somali children and are the lowest achieving group in Brent. Although they have a supplementary school they would like to increase their involvement with parents in order that they can understand the needs of their children and the British Education system and statutory services.</p> <p>They propose to employ a Family advice support worker that will provide a range of activities including parent's advice sessions, to empower them to support their child's learning and development. The project will be provided from the offices in Willesden, Moran House.</p> <p>The proportion of Africa/Caribbean pupils achieving good GCSE grades in Brent is well below the national average, and therefore this project meets the criteria for funding. However the application does not fully explain how the organisation will engage with parents, pupils and teachers and how the project will be structure to</p>

	ensure children achieve in the education system.			
14.	Recommendations, reasons and any conditions Not recommended. <ul style="list-style-type: none"> • No project structure • Not financially viable. • Grant theme not addressed 			
Report Author		Beverleigh Forbes		
Date		18 th January 2010		
GOOD		AVERAGE	✓	POOR

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	I SERVE LTD
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>To relieve and prevent suffering caused by social or economic circumstances among young people. Our support gives young people new ideas that encourage young people to take their own initiatives and control of their own future. I Serve provide activities that are designed to help young people to gain new skills, build confidence and motivation to help them-selves to become independent.</p> <p>Services include helping vulnerable members of the Somali community to live independently:-</p> <ul style="list-style-type: none"> • Managing debts, budgeting and applying for benefits • Gaining access to other services and organisations who can provide support and help • Learning life and social skills • Finding out about work or college • Keeping an eye wellbeing • Dealing with other professionals, family and neighbours and advocating on your behalf • Sporting activities • Employability Project • IAG for Family Tax Credits, Pension Credits, and other HM Customs & Revenues benefits that are under claimed by the Somali community funding by HMRC. • Young people back to work program.
3.	Current Funding from Brent Council	<p>Brent Supporting People Floating Support Service - £41,430 (9/10)</p> <p>Brent Diversity Cohesion Team Supporting young Somali through active citizenship - £35,000 (9/10)</p>
4.	Amount Requested	<p>£ 55,700</p> <p>£16,500 – Year 1 £17,500 – Year 2 £19,700 – Year 3</p>
5.	Contribution from other sources (State amount and details of funders)	<p>£6,000 – Funding raising</p> <p>£3,000 Year 2 £3,000 Year 3</p>
6.	Selected theme and how it is evidenced in the project	

	<p><u>Bridging the Gap</u> <u>Regeneration –Social Inclusion and Sustainable Employment</u></p> <p>The projects will break down barriers and bring people together and build a sense of community in a local area. It will reduce unemployment levels across Brent to below the London average; concentrating efforts on those people most in need.</p>
<p>7.</p>	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>To provide young people from culturally diverse backgrounds with the opportunity to gain personal skills and confidence, and to enhance their participation in community life.</p> <p>The project will employ an experienced youth worker who will engage with up to 120 young people, who live in areas of Stonebridge, St Raphael, and Harlesden,</p> <p>The activities will include workshops that will focus on:</p> <ul style="list-style-type: none"> • Volunteering: encouraging young people to participate in volunteering. There will also be a number of opportunities for young people to volunteer within the project. • Youth Debates: The project will organise and facilitate a number of group debates where participants have to adopt positions that are contrary to their normal beliefs as a means of promoting empathy and recognising diversity. • Drama & Role Play Workshops Exploring Topical Issues: The project will encourage the exploration of issues that affect young people by supporting them to create their own short pieces of drama and role play that can be captured on video camera and shared with others via the internet. The themes covered will include conflict resolution, citizenship, peer pressure, health, family, careers, and religion. • Information, Advice, and Guidance: All participants will be provided with one-to-one support including assessment, employment & learning action planning, and ongoing advice & guidance including referral to other programmes. <p>The sessions will be delivered monthly; the project will run two-hour sessions after school, three days per week. There will also be a summer programme and occasional weekend activities where young people can take part in sports and outdoor education. The summer programme will run for two full days a week throughout of the holidays. Young people will be involved in community activities / initiatives like the annual summer football tournament and the Not Another Drop Peace rally.</p> <p>The project will be provided at the Pavillion Stonebridge Recreation Ground, and at Bridge Park Community Leisure Centre</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <ul style="list-style-type: none"> • 100 Young people who have had the opportunity to try new activities and improve their aspirations and will develop self confidence, improve their self-esteem and gain new practical and social skills. • 80 Young people who have become more involved in the community. • 30 Young people are more aware of the risks of drug and alcohol misuse and will be better equipped to look after their health and that of their families.

	<ul style="list-style-type: none"> • 20 Young people who have a better awareness of advice, benefits and support that is available. • 30 Young people who will be less likely to become involved in criminal and anti-social behaviour. • 40 Young people with improved motivation to continue education and learning. • 30 Young people with improved ability to handle conflict. • Improved service portfolio for young people in Brent. • Improved referral routes for young people in Brent supporting joined-up delivery.
9.	<p>Monitoring and Evaluating methods</p> <p>Quality procedures for the project will be put in place to ensure that key client information is collected at the start of service delivery. All clients will be made aware of the project's complaints procedure. Client needs will be assessed and an individual action plan (IAP) will be produced. This will be reviewed regularly between the client and their project worker, and used to monitor individual client progress.</p> <ul style="list-style-type: none"> • collection of participant feedback at mid-point and exit of service using questionnaires or verbal feedback, • recording and analysis of participant and stakeholder complaints by I-Serve manager, • three-month, six month, one year follow-ups with participant to track outcomes and participant status, • participant forums held on a quarterly basis to enable group feedback on all aspects of the programme • A final report will be produced at the end of the funding period.
10.	<p>Joint working with other organisations</p> <p>In relation to this project I Serve will work closely with the local Somali organisations including HSF, SYL, and Hornstar. The role of the youth worker will be to develop the relationships, and organise activities with other Muslim community organisations.</p> <p>I Serve will develop links with other RCO organisation to explore partnership opportunities to increase the impact of the project and enhance sustainability. I-Serve will create referral routes for this programme with these organisations and provide publicity and promotional materials for display.</p> <p>They propose to I engage with number of statutory bodies including Jobcentre plus to provide information relating to jobs, also I-Serve will use with Brent volunteer centre to provide volunteering opportunities for young people.</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £55,700 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/08/2009, this organisation is considered to be Financially viable. However, please note that the <u>Accounts are unsigned</u> and therefore a copy of the signed accounts should be obtained.</p>
12.	<p>Equality and Diversity</p> <p>The organisation has 180 service users, 140 live in Brent and are mainly young people aged 17 -25 from Black African ethnic group.</p> <p>I-Serve has submitted and appropriate Equal Opportunity Policy for their organisation</p>

13.	<p>Internal Consultation</p> <p>Reference submitted by officers from Supporting People Team who has funded I-Serve to provide housing related floating support to the Somali community within Brent. They currently fund I Serve to value of £42k to employ one worker for up to 15 families. The supporting people team is satisfied with their performance against the agreed target. The Diversity team also fund I Serve to deliver three projects on the Building Stronger Communities programme relating to the Prevent agenda, they have completed their first project, and achieved all agreed targets and outcomes. They are currently delivering projects two and three simultaneously and are on schedule and delivering well.</p>			
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>I-Serve was set up in 2003, to relieve poverty and distress, preserve and protect good health and advance the education of Somalis in the United Kingdom. They became a registered charity in 2008. They currently receive £6,428 as contribution towards part-time salary of the coordinator who provides a housing advice and information. They work closely with Brent Housing Partnership and other organisation providing services to homeless people. In addition they provide advice and information on managing debts, budgeting, and applying for benefits.</p> <p>I-Serve is active in a wide range of community partnership networks including the Brent Supporting People forum, Harrow Supporting People Forum delivering house related support, Brent Refugee forums and Brent Somali forum. I-Serve has extensive links with other London RCO/Somali organisations. They received funding from Brent Supporting People team and Brent Diversity team.</p> <p>The organisation is requesting funding to employ Youth worker who will co-ordinate a range of services for Somali youths within St Raphael, Harlesden and Stonebridge. The activities will take place in Stonebridge Recreation ground and will enhance the current activities carried out by the organisations.</p> <p>The organisation states that they are currently running an employability project in Hillingdon funded by Lloyds TSB (£20k) and out of 46 people have successfully 27 people into employment, and states that this application is to run a similar project in Brent. The youth worker will engage users that are NEET (youths leaving school without qualification) in employment and training workshops, that will lead to them either being employed for 2012 Olympics. However not fully explain how they will carry out the employability project. This project is more relevant to the funding priority, however as the focus of the application is on sporting activities this project is not recommended for funding.</p>			
14.	<p>Recommendations, reasons and any conditions</p> <p>Not recommended</p>			
<p>Report Author Beverleigh Forbes</p>				
<p>Date January 2010</p>				
GOOD	AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	KILBURN YOUTH CENTRE AND P3 (PEOPLE, POTENTIAL AND POSSIBILITIES)
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>South Kilburn Youth Centre merged with P3 in 2008. P3 is a charity that promotes social inclusion and provide advice, education, employment and housing services for young people</p> <p>South Kilburn Youth Centre provides the following services:</p> <ul style="list-style-type: none"> • Daily drop in - Advice and information • Studio Plus – music programme • Youth Centre – leisure and recreational activities • Health promotion programme
3.	Current Funding from Brent Council	P3 has a contract with Brent Connexions to
4.	Amount Requested	<p>£73,421.07</p> <p>£24,597 -Year 1 £23,895 - Year 2 £24,928 – Year 3</p>
5.	Contribution from other sources (State amount and details of funders)	Nil
6.	<p>Selected theme and how it is evidenced in the project <u>South Kilburn Youth Club – Jobshop</u> <u>Regeneration – Social Inclusion and Sustainable Employment</u></p> <p>The Jobshop proposal will</p> <ul style="list-style-type: none"> • reduce unemployment in the borough • ‘reduce the gaps’ between Brent’s deprived communities and the rest of London and to particularly focus on neighbourhoods with South Kilburn being one of those areas 	
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>South Kilburn Youth Centre would like to open a ‘Jobshop’ service within their centre. The initiative is to help disadvantaged young people overcome barriers to employment, and changes the lives of unemployed young people at risk of social exclusion. The programme will be offered to 16 to 25 years old.</p> <p>The aims of the program are for the client to:</p> <ul style="list-style-type: none"> • Integrate socially back into the community, to become self sufficient and financially independent. 	

	<ul style="list-style-type: none"> • Increase confidence and motivation • Be able to write successful CV's • To fully prepare and successfully interview • Assertively job search using various forms of media • Complete application forms effectively • Sustain work and continue to increase skills through work based learning • Improve English language skills so that clients can confidently converse in customer service roles • Improve Basic Skills to obtain and sustain employment <p>The programme will include</p> <ul style="list-style-type: none"> • Initial Interviews and Assessments with an employment consultant and will be offered assistance with CV writing, interview skills, application forms, job searching or further training. They may also be referred to the relevant agencies according to their needs. • Job Brokerage service which will consists of a client independently job searching using Jobshop's facilities, getting one to one job searching help,. • Training and support i.e. City and Guild numeracy and literacy test on computers based in the centre. The centre is a registered UK online centre and clients can access 'myguide' system. . Clients will also be referred to outside agencies for training if needed • Work experience and volunteering placements will be offered to clients, in the local community. Jobshop will build relationships with local employers and agencies to arrange regular placements. Users will also be encouraged to join their existing volunteer programme called 'Personal Best'. <p>The Jobshop will operate 20 hours a week at the following times: Mon – 11am till 3pm - drop in session Tue - 11am till 3pm - appointments only Wed -11am till 3pm - drop in session Thurs -11am till 3pm - appointments only Fri -11am till 3pm - drop in session</p> <p>The programme will target young people aged 16 – 30.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>Within the first year the organisation proposes to launch the Jobshop and produce publicity materials for the programme. They will support</p> <ul style="list-style-type: none"> • 80 clients engaged per year • 20 computer based courses completed each year • 10 clients referred onto 'Personal Best' programme each year • 3 local businesses engaged and taking work experience placements in year 1 and increasing each year • 3 training providers engaged and providing a range of courses to clients • 15 clients gain employment in year 1 and increasing each year • 20 City and Guilds registrations in year 1 and increasing each year <p>Similar activities are proposed for year 2 and 3.</p> <p>The programme will achieve the following outcomes:</p> <ul style="list-style-type: none"> • The aspirations of clients accessing the service will be raised • Clients participating on the project will have increased confidence in entering the world of work

	<ul style="list-style-type: none"> • Clients will have an Increased ability to make informed choices relating to training and employment • Unemployment figures in South Kilburn will reduce throughout the life time of the project <p>Similar outcomes are proposed for year 2 and 3.</p>
9.	<p>Monitoring and Evaluating methods The organisation has not included details of their monitoring and evaluation methods</p>
10.	<p>Joint working with other organisations South Kilburn Youth Centre will be the main providers of this project. The project will be in a developmental stage for the first 6 months to a year, during this time partners will be identified and will input into the project to give the clients the best service possible. They will develop and build on existing relationships with organisations such as youth offending team, social services and connexions.</p> <p>At present no other funders have been approached for this project. SKYC are looking into what other funds are available to support the 'Jobshop' proposal.</p>
11.	<p>Financial Analysis Approval is sought for a revenue grant of £73,421 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2008, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>SKYC stated they offer services to over 2500 people 1,500 are based in Brent and are mainly young male from Mixed white and black Caribbean ethnic group. Kilburn Youth Centre is committed to the social, personal and cultural development of young people. There is a commitment to the equality of opportunity for both the young people attending the centres and for the staff working there.</p> <p>KYC will promote equality of opportunity and fair treatment for all our communities. We will build on the strengths of diversity and aim to promote good relations between different communities.</p> <p>An Equality in Service Delivery policy has been submitted with the application. The policy does not include their procedures in relation to staff management requirement and selection.</p>
13.	<p>Internal Consultation SKYC receives funding from Brent Connexions to provide a PA service. The Manager for the project has provided a reference for the organisation. The funding is to support a caseload of 30 young people to access welfare benefits, housing and education, employment and training. The manager is satisfied with the performance of the project.</p>
14.	<p>Officers Assessment/References/Exit Strategy South Kilburn Youth Centre merged with P3 a social inclusion charity in 2008, P3 is a based in Derbyshire and provide a range of services to vulnerable people.</p> <p>SKYC current provide the following services from their site in Kilburn</p> <ul style="list-style-type: none"> • Daily drop in - Advice and information

	<ul style="list-style-type: none"> • Studio Plus – music programme • Youth Centre – leisure and recreational activities • Peer support health promotion programme <p>They receive funding from Camden, Terrence Higgins Trust, City Parochial, and the Tudor Trust for the above project. They also received funding form Deutsch bank for a homeless support programme which they provide in Camden. The Youth centre is funding from a grant from Children in Need charity.</p> <p>Funding from the MPG is requested to employ an Advisor to set up a Jobshop in SKYC premises in Masefield House, south Kilburn. A detail proposal for this project is attached. They propose to work with young people aged 16 – 30 living in area and will offer them training and employment support which will result in a job that's right for them. As part of the project they will use their own facilities as well as other facilities in the borough and will recruit local business where users can get job experience and training. The organisation also proposes to link the Jobshop programme to their 'Personal Best Volunteering programme' so that they can gain opportunities to volunteer within the community to improve their chances of getting a job. ,</p> <p>P3 have provided a similar project in the London borough of Hillingdon. The funding was £40k for 6 months 45 people gained employment. References have been received from Brent Connexions who also funds them for a similar project and First Rung, both organisation work with SKYC and are satisfied with the services provided.</p> <p>SKYC meets the criteria for funding and based on their pervious success in providing this service I would recommend them for funding.</p> <ul style="list-style-type: none"> • 				
14.	<p>Recommendations, reasons and any conditions</p> <p>Recommended subject to the following::</p> <ul style="list-style-type: none"> • Confirmation that this project will run separately from Brent Connexions • Submission of details for the monitoring and evaluation process identified 				
Report Author	Beverleigh Forbes				
Date	13 th January 2010				
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	KONGOLESE CENTRE FOR INFORMATION AND ADVICE
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The Organisation aims to work with, and support French, Portuguese and Lingala speaking refugees and Ethnic Minority community groups with English as a second or third language. They provide free general advice, information, advocacy, translation and guidance.</p> <p>Their main activities are:</p> <ul style="list-style-type: none"> • To inform and support Refugees and Asylum Seekers who are experiencing problems because of language, culture, their immigration status and social exclusion • To be general advocate for their clients within London Boroughs and to represent them at various Forums where Refugee concerns and issues are involved • To provide learning support with relevant qualifications e.g Level 1 & 2 in ICT and ESOL.
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	<p>£74,560 over three years</p> <p>£24,700 Year 1</p> <p>£24,930 Year 2</p> <p>£24,930 Year 3</p>
5.	Contribution from other sources (State amount and details of funders)	Nil
6.	<p>Selected theme and how it is evidenced in the project</p> <p><u>Brent Welfare Rights Project</u> <u>Regeneration - Social Inclusion and Welfare Advice</u></p> <p>The project will provide services that respond to the needs specific to vulnerable communities and disadvantaged neighbourhoods as contained in the Council's Regeneration Strategy. The services such as information and advice on welfare benefits, debt management, education etc, are relevant to issues faced by the individuals concerned. The project will address the education, employment and language needs of clients and through working in partnership with local services such as and Job Centres, education establishments etc will promote Social Inclusion</p>	
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>Brent Welfare Rights Project will be provided in partnership work with Mission Evangelique Mont Sinai Church. The church provides services to the community in</p>	

	<p>Brent to help and empower mainly French speaking young people, women and men, from different African backgrounds, who are disadvantaged due to language barriers and thereby not engaging in the main stream services and activities.</p> <p>Kongolese who have experience in support this group will in partnership with Mission Evangelique provide the following services from a new resource Centre in Harlesden.</p> <ul style="list-style-type: none"> • Information, advice and guidance on welfare right issues • Free basic skills and skills for life educational programme (including After School Club and ESOL courses) for young people, children and adults • Developing volunteer training programme • Series of workshops in partnerships with wide numbers of French, Portuguese and Lingala speaking communities and main stream service providers • Implimenting initiatives that aim to improve the quality of life of those most disadvantaged in society including refugees and asylum seekers and older people. • Establishing new and substantial Partnership with local statutory and voluntary organisations – getting beneficiaries involved in local regeneration’s initiatives <p>The service will be available 3 days a week from 10.00 am to 5.00 pm for Welfare Advice and 2 sessions a week from 5.00 pm to 7.30 pm for Skills for Life & ESOL classes</p> <p>The organisation organised a consultation workshop and the feedback they received suggested that the proposed services were needed by the community. The needs identified were:</p> <ul style="list-style-type: none"> • access one to one information, advice and further legal representation where they may benefit from a free casework support on welfare & human rights issues • access to basic skills and skills for life courses (ESOL, Numeracy and Math) at levels 1 & 2 and making links with job opportunities. • quality Interpreting and Translating service provision • availability of qualified staffs and volunteers at the centre providing fast track support for any welfare issue..
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>A Community Welfare Officer will be employed to manage the project The post holder will provide advice, support and advocacy to clients, enabling them to access their rights, as well as mainstream and specialist services e.g. immigration issue and legal representation and meetings etc. The project worker will also signpost and refer clients to appropriate training and employment initiatives.</p> <p>Within the first year the project will ensure that 300 - 350 refugees will have greater sense of independence and ability to engage with others in their local community.</p> <p>In year 2, 35 - 40 refugees, asylum seekers and local residents per year will have improved employment prospects and other life chances through receiving basic skills (CV development, Interview techniques etc) and skills for life (English and Mathematics) by the end of the third year.</p> <p>In year 3 and 4 local voluntary and community organisations serving French,</p>

	<p>Lingala and Portuguese speaking refugees and asylum seekers will be brought together 2 times per year so that they may share best practice to avoid duplication and work in partnership. All 3 organisations will learn from the outcomes of this project. French, Portuguese and Lingala speaking community groups will be empowered with greater knowledge about the community that they serve, knowledge of their welfare rights and local services available to them.</p>
9.	<p>Monitoring and Evaluating methods</p> <p>The project will introduce and have in place evaluation forms which the clients will complete after attending sessions or accessing support to find out what they think of the services received. The project will monitor the number of clients accessing the services using evaluation forms, feedback sessions, word of mouth etc. Follow-up calls will be made on quarterly basis to beneficiaries, meetings and focus groups, which will be recorded and used to improved their services The project will have a yearly evaluation meeting with its clients which will be documented.</p>
10.	<p>Joint working with other organisations</p> <p>The organisation proposes to work with Mission Evangelique Mont Sinai Church on this project, and Brent Council's MPG will be the only contributor to the project.</p> <p>In the past they have worked closely with Brent Sickle Cell Society, Refugee Council, Evelyn Oldfield Unit, A4e Capital Works, Brent New Life Church, Brent Community Transport, Voluntary Action Westminster, Beauchamp Lodge Settlement, BRAIN, LINK, Brent PCT, and other local French speaking Faith groups in Brent to promote the awareness of social exclusion.</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £74,560 from 2010/11 from the Main Programme Grant Monies. The organisation does not meet the criteria set to be deemed to be financially viable due to :-</p> <ul style="list-style-type: none"> • The organisation has insufficient working capital against the required standard of 2 months. • There are insufficient funds to meet their liabilities.
12.	<p>Equality and Diversity</p> <p>The majority of the organisations service users are based outside of Brent. Users are mainly female aged 17 – 35 from Black African ethnic background.</p> <p>The Kongolese centre has submitted a Equal Opportunity Policy, however it does not state how it will implement or address equality issues for staff, users and the operation of its services.</p>
13.	<p>Internal Consultation</p> <p>None</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Kongolese was established in May 2000, and is based in Westminster. They mainly provide services in Westminster, Kensington and Chelsea and Camden. Their</p>

	<p>annual report states that they provide service and drop in information and advice service and an internet café project from their premises in Westminster. In addition they have an outreach service for young people and provide weekly football sessions from young people at Moberly sports centre. The information and advice service refer clients to partner agency providing specialist advice in employment, training and for immigration and legal advice.</p> <p>The proposed project is to establish a welfare advice service in Brent in partnership with Mission Evangelique Mont Sinai Church at a new community centre adjacent to the church. The services will be provided by a co-ordinator who will be based in a community centre adjacent to the church. The users will mainly be users that attend the church and the aim is to provide a range of service that will develop users confidence, skills, job prospects and enable social inclusion.</p> <p>The Regeneration Strategy does not identify specific support to French, Portuguese and Lingala speaking refugees in Brent, however a large number of refugees live within the priority areas who may need the services proposed by this organisation.</p> <p>No references were received and the organisation is not financially viable</p> <p>The organisation proposes to apply to the Big Lottery Fund Local and National funders to sustain the project after the funding period.</p>			
14.	<p>Recommendations, reasons and any conditions</p> <p>Not recommended.</p> <ul style="list-style-type: none"> • Although this project may be required, officers are concerned that it will be limited to people who attend the church • No previous experience in this area and co-ordinator • Services already exist within the Borough. • No reference submitted • Not financially viable 			
Report Author	Beveleigh Forbes			
Date	12 th January 2010			
GOOD	AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	London Action Trusts
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>London Action Trust is a pan London Crime Reduction Charity that aims to prevent offending through creating a safer community. The Trust objective is to promote:</p> <ul style="list-style-type: none"> • Capacity Building – Supporting community groups to help make their London safer; • Training – Offering training and support to individual offenders to help them move beyond crime and • All of our work has the same common theme – breaking the cycle of offending and thus making London a safer city. <p>Services currently provided include:</p> <ul style="list-style-type: none"> • Gangs Intervention Project mentoring support to young people involved in gang activity, • Anti Social Behaviour website – • Black Self Development Project – works in the Young Offenders Institute, • Resolve – Delivery of Resolving Conflicts Workshop to young people aged 11-24 years old on how to assert them in a positive non-aggressive way.
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	<p>£24,994 Yr1 £24,994 Yr2 £24,994 Yr3 <hr/> £74,982</p>
5.	Contribution from other sources (State amount and details of funders)	£11,667 London Councils
6.	Selected theme and how it is evidenced in the project	
	<p>Project Title: Changing Lanes – Brent Project theme: Community Safety</p> <ul style="list-style-type: none"> • Crime Awareness • Crime Prevention • Support for Victims of Crime and Anti Social Behaviour 	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	

	<p>The Trust is seeking funding as a contribution towards a project giving young people aged 13-19 years the opportunity to create and maintain an anti-crime website allowing young people to share their experiences of being perpetrators' of crime. Through this new creation the young people will be able to share experiences of area of high crime through presenting their perspectives on knife, gun crime and anti-social behaviour using chat rooms, message boards and blogs.</p> <p>The project will be managed with the support of one Senior Youth Worker and a team of eight young volunteers called an Editorial Board. The project will include Web design, communications skills, web based activity session and Safety workshops. The board members will be given the opportunity to learn basic website design, construction and maintenance and gain qualifications in communication skills.</p> <p>The services will be provided at Church End and Roundwood Unity Centre, between 6 – 8pm each week.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>The Trust is expecting the proposed outcomes and achievements over the next 3 years:</p> <ul style="list-style-type: none"> • YP achieve personal and social development and acquire knowledge of personal safety • YP acquire an understanding of the effect of gang, knife crime and anti-social behaviour on others • CYP engage in law abiding and positive behaviour in and out of school or college • CYP acquire job relevant qualifications
9.	<p>Monitoring and Evaluating methods</p> <p>The project will be monitored and evaluated using the following methods:</p> <p><u>Monitoring</u></p> <ul style="list-style-type: none"> • Set up files and systems; • Recruit staff and conduct CRB checks; • Youth Workers do outreach to recruit Editorial Board; • Editorial Board start to create content for website; • Editorial Board members begin to deliver safety workshops • Network meetings held with new and existing Editorial Board members • Editorial Board members trained in web design and communication skills; • Safety workshops delivered and • Website content created. <p><u>Evaluation</u></p> <ul style="list-style-type: none"> • Progress in delivering outcomes against indicators in project plan • Feedback from participants • Evaluation forms to be completed every 6 months • verbal feedback
10.	<p>Joint working with other organisations</p> <p>The Trust will work jointly with the following organisations:</p> <ul style="list-style-type: none"> • YOT – referrals • BrAVA – circulating information about projects to groups • London Probation – referrals

	<ul style="list-style-type: none"> • Connexions – referrals • Summer Uni – referrals • Mob Ventures – mobile technology company • CWN – website design company • Pupil Referral Units – Referrals/Safety Workshops <p>London Councils will contribution to funding the project.</p>				
11.	<p>Financial Analysis Approval is sought for a revenue grant of £74,982 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>				
12.	<p>Equality and Diversity The Trust has an Equal Opportunity Policy and in committed to promoting equality of service provision of all its projects. The services are widely publicised to ensure that individuals from all backgrounds are given the opportunity to participate and benefit. Their services are delivered to 197 users of whom 23% are residents of Brent and 77% live outside the borough.</p>				
13.	<p>Internal Consultation None</p>				
14.	<p>Officers Assessment/References/Exit Strategy London Action Trust has been established since 1994 as a Registered Charity and Company Ltd by Guarantee. Services continue to be provided to prevent offending through creating a safer community. Their services are delivered with the support of 9 management committee members, 25 volunteers and 34 paid staff of whom 29% work part-time and 71% full-time.</p> <p>The Trust is seeking funding as a contribution towards the proposed project giving young people aged 13-19 years the opportunity to create and maintain an anti-crime website allowing young people to share their experiences of being perpetrators' of crime. Through this new creation the young people will be able to share experiences of area of high crime through presenting their perspectives on knife, gun crime and anti-social behaviour using chat rooms, message boards and blogs.</p> <p>This project is to create and maintain a website for young people to share experiences of being perpetrators of crime. A large part of the work will be completed within the first year of the project and less activity will take place in year 2 and 3. This project is considered to be a one-off activity and therefore does not meet the criteria for funding.</p>				
14.	<p>Recommendations, reasons and any conditions Not Recommended</p>				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	London Pioneers Basketball Club
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The Club aim to promote basketball through teaching the young people to develop positive life principles such as teamwork, discipline, self-esteem, moral values, hard work and development into paid work and careers.</p> <p>The programme will be operated to high standard aimed at being the best in the country. The programme will include development of coaches, players's, referees, table's official's and anyone else involved in the game.</p> <p>Service currently provided includes:</p> <ul style="list-style-type: none"> • Running a 5-12's under 16's, boys and girls team basketball development programme; • National league programme for U18's, U16's, U14's boys; • College basketball leagues in greater London; • Mentor scheme for coaches; • Development courses such as table official, referee and coaching, which certifies people to do the title; • Holiday programme and feeder sessions around London and we deliver basketball sessions in schools around London. <p>Joint working with the following organisations:</p> <ul style="list-style-type: none"> • England Basketball 2 star accreditation; • City of Westminster, active club mark accreditation; • Willesden Sports Centre; • Westminster Voluntary Service and • Westminster Sports Unit.
3.	Current Funding from Brent Council	£50,000 SLA Environment and Culture £39,000 SLA H&CC <hr/> £89,000
4.	Amount Requested	£25,000 £25,000 £25,000 <hr/> £75,000
5.	Contribution from other sources (State amount and details of funders)	£1,500 Play Sport London £1,500 London Pioneers
6.	Selected theme and how it is evidenced in the project	

	<p>Project: Basketball in Brent with the London Pioneers Project theme: <u>Regeneration</u>;</p> <ul style="list-style-type: none"> • Social Inclusion • Health & Wellbeing • Sustainable Employment <p><u>Community Safety</u>:</p> <ul style="list-style-type: none"> • Crime Prevention 									
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting) The Club is seeking funding as a contribution to implementing a basketball programme for children and young people. The programme is aimed at 5-12's mixed boys and girls, U16's in the first year. U18's in year two and the final year make set a holiday provision scheme. Participants will be charged £2 per session</p> <table border="1" data-bbox="327 739 1431 1014"> <thead> <tr> <th data-bbox="327 739 695 775">Activities</th> <th data-bbox="695 739 1062 775">Frequency</th> <th data-bbox="1062 739 1431 775">Location</th> </tr> </thead> <tbody> <tr> <td data-bbox="327 775 695 875">Under 12's</td> <td data-bbox="695 775 1062 875">Tuesday & Thursday 16.00 – 18.00hrs 2 sessions per week</td> <td data-bbox="1062 775 1431 875">Queens Park Community School</td> </tr> <tr> <td data-bbox="327 875 695 1014">U16's</td> <td data-bbox="695 875 1062 1014">Monday & Wednesday 16.00 – 18.00hrs 2 sessions per week</td> <td data-bbox="1062 875 1431 1014"></td> </tr> </tbody> </table>	Activities	Frequency	Location	Under 12's	Tuesday & Thursday 16.00 – 18.00hrs 2 sessions per week	Queens Park Community School	U16's	Monday & Wednesday 16.00 – 18.00hrs 2 sessions per week	
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Under 12's	Tuesday & Thursday 16.00 – 18.00hrs 2 sessions per week	Queens Park Community School								
U16's	Monday & Wednesday 16.00 – 18.00hrs 2 sessions per week									
8.	<p>Proposed outcomes and achievements over the 3 years The Club is expecting to achieve the proposed outcome over the next 3 years to include improvement to physical and mental health through their involvement in the game. They are also expecting the participant to apply for employment as a result of the beneficiaries engaging i the course and becoming qualified.</p>									
9.	<p>Monitoring and Evaluating methods The Club will monitor and evaluate the delivery of the project through the use to the method outlined below:</p> <p>Yr1</p> <ul style="list-style-type: none"> • Establish basketball programme for 5-12's and U16's for boys and girls – Participants approximately 80 youth • Players from new programmed progress to play in the London Pioneers team • Ties with local authorities, schools, colleges and sports centres • Getting people qualified to coach, referee and table official • Data base of participants kept up to date • Regular monitor reports to keep on top of targets • Meetings twice a year to evaluate the work <p>Yr2</p> <ul style="list-style-type: none"> • Players filter into the London Pioneers teams • Engage more people into the Brent programme • Engaging people qualified to coach referee and table official • Engaging people in the London Pioneers mentoring scheme • Promoting employment for those qualified • Participants approximately 220 youth <p>Yr3 – Participant approximately 260 youth.</p>									

	<ul style="list-style-type: none"> details for year 2 are same method used for year 3. 				
10.	<p>Joint working with other organisations The Club is expecting a contribution towards the project from the following:</p> <ul style="list-style-type: none"> Play Sport London London Pioneers basketball club 				
11.	<p>Financial Analysis The Financial Statement provided is insufficient in order to carry out the financial analysis.</p>				
12.	<p>Equality and Diversity The Club has an Equal Opportunities Policy and is committed to ensuring that all members irrespective of nationality are welcome to participate in all activities/services. Management has a membership of 250 children and young people of whom 12% are residents of Brent and 88% live outside the borough.</p>				
13.	<p>Internal Consultation</p> <p>None</p>				
14.	<p>Officers Assessment/References/Exit Strategy The Club has been in operation since June 2008 as a Registered Charity. They continue to provide Basketball sessions to young people both within and outside the borough. These services are provided with the support of 7 management committee members, 30 volunteers and 15 paid staff.</p> <p>The Club is seeking funding as a contribution to implementing a basketball programme for children and young people. The programme is aimed at 5-12's mixed boys and girls, U16's in the first year. U18's in year two and the final year make set a holiday provision scheme. Participants will be charged £2 per session</p> <p>The project does not meet the criteria for funding as there are no plans for focusing in the priority areas. In addition there is no programme of activities, a low percentage of users in Brent and no financial details submitted. Officers are therefore unable to recommend funding the proposed project as they failed to meet the criteria.</p>				
14.	<p>Recommendations, reasons and any conditions</p> <p>Not Recommended</p>				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	London Tigers
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The London Tigers aims to promote an innovative community, sports and youth organisation working across the borough. Their objective is to:</p> <ul style="list-style-type: none"> • Reduce poverty through improving and maximising employment opportunities; • Raise educational attainment; • Promote better physical health; • Instil principles of safer communities within our beneficiaries and • Empowering beneficiaries to become active citizens. <p>Services currently provided includes:</p> <ul style="list-style-type: none"> • Community Safety programme for Muslim young people aged 16-25 years; • Migrant project using sports to engage young people aged 14-25 years; • Soccer schools in Roe Green Pk, Kingsbury – Sundays • Football with Brent Bangladesh Association at King Edwards Pk – Sundays • Employment support programme helping unemployed people back into work. <p>Joint working includes:</p> <ul style="list-style-type: none"> • Pro Active West London • Middlesex Cricket Board • Cricket Foundation • NHS Camden • NHS Westminster council • Jobcentre Plus • Neighbourhood working team • Local ward councillors • BrAVA (affiliated)
3.	Current Funding from Brent Council	<p>£20,000 Community Cohesion £15,000 Community Cohesion</p> <hr/> <p>£35,000</p>
4.	Amount Requested	<p>£25,000 £25,000 £25,000</p> <hr/> <p>£75,000</p>
5.	Contribution from other sources (State amount and details of funders)	<p>£3,000 In Kind Transport £16,650 In Kind Chief Executives Times £14,498 In Kind Management Support</p>

		£1,800 In Kind specialist sessional sports staff £16,946 Other overheads (volunteering, publicity, course fee contributions, and others)													
		£52,894													
6.	Project Name and selected theme and how it is evidenced in the project														
	<p>Project Title: Step Up Project Project Theme: Regeneration</p> <ul style="list-style-type: none"> • Social Inclusion • Health & Wellbeing • Sustainable Employment 														
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)														
	<p>The organisation is seeking funding as a contribution towards operating a Step Up programme giving children, young people and adults the opportunity to engage in a range of sporting activities and physical exercise to improve their health and physical wellbeing.</p> <p>The Step Up Programme will deliver sports, physical exercise and 1-2-1 support and mentoring to develop adults as sport coaches. The programme is aimed at children and young people aged 8-25 years, male and female aged 14-40 years.</p>														
	<table border="1"> <thead> <tr> <th>Services</th> <th>Frequency</th> <th>Location</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Step Up Programme</td> <td>Tues 4.30pm – 6.30pm</td> <td>• Cardinal Hinsley School (winter period)</td> </tr> <tr> <td>Fri 5pm – 7pm</td> <td>• Roundwood Pk (summer time)</td> </tr> <tr> <td>Sat 11am – 1pm</td> <td>• Poplar Grove Youth Centre</td> </tr> <tr> <td></td> <td></td> <td>•</td> </tr> </tbody> </table>		Services	Frequency	Location	Step Up Programme	Tues 4.30pm – 6.30pm	• Cardinal Hinsley School (winter period)	Fri 5pm – 7pm	• Roundwood Pk (summer time)	Sat 11am – 1pm	• Poplar Grove Youth Centre			•
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	Sat 11am – 1pm	• Poplar Grove Youth Centre													
		•													
8.	Proposed outcomes and achievements over the 3 years														
	<p>The expected outcomes over the next three years include:</p> <ul style="list-style-type: none"> • Enhance the physical activity levels participated by 100 people • Encourage integrated via the 3 festival events • Increase the levels of participation of BME people in sports and physical exercise • 5 young people will qualify as level 1 coach, 5 young people do min 20 hours of voluntary work. • 9 young people do min 20 hours of voluntary work 														
9.	Monitoring and Evaluating methods														
	<p>The organisation will use the methods outlined below to monitor and evaluation the proposed project over the next three years:</p> <p><u>Monitoring/Evaluation</u></p> <ul style="list-style-type: none"> • 3 sports sessions started up and maintained • 50 people taking part in the sessions • 1-2 festivals • 3 sports sessions started up and maintained 														

	<ul style="list-style-type: none"> • 50 people taking part in the sessions • 4 - 5 people complete level 1 & 2 courses and 20 hours voluntary work placement • League participation
10.	<p>Joint working with other organisations</p> <p>Management will work in partnership with a wide range of organisations to help deliver the proposed project such as Brent Sports Service, Hillside Housing, Help Somalia Foundation, Brent Refugee Forum, Brent In2 Work, Brent Active Citizen Project, BraVA (Brent Association for Voluntary Action), Fortunegate Community Housing, Football Foundation and Wembley Stadium to name a few.</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2008, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>The organisation has in place an equal opportunities policy and is committed to equality of opportunity. The policy is implemented through it on-going employment practises and service delivery. An induction is carried when staff joins the establishment and attend on-going training annually.</p> <p>Management delivers services to children, young people and older people age range between 5 – 65 years and over. Their membership is made up of 1500 people of whom 17% are residents of Brent and the remaining 83% live outside the borough. The ethnicity of the users is mainly of Asian origin and represents 63% of the membership and the others make up 37% of the users profile.</p>
13.	<p>Internal Consultation</p> <p>Brent Sport Development Team has stated that London Tigers has the capacity to deliver services in Brent. Management are very well established and are able to maintain a high standard of delivery through successfully attracting funding from various sources such as Community Cohesion for the continuation of its works.</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>London Tigers has been established since 1986 informally and formally 2003 as a Registered Charity. Their current services include working with a number of boroughs promoting football to U8's, 14-25 years and 16-25 years. In Brent they manage range of programme such as a Community Safety programme for Muslim Young people, a Migrant project engaging the migrant community, a Soccer schools in Kingsbury, after school sports at Braincroft Primary School and an Employment support programme aimed at helping unemployed people back into work. Services are delivered with the support of 9 management committee members, 80 volunteers and 20 paid staff of whom 14 are part-time and 6 full-time.</p> <p>The organisation is seeking funding as a contribution towards operating a Step Up programme giving local residents of all age groups the opportunity to engage in a range of sporting activities and physical exercise to improve their health and physical wellbeing.</p> <p>In view of the above, officer are unable to recommend funding for the proposed project as they failed to give a structured programme of the responsibilities of the Development Officer and specialist female coach. In addition the application does</p>

	not give a clear indication of programme will engage people from the priority areas and how they propose to enable people to quality as coaches will be delivered. The organisation also has a low percentage of Brent users.				
14.	Recommendations, reasons and any conditions				
	Not Recommended				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Mayhew Animal Home
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The aim of Mayhew Animal Home is:</p> <ul style="list-style-type: none"> • To Take in and care for unwanted and abused animals and re-home them with responsible and caring owners. • To prevent unwanted animals through our neutering and community animal care projects. • To promote respect and compassion for animals through our activities, campaigns and education programmes. • To ensure that no healthy animal in our care is ever put to sleep. <p>Their current services include:</p> <ul style="list-style-type: none"> • Community animal care projects • Educational projects • Rescue and re-homing of animals • Foster care scheme for pets whose owners are in crisis • Volunteering and training opportunities • Low cost veterinary clinics for the pets of local people <p>Joint working with the following agencies:</p> <ul style="list-style-type: none"> • Borough Action for Responsible K9's – BARK; • Link Project • Brent Local Safeguarding Children Board • National Probation Service • Pet Advertising Advisory Group – PAAG • Brent Council: Brent Youth Services, Animal Welfare Services and Housing
3.	Current Funding from Brent Council	£1,500 EHT
4.	Amount Requested	£25,000 £25,000 £25,000 <hr/> £75,000
5.	Contribution from other sources (State amount and details of funders)	£75,000 Various grant giving Trusts
6.	Selected theme and how it is evidenced in the project	
	Project Title: Responsible Dog Ownership Project theme: <u>Regeneration:</u>	

	<ul style="list-style-type: none"> • Social Inclusion • Welfare Advice <p><u>Community Safety:</u></p> <ul style="list-style-type: none"> • Crime Awareness • Crime Prevention • Support for Victims of Crime and Anti Social behaviour
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>The organisation is seeking funding as a contribution towards delivery of information services and education about registration and the responsibility of dog ownership and assist with reports of welfare concerns, environment complaints such as fouling, noise and reports of banned breed. The project will be managed by Animal Welfare Officers offering training and support to partners such as Housing and Environment departments to enforce the message of responsible dog ownership.</p> <p>The activities will take place at their premises in Kensal Rise, and identified areas in the borough.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>The proposed outcomes and achievements over the next 3 years will include:</p> <ul style="list-style-type: none"> • Local community aware of project and confident to feed information about dogs or owners where there are concerns/problems; • Partner organisation to achieve understanding of reasons for this project • Local community see the benefit of registration • Less anti-social behaviour from irresponsible dog owners and resulting crime and intimidation • Partner organisations benefit from staff training through their workshops
9.	<p>Monitoring and Evaluating methods</p> <p>The project will be monitored and evaluated over the next 3 years using the following methods:</p> <ul style="list-style-type: none"> • Creating awareness and education workshops for other organisations • Promote to press to get media coverage • Conduct dog survey • Distribute free neutering vouchers and responsible dog ownership information • Neutering, micro-chipping vaccination and veterinary work • Increase number of dogs registered • Increase neutering, micro-chips and vaccinations so as to meet target as determined in dog survey
10.	<p>Joint working with other organisations</p> <p>The project will be delivered in partnership with the organisations such as Dept of Environment Health, Housing Team, ASBO team, Animal Welfare are involved in the BARK project and will contribute to the Responsible Dog Ownership Project . Funders who will contribute include the Kennel Club Charitable Fund, the Sainsbury Animal Welfare Fund, the PetPlan Trust to name a few.</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/12/2008, this organisation is considered to be Financially viable.</p>

12.	Equality and Diversity The organisation has an equal opportunities policy, and states in their application that all their services and projects are inclusive and make provisions to ensure equal opportunities. They have a membership of 6,800 of whom 71% are residents of Brent and 29% live outside the borough.				
13.	Internal Consultation Environment & Culture Officer confirms the proposed project is a worthwhile service that will be of great benefit to the community. Officer emphasised that the services should be delivered in partnership with other organisation.				
14.	Officers Assessment/References/Exit Strategy Organisation was set up in September 1999 and is a registered charity and company limited by guarantee. The Home provides activities to promote animal welfare and they are involved in campaigns, education projects and outreach programmes that teach respect, care and compassion for animals. At present they have a membership of 6800 of whom 71% are residents of Brent and 29% live outside the borough. Service delivery is provided with the support of 11 management committee members, 400 volunteers and 32 paid staff. Edward Harvist Trust 2009/10 – Funding was awarded for £1,500 towards the cost of purchasing a new vehicle. The organisation has demonstrated an ability to meet agreed conditions according to the term set in the agreement. The organisation is seeking funding as a contribution towards delivery of information services and education about registration and the responsibility of dog ownership and assist with reports of welfare concerns, environment complaints such as fouling, noise and reports of banned breed. The project will be managed by Animal Welfare Officers offering training and support to partners such as Housing and Environment departments to enforce the message of responsible dog ownership. Discussion with officers in Environment Services states that this is a unique service that the council does not have the resources to fund. There has been a noted increase in dog related crime and intimidation of dog fighting and it will raise awareness of the responsibility of dog ownership. . Officers are satisfied that the proposed project has met criteria for funding.				
14.	Recommendations, reasons and any conditions Recommended				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	The Minster Centre
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The Centre aims to promote the relief of persons suffering from mental, emotional and psychological distress. Their objectives is to:</p> <ul style="list-style-type: none"> • Reduce the recurrence of domestic violence (physical, emotional, psychological, sexual or financial abuse) by working educationally and therapeutically with perpetrators; • Provide linked survivor support services to partners/ex-partners, helping them plan safer life choices, reduce social isolation, increase self confidence; • Work in partnership with Brent DV Forum, to raise awareness about DV and the role of FWF and intervention programmes, and to engage with strategic networks, as part of a community based, multi-agency response to Domestic Violence; • To carry out evaluation of the effectiveness and impact of our intervention programmes and disseminate the results and • To develop innovative training materials based on our model, informed by our intervention programmes and disseminate the results and • To develop innovate training materials based on our model, informed by our research results, to promote good practice. <p>Current services include:</p> <ul style="list-style-type: none"> • Families Without Fear project – work with families with complex needs and where family dynamics are not clear; • Survivors of Abuse Programme – provide on-going individual therapeutic support and safety planning for survivors; • Strategic and Partnership Work – actively engaged with several Domestic Violence forums include Brent and other strategic networks
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	£25,000 £25,000

		£25,000						
		£75,000						
5.	Contribution from other sources (State amount and details of funders)	£128,908 £128,908 £128,908 £386,724						
6.	Selected theme and how it is evidenced in the project Project Title: Families Without Fear Project Project Theme: Community Safety <ul style="list-style-type: none"> • Crime Awareness • Crime Prevention • Support for Victims of Crime and Anti Social behaviour 							
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting) <p>The programme will be delivered to vulnerable people who are perpetrators of violence and abusive behaviour who have been referred by an agency or self referred. The programme will include a range of support such as assessment, individual therapeutic support, therapeutic group work and post group follow up work. Survivors are also given counselling and support to deal with the traumatic and destructive impact of the abuse in their lives. The programme will be delivered to people aged 17 – 65 years and over. The project proposes to address Community Safety through two types of intervention such as court process and engaging Community based programme.</p> <table border="1"> <thead> <tr> <th>No.</th> <th>Frequency</th> <th>Location</th> </tr> </thead> <tbody> <tr> <td>120</td> <td>Mon – afternoon Thurs – all day & evening</td> <td>Lonsdale Rd, Queens Park</td> </tr> </tbody> </table> <p>Project outline: Preventing Violence and Abuse in Relationships Programme (PVAR) <ul style="list-style-type: none"> • Risk Assessment • Individual therapeutic support • Therapeutic group work • Post group follow up work Survivors of Abuse Programme (SAP) <ul style="list-style-type: none"> • Individual therapeutic support • Safety planning and safety monitoring • Working face-to-face • Telephone support </p>		No.	Frequency	Location	120	Mon – afternoon Thurs – all day & evening	Lonsdale Rd, Queens Park
No.	Frequency	Location						
120	Mon – afternoon Thurs – all day & evening	Lonsdale Rd, Queens Park						
8.	Proposed outcomes and achievements over the 3 years The project will achieve the following outcomes over the next 3 years: Crime prevention: <ul style="list-style-type: none"> • Increased access to services for Brent survivors of domestic violence; • Provision of specialist DV intervention services for Brent residents; 							

	<ul style="list-style-type: none"> • Effective victim support services; • Reductions in repeat victimisation by working with DV perpetrators to change; their behaviour; <p>Crime awareness:</p> <ul style="list-style-type: none"> • Achieve awareness about domestic violence and challenging social tolerance of DV and sexual abuse; • Increase awareness amongst practitioners
9.	<p>Monitoring and Evaluating methods</p> <p>The proposed project will be monitored and evaluated over the next 3 years using the methods outlined below:</p> <p><u>Monitoring</u></p> <ul style="list-style-type: none"> • Attend 2 Brent DV forums Attend 1 Brent MARAC • Meet with Team Leaders from Brent Children's Services • Distribute publicity leaflets to key Borough Partners • Assess 30 Perpetrators • Assess 30 Survivors • Deliver half PVAR year long Programme to 10 new perpetrators • Deliver half Survivors programme to 10 new survivors • Attend 4 Brent DV forums Attend 2 Brent MARAC • Meeting with all Team Leaders from Brent Children's Services • Assess 60 Perpetrators • Assess 60 Survivors <p><u>Evaluation</u></p> <ul style="list-style-type: none"> • Case records and client self-reporting • Monitor perpetrator progress through ongoing contact with their partner • Structured Exit interviews with perpetrators and survivors • Liaison with referral organisations • Clinical assessments and clinical supervision
10.	<p>Joint working with other organisations</p> <p>The proposed funders will contribute to the project:</p> <ul style="list-style-type: none"> • Tudor Trust (£105K – Sept '09) • Anonymous Trust (The) (£105K – March '09) • Lloyds/TSB Foundation for England and Wales (£36,500 – ends June '10) • Mercers Charitable Foundation (£20K – July '08) • Henry Smith Charity (pending – Dec'09)
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/08/2008, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>The organisation has an Equal Opportunities Policy and is committed to equality of opportunity, which is implemented through advertising its services widely and receives referrals from various sources to include Respect Helpline, Women's organisation, BME and LGBT groups, and is accessible through Domestic Violence</p>

	help lines and websites. Management has a membership of 210 of whom 28 are residents of Brent and 145 live outside the borough.				
13.	Internal Consultation None				
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>The Minister Centre operated since 1978 as a Registered Charity and Company Limited by Guarantee. Services continue to be delivered in psychotherapy, counselling, advocacy and support to refugees and asylum seekers aged 18 and over. Their services are delivered with the support of 6 management committee members, 38 paid staff and 2 volunteers.</p> <p>The programme will be deliver vulnerable people who are perpetrators of violence and abusive behaviour who have been referred by an agency or self referred. The programme will include a range of support such as assessment, individual therapeutic support, therapeutic group work and post group follow up work. Survivors are also given counselling and support to deal with the traumatic and destructive impact of the abuse in their lives. The programme will be delivered to people aged 17 – 65 years and over.</p> <p>There is a growing number of Domestic Violence reported each year, statistic show a reported number of offences linked to 2,093 DV in 2009/10 and DV call outs of 4,030. The Multi Agency Risk Assessment Conference (MARAC) is a monthly meeting where high risk cases are reviewed with main central agencies such as Police, Children & Families, Housing, Probation Services and Mental Health to name a few. Last year 193 cases were presented and linked to specialist agencies to improve Multi Agency response to Domestic Violence. As there is not enough resources to meet the demand of incidents in the borough Officers are satisfied that the proposed project meets the criteria.</p>				
14.	Recommendations, reasons and any conditions Recommended.				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Outreach Taekwondo Consultancy
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>OTC aims to promote the development of individuals participating in Martial Arts Training. Provision to will be offered:</p> <ul style="list-style-type: none"> • To act as a diversion for youth and young people away from crime and anti-social behaviour within London • To provide a place of safety for youth and young people to interact with others of similar age • To act as a gate way where the rest of the community can get involved and back their 'local team' encouraging the notion of community involvement and team spirit • To offer structure and a sense of discipline to young people in a time where other avenues struggle to do so • To enter youth in local and national competitions and to arrange local competitions where practicable • To train and prepare student with the potential to enter the Olympic Games • To work in partnership where possible with outside agencies to provide the dedication and hard work of the students. Accepting referrals where possible • Accepting adults over 18 into the scheme who can also benefit from martial arts training as long as it does not conflict with the funding requirements. <p>Current services include:</p> <ul style="list-style-type: none"> • Taekwondo training to young people from the local community in Harlesden and Stonebridge • Summer Scheme where children, young people and adults are able to learn self-defence to develop the skills and general fitness • Work closely with local schools to engage children and young people to build their confidence and keep them focused.
3.	Current Funding from Brent Council	Nil

4.	Amount Requested	£24,996.53 £24,996.53 £24,996.53 <hr/> £74,989.59												
5.	Contribution from other sources (State amount and details of funders)	Nil												
6.	Selected theme and how it is evidenced in the project Project Title: Outreach Taekwondo Project Theme: <u>Regeneration</u> <ul style="list-style-type: none"> • Social Inclusion • Health & Wellbeing • Community Safety • Crime Awareness • Crime Prevention • Support for Victims of Crime and Anti Social behaviour 													
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting) Outreach Taekwondo' project will offer training session for community members to engage in them self-Defence skills to promote their confidence and develop their social skills. These sessions will be aimed at people aged 5-45 years who live mainly in Stonebridge, Harlesden and Roundwood. <table border="1" data-bbox="325 1122 1433 1464" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="325 1122 695 1155">Activity</th> <th data-bbox="695 1122 1062 1155">Frequency</th> <th data-bbox="1062 1122 1433 1155">Location</th> </tr> </thead> <tbody> <tr> <td data-bbox="325 1155 695 1279">Taekwondo: Martial Arts Training twice a week for 2 hours.</td> <td data-bbox="695 1155 1062 1279">Mon 6.30 – 8.30pm</td> <td data-bbox="1062 1155 1433 1279">Newfield Primary Sch.</td> </tr> <tr> <td data-bbox="325 1279 695 1339">Martial Arts Training</td> <td data-bbox="695 1279 1062 1339">Thurs 6.30 – 8.30pm</td> <td data-bbox="1062 1279 1433 1339">Unity Centre, Church Rd</td> </tr> <tr> <td data-bbox="325 1339 695 1464">Scholarship Program: Once a year for 2 students and an instructor to Korea</td> <td data-bbox="695 1339 1062 1464">TBC July or Aug</td> <td data-bbox="1062 1339 1433 1464"></td> </tr> </tbody> </table>		Activity	Frequency	Location	Taekwondo: Martial Arts Training twice a week for 2 hours.	Mon 6.30 – 8.30pm	Newfield Primary Sch.	Martial Arts Training	Thurs 6.30 – 8.30pm	Unity Centre, Church Rd	Scholarship Program: Once a year for 2 students and an instructor to Korea	TBC July or Aug	
Activity	Frequency	Location												
Taekwondo: Martial Arts Training twice a week for 2 hours.	Mon 6.30 – 8.30pm	Newfield Primary Sch.												
Martial Arts Training	Thurs 6.30 – 8.30pm	Unity Centre, Church Rd												
Scholarship Program: Once a year for 2 students and an instructor to Korea	TBC July or Aug													
8.	Proposed outcomes and achievements over the 3 years The proposed outcomes and achievements over the next 3 years include: <ul style="list-style-type: none"> • Increased number of participants • Development in social skills & self-defence skills • Increased confidence • Increased safety awareness • Development towards Black Belt • Development towards instructing – possible Olympic Medalist 2016 													
9.	Monitoring and Evaluating methods The monitoring and evaluation methods will include: <ul style="list-style-type: none"> • Increased number of students of various age ranges • Scholarship program in July/August • Maintain high number of students. Develop and progress towards Black Belt • Annual report to be completed for the funders to show achievements students and feedback 													

	<ul style="list-style-type: none"> • Publicity of success and funders contribution
10.	<p>Joint working with other organisations A number of organisations will work in partnership to deliver the project includes:</p> <ul style="list-style-type: none"> • Safer Neighbourhoods • London Taekwondo Academy • Fortunegate Housing • Newfield Primary School • Victim Support Safer Schools officers
11.	<p>Financial Analysis Approval is sought for a revenue grant of £74,990 from 2010/11 from the Main Programme Grant Monies. The organisation does not meet the criteria set to be deemed to be financially viable due to :- 1. The organisation has insufficient working capital against the required standard of 2 months. 2. There are insufficient funds to meet their liabilities.</p>
12.	<p>Equality and Diversity Outreach Taekwondo Consultancy has an Equal Opportunities Policy and is committed to equality of opportunity as all are welcome irrespective of their nationality. They have a membership of 48 members all of whom are residents of Brent.</p>
13.	<p>Internal Consultation</p> <p>None</p>
14.	<p>Officers Assessment/References/Exit Strategy Outreach Taekwondo Consultancy is a Company Ltd by Guarantee since Sept 2007, and Unincorporated Association Sept 2006 – Sept 2007. Management continues to deliver Taekwondo training to young people from the local community in Harlesden and Stonebridge. Summer Scheme where children, young people and adults are able to learn self-defence to develop the skills and general fitness and work closely with local schools to engage children and young people to build their confidence and keep them focused. Their services are delivered with the support of 6 management committee members, 2 volunteers and 3 paid staff. The membership includes 48 children and young people aged 5-25 years.</p> <p>The 'Outreach Taekwondo' project will offer training sessions for community members to engage in self-Defence skills to promote their confidence and develop their social skills. These sessions will be aim at people aged 5-45 years who live mainly in Stonebridge, Harlesden and Roundwood.</p> <p>Officers are unable to recommend funding as the proposed project intends to deliver Martial Arts Training sessions, which is services currently delivered by the organisation. The proposed project has failed to meet the criteria based on the following:</p> <ol style="list-style-type: none"> 1. On-going services 2. Not financially viable 3. Fee paying activities 4. - No clear indication of function and responsibility of post holder
14.	<p>Recommendations, reasons and any conditions Not Recommended</p>

Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Pakistan Welfare Association
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Pakistan Welfare Association (PWA) aims to provide a well managed and efficient youth and community centre providing a range of culturally specific programmes as well as education, sporting and social activities to individuals of all ages giving them the opportunity to learn, socialise and develop according to their own needs, interests and potential.</p> <p>PWA provides the following services:</p> <ul style="list-style-type: none"> • English and IT lessons for women, Saturday school, Seniors club, women's group • Citizens Advice Bureau surgery • Commemorate many date in calendar including independence days • Work with organisers of St Patrick Day march and Not Another Drop peace march • Work with local hospital – visit those in hospital • Work with probation service and organise visits to prison
3.	Current Funding from Brent Council	£18,036 (Main Programme grant)
4.	Amount Requested	£75,000 (£25,000 for each year)
5.	Contribution from other sources (State amount and details of funders)	£78,000 – donations, fundraising events, hall hire etc. (£26,000 for each year)
6.	<p>Project name, Selected theme and how it is evidenced in the project</p> <p>Theme – Regeneration – Social Inclusion and Health & Wellbeing Community Safety – Crime Awareness and Crime Prevention</p> <p>Project Title: PWA/PCC Youth Development</p> <p>PWA states that their project meets the funding criteria for regeneration and community safety as it will:</p> <ul style="list-style-type: none"> • Help break down barriers and bring intergeneration of people together • Provide preventative recreational activities • Assist people to access training and employment • Reduce fear of crime by diverting young people into positive activities • Provide support and information to local people 	

<p>7.</p>	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>PWA is requesting funding to the “PWA/PCC Youth Development” project aimed at offering preventative programmes and a safe space for young people from local area, particularly vulnerable/alienated disengaged young people.</p> <p>PWA states that the following services will be provided:</p> <ul style="list-style-type: none"> • Youth Centre: Tue (6-10 PM) & Thu (6-10 PM) • Football sessions: Wed (9-11 PM) • Community Advice service: Mon – Sat • Saturday School: Sat Morning • Language Classes: Mon • Computer Training: Mon & Thu • Women’s Group: Wed (10 AM – 1.30PM) • Seniors Section: Fri (2-4 PM) • Holiday Projects: Daily through-out holiday period i.e. summer holidays, half term etc • Outings/ Visits: As arranged • Music/ Poetry Readings • Community Lunch: Fri (2PM Onwards) • Seminars with met & SNT and fire brigade • Sporting activities on weekends • Forums and meetings with central government and local government <p>PWA states that the activities will be provided from its centre in Willesden and will benefit disadvantaged young people between the aged of (13-25) who live in Harlesden, Stonebridge, Willesden and Kilburn. It also states that young people from all deprived communities will be targeted.</p> <p>PWA has identified the need for this project through carrying out consultation at the centre, Brent Council’s surveys, research and consultations, statistics obtained from various websites and Met Police.</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <p>PWA states that it hopes to achieve the following outcomes over the next 3 years:</p> <ul style="list-style-type: none"> • 10 ex-offenders supported by trained community chaplain to be integrated back into the community. • Better understanding of police and government • Trained to teach others by giving them the essential leadership and teaching skills. • Barriers broken down and people confident in speaking to others in the community.
<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>PWA states that it will use the following methods to monitor the effectiveness of its project:</p> <ul style="list-style-type: none"> • No. of young people attending the workshops and youth club session • No. of ex-offenders engaged in the community and positive activities

	<ul style="list-style-type: none"> • No. of young people into training and employment • Maintain register with personal details for future planning • Feedback and evaluation report produced each year.
10.	<p>Joint working with other organisations PWA states that they work in partnership with statutory and voluntary organisations including Brava, Probation office, Metropolitan Police/Safer Neighbourhoods team, Active Change Foundation, Pakistani High Commission, Forum of Pakistani Association and many more. PWA states that these partners enable them to deliver workshops to young people, educate them about the government, prison and police service and organise fun trips.</p>
11.	<p>Financial Analysis Approval is sought for a revenue grant of £75,000 from 2010/11 from the Main Programme Grant Monies. <u>The organisation does not meet the criteria</u> set to be deemed to be financially viable due to :- 1. There are insufficient funds to meet their liabilities.</p>
12.	<p>Equality and Diversity PWA has in place an equal opportunities policy. It states that it will ensure that equal opportunity is achieved by implementing the policy by working with different organisations, wide range of ethnic and age groups.</p> <p>PWA states that it has approx 1300 people who use its services. The organisation's majority users are Pakistanis but some are also African, Arab and Indian. It states that its services are used by 90% of Brent residents.</p>
13.	<p>Internal Consultation Previously the funding was a contribution towards its core services but in the last few years it has been funded for specific activities. It currently receives 18,036 towards the following activities: Computer training, Women's group and Seniors section. It has continued to meet the target outlined in their funding agreement.</p>
14.	<p>Officers Assessment/References/Exit Strategy PWA has been in existence since 1967 and is a registered charity. It has received Main Programme Fund for more than 10 years.</p> <p>PWA's application aims provide a whole range of activities that are generally run by the Centre and the majority of funding will go towards salaries and wages and therefore it is towards its revenue costs. It has also failed to identify who will provide/oversee the services.</p> <p>The organisation is requesting funding as a contribution towards core services – which is mainly social and leisure activities. No evidence of group having any experience in working with ex-offenders. The application does not demonstrate that it will provide activities within the priority areas. Funding therefore cannot be recommended.</p> <p>PWA has stated that they will look at other streams of funding and will approach them for continuation of the funding and will also look at new way of expanding its work. It will be looking to expand its role in the community in order to provide new and enhanced services.</p> <p>As the proposed project is for core activities, which are not in the priority areas</p>

	funding is not recommended. In addition the organisation is not financially viable.				
14.	Recommendations, reasons and any conditions Not recommended				
Report Author		Devbai Bhanji			
Date		13/1/2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Place2Be (The)
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The organisation aims and objective is to enhance the wellbeing and prospects of children and their families. This will be achieved through providing access to therapeutic and emotional support in schools. They will work in partnership with children, parents, school staff and the local community.</p> <p>The services currently provided includes:</p> <ul style="list-style-type: none"> • Place2Talk, a self-referral, lunchtime drop-in service, which is promoted across the school; • One-to-One counselling for children referred to the service and identified as having a higher level of need for support; • Group work (small groups up to six children focusing on specific issues and/or needs e.g. transition, friendship, self esteem); and • Assistance with Circle Time sessions in which the whole class participates. <p>Agencies the work in partnership with include:</p> <ul style="list-style-type: none"> • Brent Mental Health Services; • Brent Bereavement Service; • Domestic Violence Advocacy Service; • Social Care; and • Child and Adolescent Mental Health Services (CAMHS)
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	£25,000 £25,000 £25,000 <hr/> £75,000
5.	Contribution from other sources (State amount and details of funders)	£401,113 £418,714 £437,425 <hr/> £1,257,252
6.	Selected theme and how it is evidenced in the project	
	<p>Project Title: The Place2Be: improving emotional wellbeing and supporting social inclusion in Brent</p> <p>Project theme: Regeneration</p>	

	<ul style="list-style-type: none"> • Social Inclusion • Health & Wellbeing 						
<p>7.</p>	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting) The Place2Be will offer therapeutic and emotional support through counselling sessions to improve the emotional wellbeing of over 6,000 children their parents/carers each year.</p> <p>On a weekly basis 12 – 18 children per school will receive intensive long and short term individual work. The programme of weekly counselling and support sessions will be delivered as follows:</p> <ul style="list-style-type: none"> • Self-referral – lunchtime session will be operated two days at each school; • Assessment of pupils referred by teachers and school staff; • Weekly one-to-one counselling for children with a higher level of need for support; • Group work for six children per session for specific issues and/or needs e.g. transition, friendship, self esteem) for one term; <p>Parents will also be provided with weekly counselling and support sessions provided by a Parent Worker.</p> <table border="1" data-bbox="327 943 1431 1151"> <thead> <tr> <th data-bbox="327 943 695 981">Activity</th> <th data-bbox="695 943 1062 981">Frequency</th> <th data-bbox="1062 943 1431 981">Location</th> </tr> </thead> <tbody> <tr> <td data-bbox="327 981 695 1151">Therapeutic and emotional support</td> <td data-bbox="695 981 1062 1151">Term time School hours 2.5 and 3 days a week</td> <td data-bbox="1062 981 1431 1151">13 Schools listed below</td> </tr> </tbody> </table> <p>They intend to work with 13 primary schools in Brent, which includes the following: Chalkhill Primary School; Fryent Primary School; Gladstone Park Primary School; Lyon Park Infant School; Micael Sobell Sinai School; Mora Primary School; Newfield Primary School; Oakington Manor Primary School; Salusbury Primary School; St Joseph’s RC Primary School; St Mary’s C of E Primary School and St Mary’s R C Primary School.</p>	Activity	Frequency	Location	Therapeutic and emotional support	Term time School hours 2.5 and 3 days a week	13 Schools listed below
Activity	Frequency	Location					
Therapeutic and emotional support	Term time School hours 2.5 and 3 days a week	13 Schools listed below					
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <p>The outcomes and achievements in the next 3 years will include:</p> <ul style="list-style-type: none"> • Improved mental health and wellbeing of children; • Children aged 4 to 11 years better able and prepared to learn; • Parents are more engaged with their child’s school and better prepared to support their child; • Improved access to Tier 1 and 2 mental health support services; • Increased confidence, self esteem, coping skills and resilience; • Help them to communicate more effectively with their peers, teachers and families, build relationships with others and become better citizens of the future; • Steer group reports will be circulated and meetings held; • Annual school review conducted in each school to evaluate service delivery; • Annual hub review and • Annual staff appraisals. 						

<p>9.</p>	<p>Monitoring and Evaluating methods Place2Be aims to monitor and evaluate the proposed project over the next three year using the following methods:</p> <ul style="list-style-type: none"> • 234 children will have received weekly individual counselling sessions, supporting their emotional wellbeing; • 104 – 15 minute session each week of self-referral counselling for individuals and small groups of children; • 26 groups supporting up to 256 children on a weekly basis; • 390 children per term will have been supported through whole class support as requested by the class teacher, supporting children’s emotional wellbeing; • 270 parents/carers consisting of up to 1350 50 minute sessions will have been delivered including advice and support; • Counselling session for up to 10 parents at any one time requiring more long term support; 13 schools to support their complex, demanding role.
<p>10.</p>	<p>Joint working with other organisations The Place2Be will work closely with a range of organisations to deliver the project. These include:</p> <ul style="list-style-type: none"> • CAMHS and the CAMHS ADHD team; • TK Counselling, Kilburn Park; • Brent Adult and Community Education Service; • Work Directions, Brent; • Brent Bereavement Service; • Brent Mental Health Services; Domestic Violence Advocacy Service and • Social Care. <p>The support in delivering the project will include providing a comprehensive package for children, parents and families, addressing particular issues and areas of expertise and strengthening relationships between parents and local schools.</p> <p>The funder that will contribution to the project include:</p> <ul style="list-style-type: none"> • The schools; • Brent Children’s Fund Commissioned Services; • The Local Education Authority; • Bloomberg; and Charitable trusts, companies and individuals.
<p>11.</p>	<p>Financial Analysis Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation’s accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
<p>12.</p>	<p>Equality and Diversity The Place2Be is committed to equality of opportunity and has a formalised policy in place, which all staff and volunteers must adhere to. Management has a membership of 17,362 of whom 10% are residents of Brent and 90% live outside the borough. Their users are of a diverse mix with the majority White UK.</p>
<p>13.</p>	<p>Internal Consultation The Joint Commissioning Manager of Children and Families has stated that Place2Be has secured funding of £75,959 to deliver school based emotional wellbeing and mental health service to 12 primary schools. The proposed</p>

	programme is therefore a duplication of services, which has been supported by C&F's for the past three years for total of £196,229.63.				
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>The Place2Be has been established since September 1994 as a Registered Charity & Company Ltd by Guarantee. They continue to provide a valuable and much needed service to 17,362 children, young people and their parents. Their services is delivered with the support of 12 management committee members, 560 volunteers and 213 paid staff of whom 63% part-time and 37% full-time.</p> <p>The Place2Be will offer therapeutic and emotional support to improve the emotional wellbeing of over 6,000 children their parents/carers each year in 13 primary schools in Brent listed in item 7 of this report.</p> <p>They are currently in receipt of £75,960 funding from Brent Children's Fund Commissioned Services for two years.</p> <p>Officers unable to recommend funding even though the project is viable, however, this service is already funded through Children and Families.</p>				
14.	<p>Recommendations, reasons and any conditions</p> <p>Not Recommended</p>				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	PLIAS
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The aims of the organisation are:</p> <ul style="list-style-type: none"> • To prevent re-offending • To support the reintegration and resettlement of offenders and ex-prisoners into the community • To promote family support for offenders and ex-prisoners • To support those at risk of exclusion in the labour market; and to provide education and training for unemployed and ex-prisoners. <p>Deliver services to ex-offenders including</p> <ul style="list-style-type: none"> • Education, training and employment skills • Mentoring • Employment, Housing advice and guidance • Sign posting to statutory services • Re-release information and advice and guidance to HMP Pentoville and Wormwood scrubs
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	£60,000 £20,000 per year
5.	Contribution from other sources (State amount and details of funders)	£6,281 Year 1 - £1650 Year 2 - £2090 Year 3 - £2541 Kennedy Scott Offender Learning Skills Service
6.	Selected theme and how it is evidenced in the project	
	<p><u>Second Chances</u></p> <ul style="list-style-type: none"> • Regeneration – Sustainable employment • Community Safety – Crime Prevention <p>To deliver across both the regeneration and community safety themes by providing employment support to members of the community who have criminal records and at risk of re-offending.</p>	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	<p>Funding is requested to employ a full-time employment caseworker for 3 years. The Caseworker will carry out the following functions:</p> <ul style="list-style-type: none"> • employment advice and guidance • workshops on CV writing, interview techniques and support with disclosing criminal convictions • Engage and liaise with employers to identify suitable employment positions 	

	<p>for our clients.</p> <ul style="list-style-type: none"> • Initial assessment of clients to ascertain their numeracy and literacy levels, • Support clients to assess their skills, goal setting techniques and action planning • Facilitate job search sessions • Sign post and refer to other specialist agencies including alcohol and drug addiction services, mental health and housing <p>The services outlined above will be delivered on a one to one basis and the project will target ex-offenders 18 years and above</p> <p>The project will be available to all residents living in LBB, and will be provided at Training Room in Bridge Park Complex where they have a number of PC's and internet access.</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <p>50 people a year to benefit from the project, and participants will achieve</p> <ul style="list-style-type: none"> • increasing and boosting self confidence of ex-offenders • improving the employment prospects of offenders • increasing the contact between ex-offenders and other support services and opportunities in the community <p>Over the 3 years the main activities will include:</p> <ul style="list-style-type: none"> • Outreach and client engagement • 1 to 1 and group CV writing sessions • Employment brokerage and job search sessions • Sign posting to other services • Interview techniques and confidence building workshops • Initial literacy and numeracy assessments • General skills assessments, goal setting and action plan sessions
<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>The organisation will send out publicity material and recruit 50 clients within the first 6 months. they intend to deliver weekly workshops and employment searching sessions. They will meet with clients on a weekly basis and intend to place 6-8 people into employment within the first 6 months</p> <p>Within the first year they intend to place 10 – 12 people into work (20%) And will continue with weekly sessions and one to one meetings.</p> <p>They propose to evaluate their project as follows</p> <ul style="list-style-type: none"> • Evaluation forms • Questionnaires • Client feedback forms • Observation captured in case notes • Interviews captured in case notes • Attendance registers <p>At the end of the year they will collate all of the above evidence and produce a report which we will submit to the council including improvements that they have implemented.</p>
<p>10.</p>	<p>Joint working with other organisations</p> <p>The organisation currently works with a number of statutory groups that refer ex-</p>

	<p>offenders to their project this include Brent Probation, Prison Services, Brent community safety team, Brent Mental health team, Addaction, and various housing Associations. They also work with employment agencies such as Brent into Work, and Jobcentre plus.</p> <p>They propose to work with Kennedy Scott and OLASS (offender Learning and Skills Service) for this project and are already working with them on another project.</p> <p>Reference has been received from Colin Francis Project Manager – BTM Lifelight a community based project that provides counselling support to disadvantaged members of the community and who refer clients to PLIAS.</p> <p>Also a reference has been received from Jan Townsend Business Manager - Kennedy Scott Ltd who subcontract work to PLIAS to provide employment services to 'hard to help' clients from the community and move them into employment. The reference state that the contract was worth approximately £41,000 over a 12 months period and has been extended for a further 12 months.</p>
<p>11.</p>	<p>Financial Analysis Approval is sought for a revenue grant of £60,000 from 2010/11 from the Main Programme Grant Monies. The organisation does not meet the criteria set to be deemed to be financially viable due to</p> <ul style="list-style-type: none"> • The organisation has insufficient working capital against the required standard of 2 months. • There are insufficient funds to meet their liabilities. • As at 31/12/2008, a loss of £146.
<p>12.</p>	<p>Equality and Diversity Provide services to male of black British ethnic groups</p> <p>PLIAS Resettlement is an equal opportunities organisation and have submitted an appropriate equal opportunities policy</p>
<p>13.</p>	<p>Internal Consultation The community safety team has worked with PLIAS to organise a conference, however they did not provide feedback from the Council on the outcomes, actions etc.</p>
<p>14.</p>	<p>Officers Assessment/References/Exit Strategy Organisation was established in 2005 to work with ex-offenders in order to reduce the risks of re-offending. The organisations is seeking funding to employ a full –time casework who will be responsible for supporting up to 50 ex-offenders to gain employment. The worker will work on a one to one basis with each user and will provide advice and guidance workshops, job search sessions, and will engage and liaise with employers. They proposed to place 10 – 12 people in employment each year.</p> <p>This project will held to reduce the employment level in the borough particular for ex-offenders, however I am concern that the organisation may already have funding from Kennedy Scott to provide this service (see section 10 above), and they are not financially viable.</p> <p>The organisation was asked to provide additional information about their funding from Kennedy Scott and they reported that the project is to support people into</p>

	employment and the funding is for 3 years. However they stated that in the last 12 months there has been a significant increase in the number of people in need of their services and therefore this application is to enable them to support these clients and move them closer to and into employment.			
15.	Recommendations, reasons and any conditions Not recommended <ul style="list-style-type: none"> The organisation is not financially viable and already funded to provide this type of service. 			
Report Author		Beverleigh Forbes		
Date		11 th January 2010		
GOOD		AVERAGE	✓	POOR

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Parents Association of Maria Konopnicka Polish Saturday School
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The School aim to promote the Polish language and teach the traditions and culture amongst Polish children. By providing knowledge about their origins. They will teach the children through the teaching of history, geography of Poland along with Polish literature.</p> <p>Service will be delivered through:</p> <ul style="list-style-type: none"> • Provision of a Saturday school • Increase knowledge about their origins • Teaching the Polish language, History, Geography • Religious studies • Cultural activities – visit to Polish Theatre in the Polish Social & Cultural Centre in Hammersmith • Organising school sports activities and cultural workshop with other Polish Saturday schools in England • Working in association with and providing grounds for the Polish Scouting Association • providing grounds for the Polish Scouting Association; and • Guitar lessons (after school) <p>Joint working with the following organisations:</p> <ul style="list-style-type: none"> • Polish Scouting Association • Our Lady of Mercy Church
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	£6,835 £5,335 £5,335 <hr/> £17,505
5.	Contribution from other sources (State amount and details of funders)	£93,000 £93,000 £93,000 <hr/> £279,000
6.	Selected theme and how it is evidenced in the project	<p>Project Title: Supporting Polish children in their learning and integrating in the community</p> <p>Project Theme: Regeneration</p> <ul style="list-style-type: none"> • Social Inclusion

	<ul style="list-style-type: none"> • Health & Wellbeing • Welfare Advice • Community Safety • Crime Prevention 									
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting) Funding is sought as a contribution towards the continuation of their Saturday school including organised educational trips to places such as Polish Theatre, Polish heritage place i.e Museum.</p> <table border="1"> <thead> <tr> <th>Activity</th> <th>Frequency</th> <th>Location</th> </tr> </thead> <tbody> <tr> <td>Polish Geography History Religious studies</td> <td>9.00am – 2.30pm</td> <td>Queens Park Community School</td> </tr> <tr> <td>Scouting activities</td> <td>1.00pm – 2.30pm</td> <td></td> </tr> </tbody> </table>	Activity	Frequency	Location	Polish Geography History Religious studies	9.00am – 2.30pm	Queens Park Community School	Scouting activities	1.00pm – 2.30pm	
Activity	Frequency	Location								
Polish Geography History Religious studies	9.00am – 2.30pm	Queens Park Community School								
Scouting activities	1.00pm – 2.30pm									
8.	<p>Proposed outcomes and achievements over the 3 years All participants will be given the opportunity to work towards inclusion and develop their knowledge in the culture language & traditions of their native land. As a result of the children's participation they will develop a better understanding of the history of Poland and maintain the language.</p>									
9.	<p>Monitoring and Evaluating methods The project will be monitored and evaluated for the next three years through the methods listed below:</p> <ul style="list-style-type: none"> • Provide books to children out of charge • Plan cultural visits dates • Purchase the sound equipment • Plan cultural visits dates • Provisional planning of the book and visit dates and places for forthcoming year • Hold regular management committee meetings • Teacher hold meeting with parents • By number of visit to the theatres and cultural events • By the number of students entering public examinations and monitoring results 									
10.	<p>Joint working with other organisations The project will be delivered in partnership with the polish Scouting Association who will be responsible for running the scouts/guides. Our Lady of Marcy Church will offer Religious studies/provision church grounds for events outside of school hours.</p>									
11.	<p>Financial Analysis In order to do the Financial Analysis their latest set of Accounts with an Income & Expenditure Statement and a Balance Sheet is needed. No financial information was provided in support of its application other then the Council's Grant Financial Monitoring Form.</p>									
12.	<p>Equality and Diversity The Polish Saturday School has an Equal Opportunity Policy and is committed to</p>									

	equality of opportunity as they aim to treat all participants equally no matter what background. They have a membership of 427 children and young people of whom 61% are residents of Brent and 39% live outside the borough. The majority of their users are Polish.				
13.	Internal Consultation				
	None				
14.	Officers Assessment/References/Exit Strategy				
	<p>The Saturday School has been in operation since 1953 as a Registered Charity. Services continue to be delivered the Polish language and teach the traditions and culture amongst Polish children.</p> <p>Funding is sought as a contribution towards running a Saturday school and organise educational trips to such as Polish Theatre, Polish heritage place i.e Museum.</p> <p>Officers unable to recommend funding as the proposed project failed to meet the criteria. The organisation has applied for support of their on-going services and has failed to state how they intend to work with people living in the priority areas. In addition officer were unable to fully assess the viability of their financial status as they failed to provide financial information.</p>				
14.	Recommendations, reasons and any conditions				
	Not Recommended				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Prince's Trust (The)
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The Trust aims and objective is to help change the lives of young people aged 14-30 to develop their confidence and skills, and progress into education, training, volunteering and employment. Their programme offers personal development opportunities to bring lasting benefits to their clients and the communities in which they live. The young people in their core target groups who are most in need include:</p> <ul style="list-style-type: none"> • Unemployed young people • Educational underachievers • Offenders and ex-offenders • Young people who are in or leaving care
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	<p>£23,758 £24,218 £24,691</p> <hr/> <p>£72,667</p>
5.	Contribution from other sources (State amount and details of funders)	Nil
6.	Project Name and selected theme and how it is evidenced in the project	
	<p>Project Title: Realising Potential in Brent Project Theme: Regeneration:</p> <ul style="list-style-type: none"> • Social Inclusion • Sustainable Employment 	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	<p>The Trust is seek funding to deliver a Community Cash Awards and Business programmes to deliver a project to promote social inclusion through engaging young people in delivering projects that will benefit their local area and start up their own businesses or explore other positive outcomes of employment, education and training. They intent to engage young people from their priority target groups to include unemployed young people, educational underachievers, offenders / ex-offenders and those in or leaving care.</p> <p>Community Cash Awards programme : (4 disadvantaged young people aged 16-25 years)</p> <ul style="list-style-type: none"> • Develop their skills and employability through budgeting, project 	

	<p>management, communication and working with other;</p> <ul style="list-style-type: none"> • Young people to design and deliver a project to benefit the local community; • Project will be assessed by Award Assessor; • Project recommended for funding by Award Panel; • Support provided by staff member to assist with the delivery of project and • An evaluation of each project to help participants review their skills and achievements. <p>Business programme: (10 young people aged 18-30 years)</p> <ul style="list-style-type: none"> • Four Day Training: <ul style="list-style-type: none"> ○ A range of Personal development and business topics; ○ Concept of enterprise; ○ Personal and employability skills; • One to One support; <ul style="list-style-type: none"> ○ Plan next step ○ Young people may wish to continue with developing business ○ Self employment may be option ○ Support offered to achieve alternative goals and access employment, education or training. • Business Start Up: <ul style="list-style-type: none"> ○ Complete business plan; ○ Offered business mentor for three years and a portfolio of business support offers; ○ Access low interest loans after approval by Business Panel made up of Prince's Trust staff and volunteers. <p>Frequency: Weekdays: 9.30am – 4.30pm The programme will be flexible – designed for delivery at times convenient to participants and will be located to meet the needs of the young people.</p> <p>5 members of staff will deliver the services in support the 14 beneficiaries they aim to benefit over the three year period.</p>
9.	<p>Monitoring and Evaluating methods</p> <p>The Trust proposes to use the method outlined below to monitor and evaluate the project over the next three years:</p> <p><u>Community Cash Awards</u></p> <ul style="list-style-type: none"> • Young people engaged in programme for the benefit of community involvement and social inclusion; • Young people engaged and will apply for a Community Cash Award; • Community projects assessed and cash award given; • Award group will have met the Assessor and received advice and guidance towards planning their project and • Young people involved in the developing their confidence and motivation. <p><u>Business</u></p> <ul style="list-style-type: none"> • Six months into the programme 10 young people interested in starting own business; • One-on-one support provided for next step and access to 'will it work' test marketing grants; • 5 young people tested their business idea; • All young people developing soft skills to include confidence building and

	motivation skill.
10.	<p>Joint working with other organisations</p> <p>The Prince's Trust has established joint working relationships with a wide range of key agencies and organisation in Brent. These include:</p> <ul style="list-style-type: none"> • Jobcentre Plus; • Youth Offending Teams; • Connexions; • Probation Service; • Police; • Referral from community and voluntary organisations and Brent Business Venture. <p>The project will be supported through in-kind from a wide range of sources in particular Business mentoring will provide trained volunteers, specialist mentoring will be offered by volunteers with skills to that will benefit the young people.</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £72,667 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>The Prince's Trust has an Equality and Diversity Policy and is committed to ensuring equal access to programme information to their target groups. All staff and beneficiaries are required to complete a confidential equal opportunities application form giving their personal details to include gender, ethnic origin, age, religion and disability. Their membership is made up of 41,192 nationally and 3,392 in London. The London figures is 3,392 of whom 5% are residents of Brent and 95% live outside the borough. The ethnicity of the users is of a diverse mix with the majority White UK, Black Caribbean and Black African.</p>
13.	<p>Internal Consultation</p> <p>None</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>The Trust has been established for the past 34 years as a Registered Charity and continues to offer personal development opportunities to bring lasting benefits to their clients and the communities in which they live. The organisation is based in Park Square East, NW14 and provides services to 3,392 service users of whom 5% are residents of Brent and 95% live outside the borough.</p> <p>The Trust is seek funding to deliver a Community Cash Awards and Business programmes to deliver a project to promote social inclusion through engaging young people in delivering projects that will benefit their local area and start up their own businesses or explore other positive outcomes of employment, education and training. They intent to engage young people from their priority target groups to include unemployed young people, educational underachievers, offenders / ex-offenders and those in or leaving care.</p> <p>The proposed project 'Realising Potential in Brent' will give the young people in the priority areas the opportunity to engage in the programme. The Kilburn area has highest levels of unemployment in the borough and is a clear indication the services is required as the Council's job brokerage Brent into work is not able to provide the</p>

	same level of services. Officers are therefore satisfied that the project meets the criteria for funding.				
14.	Recommendations, reasons and any conditions Recommended				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	YES WE CAN! YOUNG LEADERS CAMPAIGN
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The organisation aims to engage and involve young people in the democratic process. This will be achieved through encouraging leadership, community cohesion and empowerment. The aims will be encouraged through:</p> <ul style="list-style-type: none"> • Empowering the youth; • Facilitate youth involvement in community matters; • Encouraging the young to take charge of their future; • Help integrate young people into society and • Bridge the communication gap between different age groups. <p>Objectives:</p> <ul style="list-style-type: none"> • To ensure that the voice of the youth is clearly heard by those who matter and the rest of society; • Educate our target group about ways by which they can become more involved in the democratic process and to spread the word and get as many young people as possible involved in what we do, going beyond the boundaries of Kilburn and Brent as a whole. <p>Current services include:</p> <ul style="list-style-type: none"> • Leadership experience – each member has one week of leadership of the youth leader group; • Debate sessions on current affairs • Youth / own political campaign; • Guest speaker – invited once a month to give a talk; • Events / trips monthly and • Community involvement – volunteering.
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	<p>£4,300 £10,300 £10,300</p> <hr/> <p>£24,900</p>

5.	Contribution from other sources (State amount and details of funders)	Nil
6.	Project name and selected theme and how it is evidenced in the project Project Title: Project OB: Yes We Can! Young Leaders Campaign Project Theme: Regeneration: <ul style="list-style-type: none"> • Social Inclusion • Sustainable Employment 	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting) Funding is required to support this organisation's on-going activity which is to develop young people into community leaders' i.e. for them to take an active part in community matters. Project OB, named after the incumbent US President, Barack Obama, was set up to facilitate and encourage the involvement of young people in the democratic process. Integrating the youth into our society and helping to erase the negative stereotypes and stigma faced by that sector. They propose to establish a range of activities that will enable young people to be elected as local political representatives, The services will include: <ul style="list-style-type: none"> • Leadership experience • Understanding voting process national and local • Debate sessions on current affairs • Political campaign through newsletter, webpage on Project OB website, campaign for a political parties and encourage participation on the electoral register for first time voters • Guest speaker and workshops on political matters • Volunteering. • Sponsorship/Fundraising for political campaign • Events / trips (monthly); Their also seeking funding for a 3 day visit the White House Washington DC (flight and accommodation) No details were provided of the targeted audience or location of the project.	
8.	Proposed outcomes and achievements over the 3 years The project is expecting to achieve the outcomes outlined below: <ul style="list-style-type: none"> • Increased participation in politics; <ul style="list-style-type: none"> ○ Registering to vote ○ Meeting and work with politicians • Employment / Work experience through opportunities with political sphere <ul style="list-style-type: none"> ○ Youth Parliament • Increase proportion of young people becoming politicians / leaders. 	
9.	Monitoring and Evaluating methods The proposed project will be monitored and evaluated over the next three years using the method outlined below: <ul style="list-style-type: none"> • Increased participation in politics i.e. registering to vote; • Meet and work with politicians; • Employment / work experience through opportunities with politics i.e. Youth Parliament; • Increased proportion of young people becoming politicians / leaders • Number of participants; 	

	<ul style="list-style-type: none"> • Number of young people registered to vote in local area; • Number of young people who have joined a political party. 				
10.	<p>Joint working with other organisations</p> <p>The organisation has not identified any particular organisation they will work in partnership to deliver the proposed project. However, they have in the past been endorsed by the MOBO awards organisation and the National Magazine Company and NatMag. They consult with local youth and community organisations including political parties and the Brent and National Youth Parliament.</p>				
11.	<p>Financial Analysis</p> <p>No financial information provided.</p>				
12.	<p>Equality and Diversity</p> <p>The organisation has not submitted an Equal Opportunities Policy in support of its application. They have a membership of approximately 33 users of whom 61% are residents of Brent and 39% live outside the borough.</p>				
13.	<p>Internal Consultation</p> <p>None</p>				
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Yes We Can (Young Leaders Campaign) is newly established unregistered organisations who have been operating since 2008.</p> <p>The organisation is requesting funding to set up a programme of activities that will enable young people to participate in local and national political.</p> <p>Officers are therefore unable to recommend funding as the organisation has no track record and does not meet the criteria for funding. In addition the organisation has failed to provide the information listed in support of their application:</p> <ol style="list-style-type: none"> 1. No structure programme 2. No details of postal address 3. Not financially viable 4. No equal opportunity policy 5. No details of location 				
14.	<p>Recommendations, reasons and any conditions</p> <p>Not Recommended</p>				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Relate London North West
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Relate is a counselling service aiming to promote physical well being of families experiencing emotional and mental health problems within the family structure.</p> <p>Services include:</p> <ul style="list-style-type: none"> • Consultation with a relationship counsellor to deal with problems in relationship; • Counselling & therapy to help adults & children to deal with problems in their family relationship and to improve communication and conflict resolution skills; • Family mediation to help separated and divorcing couples to reach agreement about their children, finances and property without court intervention; • Relationship education and training to offer people skills in managing & developing their relationships and • Young person's & children counselling. <p>Joint working with other organisations includes:</p> <ul style="list-style-type: none"> • Children's and Families Team – run the Brent Mediation Project; • Brent Domestic Violence Forum; • V.A.C.O.R.G; • Brent Voluntary Sector Forum; • Various Schools and • Brent PCT
3.	Current Funding from Brent Council	£13,525
4.	Amount Requested	£15,000 £15,500 £16,000 <hr/> £46,500
5.	Contribution from other sources (State amount and details of funders)	£66,000 £68,000 £70,000 <hr/> £204,000
6.	Project Name and selected theme and how it is evidenced in the project	
	Project Title: Regeneration: <ul style="list-style-type: none"> • Social Inclusion 	

	<ul style="list-style-type: none"> Health & Wellbeing 																
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>The proposed project will deliver relationship and family counselling services to individuals, couples and families in Brent priority areas. The programme will offer clients consultation with a counsellor to identify and work towards dealing with their problem through therapy to improve communication and conflict resolution skills.</p> <p>The project will address the mental Health and wellbeing of residents in priority areas through outreach work in partnership with community groups working in those areas. The Outreach Worker will be responsible for making contact with community groups such as Excell3, the African Child, Red Sea Community Programme, BIAS, Asian Women's Resource Centre and a Place 2 Be.</p> <table border="1"> <thead> <tr> <th>Activity</th> <th>Frequency</th> <th>Location</th> </tr> </thead> <tbody> <tr> <td>Consultations & relationship counselling</td> <td>Mon – Fri 8.30am – 10pm</td> <td>Wembley Centre</td> </tr> <tr> <td>Young person's counselling</td> <td>Sat 9 am – 1 pm</td> <td></td> </tr> </tbody> </table> <p>Beneficiaries: will be</p> <ul style="list-style-type: none"> 40 individuals or families 2 community groups 	Activity	Frequency	Location	Consultations & relationship counselling	Mon – Fri 8.30am – 10pm	Wembley Centre	Young person's counselling	Sat 9 am – 1 pm								
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Consultations & relationship counselling	Mon – Fri 8.30am – 10pm	Wembley Centre															
Young person's counselling	Sat 9 am – 1 pm																
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>The project aims to achieve the proposed outcomes over the next three years:</p> <ul style="list-style-type: none"> Able to deal with changes in the family; Maintain or strengthen their couple relationship; Increase self confidence; Able to deal with care of children and Decreased sense of isolation. <table border="1"> <thead> <tr> <th>Activities</th> <th>Yr1</th> <th>Yr2</th> <th>Yr3</th> </tr> </thead> <tbody> <tr> <td>Supported counselling sessions</td> <td>94</td> <td>96</td> <td>100</td> </tr> <tr> <td>Supported counselling sessions</td> <td>188</td> <td>193</td> <td>200</td> </tr> <tr> <td>Services will be measured using outcomes system</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Activities	Yr1	Yr2	Yr3	Supported counselling sessions	94	96	100	Supported counselling sessions	188	193	200	Services will be measured using outcomes system			
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Services will be measured using outcomes system																	
9.	<p>Monitoring and Evaluating methods</p> <p>The organisation has not specified how they will monitor and evaluate their services.</p>																
10.	<p>Joint working with other organisations</p> <p>Relate will work jointly with the following organisations:</p> <ul style="list-style-type: none"> LBB Children & Families Department NHS Brent Domestic Violence Forum Schools BrAVA Brent Link 																

	The organisation has stated that 'Reaching communities of the Big Lottery Fund will contribute to the proposed project.				
11.	Financial Analysis Approval is sought for a revenue grant of £72,667 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.				
12.	Equality and Diversity Relate is committed to equal opportunities and is implemented through both the users and staff members. Production of leaflets in different languages and offer interpreting service for clients. Management has membership of 4,300 service users of whom 24% are residents of Brent and 76% live outside the borough. The ethnicity of the users is made up of a diverse groups with majority of White UK origin.				
13.	Internal Consultation Relate are currently in receipt of £13,525 Main Programme Funding to deliver counselling sessions to people experiencing relationship difficulties and in need of emotional support. The service delivery includes counselling sessions (255), consultation counselling (69) and psychosexual therapy (15). They have stated that targets of 425 for agreed services have been met, which exceeds the 339 target set. Officers are satisfied with their performance as they management meet the conditions of grant aid within the given timescale.				
14.	Officers Assessment/References/Exit Strategy Relate has been in operation for the past 64 years as a Registered Charity and Company Ltd by Guarantee. Management continues to provide a high quality services by professional counsellors to people experiencing emotional and mental health problems within the family structure. Service is currently provided with the support of 14 management committee members, 4 paid staff and 2 volunteers. The proposed project will deliver relationship and family counselling services to individuals, couples and families in Brent priority areas. They propose to hold a total of 40 sessions either to individuals or groups each year. The organisation is currently funded from the MPG and officers are satisfied with the services they provide. Marriage breakdown and high divorce rate is a national concern and this can lead to pressure on people's lives. Research shows that early intervention when families do breakdown decreases acrimony and increases children's changes of success through improved emotional wellbeing. This type of services is not generally provided in the borough and therefore funding is recommended. However it is subject to <ul style="list-style-type: none"> • Details of monitoring and evaluation process • Demonstrate how they will work in the priority areas. 				
14.	Recommendations, reasons and any conditions Recommended				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Safe Start Foundation
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Safestart Foundation is a locally based organisation assisting people of all ages to access Accommodation, Employment, Training and Healthy Living Activities. The Foundation offers a wide range of services such as housing advice, job assistance, training centre, learn direct centre UK online centre, Foyer 24 bed residential project (Cricklewood),j outreach ex care leavers and support service in Richmond. A Day care centre is also in operation (Wembley).</p> <p>Services include:</p> <ul style="list-style-type: none"> • Safe Start Community Centre Incorporates • Safe Start Employment • Health & Independent Living Project • Elderly Services • Accommodation & Housing Advice • IT for Elderly • IT for the Unemployed • Irish Cultural Project
3.	Current Funding from Brent Council	£30,141 MPG
4.	Amount Requested	£25,000 £25,000 £25,000 <hr/> £75,000
5.	Contribution from other sources (State amount and details of funders)	£183,840 £183,840 £183,840 <hr/> £551,520
6.	Project Name and selected theme and how it is evidenced in the project	
	<p>Project Title: Safe Start Community Centre Project Theme: Regeneration:</p> <ul style="list-style-type: none"> • Social Inclusion • Health & Wellbeing • Sustainable Employment • Welfare Advice <p>Community Safety:</p> <ul style="list-style-type: none"> • Crime Awareness • Crime Prevention 	
7.	Project theme and structure (detail of project, how it will be run, frequency of	

project including number of users benefiting)

The Foundation seeking funding as a contribution towards their own going services which are as follows:

No.	Activity	No. YP	Frequency	Location
1.	Safe Start Employment: Individual and group training around job searching, interview technique; Job Brokerage; In-Work Support; CV writing; Benefits Advice and IT for the Unemployed		5 days per wk, 7 hrs per day Every Thursday 3pm – 12.30pm	Bridgehill Close Wembley
2.	Health & Independent Living: Positive Thinking & Relaxation Class; Yoga for All; Aerobic Keep Fit; Line Dancing Set Dancing Cook and Eat Sessions		Every Wednesday 10.30am – 12.30pm Thurs 3pm – 4.30pm Fri 10am – 12pm Tues 1pm – 4pm Thurs 7pm – 9pm Thurs 10am -12pm Fri 1pm -3pm	
3.	Elderly Services: Lunch with friends IT for the Elderly Bingo Music and Dancing		Mon 1pm -2pm Tues 10am – 12pm Mon 2pm-3pm Wed 2pm-4pm	
4.	Housing & Accommodation Advice: <ul style="list-style-type: none"> • Housing Advisor • Benefits Advice • Support around completing forms/making applications • 5 self contained flats for emergency housing for homeless/vulnerable people 		5 days per wk, 7 hrs per day	
5.	Irish Culture: <ul style="list-style-type: none"> • Irish language class • Guest speakers / Art exhibition • Irish Story Telling 		Tues 1pm -3pm Two months	
6.	Invite guest speakers from <ul style="list-style-type: none"> • Brent Victim Support • Brent Bereavement • Police Community Safety Team 		Monthly	

They propose to actively promoted their services in the priority areas of Church End,

	Harlesden and Chalkhill. Residents are also attracted from Roundwood, Stonebridge, South Kilburn and St Raphaels. Services will be provided to between 120 – 160 people each year.
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>Unemployed people will:</p> <ul style="list-style-type: none"> • accessed a fully holistic programme of Employment Training Advice and Support through the entire Job Search Process and beyond; • engaged with other Unemployed individual and shared experiences to alleviate any feelings of isolation or desperation; • addressed and overcome their barriers to employment and developed barriers to employment and developed a tangible plan and route to employment; • received a professional and targeted CV, develop job searching skills, received tailored vacancies; • received benefits, housing and debt advice through their Employment Advisor and by accessing other Safe Start Advisory Services;
9.	<p>Monitoring and Evaluating methods</p> <p>The proposed project will be monitored and evaluated using the methods outlined below:</p> <ul style="list-style-type: none"> • Education and Employment placements /IT certificates awarded; • Users feedback forms; • Client meetings and focus groups; • Referral forms; • Qualification received; • Registration forms; • Monthly returns to management committee; • Monthly staff supervision; • Annual internal audit and • Annual Charities Commission Audit
10.	<p>Joint working with other organisations</p> <p>The organisation will work in partnership with the following organisations:</p> <ul style="list-style-type: none"> • Brent in2 Work, Job centre Plus and Reed in Partnership: <ul style="list-style-type: none"> ○ Providing work experience and /or training ○ Sustainable employment ○ Welfare advice • Brent Irish Advisory Service <ul style="list-style-type: none"> ○ Widen advice available to clients through workshops and referrals • Brent Police Community Safety Team <ul style="list-style-type: none"> ○ Raise the knowledge and awareness of crime prevention in Brent ○ Promote involvement in crime prevention events <p>Funders who will contribute to the project:</p> <ul style="list-style-type: none"> • Irish Department of Foreign Affairs • Rent from flats • Contract Services • Fundraising Events (annual Gala Ball)
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year</p>

	ended 31/03/2008, this organisation is considered to be Financially viable.				
12.	Equality and Diversity The Foundation has an Equal Opportunities policy and is committed to equality of opportunities as services deliver is monitored closely to ensure that all members are treated equally irrespective of their nationality. They have a membership of 656 users of whom 85% are residents of Brent and 15% live outside the borough. The users range from 17 – 65 year and over.				
13.	Internal Consultation This organisation is currently funded from the Main Programme Grant to provide an elderly Health and independent Living project to Irish people living in the community. Theyre				
14.	Officers Assessment/References/Exit Strategy SSF has been in operation for the past 21 years as a Registered Charity and continues to provide services to 656 users of whom 85% are residents of Brent and 15% live outside the borough. The Foundation seeking funding as a contribution towards delivery an employment, Healthy & Independent Living Project, Elderly Services, Accommodation & Housing Advice, to Irish people. The organisation currently receives funding from the MPG for an elderly project. This project is a range of services which will represent their on-going core services. There is no clear project identified and for this reason funding is not recommended.				
14.	Recommendations, reasons and any conditions Not Recommended				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Seed of Hope Family Organisation
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The aim of the organisation is to assist local residents to build a positive family environment to establish positive transitions from childhood to adulthood.</p> <p>The objectives is to:</p> <ul style="list-style-type: none"> • Deliver training, events and activities to local residents, through accredited training on 'Strengthening Families Strengthening Communities' programme; • Provide mentoring to positively support young children to re-discover their talents and develop life skills and • Organise educational and family trips to foster bonding relationship within families. <p>Current services includes:</p> <ul style="list-style-type: none"> • An intergenerational project in South Kilburn; workshops, cultural events and activities, to promote a spirit of neighbourhood and community cohesion; • Training on 'Strengthening Families Strengthening Communities' to residents of Hillside Housing Trust in Stonebridge and Harlesden; • Fathers and Male carers project designed to develop fathers skills to increase their involvement in the lives of their children. The aim is to help them reach their full potential physically, mentally, socially and emotionally and foster self esteem and ensure a successful transition to adulthood and independent living. <p>Joint working to deliver projects in the past and currently includes:</p> <ul style="list-style-type: none"> • Genesis Housing Group to provide parenting training; Hyde Housing Association; South Kilburn Partnership; Fusion voluntary sector network; Boys2Men; Kilburn Oxford Youth Club; Police Safer Neighbourhood Team and Crime Prevention Initiative
3.	Current Funding from Brent Council	Nil

4.	Amount Requested	£26,925 £24,590 £24,815 <hr/> £76,330
5.	Contribution from other sources (State amount and details of funders)	£4,000 Communities and Local Govern. £4,000 “ £4,000 “ <hr/> £12,000
6.	Project name and selected theme and how it is evidenced in the project Project Title: ‘Strengthening Families Strengthening communities, intergenerational project’ Project Theme: Regeneration: <ul style="list-style-type: none"> • Social Inclusion • Health & Wellbeing Community Safety: <ul style="list-style-type: none"> • Crime Awareness • Crime Prevention • Support for Victims of Crime and Anti Social Behaviour 	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting) The proposed project is to provide free accredited training and practical workshops on to reduce family breakdown, address educational under achievements and prevent crime and anti social behaviour. The organisation propose to offer a 13 week programme that will include various activities relating to life and social skills to enable families and people from different faith, culture and beliefs to support each other and encourage positive behaviour, and maximise educational and employment opportunities. The organisation states that the programme is accredited with Race Equality Foundation (REF) and participants will receive a certificate at the end of the course . The programme will be provided at Denmark Rd, South Kilburn, and will be available for adults, children and young people.	
8.	Proposed outcomes and achievements over the 3 years The organisation is intending to achievement the proposed outcomes over the next three years: <ul style="list-style-type: none"> • Increased confidence of community members who find it difficult or hard to integrate and actively participate in the community activities; • Increase sense of community belonging; • Increase awareness, good understanding and importance of multiculturalism and healthy relationship among individual and families to promote cohesive communities; • Able to demonstrate their commitment to diversity through service delivery; • Increase positive interaction, responsibility and sense of inclusive, all participants in project workshop, events and activities will be fully involve in one or two social group such as community advisory group, community regeneration board or steering group. 	

<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>The organisation intends to use the following methods to monitor and evaluate the proposed project:</p> <ul style="list-style-type: none"> • Exercise to identify and address the risk factors involved in early aggressive behaviour; • Training on building blocks for success; • Process of positive discipline; process components; • Training on violence prevention techniques;
<p>10.</p>	<p>Joint working with other organisations</p> <p>The organisation proposes to work in partnership with a number of partners in the community such as OASIS International Christian Church, Somali Muslim Association, Kilburn Park School, Carlton Vale Infant School, The Oxford Kilburn Youth Trust, St Mary's RCM School, Essence Counselling and Training Enterprise and The Vale Consortium Community Group.</p> <p>The Community Development Foundation from Communities and Local Government will contribute to the proposed project.</p>
<p>11.</p>	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £64,331 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
<p>12.</p>	<p>Equality and Diversity</p> <p>Seed of Hope Family Organisation has an Equal Opportunities Policy and implementation by ensuring no beneficiaries is given less favourable treatment on the ground of race, colour, ethnic, gender, religion, sexual orientation and disability. Services are delivered to a membership of 59 users all of whom are residents of Brent. Members are of a diverse mix, mainly of Black Caribbean and Black African origin.</p>
<p>13.</p>	<p>Internal Consultation</p> <p>None</p>
<p>14.</p>	<p>Officers Assessment/References/Exit Strategy</p> <p>Seed of Hope Family Organisation has been established since July 2007 and continues to assist local residents to build a positive family environment to establish positive transitions from childhood to adulthood. Their services are operated in South Kilburn with the support of 7 management committee members and 10 volunteers.</p> <p>The proposed project supporting families by provide a free accredited training and practical under the theme of 'Strengthening Families Strengthening communities' which aims to develop confidence and life skills. Through this programme the organisations states that it will reduce family breakdown, provide opportunities to develop skills for education and employment. and will enable local residents in South Kilburn to contribute to community integration and cohesion.</p>

	<p>The organisation is proposing an extensive range of activities some of which may meets the criteria for funding. Seed of Hope is already providing some of these activities in south Kilburn and funding may be duplicated. In addition it is not clear how the services will be provided and how people will be referred for the project. Also officers query how relevant the activities will be to people living in the community.</p>				
14.	Recommendations, reasons and any conditions				
	Not Recommended				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Seric Advisory and Support
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Seric is a locally based Brent organisation run by local volunteers and community members to provide advice and support to Somali refugees and newly arrived asylum seeker in the UK.</p> <p>They aim to relieve conditions of poverty, distress, need and hardship; promote the advancement of education, training and employment; and improve the quality of life through the promotion of their leisure activities.</p> <p>Services currently provided includes:</p> <ul style="list-style-type: none"> • Employability Support: Job search, CV workshops, application help and interview techniques, work experience; • drop in surgery with local MP • Support for Refugee families in schools and colleges; • Deliver training workshops for youths and single mothers from the Somali community as part of Building Stronger Communities Programme funded by Brent Prevent Board.
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	<p>£24,210</p> <p>£24,210</p> <p>£24,210</p> <hr/> <p>£72,630</p>
5.	Contribution from other sources (State amount and details of funders)	Nil
6.	Project name and selected theme and how it is evidenced in the project	
	<p>Project Title: Somali Community Training</p> <p>Project Theme: Regeneration:</p> <ul style="list-style-type: none"> • Social Inclusion • Health & Wellbeing • Green Agenda • Sustainable Employment 	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	

	<p>The organisation proposes to develop a project that addresses social, economic and environmental needs in the borough. Their target groups are local Somali Youths not in Employment, Education or Training (NEET), isolated Somali elders, Somali single mothers, and unemployed Somali people. Funding is required for ESOL teachers and to employ a project coordinator.</p> <p>With the help of funding they propose to deliver:</p> <p>Employability Skills and ESOL Training for the unemployed, NEET and single mothers. Training will include key skills and the sessions will be designed to build confidence and give choices to isolated, hard to reach, and vulnerable groups to build their skills and move on to further support. The service will be delivered in stages i.e. Assessment of need, training sessions, Reviews, Exit Meetings, Work Placement, Referrals to key agencies, and follow-up meetings. This project will be provided at various locations and up to 12 people a year will benefit.</p> <p>Elderly Activities - Social Club A programme of activities for older people from the local community to meet and socialise watch Somali News on Satellite TV and receive information advice and guidance from Seric on community issues, welfare, health and wellbeing. These sessions will be held at Seric officers on Monday, Wednesday and Friday Afternoon from 3pm to 5.30pm, 30-40 elderly people will attend.</p> <p>Befriending The organisation propose to provide a befriending programme, linking to the elders social club. Young people from the employability project will be trained as volunteer and help at the Social Club to gain some work experience and gain confidence. Each year – 10 young people will be trained to befriend 10 elders people</p> <p>Environmental Activities The organisation will identify areas that could become new Green Zones in the borough. They will recruit 12 Somali youths (two from each priority area) and will support them to work together on their road or estate to work together as ‘Green Zone Leaders’. They organisation has already established various Green Zones in Brent and these will be used as good practice examples to follow. 12 young people each year will be recruited and trained as Green Zone Leaders</p> <p>Community Events The organisation proposes to hold a Summer Party each year in July in Willesden Community Garden to celebrate the achievements of Seric’s projects, and to recruit volunteers and beneficiaries. They will invite other community groups from Brent to have stalls giving information on the services they offer the community.</p> <p>The organisation proposes to recruit young people via leaflet drops in residents associations and youth clubs. They will also recruit via their database of youths registered with Seric (over 150). They will also recruit from local schools and Colleges. Single Mothers will be recruited through West London Somali Women’s Aid Sure Start Nurseries, Children’s Centres, Women’s Groups Social Services, Family Centres, Mosques, and GP Surgeries. Unemployed people will be recruited from JCP, The Seric database and community centres around Brent.</p>
8.	<p>Proposed outcomes and achievements over the 3 years The organisation expects to achieve the following outcomes over the next three years:</p>

	<ul style="list-style-type: none"> • 12 Youths trained • 100 Elders socialising • 5 elders befriended • 12 Single parents trained • 12 Unemployed trained • 100 elders socialising • 5 elders befriended • 8 students to start care courses • 6 green zones created • 2 schools Environmentally Audited
9.	<p>Monitoring and Evaluating methods</p> <p>The organisation proposes to monitor each programme individually. For example</p> <ul style="list-style-type: none"> • Each student will be given 121s to assess their wellbeing and needs at the beginning of the course. Final meeting and exit strategy for the beneficiaries will establish needs at the end of the course. The trainer will complete a report for each student. • Older people's well being assessments will be carried out via survey analysis and satisfaction feedback. • Elder people accessing the befriending project will be asked to complete surveys <p>End of year evaluation will include all outputs and outcomes measured against targets, with interviews taken by telephone with all project stakeholders. A report will be sent to all stakeholders.</p>
10.	<p>Joint working with other organisations</p> <p>The organisation will work closely with various organisations to deliver their programme. The organisations that have been identified include Older People Services, Young People's Services and Social Services. They will work with BHUG who will make referrals for the Single Mothers and Youths for project beneficiaries. Oakington Manor and Brentfield Primary will be used and venues to host recycling awareness and promoting the project.</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £72,630 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>The organisation has not submitted an Equal Opportunities Policy in support of its application, have stated they will monitor the data for each project when recruiting ESOL teachers to ensure equality is practised. They have a membership of 400 all of whom are residents of Brent.</p>
13.	<p>Internal Consultation</p> <p>None</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>The organisation has been in operation since 2008 as a Registered Charity and Company Ltd by Guarantee. Their services are run mainly by local volunteers and community members who provide advice and support to Somali refugees and newly arrived asylum seeker in the UK. Management operates its services from their base in Craven Park with the support of 6 management committee members. ,</p>

	The organisation is proposing to provide a range of services for the Somali community but have not stated which project the funding will be allocated to. It would appear the organisation is seeking funding for core services and this does not meet the criteria for funding. Funding is therefore not recommended.				
14.	Recommendations, reasons and any conditions Not Recommended				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Skills Active Forward
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Skills Active Forward is a community based organisation who aim and objective is to improve the quality of life of the needy and under-privileged in the community, particularly the refugees and asylum seekers, by providing advisory and support services and promoting social, cultural and economic development.</p> <p>They aim to:</p> <ul style="list-style-type: none"> • Ensure clients are provided with good quality responsive service; • To respect the individual needs of clients and ensure that they receive fair and equal treatment irrespective of religion, sexually, age, disability, nationality or class; • Partnership working and • Professionalism – confidentiality, preservation of user dignity; <p>Services include:</p> <ul style="list-style-type: none"> • Basic literacy, numeracy & national curriculum homework classes for students who need help with homework assignments, or to raise their educational attainment; • Reinforcing skills and understanding particularly in literacy and numberacy; • Tackle issues of social exclusion by promoting and developing better relationship between the isolated members of the community through youth sport activities.
3.	Current Funding from Brent Council	£0.00
4.	Amount Requested	£23,400 £23,400 £23,400 <hr/> £70,200
5.	Contribution from other sources (State amount and details of funders)	£1,500 £1,500 £1,500 <hr/> £4,500
6.	Project name and selected theme and how it is evidenced in the project	
	Project Title: Sustainability through employment and mentoring	
	Project Theme: Regeneration:	

	<ul style="list-style-type: none"> • Sustainable Employment • Welfare Advice
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>The proposed project aims to provide employment and training and welfare services with the view of creating employment opportunities for people that are socially excluded. The programme will enable Somali members to integrate in their local community and prevent social exclusion</p> <p>The organisation propose to provide the following services:</p> <ul style="list-style-type: none"> • Training and Development – employment related Maths and English • Welfare Benefit Advice and Support • Mentoring Support – recruit and train mentor in priority areas • Employment Support – assist with CV writing, interview skills etc. • Volunteering and Job Placement in retailing, housing, and voluntary sector • Business Development Support - Assist people to start their own business or to improve their existing business • Leadership development – leadership skills for young people <p>The funding from MPG will be used to recruit a part time Project Co-ordinator to co-ordinate the above activities. Services will be provided from 2 locations – Seric Centre, in Craven Park will be used for Training and employment support and welfare advice, business support and mentoring will be provided from their Church Road site.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>The project’s proposing to achieve the following outcome over the next three years:</p> <p><u>Training & Development</u> - 10 participants achieve Entry Level Award – Functional Skills English, Mathematics and ICT:</p> <p><u>Mentoring</u> 7 participants improving their life skills leading to mental and physical wellbeing</p> <p><u>Welfare advice Support</u> - 50 participants receive entitlements, access to better housing and resolving any employment and environment issues</p> <p><u>Employment Support</u> - 15 participants improve their opportunities for sustainable employment of the skills. 5 participants find sustainable employment</p> <p><u>Volunteering and Job placements</u>- 3 participants improve their life skills leading to obtaining skills towards employment opportunities</p> <p><u>Welfare advice Support:</u> - 50 participants receive entitlements, access to better housing and resolving any employment and environment issues</p> <p><u>Business Support</u> - 5 participants starting their own business or show improvements in their business at the end of the project;</p> <p><u>Welfare advice and Support</u> - 50 participants receiving their right entitlements, access to better housing and resolving any employment and environment issue;</p> <p><u>Leadership development</u> - 7 participant improving their leadership skills through taking active role in community programmes, democratic processes (working with ward counsellors and local forums) and representation local communities to appropriate public sector agencies</p>
9.	<p>Monitoring and Evaluating methods</p> <p>The organisation will have a project Delivery Plan with set milestones to measure the progress of the staff and the beneficiaries. Relevant statistical information (e.g.) number of beneficiaries on training, mentoring, volunteering and other services, guidance service, gender, number on courses, number of sessions, and retention</p>

	<p>rates.</p> <p>Monitoring and evaluation will also be included in supervision, staff and project steering committee meetings, regular feedback and inviting complains/complements through different sources, the organisation will also Organise community consultation and feedback sessions .</p>				
10.	<p>Joint working with other organisations</p> <p>The project will be delivered in partnership with a few organisations such as Seric Advisory & Support Agency who will assist and advice on housing matters for vulnerable Somalis. The Somali Children’s Trust help with training their volunteers and they have long term experience with Somali Children.</p> <p>There is no identified funding that will support the project, but they intend to raise £4,500 in donations through its interpretation and fund raising activities.</p>				
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £70,200 from 2010/11 from the Main Programme Grant Monies. The organisation <u>does not meet the criteria</u> set to be deemed to be financially viable due to :- 1. The organisation has insufficient working capital against the required standard of 2 months.</p>				
12.	<p>Equality and Diversity</p> <p>The organisation has an Equal Opportunities Policy and procedures are regularly reviewed to ensure equality of opportunity is addressed and maintained in all service provisions such as staffing, volunteer recruitment and selection to Board. Management has a membership of 140 of whom 80% are residents of Brent and 20% live outside the borough. 97% of their users are of Black African origin.</p>				
13.	<p>Internal Consultation</p> <p>None</p>				
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Skills Active Forward has been established since 2006 as a Registered Charity. Services continues to improve the quality of life of the needy and under-privileged in the community, particularly the refugees and asylum seekers, by providing advisory and support services and promoting social, cultural and economic development. Their services are delivered with the support of 7 management committee members and 5 volunteers. The references submitted in support of the organisation has come highly recommended as their services are unique in the borough and is a beneficial resource to the community.</p> <p>The proposed project aims to provide employment and training and welfare services with the view of creating an integrated city and prevent social exclusion. The programme proposed will benefit people of all ages. The organisation is proposing to provide a range of services some of which meets the criteria for funding, however It would appear the organisation is seeking funding for core services and this does not meet the criteria for funding. Also the organisation is not financially viable.</p>				
14.	<p>Recommendations, reasons and any conditions</p> <p>Not Recommended</p>				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

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**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Somali Youth League
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The aims and objective is to tackle knife and Gun Crime through provision of the following:</p> <ul style="list-style-type: none"> • Providing sports, education, • To help school project to improve their skills; • To providing careers and jobs; • To increase community awareness pertaining to difference of British Culture and the Somali Culture; • To promote a smooth transition into British Culture; • To promote self-sufficiency through workshops, conference and educational seminars; • To provide a place for young people up to the 14-18 grades to receive help with their studies as well as socialise in a safe environment. To prevent them from becoming part of a local gang and violence. <p>Current services include:</p> <ul style="list-style-type: none"> • Translation for housing and other services providing in the community
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	<p>£5,625 £5,625 £4,625</p> <hr/> <p>£15,875</p>
5.	Contribution from other sources (State amount and details of funders)	£1,000 Yr3
6.	Project Title and selected theme and how it is evidenced in the project	
	<p>Project Title: "Youth Health talk workshop and sport" Project Theme: Regeneration:</p> <ul style="list-style-type: none"> • Health & Wellbeing 	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	<p>The project will operated 3 workshops to promote substance misuse awareness, and healthy living among young Somali children and youths who are disadvantage and living in poverty. This project will form part of their existing sporting programme where activities are organised for people of different age groups. These activites includes</p>	

	<p><u>Summer activities</u></p> <ul style="list-style-type: none"> • Developing young talented; • Somali week football London UK; • Other skills to give young people the opportunity to improve their sporting skills and take part in friendly competitions; <p><u>Local young people competitions:</u></p> <ul style="list-style-type: none"> • Organise competitions for local sports hall for five a side football and full football pitch 11 side; • Athletics and basketball; <p><u>Active Sports:</u></p> <ul style="list-style-type: none"> • A County partnership has been formed to implement this initiative in partnership with Brent Council, football foundation and • Create more opportunities to help young people reach this potential in their chosen sport and maintain a healthy life style. <p>These activities currently take place at Hillside Pavillion and the proposed workshops will take place at Bridge Park, Harrow Rd London NW10 0RG</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>The project is expecting to achieve the following outcomes over the next three years:</p> <ul style="list-style-type: none"> • Positive activities for young people • developing healthy life style for the young Somali's • reduce local gang and violence groups, drugs and khats • children and young Somali's developing a sense of community cohesion • increase understanding of the healthy life style Sport and education by children and young Somali's and their families • increase the Carlton neighbourhood by 33%
9.	<p>Monitoring and Evaluating methods</p> <p>The organisation states they will use evaluate questionnaire to monitor the effectiveness of the project.</p>
10.	<p>Joint working with other organisations</p> <p>Somali Youth League is not working in partnership with any other organisation at the moment, but welcome partnership initiatives that encourage local services to find solutions to local problems such as NHS and other services.</p>
11.	<p>Financial Analysis</p> <p>No accounts provided.</p>
12.	<p>Equality and Diversity</p> <p>Somali Youth League has an Equal Opportunities Policy and is committed to ensuring it meets current and forthcoming legislation. The policies are updated and published annually. Management has a membership of 253 young people of whom 250 are residents of Brent and 3 live outside the borough.</p>
13.	<p>Internal Consultation</p> <p>None</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>The organisation was set up in 2000 and officially adopted their governing document in 2007. Services is provided to tackle knife and Gun Crime through provision of</p>

social and recreational activities for Somali youths.					
<p>The project will operated 3 workshops to promote substance misuse awareness, healthy life style targeting young children and young people aged 5 – 35 year who are disadvantage and living in poverty. Officers are unable to recommend supporting the proposed project for the following reasons:</p> <ol style="list-style-type: none"> 1. Failure to provide a structured programme for the workshops 2. No accounts submitted in support of the application and <p>As this is a one off project the organisation will be advised to make an application to the Edward Harvist Trust grant, which has a ceiling of £5k. The level of grant applied through the Main Programme is below average and it was felt the above grant would be more appropriate to support their programme..</p>					
14.	Recommendations, reasons and any conditions				
	Not Recommended				
Report Author		Jacqueline Smith			
Date		December 2009			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Society for the Advancement of Black Arts / Brent Youth Radio
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>SABA and Brent Youth Radio aims to give local young people a voice through ensuring they broadcast a diverse range of programming that is reflective of local communities.</p> <p>Their main objective is to help enhance community cohesion and to provide opportunities for training and work experience in radio broadcasting and technology.</p> <p>Current services includes:</p> <ul style="list-style-type: none"> • Deliver live radio broadcast for up to 3 day per week; • Transmission covers music, youth discussion and interviews with local celebrities; • Pre-recorded radio broadcasts • Train young people in radio presenting and radio studio technology; • Work experience and performing arts opportunities;
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	£24,000 £24000 £24,000 <hr/> £72,000
5.	Contribution from other sources (State amount and details of funders)	£12,000 £12,000 £12000 <hr/> £36,000
6.	Project Name and selected theme and how it is evidenced in the project	
	<p>Project Title: Brent Youth Radio Training Centre Project Theme: Regeneration:</p> <ul style="list-style-type: none"> • Social Inclusion • Sustainable Employment 	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	<p>Funding is sought to deliver a training programme for Brent young people to learn about radio broadcasting and further develop their skills that are connected to the sector that will eventually lead to employment and new business initiatives. The</p>	

	<p>programme will offer 45 young people aged 18 -25 the opportunity to develop skills to self-motivation and build confidence with the view of widen the scope for employment.</p> <p>Frequency: Wednesday 6pm – 9pm Saturdays 3pm – 6pm Sunday, Monday, Tuesdays and Friday (live broadcast transmissions and recordings)</p> <p>The organisation states that the training will be provided in 3 programmes, and each programme will be for 3 months and will include each</p> <p>Training Block 1: - April – June Radio Broadcasting Training:</p> <ul style="list-style-type: none"> • Radio Interviewing • Music & Speech Mixing • Radio Programme Production • Live Broadcast Recordings • Programme Editing • Radio Programme Hosting • Internet Broadcasts • Radio Programme Presenting <p>Frequency: Training Block 2: - Sept to Nov Event Management:</p> <ul style="list-style-type: none"> • Event management overview • Event marketing strategies • Human Relations • Basic event regulations • Risk assessments • Public Relations Strategies • Fund Raising • Event Planning <p>Training Block 3: Jan – Mar Self-Development, Job Search & Business Start Up Advice:</p> <ul style="list-style-type: none"> • Presenting skills • Preparing CVs • Job Searches and Applications / Business Ideas Analysis • Interviewing skills • Communication Skills • Positive Image Training <p>Venue: Office 201, 10 Courtenay House, North Wembley</p>
8.	<p>Proposed outcomes and achievements over the 3 years The proposed project achievements and outcomes of the three years will include:</p> <ul style="list-style-type: none"> • <u>Radio Broadcasting Skills</u> – young people will develop a range of skills: Radio Broadcasting skills Radio presentation skills Radio technology skills • <u>Event Management Skills</u> – provide skill to deliver at a corporate standard event to a minimum of Wembley Conference Centre. • <u>Self Development Skills</u>

	<p>Teaching a range of personal development skills to enhance job search prospects and new business start ups amongst the participants</p> <ul style="list-style-type: none"> • <u>Business Development</u> Create 10 self-employed business both within our Digital Network & external to the network • <u>Accredited Outcomes</u> 15 participants will achieve NFE accredited Level 2 Media Certificates
9.	<p>Monitoring and Evaluating methods The methods that will be used to monitoring and evaluation of the proposed project is outlined below:</p> <ul style="list-style-type: none"> • Feedback from broadcast industry mentors • Deliver an end of year project event to Brent Town Hall • Brent Youth Radio to broadcast live programming for at least 5 days each week and 12 hours each day
10.	<p>Joint working with other organisations The project will work with a range of organisation to deliver the proposed programme to include:</p> <ul style="list-style-type: none"> • SABA UK Unsigned • Brent Youth Service • Urban World • Youth Digital Network • SOPAM working to deliver event management training and the radio presenting workshops.
11.	<p>Financial Analysis Approval is sought for a revenue grant of £72,000 from 2010/11 from the Main Programme Grant Monies. The organisation <u>does not meet the criteria</u> set to be deemed to be financially viable due to :-</p> <ul style="list-style-type: none"> • The organisation has NO working capital against the required standard of 2 months. • There are insufficients funds to meet their liabilities. • The organisation has a negative balance of £17,635 on their Balance Sheet.
12.	<p>Equality and Diversity The organisation has an Equal Opportunities Policy and is committed to equality of opportunity. Their membership is made up of 60 young people of whom 48 are resident of Brent and 12 live outside the borough. The ethnicity of the is of a diverse mix mainly of Caribbean and African origin.</p>
13.	<p>Internal Consultation None</p>
14.	<p>Officers Assessment/References/Exit Strategy This is a joint application with Society for the Advancement of Black Arts and Brent Youth Radio. SABA has been in operation since 1999 and aim to provide training and employment opportunities in radio broadcasting for young people. They also ensure local young people broadcast a diverse range of programming that is reflective of local communities, which helps enhance community cohesion..</p> <p>Funding is sought to deliver a training programme for Brent young people to learn about radio broadcasting and further develop their skills that are connected to the</p>

	<p>sector that will eventually lead to employment and new business initiatives. The programme will offer 45 young people aged 18 -25 the opportunity to develop skills to self-motivation and build confidence with the view of widen the scope for employment.</p> <p>Officers is unable to recommend funding the proposed project for the following reasons:</p> <ul style="list-style-type: none"> • No structured project identified • The organisation has a negative balance of £17,635 on their Balance Sheet • The Council funds a similar programme from the MPG (3 year funding)with SABA . 				
14.	<p>Recommendations, reasons and any conditions Not Recommended</p>				
Report Author		Jacqueline Smith			
Date		December 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Sport London e Benefica Youth FC
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Sport London e Benefica Youth FC aims to provide a comprehensive service to the youth of all ages with the aim to educate them in teamwork, play, discipline, responsibility and nurture their development into adulthood.</p> <p>The organisation currently provides coaching and competitive football skills to children of various age groups e.g. Under 9's, Under 11's, Under 13's and under 17's.</p> <p>Under 17's play in the harrow Youth League and other teams play in the Camden Regents Park League. Coaching is provided at Paddington Recreation Ground.</p>
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	£73,400 (Year 1 – £24,900, Year 2 – £24,250 and Year 3 – £23,900)
5.	Contribution from other sources (State amount and details of funders)	£63,200 – Fusion and Football Fund (Year 1 – £19,400, Year 2 – £21,200 and Year 3 - £22,600)
6.	<p style="text-align: center;">Project name, Selected theme and how it is evidenced in the project</p> <p>Theme – Regeneration – Social Inclusion, Health & Wellbeing, Green Agenda and Sustainable employment</p> <p>Project title: Benefica Academy The organisation states that it meets the funding criteria as it will break down barriers and strengthen community links in the South Kilburn area by promoting their activities through schools, leaflets and posters. It will improve their economic and physical well-being by making training projects available to young adults.</p>	
7.	<p style="text-align: center;">Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>The organisation is requesting funding to provide football training from various venues i.e. The Pavillion – Stonebridge, Paddington Recreation Ground, Linford Christies Stadium and rented offices (yet to be confirmed). The training will be provided during the week after school hours and at the weekend Exact number of people benefitting from this project has not been stated in the application form.</p>	
8.	<p style="text-align: center;">Proposed outcomes and achievements over the 3 years</p> <p>The organisation states that over the next three years it will achieve the following:</p>	

	<ul style="list-style-type: none"> • 28 members trained on Sport Related Training Courses • 6 people employed as part-time coaches • Two girls teams launched • After school computer/homework clubs running regularly
9.	<p>Monitoring and Evaluating methods</p> <p>The organisation states that this project aims to have 20% increase in its members. It will evaluate the effectiveness of its project through monitoring the number of its members and teams, feedback from members, members progression in sports related employment as a result of training.</p>
10.	<p>Joint working with other organisations</p> <p>The organisation states that it will work in partnership with the City of Westminster Sport Unit and QPR in the Community Trust with assistance for hiring premises.</p>
11.	<p>Financial Analysis</p> <p>Costs do not add up correctly in Part 5 - Financial Information - Costs add up to £73,050 instead of £73,400 stated. Need to have a Balance Sheet to do the financial analysis. Accounts in excel format unacceptable as they need to be signed off by an Independent Examiner.</p>
12.	<p>Equality and Diversity</p> <p>The organisation states that its services will be catered for all the community with special emphasis on minority groups. It currently has 71 people who use their services of which 59 are residents of Brent.</p>
13.	<p>Internal Consultation</p> <p>Comments from Officers in Regeneration Team are that "Linford Christie Centre is not in Brent. Need to find grounds/club? Will this be found in priority area? Why wait till year 2 for girls team to launch?"</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>The organisation has been in existence since July 2008 based in Victoria Road, NW6 and has 7 members on its management committee. References have been received from both organisation based outside of the borough.</p> <p>The organisation states that after three years it hopes to have an established membership with the club who will be able to contribute financially towards the running of the club. Currently it is looking for premises.</p> <p>The application does not meet the funding criteria due to the following reasons:</p> <ul style="list-style-type: none"> • Finance officer unable to assess financial viability due to the accounts being in unacceptable format • Organisation not based in Brent • Football activities are widely provided in Brent • No programme of activities • No clear details about numbers of people benefiting • No evidence in the application that the Club has made any links with anybody in Brent and how it meets the funding criteria.
14.	<p>Recommendations, reasons and any conditions</p> <p>Nil</p>

Report Author	Devbai Bhanji				
Date	16 January 2010				
GOOD		AVERAGE		POOR	✓

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	St. Raphael's Youth Football And Sports Club
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>The organisation aims to provide:</p> <ul style="list-style-type: none"> • Sporting opportunities to children and young people aged 6-25 living in the communities of St. Raphael's and Tokyngton • Coaching and training session designed to develop skills and create an opportunity to children and young people to become qualified youth leaders and sports coaches. • Arrange association football matches and social activities • Intergenerational projects in which older and young people come together to find ways of reducing fear of crime in neighbourhood. • Build community spirit <p>The organisation currently provides:</p> <ul style="list-style-type: none"> • Football coaching session – Sat am as well as summer and half-term • Level one FA football coaching course • Works in partnership with other local social clubs to provide – dominoes, monthly meetings, mentoring sessions <p>These services are funded by the Wembley Stadium Trust and Brent Youth Service. Half terms and summer projects are funded by BHP community fund, BHP Warden and volunteers.</p>
3.	Current Funding from Brent Council	£1,880 - BHP Community Wardens £2,300 – Youth Opportunity Capital Fund
4.	Amount Requested	£72,000 (£24,00 for each year)
5.	Contribution from other sources (State amount and details of funders)	£18,000 – Contributions and rental income from premises (£6,000 for each year)
6.	Project name, Selected theme and how it is evidenced in the project	
	<p>Theme – Regeneration – Social Inclusion, Health & Wellbeing and Sustainable Employment Community Safety – Crime Awareness and Prevention</p> <p>Project title: St. Raph's Learn and Earn Project – Building a Safer Community The organisation states that this project is aimed at those that are NEET. It aims to break down intergenerational mistrust and apprehension amongst current and</p>	

	potential gang member. Its project is therefore aimed at meeting the Regeneration and Community Safety themes.																																				
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>The organisation is requesting funding towards the following service:</p> <ul style="list-style-type: none"> • A rolling programme of Introduction Certificate in Event Stewarding leading to the NVQ2 Spectator Safety and the BIIB Door Supervisor Award. • Supervisor award, volunteer placements in spectator events to build experience. <p>The training will be provided from the Old Police Office in St. Raphael's Estate. The organisation was asked by officer to submit revised proposal to provide a rolling programme of Introduction Certificate in Event Stewarding leading to the NVQ2 Spectator Safety and the BIIB Door Supervisors Award. Details of the proposed training is as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>Course</th> <th>No. Benefiting</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>Year 1</td> <td>Introduction Certificate in Event Stewarding. 1 day course, 5 times during the 3 yrs</td> <td>20 people</td> <td>900</td> </tr> <tr> <td></td> <td>NVQ2 Spectator Safety. 21 classroom hrs over 12 weeks, 5 times during the three years</td> <td>5 people</td> <td>3,000</td> </tr> <tr> <td></td> <td>BIIB Door Supervisors Awards. 30 classroom hrs twice a year</td> <td>20 people</td> <td>3,600</td> </tr> <tr> <td>Year 2</td> <td>Introduction Certificate in Event Stewarding</td> <td>30 people</td> <td>1,350</td> </tr> <tr> <td></td> <td>NVQ2 Spectator Safety</td> <td>15 people</td> <td>9,000</td> </tr> <tr> <td></td> <td>BIIB Door Supervisors Awards</td> <td>20 people</td> <td>3,600</td> </tr> <tr> <td>Year 3</td> <td>Introduction Certificate in Event Stewarding</td> <td>30 people</td> <td>1,350</td> </tr> <tr> <td></td> <td>NVQ2 Spectator Safety</td> <td>15 people</td> <td>9,000</td> </tr> </tbody> </table> <p>NVQ L2 Spectator Safety and the Door supervision courses will be arranged through Integer Training Ltd or/and Greenwich Community College. The Introduction Certificate in Event Stewarding will be delivered under a licence from Integer Training Ltd.</p> <p>The residents of St. Raphael's will take priority but the programme will be open to residents from South Kilburn and Stonebridge. The project will take place at St Raphael's Learning Resource Centre.</p> <p>Residents and young people will be given the opportunity to gain qualifications in Stewarding, Door Supervision, Security, Event Management and first Aid which will be provided in partnership with Fusion and Brent Youth Service. These will be provided quarterly and half yearly.</p> <p>The organisation states that approx 120 people will benefit. It carried out a community need survey at a community fund day in September 2009 where the 70% of the responses they received identified the proposals of this project.</p>		Course	No. Benefiting	Amount £	Year 1	Introduction Certificate in Event Stewarding. 1 day course, 5 times during the 3 yrs	20 people	900		NVQ2 Spectator Safety. 21 classroom hrs over 12 weeks, 5 times during the three years	5 people	3,000		BIIB Door Supervisors Awards. 30 classroom hrs twice a year	20 people	3,600	Year 2	Introduction Certificate in Event Stewarding	30 people	1,350		NVQ2 Spectator Safety	15 people	9,000		BIIB Door Supervisors Awards	20 people	3,600	Year 3	Introduction Certificate in Event Stewarding	30 people	1,350		NVQ2 Spectator Safety	15 people	9,000
	Course	No. Benefiting	Amount £																																		
Year 1	Introduction Certificate in Event Stewarding. 1 day course, 5 times during the 3 yrs	20 people	900																																		
	NVQ2 Spectator Safety. 21 classroom hrs over 12 weeks, 5 times during the three years	5 people	3,000																																		
	BIIB Door Supervisors Awards. 30 classroom hrs twice a year	20 people	3,600																																		
Year 2	Introduction Certificate in Event Stewarding	30 people	1,350																																		
	NVQ2 Spectator Safety	15 people	9,000																																		
	BIIB Door Supervisors Awards	20 people	3,600																																		
Year 3	Introduction Certificate in Event Stewarding	30 people	1,350																																		
	NVQ2 Spectator Safety	15 people	9,000																																		
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>The organisation states that the following outcomes will be achieved: 80% achieve a qualification, 50% work placement and 25% employed as a result of Event Stewarding leading to the NVQ2 Spectator Safety and the BIIB Door.</p>																																				

	90% achieve a qualification.
9.	<p>Monitoring and Evaluating methods</p> <p>The organisation states that it will use various methods to monitor the effectiveness of its project. It will monitor:</p> <ul style="list-style-type: none"> • The number of people projected to achieve at the end of the year and will evaluate this through the number of participation of residents and young people in line with the targets. • Success, achievement and retention rates • Feedback from participants • Feedback from partners and stakeholders • Regularly review the progress <p>It will produce reports at the end of each period on location and number of new participants engaged, number of continuing participants, number of basic skills, stewarding and door supervisor qualifications achieved, number of work/volunteers placements. Number of successful completions of the programme.</p>
10.	<p>Joint working with other organisations</p> <p>The organisation states that it will work with Brent Youth Service, Brent2Work and Reeds in partnership with the m as they will receive funding in kind in the form of free tuition, advice and support. It also works in partnership with BACES and BHAP Community Wardens and BHP.</p>
11.	<p>Financial Analysis</p> <p>Costs in Column 2 do not add up correctly. Income & Expenditure Statement shows a loss of £38 in 2008-09. Need to have a Balance Sheet to do the financial analysis.</p>
12.	<p>Equality and Diversity</p> <p>The Organisation currently has 105 users all of who are Brent residents. The primary ethnic group it serves is Black Caribbean, however, it has 20 of its users are White UK, White Irish and White other.</p> <p>It states that it will use a rigorous system of Quality Assurance which will be open to inspection and audit with advice and guidance from partners to ensure that equal opportunity is achieved. Each partner also has in place and implements its equal opportunities policies.</p>
13.	<p>Internal Consultation</p> <p>Officer from Brent Sports Development Team state that they have known of the football club for a few years now and know that they have a strong presence in the community at St Raphael's. They have always engaged to work in partnership with us on things such as the Brent Football Development Partnership. The organisation has made use of the coaching bursary scheme and shown a commitment to running safe and quality sessions.</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>The organisation has been in existence since February 2004 and has 13 people on its management committee.</p> <p>It has been successful in raising money from BHP Community Fund for equipment and 7 weeks summer multisport project. It has also received some funding from Youth Opportunity Capital Fund towards the purchase of equipment to run FPA</p>

<p>coaching courses.</p> <p>Both references for the organisation have been received who state that the organisation has provided activities and education courses for over four years. Its targets and outputs were met. The services the organisation provided has made a positive impact in terms of Community Cohesion and safety. The organisation has been flexible and their ability to engage with young people and resolve any issues that arose was excellent.</p> <p>The organisation states that as part of its exit strategy, it will continue to seek external funding in the future but also has a policy of requiring participants in free courses to put back a number of voluntary hours into the community projects.</p> <p>The organisations application seems to meet the Regeneration and Community Safety criteria. The organisation will be asked to provide BIIB Door Supervisor Awards courses in the 1st and 2nd year to enable the community to be trained in time for the 2012 Olympics. The amounts for this training have been taken into account when considering the cost for each year.</p> <p>The organisation could also participate in a voluntary capacity on the Brent Fun Run (September) and make links in with Wembley Stadium and Arena, or QPR FC”.</p>					
<p>14. Recommendations, reasons and any conditions</p> <p>£8,300 – Year 1 Subject to the organisation submitting its balance sheet and the BIIB Door Supervisors Awards course being provided in the 1st and 2nd year.</p>					
Report Author		Devbai Bhanji			
Date		17 January 2010			
GOOD	✓	AVERAGE		POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Tamil Association of Brent
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Tamil Association of Brent (TAB) aims to serve the needs of the Tamil population in Brent with the aim to empowering disadvantaged people of all ages to live a happy, healthy and fruitful life.</p> <p>It currently provides</p> <ul style="list-style-type: none"> • Sporting activities in the form of football, cricket and netball for 40 weeks of the year. • Fine arts • Classes and examination in Karate, cultural language – GCSE Tamil, Maths, English and Science in Key stage 1, 2, 3 & 4. IT at NVQ level is taught to people in employment and those seeking employment. • Health checks and advice by GPs and welfare advice • Extracurricular subjects such as cake decorating, sewing, • Excursions to theme parks • Youth encouraged to plan their own recreational and fund raising events <p>Its services are funded through funds raised at various events and also by levying a small charge for its services.</p>
3.	Current Funding from Brent Council	£1,385 (Edward Harvist Trust Fund)
4.	Amount Requested	£75,000 (£25,000 for each year)
5.	Contribution from other sources (State amount and details of funders)	£138,979 – Fundraising events, contributions and other external funds (£46,326.33 for each year)
6.	Project name, Selected theme and how it is evidenced in the project	
	<p>Theme – Regeneration – all themes Community Safety – Crime Awareness and Crime Prevention</p> <p>Project title: Education and Good Citizenship TAB states that its activities will meet the funding criteria as it will break down barriers and build a sense of community and social awareness, improve the health & wellbeing of people, improve communication skills & confidence and aid job seeking.</p>	

7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>TAB aims to build on its current services and educate the young and the old with theoretical and practical knowledge so that they are socially inclusive. It is requesting funding to expand its services so that they are able to offer it to a greater number of people.</p> <p>The sports activities will be provided from hired premises in Brent i.e. Vale Farm Leisure Centre, Alperton Sports Ground, Copland Community School at the weekend. The Classes, job experience, lectures, advice service will be provided on Sundays from Copland school. TAB states that approximately 750 will benefit from their services.</p> <p>TAB states that its project has been identified that it is needed as the research carried out by Manchester University indicates that there is an increase in migration into Britain by ethnic groups and that they find integration difficult due to lack of knowledge. TAB also carried out a survey in July 2009 in which 89% of its current users wanted to learn about being British and wanted to improve their spoken and written English.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>TAB states that its project will achieve the following over 3 years:</p> <ul style="list-style-type: none"> • Students taken external exams and formal qualifications in ESOL and IT, improving chances of employment and communication skills • Regular sports training leading to improved skills, physical and mental health • People have been helped with their health safety and welfare needs. • People would have a good knowledge of what it is to be British enabling integration • Older people and the youth will have had quality time being productive and improving and imparting their knowledge • 6 people would have had work experience in teaching and office work improving chances of employment • The Citizenship UK component part of the course will have been completed and users will have taken the test and further Citizenship classes will be followed • Some people would have benefitted from knowledge about topical issues • Older people and youth would have improved skills in drama. They will be able to perform their skills in in-house events
9.	<p>Monitoring and Evaluating methods</p> <p>TAB states that it will monitor the effectiveness of its services by monitoring</p> <ul style="list-style-type: none"> • No. of people ready to take National exams in ESOL, IT and Citizenship. • Exam results analysed and the success of other services monitored through feedback from users
10.	<p>Joint working with other organisations</p> <p>It works in partnership with West London Tamil School, Skills and Enterprise development association, OFFAL, London Borough of Brent, Brava, Copland Community school, the Police, Gnalaya Fine Arts. TAB will seek funding from John Lyons Charity and LSE for contribution towards its project.</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2008, this organisation is considered to be Financially viable.</p>

12.	<p>Equality and Diversity TAB states that their services are advertised openly i.e. through its website, leaflets distributed to individuals and placing leaflets in libraries. It also aims to advertise in local papers and further develop its website. It also aims to inform other organisations and community centres about its services. TAB currently has 1879 people who use its services of which 1658 are residents of Brent.</p>			
13.	<p>Internal Consultation TAB was in the past funded from the Main Programme Grant. It applied for funding under the Children and Young People theme last year but did not meet the funding criteria as it was requesting funding for it ongoing supplementary school.</p>			
14.	<p>Officers Assessment/References/Exit Strategy TAB has been operating since 1979 and is a registered charity as well as a Company Limited by Guarantee. It has 7 Trustees, employs 23 part-time staff and has 58 volunteers that help within their organisation. References have been received from both of its referees.</p> <p>TABs application does not indicate which areas it will specifically focus on under the regeneration theme. Also under the Community Safety theme no specific details has been provided as to how it meet this criteria. The application does not identify any programmed activities relating to the two themes. This application is therefore not recommended for funding.</p>			
14.	<p>Recommendations, reasons and any conditions</p> <p>Nil</p>			
<p>Report Author Devbai Bhanji</p>				
<p>Date 17 January 2010</p>				
GOOD	AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Tamil Cultural Centre
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Tamil Cultural Centre (TCC) aims to teach mother tongue (Tamil Language) and Fine Arts to Tamil community children and is open for the other children, if they are willing to learn our Language, Culture and Fine Arts such as Veena, Music, Miruthangam, Flute, Dance, Drama and Key-Board. Also aims to celebrate Christmas, Thai Pongal, Easter, Deevali, Navarathiri, and New Year etc.</p> <p>TCC currently provides Tamil Language classes and Fine Arts such as Drama, Miruthangam, Violin, Flute and Keyboard etc. It also has Thirukkural competition, Elocution competition, Sports Day and prize giving.</p>
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	£42,000 (Year 1 – £12,850, Year 2 – £14,400 and Year 3 – £14,750)
5.	Contribution from other sources (State amount and details of funders)	£21,785 – Members contributions (Year 1 – £7,320, Year 2 – £6,980 and Year 3 – £7,485)
6.	Project name, Selected theme and how it is evidenced in the project	
	<p>Theme – Regeneration – Social Inclusion and Health & Wellbeing Community Safety – all three themes</p> <p>Project title: Cultural values</p> <p>TCC states that it meets the funding criteria as it will help people to keep up their Identity for the future Generations to come by teaching cultural values and mother tongue language</p>	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	<p>TCC is requesting funding towards its ongoing activities as follows:</p> <ul style="list-style-type: none"> • Sports: football, Cricket & netball (max 25 players in each group - 6 groups) 40 weekends in a year. Each training session 2 hours for each group in each sport. • Karate (2.5 hour lessons max 40 students) on 30 Sundays per year, • Volleyball, badminton and chess on Sundays for 30 weeks in one year (during school term time for everyone) from 10.00 – 14.00. • Annual sports meet - Saturday in the summer from 8.00-21.00. no limit to the 	

	<p>number of people who take part in this event</p> <ul style="list-style-type: none"> • Yoga - 1.5 hours on 30 Sundays 40 students. • ESOL Course: 4 levels max of 20 students in each class * 2 hour sessions for 30 weeks per year on Sundays • IT Courses: 4 levels max 20 students in each class * 2 hours for 30 weeks per year on Sundays • Citizenship course: 2 hours max 20 students in each class for 30 weeks per year on Sundays • Health check and advice: 3 hour sessions 8 times per year on Sundays • Welfare advice and assistance: 3 or more hours 8 times per year on Sundays • Visiting lecturers: 2 hours for at least 25 times per year on Sundays • Over 50ties Club: meet for 3 hours 8 times per year on Sundays • The Youth Club: meet for 3 hours 8 times per year on Sundays • Work experience: 2 people to be given 5 hours of experience for 10 weeks per year on Sundays (days can be extended, if places are available) <p>The above services are currently provided at Kingsbury High School on Sundays between 10.30am and 1.00pm but with funding it hope to increase this to 3.00pm except school holidays. Approximately 120 people benefiting.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>TCC states that the following outcomes will be achieved:</p> <ul style="list-style-type: none"> • Teach mother tongue language and culture values • Prepare young people to be competitive for 11+ examinations and GCSE • Make parents aware about the Drug Abuse, Teenage pregnancy, Obesity vandalism and graffiti in the common buildings. • Prepare children to participate in sports activities to qualify for London Olympics 2012 • Children sit different grades of Fine Arts Examinations and they obtain good results. • 14-16 year olds sit Cambridge certificate examination in Tamil Language.
9.	<p>Monitoring and Evaluating methods</p> <p>TCC states that it will monitor the effectiveness of its services by monitoring number of Students that achieve top grades by end of three years examination by the OFAA. Holding internal exam for our students at the end of term and distributing prizes in Annual Prize Giving Day which normally take place every December Monitoring the Examination grades obtained</p> <p>Two examinations will be held in a year by the Oriental Fine Arts Academy with good grades in April Examination. (OFAA)</p>
10.	<p>Joint working with other organisations</p> <p>The organisation states that it works in partnership with Queensbury ward Eco Festival and its Dance Team have participated in the other Primary School Fund Raising Events.</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £42,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's unsigned accounts for the year ended 30/09/2009, this organisation is considered to be Financially viable. A copy of the signed accounts must be obtained before funding is approved. Costs</p>

	on the application form Part 5.1 add up to £63,785 not £53,585.				
12.	Equality and Diversity TCC states that it will ensure that equal opportunities are achieved by giving boys and girls in their school equal opportunity in its events.				
13.	Internal Consultation TCC was in the past funded from the Main Programme Grant. It applied for funding under the Children and Young People theme last year but did not meet the funding criteria as it was requesting funding for it ongoing supplementary school.				
14.	Officers Assessment/References/Exit Strategy TCC has been in existence since October 2005. Both references have been received. As part of its exit strategy it states that it hope to be capable and be a worthy volunteer organisation that would eventually benefit TCC's application does not give any clear programme of activities to state how it meets the criteria for Regeneration and Community Safety. The activities it is proposing to provide are its normal activities. This application therefore does not meet the funding criteria and cannot be recommended.				
14.	Recommendations, reasons and any conditions Nil				
Report Author		Devbai Bhanji			
Date		17 January 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Thames21
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Thames21 is an urban environmental charity, which aims to improve the waterways of London by working with the local community to enhance and protect their Rivers and Canals. It coordinates activities and supports the volunteers who are involved on the projects.</p> <p>It aims to raise awareness and increase the involvement of local people and business in conserving and improving the waterways in their neighbourhood. In addition specific projects seek to engage people who are isolated through disability, poverty or ethnic background and would not normally consider volunteering outside their peer group</p> <p>Thames21 currently offers opportunities to people across the wide spectrum of backgrounds that make up so many communities in London.</p> <p>Thames21 organises large corporate clean up events along the foreshore of the Thames, thus engaging business to help protect the fragile Thames foreshore that flows through our city</p>
3.	Current Funding from Brent Council	£5,000 – Street Care Unit
4.	Amount Requested	£51,820 (Year 1 - £17,440, Year 2 - £17,440 and Year 3 - £16,940)
5.	Contribution from other sources (State amount and details of funders)	Nil
6.	<p>Project name, Selected theme and how it is evidenced in the project</p> <p>Theme – Regeneration – Social Inclusion, Health & Wellbeing and Green Agenda - Community Safety – Crime Prevention</p> <p>Project title: Waterway Action Co-ordinator</p> <p>This project helps to contribute towards crime prevention and reducing the fear of crime, by improving areas within the borough that attract anti social behaviour and offers an opportunity to young people to channel their natural youthful enthusiasm and energy into a positive activity.</p> <p>Involvement in physical outdoor work will provide volunteer the opportunity to</p>	

	<p>improve their health and well being, expand social networks and learn skills that are transferable to other parts of a persons life. It will improve their employment opportunities.</p>
<p>7.</p>	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>Thames21 is requesting to fund The Waterway Action Co-ordinator to work part-time 2 days a week whose role will be to engage communities and devise strategies to involve communities and individuals, establishing frameworks through which to deliver its aims. It will focus mainly around Gibbons Recreation Ground and Quainton Road which falls within the priority areas and the communities lining close to the waterways. It aims to use volunteers to clean up Brent Waterways by engaging young people that are involved in antisocial behaviour.</p> <ul style="list-style-type: none"> • First consult with local groups and people to identify the barriers that are preventing the waterways being used • Establish suitable locations on waterways located within communities with the greatest deprivation. • Around these locations develop and build social hubs that integrate and stimulate local people to engage with each other and the waterways. • Gibbons Recreation Ground and Quainton Road are examples where local residents will be able to make improvements to the environment in line with their hopes and aspirations. Proposed postcode areas include: HA9 6JE, HA9 8PH, HA3 0RD, NW10 0AP, NW10 0SL, NW10 0TS, NW10 8LJ • Project target a number of areas in London Borough of Brent, all of which will be situated on or close to The River Brent, Brent feeder and Grand Union canal. <p>Through its previous work in Brent it has worked with local groups such as Alperton Community school and Hillside Housing on the Stonebridge Estate, so it will re-engage those groups.</p> <p>Areas of benefit – Harlesden, Stonebridge, Church End and St. Raphael</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years</p> <p>Thames21 states that its project will achieve the following outcomes:</p> <ul style="list-style-type: none"> • Stronger Community Links • Improved Health • Reduced Obesity • Awareness of Environment • Wider social networks • Increased Volunteer Opportunities • Wider Skill Set • Improved Green Spaces • Reduced fear of Crime <p>It states that it will aim to achieve the following:</p> <ul style="list-style-type: none"> • Consult with 10 social hubs • Identify 10 suitable key sites • Identify key issues on proposed sites • Organise 12 community Clean ups • Engage 20 local volunteers • Organise 6 discovery walks

	<ul style="list-style-type: none"> • Consult with 10 new social hubs • Organise 6 improvement events
9.	<p>Monitoring and Evaluating methods</p> <p>Thames21 states that it will monitor and ensure that the project is meeting the needs of the local communities and where necessary amend and adjust activity plans to ensure the fullest benefits are achieved through the life of the project</p> <p>It will use the following methods to monitor and evaluate its project</p> <ul style="list-style-type: none"> • Year one a survey carried out of the key sites on which they will work • Produce a baseline with which to compare the work as it progresses. • Monitoring and feedback forms will be used at each event to gauge satisfaction of event and to highlight any improvements that could be made. • Evaluation and monitoring information collated, to determine the amount of change that has taken place. • Information shared with local groups and interested parties in planning future work. Information also highlighted at the celebration day and used as evidence for future funding bids <p>Thames21 states that these monitoring methods will be used during the life of the project and not in a single year</p>
10.	<p>Joint working with other organisations</p> <p>Thames21 states that it will work closely with Brent Council, British Waterways and the Environment Agency to provide its proposed services. It also plans to continue to work with local groups and make contact with additional groups. Thames21 does not plan to apply for any other funds towards this project. They have stated that additional costs associated with the project will be given in kind by Thames21. It currently works closely with a number of bodies to ensure that its work on London's waterways has the most effective impact.</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £51,820 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>Thames21 states that it has an inclusive volunteering policy, through which they strive to present equal opportunities to all its volunteers. It states that it has a system in place with which it can engage and offer substantial and sustainable volunteering opportunities for disabled people.</p> <p>Thames21 states that it has over 4200 people who use their services of which 400 are residents of Brent.</p>
13.	<p>Internal Consultation</p> <p>Thames21 receives £5,000 contribution from Brent Council's Street Care Unit each year towards the work carried out by the "Driftwood Boat" which gathers litter on the Thames and clears it. This is a compulsory contribution by the borough which dates back to the GLA. References have been received in support of its application and both referees spoke highly of the services provided by Thames21</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Thames21 has been in existence since May 2004 and is a registered charity and Company Limited by Guarantee.</p>

	<p>Thames21 gets its funding from a wide range of sources (approx. 25%) of funding from statutory sources, these include DEFRA, the Environment Agency, British Waterways and various local authorities (approx 40%) of funding from trusts and foundations of various sizes, from small family run trusts through to lottery funding, supporting a variety of Thames21 projects throughout London.</p> <p>It also receives support from the business community through straight forward grant support, (eg Cory Environmental, Thames Water). Company and business funding accounts for approximately 30% of its funding. Members of the public and individual contributions account for 5% of its income.</p> <p>A survey carried out with local residents in Braemar Ave and Quainton Street NW10, indicated that the smell, fly tipping and litter concerned people most, with a third saying that it spoilt the area. Thames21 then organised a clean up with local residents that improved part of the feeder, although from this work they now have two regular 'feeder keepers' who look after part of the feeder and with their support plan to carry out more clean ups to gradually improve the area. Residents (85% of those surveyed) also said they would like to see more wildflower planting to improve the area and Thames21 are talking with British waterways to find ways of financing this work.</p> <p>Thames21 states that they also carried out a clean with 18 volunteers on the River Brent, in April last year". Comments from officers in Regeneration Team states that "Waterways do run through the priority areas. The organisation needs to work with partnerships already there. They are the only group to do this kind of work and therefore should be supported".</p> <p>This application meets the funding criteria and is recommended for funding</p>				
14.	<p>Recommendations, reasons and any conditions Reorganisation The organisation using "Community Payback" when recruiting volunteers. Face to Face engagement should be used to reduce publicity costs.</p>				
Report Author	Devbai Bhanji				
Date	18 January 2010				
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Toucan Employment
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Toucan aims to support people with learning difficulties/disabilities into paid employment. It aims to increase the employability of the people they work with by giving individualised support to help them develop vocational and social skills</p> <p>They offer a specialised support package to prospective employers and people with learning difficulties who want to work. The people they support into work get individualised packages of support that help them gain vocational awareness and skills.</p>
3.	Current Funding from Brent Council	£50,000 – LDDF, ASC
4.	Amount Requested	£63,000 (Year 1 - £20,000, Year 2 - £21,000 and Year 3 - £22,000)
5.	Contribution from other sources (State amount and details of funders)	£35,000 – Employment Services and Trust Funds (Year 1 - £7,000, Year 2 - £12,000 and Year 3 - £16,000)
6.	Project name, Selected theme and how it is evidenced in the project	
	<p>Theme – Regeneration – Sustainable employment</p> <p>Project title: Employability Toucan states that its project meets the funding criteria as it will be targetting unemployed residents with learning difficulties living in low income areas. Supporting people into paid employment. It will aim to increase the skills of low skilled residents and support them to be more confident and aware of possible job opportunities</p>	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	
	<p>Toucan is requesting funding to employ a member of staff who will run a series of workshops around the borough that will target prospective jobseekers with special needs. The people they will work with will all have learning difficulties</p> <p>Workshops will be used to increase the awareness of people about what support is available from Toucan and look to sign people up for ongoing support to people having an individualised package of support that will lead to work experiences and paid employment.</p> <p>The workshops will be provided from Quality House 249 Willesden Lane London NW 2 and in various venues around the borough to be agreed. There will also be a large element of supporting people in workplaces both for work experiences and paid employment.</p>	

	The service will be provided mostly between 9-5 on Monday to Friday but hours are adapted to fit in with employment support needs. Toucan expects to support 10-12 people into work experiences and support 4-6 people into paid employment.
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>Toucan states that it will achieve the following outcomes:</p> <ul style="list-style-type: none"> • Opening workshops held. • 12 people signed up increasing to 20 by year three • 10 work experiences increasing to 12 by year three • 4 paid jobs increasing to 6 by year three
9.	<p>Monitoring and Evaluating methods</p> <p>Toucan state that it will monitor the effectiveness of its project by:</p> <ul style="list-style-type: none"> • Having clear aims which are target driven. • Monitor the effectiveness based primarily on paid employment found. • Monitor the progress of each stage starting with the initial workshops.
10.	<p>Joint working with other organisations</p> <p>Employers it works with include: Sainsbury's, Top shop, The House of Commons, Urban Outfitters, Wembley Stadium, HM Treasury, Brent Council, Royal Festival Hall, Harrow Advocacy for Disabilities, and the leading supermarkets and lots of smaller less known employers from organic bakeries to churches and charities</p> <p>Toucan states that it will work with the following organisations in Brent:</p> <ul style="list-style-type: none"> • Brent Social services • The Employment service • Connexions. • Potential sources of referrals <p>It works in partnership with Brent Learning Disability Team, The Employment Service, Camden Society. Southwark Social Youth and Regeneration services. It has been involved in a variety of joint work with other organisations over the years. Currently they work with the Camden society on a regeneration funded programme to support paid employment in Southwark</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £63,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>Toucan states that it will apply equal opportunities in its work and will monitor the number of people they work with on grounds of race, age and gender. They aim to reflect the demography of areas they work in both in service users and staff members. Employability will be open to all potential jobseekers with learning difficulties. Toucan states that Discrimination is not tolerated by them and will actively seek to counter the discrimination that jobseekers face</p>
13.	<p>Internal Consultation</p> <p>Toucan are currently funded by the LDDF to provide employment support and training for people with learning disabilities. The agreement was for them to work with an agreed number of service users who met the FACS criteria i.e. were attending day services/projects and those with moderate to low needs who we have</p>

	<p>a duty of care to sign post on to appropriate services in the community. They have worked extremely hard and had real success against some opposition from the day services who have just finally started to refer service users over to them for support. Toucan have a strong reputation for working with those service users who clearly identify that they want to get a job, which is the road we need to travel rather than providing services which are best described as "purposeful activity".</p> <p>In respect of their application it is important that their proposed project links into and works directly with the Transformation of Adult Social Care and specifically in line with the development and implementation of housing and employment opportunities identified in PSA 26 and Valuing People Now and Valuing Employment Now policy.</p> <p>Although their application covers the primary elements required extending the remit of their workshops to focus on service users in Transition and include parents/carers and relevant professionals in a joint learning experience would be welcomed, which enables everyone to engage in the personalisation and presumption of employability agendas. (Valuing People Now and Valuing Employment Now)</p> <p>Work is currently undergoing to improve transitions. Toucan have the relevant experience; running a successful project centred around the Vangogh Cafe in Lambeth/Southwark borders together with a parent/user group.</p> <p>Toucan have not identified their proposal with enabling and supporting social inclusion however, it is felt that their proposal fits well into this category as well as those already identified.</p>
<p>14.</p>	<p>Officers Assessment/References/Exit Strategy</p> <p>Toucan has been in existence since 1989 and is a registered charity as well as a Company Limited by Guarantee. It currently has 163 people who use their services of which 25 are residents of Brent.</p> <p>Toucan has a wide variety of funders. In Brent its money comes via Learning Disability Development Fund and Access to Work.</p> <p>In South London its work has been funded by Social Services, regeneration and youth service money. A large number of trusts, Employment Service, European Social fund have funded Toucan and earn income through its social enterprise the Van Gogh Café.</p> <p>Toucan Employment has been working in partnership with the Brent Learning Disability Team since December 2008. Toucan is a specialist employment charity which has many years experience of meeting the employment needs of people who have a learning disability. Currently Toucan has got an apprenticeship for one young person with Children and families and the Affordable Housing Unit</p> <p>Both references have been received which states that the work Toucan does helps to increase employment opportunities for people with learning disability. Toucan's application seems to meet the funding criteria and has track record for working in Brent and it is a worthwhile project as it is valuing people. Officers would therefore recommend funding.</p>
<p>14.</p>	<p>Recommendations, reasons and any conditions</p> <p>Recommended</p> <p>The organisation working closely with Council officers and identify how they will work with people with learning disabilities to overcome social exclusion. The organisation should also link up with partners in the priority areas.</p>

Report Author	Devbai Bhanji				
Date	18 January 2010				
GOOD	✓	AVERAGE		POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Tricycle Theatre
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Tricycle Theatre is a successful and accessible theatre, cinema and art gallery based on the edge of the Borough of Brent in Kilburn High Road which provides artistic programmes of high quality which attracts and reflects the cultural diverse local community.</p> <p>The Tricycle Theatre is open all day seven days a week. It has a theatre, a cinema, an art gallery and two community spaces dedicated to children's activities. It also has a bar and restaurant which is open to the public. It's Social Inclusion programme provides free, arts-based activities for children and young people at risk of social exclusion and/or under-achievement. It also host a range of visual arts activities facilitated by the Artist in Residence.</p> <p>Its services are currently funded by 45% earned income (box office, bar sales, rental of facilities); 40% from statutory funding (Arts Council, Brent Council, London Councils); 15% from fundraising activities (trusts & foundations, individuals, companies, memberships, events)</p>
3.	Current Funding from Brent Council	£218,000 – Environment & Culture
4.	Amount Requested	£75,000 (£25,000 for each year)
5.	Contribution from other sources (State amount and details of funders)	£336,000 – Trusts & Foundations, events, schools and Tricycle contribution (£112,000 for each year)
6.	<p>Project name, Selected theme and how it is evidenced in the project</p> <p>Theme – Regeneration – Social inclusion and Health & Wellbeing</p> <p>Project title: Changing young people's lives through visual & performing arts</p> <p>The Tricycle Theatre states that it meets the funding criteria as its Social Inclusion programme works with young people living in an EU recognised area of maximum disadvantage. Its visual and performing arts workshops, its trips to educational and cultural establishments and its plays, films and art shows all work towards giving participants a better chance to integrate with their peers and with the wider community by giving them the tools to do so. This in turn not only benefits their</p>	

	overall health and wellbeing but the wellbeing of their family.
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>Tricycle Theatre is requesting funding to continue to employ an Education Officer whose role will be to provide free visual and performing arts based workshops for children and young people excluded or at risk of social exclusion and/or under achievement.</p> <p>Its Social Inclusion Programme currently reaches in excess of 400 young people every week. The programme is based both at the Tricycle Theatre in Kilburn and off site in the community. Workshops will be provided Mon – Sat 10am – 5pm.</p> <p>Weekly workshops provide carefully structured activities informed by the creative and performing arts, which in addition to specific learning objectives, stimulate alternative avenues of self-expression; develop self-esteem and self-confidence; encourage effective interaction with peers; build important life skills such as teamwork and tolerance, and provide teachers and youth workers with an opportunity to observe and monitor participants progress in a different environment.</p> <p>Offsite weekly workshops include: carefully structured activities informed by the creative and performing arts, Literacy Hour and Numeracy Hour delivered in local primary schools; intensive sessions in Kingsbury pupil referral unit; a very targeted project on the Press Road estate and two new initiatives, the first working with the gypsy/ traveller community in Harlesden, and the second working with two Special Educational Needs Schools.</p> <p>Onsite weekly workshops include: an extensive programme with up to 150 refugees and asylum seekers culminating in an annual art exhibition and performance on the Tricycle stage to tie in with Refugee Week; a new project started in January working with a Deaf-led group delivering workshops and a performance for Deaf and hearing impaired children, and finally after schools activities for marginalised children in Guitar, Drama and Street Dance.</p> <p>Tricycle’s Social Inclusion programme is regarded by over 40 referring organisation’s as vitally important to the development and well-being of young people excluded or at risk of social exclusion.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>Tricycle Theatre states that the following outcomes will be achieved over the 3 years:</p> <ul style="list-style-type: none"> • More than 2,700 children and young people will have been exposed to visual and performing arts. • They will have learned self-expression, confidence building (both of themselves and their peers), performance skills, integration, team-building, awareness of other backgrounds, tolerance, improved behaviour, social cohesion & inclusiveness. • They will have been exposed to visual and performing arts both at the Tricycle and off site in the community. • They will have enjoyed trips to museums and exhibitions. <p>All of the above better equips these young people to gaining better grades, leading</p>

	to better qualifications and eventually job prospects.
9.	<p>Monitoring and Evaluating methods</p> <p>Tricycle Theatre states that it will assess the effectiveness of its service by monitoring:</p> <ul style="list-style-type: none"> • No. of young people that have developed new life skills, gained self confidence to work in groups outside of their comfort zone • No. of children exposed to additional creative experiences through extra curricula trips to exhibitions and plays • No of children's literacy skills improved through creative participation • No of children have confidence in using maths practically • No. of young people taking part who are from low socio-economic backgrounds • No. of young people progressing into fulltime mainstream education • No. of organisations that have worked with the Tricycle Theatre <p>Tricycle Theatre states that it will evaluate the workshops using the following methods:</p> <ul style="list-style-type: none"> • Aims and objectives set at the beginning of the year by teachers and Tricycle Education Officer. • Sessions Observed by teachers and Tricycle Education officer • Session evaluations by facilitators. • Evaluation forms for participants and partner organisations. • Photographic and film footage
10.	<p>Joint working with other organisations</p> <p>Tricycle Theatre states that it will continue to work with many organisations including primary and secondary schools in order to provide its services. It will also make various funding application to charities including the Big Lottery and Henry Smith's Charity for contribution towards the project.</p> <p>Its partners include Brent primary and secondary schools, College of NW London, Brent Young Carers, Stag Lane Pupil Referral Unit, EMTAS and a number of other charitable trusts</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>The Tricycle Theatre Company Limited is committed to an equal opportunities policy. As a provider the Tricycle Theatre aims to encourage and welcome all sections of the community through the application of its equal opportunities principles to programming, marketing and services.</p> <p>This policy also applies to people with disabilities in so far as the limitations of the building allow. The Tricycle Theatre is committed to improving access for those with disabilities within resource constraints.</p> <p>The policy is applied rigorously to the Social Inclusion Programme</p>
13.	<p>Internal Consultation</p> <p>Officers from Environment & Culture state the Tricycle are an exemplar organisation - they have repeatedly shown that they are really leading the way as an independent theatrical organisation with a commitment the voice of the community. Many of their original work, including the recently successful Afghan Festival are travelling the world (the Afghan festival has just been picked up in New York!)</p>

	<p>The Council currently contributes £218,000 towards its core funds overall in return for a sort of SLA where they show what targets they have met around engaging with communities and ensuring access and equity, providing a cultural offer to our residents and visitors.</p> <p>Comments from officers in Regeneration Team states that the application is “good, but would like to see stronger links with poor performing schools in the priority neighbourhoods e.g. S. Kilburn/better links with Extended services”.</p>				
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Tricycle has been in existence since December 1978 and is a registered charity and a Company Limited by Guarantee. It has over 200,000 people who use their services of which 110,000 are residents of Brent.</p> <p>Tricycle states that as part of their Exit strategy their Development Department and the Education Department continuously seek funding for the Social Inclusion programme, through trusts and foundations, companies and individuals and will actively continue to do so. The Tricycle will continue to fund administration overheads. The Development Committee will continue to organise fundraising events for the Social Inclusion programme</p> <p>This is a worthwhile project, however many good applications were received and priority is being given to organisations that currently do not receive funding from the Council.</p>				
14.	<p>Recommendations, reasons and any conditions</p> <p>Nil</p>				
Report Author		Devbai Bhanji			
Date		18 January 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Victim Support
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Victim Support is an independent national charity for victims of crime and aims to provide free confidential information, advice and emotional support to victims of crime, whether or not the matter has been reported to the Police and regardless of when it happened. This includes assisting victims in competing criminal injuries compensation claims.</p> <p>Victim Support gives three main kinds of help to victims:</p> <ul style="list-style-type: none"> • emotional support – to help people deal with the personal effects of crime • information – so that victims and witnesses can make better informed choices after a crime, particularly in relation to their rights and in their dealings with the criminal justice system • practical help – which can range from help filling in forms and lock fitting services through to full advocacy where needed. <p>Current services provided are core services, Domestic Violence Support, Witness Services, Serious crimes Co-ordinator, School's Co-ordinator and Victim support plus and Victim Support line. Services are provided from their offices and drop-in service from Central Middlesex and Northwick Park hospital</p> <p>Services are currently funded by: Office Of Criminal Justice Reform - £92,381 Brent Community Safety board – £12,000 Brent Council MPG three year - £15,250 Edward Harvist Trust - £2,169</p>
3.	Current Funding from Brent Council	£40,055 – Main Programme Grant £2,169 – Edward Harvist Trust Fund £15,000 (each year) – MPG, Children & Young People – 3 yr)
4.	Amount Requested	£75,000 (£25,000 for each year)
5.	Contribution from other sources (State amount and details of funders)	£48,530 (Year 1 - £20,343, Year 2 - £14,093 and Year 3 - £14,093)

6.	<p>Project name, Selected theme and how it is evidenced in the project</p> <p>Theme – Regeneration – Social Inclusion, Health & Wellbeing, Sustainable Employment and Welfare Advice - Community Safety – all sub themes</p> <p>Project title: Serious Crimes Co-ordinator</p> <p>Brent has a high level of serious crime. Consequently, more Victim Support volunteers are needed to support this level and they need a co-ordinator to manage those services. Five areas of Brent fall into the top 10 per cent most socially and economically deprived in the country. The project will provide volunteering opportunities and help people who have suffered violent crime, claim compensation and increase their wellbeing.</p>	
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>Victim Support is requesting funding towards a Serious Crimes Co-ordinator post part-time 18 hours a week to maximise the time spent supporting victims and to widen the service delivery. The Co-ordinator will recruit, manage and retain a team of 10 specialist trained volunteers who will provide a minimum of 20 hours a week of in kind contributions to deliver the service across the borough of Brent.</p> <p>Outreach support will be provided for victims of domestic violence, sexual violence and people bereaved by homicide. The Co-ordinator and team of volunteers will provide emotional support, sign post victims to appropriate agencies in terms of diversity, and complex issues such as Asian Women Resource centre, counselling, MARAC, Haven and the Witness Service.</p> <p>The Service will be provided from its office in Stonebridge and NW2, NW10, NW6, NW9, HA9, HA0, HA3 and W10 postcode areas and be available Monday to Saturday 11am to 8pm.</p> <p>Victim Support will work in partnership with Brava for recruiting volunteers, through constant advertising, “just do it” website and during National Volunteers Week 1-7 June.</p>	
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>Victim Support states that the following outcomes will be achieved over 3 years:</p> <ul style="list-style-type: none"> • 10 Brent residents age 18-75 gain new skills through voluntary opportunities and training. • Provide support for 960 to 1360 people affected by violent crime inclusive of all ages • Increase on 1% referral from other source • 36 victims of violent crime need identified for compensation of injuries • Personal safety alarms lock fitting service delivered to 200 to 283 victims of serious crime. <p>The project will:</p> <ul style="list-style-type: none"> • Raise awareness of its service as a service • Raise confidence in the community • 70% service user satisfaction • 10 volunteers accredited 	

<p>9.</p>	<p>Monitoring and Evaluating methods</p> <p>Victim Support states that it will use the following methods to monitor the effectiveness of its service:</p> <ul style="list-style-type: none"> • Maintaining records of referral source, crime, status of case, support/time give, victim's details including ethnicity. • Documenting people applying for voluntary positions and status of applications • Monthly records of commissioned services • Monthly records of CICA needs/assistance • Use a development plan of minimum of 6 supervisions and team meetings annually • Handbook action plan reviewed every 6 months • Volunteers complete an exit questionnaire when they leave • Analysis of the quality of service completed by victims
<p>10.</p>	<p>Joint working with other organisations</p> <p>Victim Support states that it will work with the following organisations to deliver its project:</p> <ul style="list-style-type: none"> • Metropolitan Police Service receiving and sending referrals to the Victim Focus Unit and Community Safety Unit. • MARAC – managing the high risk victims of domestic violence • Outreach spots in the Citizen Advice Bureau and Brent Council One stop shops – providing premises • Domestic Violence community services – providing referral sources. • Community Safety Board • BRaVA – promoting volunteering opportunities
<p>11.</p>	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
<p>12.</p>	<p>Equality and Diversity</p> <p>Victim Support's National Standards set an equality and diversity policy, all staff member attend a mandatory equality and diversity 2 day training course which is also a criteria of the mandatory volunteer core training.</p> <p>Victim Support community offices are accessible, relevant and inclusive in the services we offer. They state that they are actively committed to encouraging and promoting the positive contribution of its diverse membership and users of the service, this is reflected in its practices, policies and services provided</p> <p>They provide leaflets in a number of different languages and have access to language line to communicate with those who speak a language that their staff or volunteers do not speak.</p> <p>Victim Support also states that it undertakes an equality impact assessment in all the policies introduced to the service. Currently 17,775 people use Victim Support services. Victim Support monitors the demographic of the people using their services</p>
<p>13.</p>	<p>Internal Consultation</p>

	Officers in Community Safety state that “the services Victim Support provides are much needed and needs volunteers to deliver it. It also supports witnesses of anti social behaviour”.		
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Victim Support has been operating since 1979 and provides a very good service to victims of crime. In July 2008, all 32 Boroughs Victim support schemes merged to become a National Charity. The Brent scheme is no longer run by a local management committee. The service that is provided in Brent is also provided across all 32 boroughs in London by Local Victims Support schemes.</p> <p>Victim Support works to increase awareness of the effects of crime, through presentations and workshop. In addition, specific support is given to young people who have been victims of crime and family and friends who may also have been affected.</p> <p>Victim Support is currently funded through the Main Programme Grants and receives £40,055 in order to provide 90 drop in sessions to an average of 5 people per week. The Drop in sessions provides emotional support including advice sessions for victims of serious crimes such as rape and murder at various locations.</p> <p>It is also funded for three years under the Children & Young People theme and receives £15,250 towards:</p> <ul style="list-style-type: none"> • Providing victim support workshops for young people’s services • Participate in local events for schools e.g. Healthy Schools Day and the Respect Festival • Work with 3 other young people’s services • Young people to be aware of services and help lines related to victimisation. Be aware of other options they can take in relation to crime and community safety issues <p>A monitoring visit was carried out in November 2009 and Victim Support was on track of meeting its targets.</p> <p>This application meets the funding criteria, however this organisations is already in receipt of 3 year funding from the MPG for children and young people services and therefore cannot be recommended.</p>		
14.	<p>Recommendations, reasons and any conditions</p> <p>Not Recommended</p>		
Report Author	Devbai Bhanji		
Date	19 January 2010		
GOOD	AVERAGE	✓	POOR

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	West London Sports Trust
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>West London Sports Trust (WLST) aims to provide support and guidance for children and young people in need to fulfil their educational and sporting potential. It does this by:</p> <ul style="list-style-type: none"> • Providing support and guidance for children and young people (CYP) to achieve their sporting and educational goals. • Using sport as a social tool to resolve issues around anti social behaviour • Providing development training for Children and Young People (CYP) and their family • Providing guidance on education and sport through the WLST mentor scheme <p>WLST works in partnership with secondary schools, Youth Offending Team, police, UK Athletic and Skills Active. Its current services are funded by John Lyons Charity, schools and CYP contributions</p>
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	£63,000 (Year 1 - £20,000, Year 2 – £21,500 and Year 3 - £21,500)
5.	Contribution from other sources (State amount and details of funders)	£94,500 (£31,500 for each year)
6.	Project name, Selected theme and how it is evidenced in the project	
	<p>Theme – Regeneration – Health and Wellbeing and Community Safety – Crime Prevention</p> <p>Project title: Track Academy WLST states that this project is needed</p> <p>As a result of involvement in athletics CYP are less likely to smoke, drink alcohol, or take drugs. The damage and detrimental effects of these are underlying themes of the sessions. Sport will be used as a social tool to hook CYP at risk, into a positive environment with inspirational role models and educational support.</p>	
7.	Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)	

	<p>WLST is requesting funding towards a project called the “Track Academy” which will run a mentor programme and an innovative study support programme that will improve basic numeracy and literacy. The aim is to identify issues behind anti social behaviour and non attendance at school. With the support of the mentor the CYP will plan to achieve their goals.</p> <p>The athletics sessions is developed and delivered by a team of current and past Olympic Athletes at the Willesden Athletics Centre. The programme encompasses current training techniques for Olympians and knowledge of nutrition, health & fitness. The athletics programme increases confidence of CYP through team work and structured goal setting.</p> <p>The athletics programme increases confidence of CYP through team work and structured goal setting. Young people’s progress and attendance is logged on to their Report Card which they get from school, the school includes the young person’s achievements. The project is promoted through the schools programme and promoted</p> <p>The project will be delivered from Willesden Sports Centre between Mon- Fri 4-7pm, Sat 11am – 1pm and Sunday 12-3pm. The study support programme will be provided on Saturdays at Willesden Sports Centre 9am – 11am. Outreach sessions will be provided weekly on the estates and schools programme – 4 week programme at Secondary school. 250 young people age between 12-18 will benefit.</p> <p>WLST states that they have identified this need through feedback from families, consultation with schools and teachers and Brent Youth Crime Reduction Strategy.</p> <p>Receiving feedback from families, consultations with schools and teachers and Brent Youth Crime Reduction Strategy.</p>
<p>8.</p>	<p>Proposed outcomes and achievements over the 3 years WLST states that it will achieve the following outcomes over 3 years: Mentor Programme: Confidence building Identifying personal and social issues Establish relationships between parents, teachers and CYP 40-60 CYP will benefit</p> <p>Study Support: Basic Numeracy & Literacy Utilise new learning methods through applications for phones and computers Increase skills and knowledge about health & fitness 60-100 CYP will benefit</p>
<p>9.</p>	<p>Monitoring and Evaluating methods WLST states that it will use the following methods to evaluate the effectiveness of it project:</p> <ul style="list-style-type: none"> • Monitoring the attendance • Reflective evaluation • Video • Results in Education and athletics • Feedback Forms • Youth Forums • Teacher consultation

10.	<p>Joint working with other organisations In order to provide this project WLST states that it will work with Secondary Schools, Youth Clubs, Police, UK Athletics, Sport Development teams. Project is also promoted to Pupil referral Units</p>
11.	<p>Financial Analysis Approval is sought for a revenue grant of £63,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation's accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity Information on the project will be disseminated to all organisations throughout the borough. If necessary translated versions of our promotional material can be provided. WLST states that it has 150 residents of Brent who use/will use their services.</p>
13.	<p>Internal Consultation Comments from officers in Brent Sports Development Team state that they are very concerned that the application is for the activities that are already taking place. They are unsure in terms of who is leading on this project - West London Sports Trust? Sports Development/Sports Service have not indefinitely agreed that they will provide track or sports hall space/time for the proposed project, however, they do currently provide free time for them. Currently the organisation's is pretty much an elite training squad.</p> <p>Officer are not aware of who the organisation has made contacts with in schools or who would be the person chasing up the activities or doing the mentoring. Comments from officers in Regeneration Team state that "the application had weak evidence base – none referred to". It is therefore not a priority for funding.</p>
14.	<p>Officers Assessment/References/Exit Strategy The West London Sports Trust is based in W10, is a registered charity and was established in October 1999. The Trust mainly gives grants to individuals to further their sporting skills/aspirations. Trust has supported hundreds of people through its programmes of Sports Scholarship Programme, Coach Education, Sports Leadership Programme and sports seminars. Operating across West London, the Trust supports many to achieve great personal and national achievements.</p> <p>The Trust assists young athletes in financial need to realise their sporting, academic and vocational goals. The West London Sports Trust not only provides financial assistance to those with the Olympic spirit but also aids the individual and society as a whole by providing opportunities for education, training and lifestyle management through sport. The Trust has three main areas: the sports scholarship programme, Sports Performance Academy and Training and education programme.</p> <p>The project has been running in Brent for the past year and is delivered throughout the year with a total of 250 young people on the register. Currently young people come from Capital City Academy, Cardinal Hinsley, Convent of Jesus and Mary, Queens Park Community and Crest Boys and Girls Academy. It is currently funded by Schools Sports Partnership, volunteers, contribution from the group and young people pay £1.00 per session.</p> <p>The activities proposed in the application does not meet the priority for funding and therefore cannot be recommended.</p>

14.	Recommendations, reasons and any conditions Nil				
Report Author		Devbai Bhanji			
Date		19 January 2010			
GOOD		AVERAGE	✓	POOR	

**LONDON BOROUGH OF BRENT
MAIN PROGRAMME GRANT – 2010-13**

1.	Name of Organisation	Witness Service (Victim Support)
2.	Aims, objectives, services provided by the organisation and relationships with external/statutory orgs.	<p>Witness Service (Victim Support) aims to reduce the distress, poverty and disadvantageous effects on victims and witnesses of crime and other forms of harmful behaviour, including on the families and friends of such persons and others affected who are in need;</p> <p>Witness Service currently provides:</p> <ul style="list-style-type: none"> • Support to children giving evidence, Prosecution and defence witnesses, victims, their friends and family when they go to court • Practical and emotional support on the day of trial • Advocates as the voice of witnesses in the Criminal Justice System and • Is also Brent Borough CJS Witness Champion <p>These services are currently funded through: Office of Criminal Justice Reform - 35,592 Waitrose "Community Matters Scheme" – 300 Community Safety Board – 300 and Multi-agency fundraising - 207</p>
3.	Current Funding from Brent Council	Nil
4.	Amount Requested	£75,000 (£25,000 for each year)
5.	Contribution from other sources (State amount and details of funders)	£36,030 – Victim Support training & commissioning depts (Year 1 - £12,485, Year 2 - £12,485 and Year 3 - £11,060)
6.	<p style="text-align: center;">Project name, Selected theme and how it is evidenced in the project</p> <p>Theme – Regeneration – Social Inclusion, Health & Wellbeing and Welfare Advice Community Safety -</p> <p>Project title: Community Engagement Officer</p> <p>The need for this project has been identified as Brent has 83% witness and victim</p>	

	<p>satisfaction rate putting Brent above the London Criminal Justice Boards target of 81%. As many as 31 trials at Brent Magistrates in 2009 were ineffective due to witnesses not attending court. This evidence shows that many people fear going to court to give evidence.</p>
7.	<p>Project theme and structure (detail of project, how it will be run, frequency of project including number of users benefiting)</p> <p>Funding is requested to employ Community Engagement Officer which will form a team of volunteers to support witnesses at Brent Magistrates' court. The officer will focus on raising the awareness of the Witness Service and the criminal justice process in the community.</p> <p>The Community Engagement Officer will provide the following:</p> <ul style="list-style-type: none"> • Invite community members, schools and other community organisation into Brent Magistrate's Court for courtroom tours and provide awareness of the Criminal Justice System • Provide "follow up" contact 4 weeks after court proceeding to offer further support that may not have been identified during the court process <p>The daily duties of supporting victims and witnesses will be provided from the Brent Magistrate's Court and the quarterly community awareness will be workshops in youth and tenant associations centres in Brent.</p> <p>This will be provided Monday – Friday 9am to 5pm and the team will provide a total of 58 hours support a week.</p>
8.	<p>Proposed outcomes and achievements over the 3 years</p> <p>Witness Service states that its project will create awareness and raise the profile of the Witness Service and the support that is offered at court. Also people who have used the criminal justice system to resolve anti-social behaviour problems will encourage more people willing to give evidence and increase confidence in the criminal justice system.</p> <p>Witness service states that the following will be achieved:</p> <ul style="list-style-type: none"> • 5 volunteers recruited and sent on core training to gain the skills of supporting victims and witnesses in local justice • Attendance of 2 community events against crime • Support at court and Pre Trial Visits offered to all witnesses attending court to anti-social behaviour related charges • Enhanced support of after court care for witnesses that have given evidence in cases relating to anti-social behaviour.
9.	<p>Monitoring and Evaluating methods</p> <p>Witness Service states that it will monitor and evaluate the service it provides through using the following methods:</p> <ul style="list-style-type: none"> • Maintain records and statistical evidence of people supported, crime category, referrals agency, type of support given and victims details including ethnicity. • Template documentation people applying for voluntary post and status of application • Enhanced service of after support offered 4 weeks after witnesses giving evidence logged and looked at to identify any trends.

	<ul style="list-style-type: none"> • Reports from events attended or facilitated by Witness Service kept on file. • Witness Service provide the Community Engagement team with a development plan of minimum of 6 supervisions, & team meetings annually and a handbook action plan reviewed every 6 months. • Any departing volunteers complete an exit questionnaire. • Analysis of the quality of service reviews, completed by victims and witnesses
10.	<p>Joint working with other organisations</p> <p>Witness Services states that it will work with the following organisations in order to deliver their project Metropolitan Police, Service, Crown Prosecution Service, Her Majesties Court Service, SECRO ,Youth Offending Team, Borough Criminal Justice group, 3rd Sector Services in Brent</p> <p>It states it will receive the following contribution towards the project:</p> <ul style="list-style-type: none"> • Victim Support commissioning services – for interpreters, travel and child care expenses for victims and witnesses attending Pre Trial Visits. • Victim Support Regional Training department – for training Community engagement Officer and volunteers supporting victims and witnesses of crime. <p>Witness Service currently works in partnership with many organisations including Crown Prosecution Service, Witness Care Unit, Her Majesty’s Course Service, Youth Offending Team, Victim Support Services, Brava, Brent Community Safety Board, Brent women’s Aid and many more.</p>
11.	<p>Financial Analysis</p> <p>Approval is sought for a revenue grant of £75,000 for 3 years from 2010/11 from the Main Programme Grant Monies. Based on the organisation’s accounts for the year ended 31/03/2009, this organisation is considered to be Financially viable.</p>
12.	<p>Equality and Diversity</p> <p>Witness Service is a service provided by Victim support and abide by <i>Victim Support's National Standards</i> which set an equality and diversity policy. Staff member attend a mandatory equality and diversity 2 day training course which is also a criteria of the mandatory volunteer core training. Victim Support and the Witness Service are accessible, relevant and inclusive in the services they offer. They are actively committed to encouraging and promoting the positive contribution of its diverse membership and users of the service, this is reflected in its practices, policies and services provided</p>
13.	<p>Internal Consultation</p> <p>Witness Service application has been submitted by Victim Support. Victim Support currently receives three year funding from the Children & Young People theme and receives £15,250 each year.</p>
14.	<p>Officers Assessment/References/Exit Strategy</p> <p>Witness Service has been set up since 2001. Statistics between Oct 08 to Sept 09 states that 734 residents in Brent use their services.</p> <p>References have been received from both its referees and they state that the services that Witness Service provides “has been extremely efficient and the support they have provided has had a direct impact on the outcomes of the cases”.</p>

	Officers have looked at the two applications submitted from Victim Support and it was felt that this application for the Witness Service could not be supported. This is a worthwhile project and meets the criteria, however many good applications were received and priority is being given to organisations that currently do not receive funding from the Council.				
14.	Recommendations, reasons and any conditions Nil				
Report Author		Devbai Bhanji			
Date		20/1/10			
GOOD	✓	AVERAGE		POOR	

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APPENDIX F

MPG funded organisations not recommended for funding in 10-13

No	Name of Organisation	Annual funding £	3 months £	exit fund 66%
1	Asian Women's Resource Centre	4744	1186	787
2	Brent Arts Council	10404	2601	1726
3	Brent Refugee and Migrants Forum	25500	6375	4231
4	Federation of Patidar Association	10404	2601	1726
5	Help Somalia Foundation	6428	1607	1067
6	Horn of Africa Refugee Welfare Group	3413	853	566
7	Middlesex ITEC	13514	3378	2242
8	Pakistan Welfare Association	18036	4509	2992
9	Safestart Foundation	30141	7535	5001
10	Samaritans of Brent*	16961	4240	2814
11	Victim Support	40055	10014	6646
	TOTAL	179600	44899	29798

*Samaritans and Middlesex ITEC did not re-apply

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Executive
23 June 2010

**Report from the Directors of
Policy and Regeneration and
Housing and Community Care**

Wards Affected:
Kilburn, Queens Park

South Kilburn Regeneration progress update

APPENDIX 2 AND APPENDIX 3 ARE NOT FOR PUBLICATION

1.0 Summary

- 1.1 This report summarises the progress made since February 2010 on the regeneration of South Kilburn, and sets out proposals for building on the momentum established by the Council over the past year. Specifically the report sets out proposals for re-investing the capital receipts secured through the advance stages of South Kilburn's regeneration, as agreed by the Executive in February 2010.

2.0 Recommendations

- 2.1 That the Executive note the progress made on the South Kilburn Regeneration project as set out in the report.
- 2.2 That the Executive agrees to progress the remainder of Phase 1 of the regeneration proposals in line with the overall phasing strategy, incorporating the redevelopment of Cambridge Court, Wells Court, Hicks Bolton House, Bond House and Ely Court.
- 2.3 That the Executive notes that officers are working with the Homes and Communities Agency to prepare a short, medium and long term investment strategy for South Kilburn.

- 2.4 That the Executive agree to officers progressing a detailed planning application for Cambridge Court (Zone 6i) and Wells Court (Zone 6D) for approximately 105 new homes.
- 2.5 That the Executive agree to officers progressing a detailed planning application for the Ely Court site (Zones 6iii and 6iv).
- 2.6 That the Executive agree to officers progressing a detailed planning application for the Bond House and Hicks Bolton House sites (Zones 13N and 13S).
- 2.7 That the Executive note that the new social rented housing developed as part of the above sites has the primary purpose to deliver decant accommodation for residents from blocks within Phase 2 of the regeneration programme.
- 2.8 That the Executive authorises officers to begin the procurement process to assemble an EU compliant framework of prospective developer partners to bring forward the remaining Phase 1 sites, and future Phase 2 and 3 sites.
- 2.9 That the Executive approve the assessment criteria set out in paragraph 3.24 which will be used to select prospective development partners for inclusion on the framework.
- 2.10 That the Executive authorise the making of compulsory purchase orders (CPOs) to acquire (a) the leasehold interests listed in appendix 2 (the CPO Land) and (b) any new rights in the CPO Land which may be required under section 13 of the Local Government (Miscellaneous Provisions) Act 1976.
- 2.11 That the Executive authorise the submissions of the CPOs, once made, to the Secretary of State for confirmation whilst at the same time seeking to acquire the land by private negotiated treaty on such terms as may be agreed by the Director of Finance & Corporate Resources.
- 2.12 That Members authorise the:
 - 2.12.1 Director of Housing and Community Care to enter into agreements and make undertakings on behalf of the Council with the holders of interests in the CPO Land or parties otherwise affected by the Scheme setting out the terms for the withdrawal of their objections to the confirmation of the CPOs and including the offering back of any part of the CPO Land not required by the Council after the completion of the development or the acquisition of rights over the CPO Land in place of freehold acquisition, where such agreements are appropriate;

- 2.12.2 Making of one or more general vesting declarations or service of Notices to Treat and Notices of Entry (as appropriate) pursuant to the Compulsory Purchase (Vesting Declarations) Act 1981 and the Compulsory Purchase Act 1965 respectively should the CPOs be confirmed by the Secretary of State;
 - 2.12.3 Service of all requisite notices on the holders of the CPO Land relating to the making and confirmation of the CPOs;
 - 2.12.4 Director of Housing and Community Care to remove from the CPOs any plot (or interest therein) no longer required to be acquired compulsorily for the scheme to proceed and to amend the interests scheduled in the CPOs (if so advised) and to alter the nature of the proposed acquisition from an acquisition of existing property interests to an acquisition of new rights (if so advised);
 - 2.12.5 Director of Housing and Community Care within the defined boundary of the CPO Land, to acquire land and/or new rights by agreement either in advance of the confirmation of compulsory purchase powers, if so advised, or following the confirmation of compulsory powers by the Secretary of State;
 - 2.12.6 Director of Housing and Community Care, if so advised, to seek to acquire for the Council by agreement any interest in land wholly or partly within the limits of the CPO Land for which a blight notice has been validly served.
- 2.13 That the Executive agree to enter into a legal agreement with the South Kilburn Neighbourhood Trust (SKNT) requiring the repayment to SKNT of New Deal for Communities (NDC) Grant of up to £2.5m in 2009/10 and 2010/11 used to fund leaseholder buy backs in the next demolition phase of the South Kilburn redevelopment programme.
- 2.14 That the Executive notes the proposals set out in paragraphs 3.9-3.13 of this report to establish a consistent, effective and efficient approach to neighbourhood management in South Kilburn.
- 2.15 That the Executive delegate authority to the Director of Housing and Community Care in conjunction with the Lead Member for Housing, to agree the proposed allocation policy for phase 1 as set out in Appendix 1 to this report or with such amendments as he sees fit following consultation with residents and stakeholders.
- 2.16 That the Executive agree the ongoing community engagement and consultation approach set out in paragraphs 3.29-3.33 of this report.
- 2.17 That Members authorise the Director of Housing and Community Care to seek the Secretary of State's consent to the disposal and redevelopment of phase 1 sites on the estate for the purposes of ground 10A of Schedule 2 to the

Housing Act 1985 to enable the Council to apply for a court order to obtain vacant possession of residential dwellings let under secure tenancies.

3.0 Detail

3.1 This report sets out the progress made in relation to the regeneration of South Kilburn since July 2009, the date of the last update report to Executive on this topic. At that point the Executive agreed a revised delivery strategy, which can be summarised as follows:

- Ongoing revision of the South Kilburn master-plan, to include the inclusion of a new three form entry primary school, revised larger space standards for new housing, lower densities through reduced private housing, improved sustainability thresholds, new energy and waste strategies and improved open spaces.
- A revised phasing plan which aimed to bring forward a number of advanced sites specifically for decanting purposes, which in turn would allow the Council to prioritise moving existing tenants from homes in the poorest condition first.
- Specifically, for the Council to bring forward two sites – Albert Road East (Zone 11a) and Carlton Vale Roundabout (Zone 3c) – by securing detailed planning consent and then disposing of them as vacant sites to an RSL through an EU compliant procurement process.
- To support the necessary land assembly (including leaseholder buy backs) with Compulsory Purchase Orders as necessary.
- To progress proposals for community facilities, including a new sports hall in partnership with Westminster City Council and a proposed new healthy living centre.
- To support the establishment of the South Kilburn Neighbourhood Trust as a key component of the succession strategy for the South Kilburn New Deal for Communities programme.

3.2 Subsequently over the course of the year significant progress was made against this strategy. Since July 2009 the following has been achieved:

- Planning consent has been secured for a total of 153 new homes (113 of which will be social rented) at Albert Road (Zone 11a), together with 133 new homes (75 of which will be social rented) at Carlton Vale Roundabout (Zone 3c)
- London & Quadrant (L&Q) have been chosen as the Council's delivery partner for both of these sites, subject to securing Secretary

of State's consent (now received), vacant possession, enabling works on both sites to prepare them for development to be undertaken by the Council and grant funding from the Homes & Communities Agency (HCA)

- The Council entered into a Sale and Development Agreement with L&Q on 25 March 2010 conditioned on the above matters.
- The Sale and Development Agreement provides that on satisfaction of the conditions for the relevant site, L&Q will be granted a 999 year leasehold interest and shall develop the properties thereafter on the terms of the Agreement.
- Marshall House, on the Albert Road site, has been demolished and vacant possession secured. The enabling works on this site are due to be completed imminently. A stopping up order has been consulted on with regards to the Carlton Vale roundabout site, and officers are currently in discussion with officers from Westminster City Council in an attempt to resolve outstanding concerns raised by Westminster. The enabling highways works are expected to commence later in 2010. The Sale and Development Agreement is also conditional, in so far as it relates to the Carlton Vale Site, on obtaining the stopping-up order.
- Planning permission has also been granted for new homes to provide decant accommodation at Gordon House (to Network Housing Association) and the former Texaco garage site (to South Kilburn Neighbourhood Trust).
- HCA grant funding has been secured for all four of the above mentioned sites, and work is expected to begin on site for each of them within the next few months.
- The new sports hall, built in partnership with Westminster City Council and St Augustine's School, is now open and fully operational.
- The South Kilburn Neighbourhood Trust has been established and has built up an asset base which will ensure ongoing resources for social and economic regeneration.

3.3 At its meeting on the 15th February 2010 the Executive agreed to 'ring fence' the capital receipts secured from the disposal of the Albert Road and Carlton Vale sites into the ongoing regeneration of South Kilburn. This is both a condition of the grant secured from the HCA, but more importantly also allows us to continue to pro-actively deliver the next phase of regeneration in South Kilburn. The remainder of this report sets out how this resource will be invested to ensure that the Council builds on the momentum established over the last year and continues to drive forward the regeneration programme.

Development Programme for 2010-11

- 3.4 The regeneration of South Kilburn is guided by a phasing and business plan which works, both in terms of decanting existing tenants to new homes and in terms of generating an ongoing cashflow to allow the Council to progress regeneration. Accordingly the work programme for 2010 / 11 can be split into four main areas:
- (i) Beginning the decanting process for tenants who will be moving into the new homes being developed over the next two years at Albert Road, Carlton Vale, Texaco and Gordon House.
 - (ii) Putting in place arrangements to ensure consistent, co-ordinated and high quality neighbourhood management across South Kilburn.
 - (iii) Progressing a number of area wide studies, including a revised masterplan, a public realm strategy, proposals for a new school, arrangements for localised energy, and a comprehensive car parking strategy.
 - (iv) Securing planning consent for at least three further housing sites, and subsequently securing developer partners and grant funding to ensure their delivery

Each of these work areas will be underpinned by community engagement and consultation, ensuring that local people continue to be at the centre of the regeneration programme.

Decanting

- 3.5 A key principle of the phasing strategy for South Kilburn is that residents who currently live in some of the worst homes in the estate are amongst the first to be decanted into new homes. On this basis, the new homes which will be developed at Albert Road, Carlton Vale Roundabout, Texaco Garage and Gordon House will primarily be for existing residents in Bronte House and Fielding House. This in turn will ensure vacant possession of a subsequent (and significant) development site.
- 3.6 For the remaining new homes, priority will be given to any remaining tenants of blocks identified for the next phases of regeneration – namely Bond House, Hicks Bolton House, Ely Court, Cambridge Court and Wells Court.
- 3.7 The process for allocating tenants new homes is set out in the proposed Allocation Policy for Phase 1, at Appendix 1 to this report.
- 3.8 Transfer of the tenants is subject to permission being granted by the Secretary of State on Ground 10A of Schedule 2 to the Housing Act 1985. Although every effort will be made to obtain possession of the secure

tenanted properties with the tenant's consent, the Council will need, as a fallback position, to obtain the Secretary of State's consent to the disposal and redevelopment of the Estate for the purposes of obtaining vacant possession of the secure tenanted dwellings on ground 10A of Schedule 2 to the Housing Act 1985. The procedure required to obtain possession of the properties through these means is set out in Part V of Schedule 2 to the Housing Act 1985.

Neighbourhood Management

- 3.9 One consequence of a more fragmented delivery approach is that the Council needs to take a much stronger role in setting clear standards for both housing and neighbourhood management to ensure residents are provided with consistent, co-ordinated and high quality services.
- 3.10 In the case of housing management, this is dealt with through the processes for procuring delivery partners which places an emphasis (amongst other things) on the quality of housing management. The local Tenants Steering Group have also produce a model tenancy agreement, and all bidders are encouraged to use this as a template for the tenancies in the new homes.
- 3.11 Neighbourhood management is more complex and involves the arrangements for managing the public realm, open spaces and streets, as well as potentially in the future localised energy, construction training and community development.
- 3.12 The Council, in partnership with South Kilburn Partnership and South Kilburn Neighbourhood Trust, is taking the lead on developing the necessary partnership arrangements with RSL's operating in South Kilburn to ensure a consistent and co-ordinated approach. In essence this will mean a common specification for the level of service required, together with common or consistent arrangements for the delivery of these services. For all future delivery partners, it will be a condition of their selection that they sign up fully to the emerging proposals.
- 3.13 Residents will be fully involved in this process through the Tenants Steering Group, Homeowners Group and South Kilburn Housing & Infrastructure Committee. Officers are considering setting up a multi-landlord residents panel to focus on neighbourhood management and public realm issues.

Area Wide Strategies

- 3.14 There are a number of area wide strategies which need to be reviewed and/or progressed over the course of the next 6 months, in order to update the context for individual site developments in South Kilburn. These include:
 - (i) Refreshing and updating the masterplan for South Kilburn to take account of developing policy as appropriate.

- (ii) Initiating a public realm strategy for the whole of South Kilburn, setting out design guidance for existing and proposed open spaces, play areas, streetscapes and communal areas.
- (iii) Undertaking a full review of car parking arrangements across South Kilburn, and defining car parking requirements for future phases of the development. This strategy will also need to consider accessibility to alternative modes of transport, including rail, tube and buses.
- (iv) Bringing forward proposals for localised energy centres that will provide low carbon energy solutions to all residents in South Kilburn.
- (v) Undertaking a full feasibility study for a new three form entry primary school (combined infant and juniors) on a new site at the eastern end of Kilburn Park, to replace the existing Carlton Vale Infants and Kilburn Park Junior schools – as previously reported to Executive in July 2009.
- (vi) Continuing to work with local GPs and NHS Brent to bring forward a new Healthy Living Centre within Peel Precinct.

3.15 In bringing these area wide proposals forward, it will be critical that local residents are involved and consulted at appropriate times. The key vehicle for discussing these matters will be the well established Housing & Infrastructure Committee of the South Kilburn Partnership, which in turn will discuss when to undertake more formal and widespread consultation.

Development Sites

3.16 In February 2010, and as part of the condition of receiving grant funding from the Homes & Communities Agency for the initial housing sites, the Executive agreed to re-invest the capital receipts secured from the sale of both the Albert Road and Carlton Vale Roundabout sites into progressing the remaining Phase 1 sites in South Kilburn.

3.17 In line with this decision, it is proposed that the Council progress designs on the following sites with a view to submitting planning applications in the autumn of 2010:

- (i) Cambridge Court and Wells Court
- (ii) Ely Court
- (iii) Bond House and Hicks Bolton House

These sites have been chosen in line with the overall South Kilburn phasing plan. Taken together they will continue to deliver the necessary decant capacity to ensure the regeneration programme can continue to roll forward. Due to its proximity to Kilburn Park tube station, the Cambridge and Wells Court site in particular also has the potential to deliver a significant amount of private dwellings which will help to both re-dress the tenure balance of South Kilburn and generate further capital receipts to maintain the cashflow of the scheme overall.

- 3.18 Design teams will be appointed to take each scheme through to full planning permission (RIBA Stage C or D), with payments on a staged basis pending sign off by the South Kilburn Project Board at each stage. The contract values are all within the delegated threshold for officer approval.

Delivery Mechanisms

- 3.19 Previous Executive reports have identified the potential of a local asset backed joint venture vehicle as being one possible delivery method for South Kilburn. This would entail the Council establishing a new company with a private sector developer (or RSL) on a 50:50 shareholding basis. This approach has been soft market tested throughout the last year, and it is officers view that in the light of the current market conditions this approach is unlikely to offer the Council the best value for money, largely due to the high cost of equity. It also cedes control of the delivery process and timescale to a new organisation in which the Council only has a 50% stake. Whilst not ruling out the potential for the Joint Venture vehicle to be an attractive proposition at a later date, it is quite clear that in the medium term it is more advantageous to the Council to continue to act as ‘master developer’ and to bring to the market de-risked sites – ie. sites with vacant possession and the benefit of detailed planning consents.
- 3.20 In adopting this approach the Council needs to be aware of how to maximise its potential market in order to ensure the best possible choice of developer partners for each of the future sites. Following extensive advice and research, it has been determined that the best way of achieving this is to procure an EU compliant framework of prospective partners, from which the Council can ‘call off’ organisations on a needs basis, usually through the use of a mini competition restricted to members of the framework panel. The framework will predominantly be assembled on the basis of ‘quality’ criteria, with the call off arrangements weighted between ‘price’ and ‘quality’ based criteria to ensure the Council maximises its receipts.
- 3.21 Framework agreements can last for a maximum of four years, and so therefore the Council needs to identify all possible sites that may come forward over this period in order to signal to the market the prospective scale of the contracts. The framework itself must contain at least three prospective partners – although the optimum number to ensure choice and diversity for the Council would be five or six.
- 3.22 The framework would be procured using the EU Restricted procedure, and would initially require the Council to publish an advertisement in the OJEU, following which a standard two stage EU procurement process would ensue.
- 3.23 Call-off Contracts let under the EU compliant Framework Agreement in respect of particular sites would not need to be separately advertised, irrespective of their value.

3.24 In accordance with Contract Standing Orders 89 and 90, pre-tender considerations have been set out below for the approval of the Executive.

Ref.	Requirement	Response								
(i)	The nature of the contract.	Development of future sites within the London Borough of Brent, predominantly in South Kilburn which are in accordance with the master plan for South Kilburn and form part of the South Kilburn regeneration strategy.								
(ii)	The estimated value.	Sites to be included could include, but may not be limited to: Cambridge & Wells Courts - £11m Ely Court - £5m Hicks Bolton and Bond House - £11m Bronte and Fielding House - £16m Durham Court - £7m Carlton House - £7m Peel Precinct – 26m Hereford House - £10m Albert Road west - £16m Queens Park Roundabout site - £25m								
(iii)	The contract term.	The framework panel will be appointed for a 4 year period. Call-off contracts let under the framework may extend beyond the four year term.								
(iv)	The tender procedure to be adopted including whether any part of the procedure will be conducted by electronic means and whether there will be an e-auction.	OJEU compliant restricted procedure procurement route. Once the framework is established, call off will normally be by way of mini competitions which will include both price and quality components.								
v)	The procurement timetable.	<table border="1"> <thead> <tr> <th>Indicative dates are:</th> <th></th> </tr> </thead> <tbody> <tr> <td>Adverts placed</td> <td>July 2010 OJEU</td> </tr> <tr> <td>Expressions of interest returned</td> <td>Mid September 2010</td> </tr> <tr> <td>Shortlist drawn up in accordance with the Council's approved criteria</td> <td>Mid October 2010</td> </tr> </tbody> </table>	Indicative dates are:		Adverts placed	July 2010 OJEU	Expressions of interest returned	Mid September 2010	Shortlist drawn up in accordance with the Council's approved criteria	Mid October 2010
Indicative dates are:										
Adverts placed	July 2010 OJEU									
Expressions of interest returned	Mid September 2010									
Shortlist drawn up in accordance with the Council's approved criteria	Mid October 2010									

		Invite to tender	October 2010
		Deadline for tender submissions	End November 2010
		Panel evaluation and interviews	End November – mid December 2010
		Panel decision	December 2010
		Report recommending Contract award circulated internally for comment	January 2011
		Executive approval	
		Mandatory minimum 10 calendar day standstill period – notification issued to all tenderers and additional debriefing of unsuccessful tenderers (contracts covered by the full EU Regulations only)	February 2011
		Framework Agreement entered into and initial sites "called off"	15 th March 2011
(vi)	The evaluation criteria and process.	<p>Shortlists are to be drawn up in accordance with the Council's Contract Procurement and Management Guidelines namely the pre qualification questionnaire and thereby meeting the Council's financial standing requirements, technical capacity and technical expertise. The panel will evaluate the tenders from shortlisted bidders on the basis of "most economically advantageous tender criteria" (MEAT), on the basis of 60% quality and 40% price. The quality considerations will include (but not necessarily be limited to) the following:</p> <ul style="list-style-type: none"> • Shared vision for South Kilburn • Large scale development capacity • Proposals relating to mixed tenure residential development including intermediate housing • Proposals relating to place making including mixed use development 	

		<ul style="list-style-type: none"> • Commitment to high quality residential design • Sustainability commitment to and proposals for developing to a minimum level of Sustainable Homes Code Level 4; • Commitment to and proposals for the provision of localised energy solutions • Proposals as to sound construction management and health & safety • Commitment to employment and training initiatives • High standard of housing management proposals independently assessed. • Proposals as to developing neighbourhood management arrangements in a multi landlord estate including management of high quality public realm. • Application of equal opportunities and diversity policies in social housing development and management • Proposals for effective tenant and resident liaison and capacity to deliver in South Kilburn • Added value – eg tenant relocation support, leaseholder relocation support, on and off site decant support • Ability to secure additional resources, including HCA grant funding
(vii)	Any business risks associated with entering the contract.	By establishing a framework the Council is not committing to utilising the framework for any sites, including those listed in section (i) above.
(viii)	The Council's Best Value duties.	The Procurement process will ensure Best Value is achieved.
(ix)	Any staffing implications, including TUPE and pensions.	No staffing implications relating to TUPE or pensions.
(x)	The relevant financial, legal and other considerations.	This procurement process is in line with The Council Standing Orders and EU Procurement Regulations. Trowers & Hamblins are currently retained to give specialist legal advice.

Land and Property Issues

- 3.25 In order to underpin the regeneration of South Kilburn it is important that the Council continue to acquire property that it critical to its regeneration plans. Across the estate there are a number of sites which the Council is seeking to acquire in order to aid regeneration, and these will be reported to Executive to secure the necessary authorisation at the appropriate time.
- 3.26 There are also over 200 leaseholders across the blocks in South Kilburn which have been identified for demolition. It is clearly in the Council's interest

to acquire these properties as early as possible, in order to assist in assembling sites with vacant possession. The Council will attempt to secure these properties by negotiation wherever possible, but this report also seeks authorisation for officers to make use of Compulsory Purchase powers for properties within Phase 1 and some of Phase 2 of the regeneration programme if necessary. These properties are listed at Appendix 2.

- 3.27 Since 2009 a number of leaseholder buy backs have been funded through the use of New Deal for Communities (NDC) grant, to the value of £2.5million. It is a condition of the use of NDC grant, as stipulated by the Government Office for London, that the Council enter into a legal agreement to repay this sum back to the South Kilburn Neighbourhood Trust (SKNT) to ensure it is recycled back into the regeneration of South Kilburn. Officers are currently working with the SKNT Board to prepare a capital strategy for the Trust which will ensure the funding is spent on contributing to the regeneration programme.
- 3.28 In the process of bringing forward the Marshall House and Carlton Vale sites issues relating to the Council's title came to light. These predominately centred around areas of unregistered land and generic rights granted by Right To Buy Leases on the South Kilburn estate which could be infringed by the re-configuring of the estate and development of open spaces. These issues were dealt with in respect of the above sites by way of a speculative Land Registry application (resulting in registration of the relevant land) supported by a statutory declaration and, in the case of the rights, an indemnity insurance policy.

Community Consultation

- 3.29 Community participation, engagement and consultation has consistently been at the heart of the Council's approach to regenerating South Kilburn. The coming year will require the Council to enter into an increasingly complex set of dialogues with local residents with regards to a plethora of issues. It is therefore essential that the Council has a clear strategy for consultation moving forward, and that a range of consultation techniques are employed to ensure continued and re-invigorated community engagement.
- 3.30 The first area of community dialogue is specifically with those residents who will be moving into the new homes at Albert Road, Carlton Vale Roundabout, Texaco and Gordon House. A significant majority of these tenants will come from Bronte and Fielding House. In order to facilitate this dialogue a new Bronte & Fielding Residents Association is proposed to be established by August 2010. The South Kilburn Housing Team will co-ordinate dialogue with individual tenants with regard to their future needs and decanting arrangements.
- 3.31 The second area of community dialogue is with leaseholders from across South Kilburn, and particularly those who own homes in the remaining Phase 1 blocks. Again, the South Kilburn Housing Team will maintain regular communications.

- 3.32 The third area of community engagement will be around the design of the proposed new homes on the remaining Phase 1 sites. The proposition is that each site will have its own design group which will meet at key points in the design process and act as a sounding board for the architects and design teams. These groups will be facilitated by the project managers for each site, and will comprise of residents from the blocks slated for decanting into the new buildings (ie. prospective future tenants of the new homes) as well as residents from adjoining blocks. Over and above this there will be a formal exhibition at pre-planning stage and the usual planning application consultations.
- 3.33 The Housing & Infrastructure Committee of the South Kilburn Partnership will be the overarching group considering the area wide proposals (car parking, energy, public realm). This group will advise on when more intensive and estate wide consultation is required on any particular issue.

4.0 Legal Implications

General

- 4.1 The Council has the power (under section 123 of the Local Government Act 1972) to dispose of any of its land. However, unless it grants a lease of 7 years or less, it must obtain the best consideration reasonably obtainable, unless it obtains the consent of the Secretary of State to the transfer. Hence any transfer of the freehold or grant of a lease of any land within the South Kilburn area would require Secretary of State's approval, unless it was for best consideration. There is a General Consent available, but this only applies to sales at an undervalue of less than £2 million, and is therefore unlikely to be applicable. However, officers consider that by seeking offers for the sites from a number of RSLs, best consideration will in fact be secured.
- 4.2 As a result of recent rulings in the European Court of Justice, if the Council utilise a development agreement in order to set out detailed specifications in respect of development of any of the land, it will need to undertake an EU procurement process to find a partner to carry out the development. The ECJ has ruled that development agreements (which contain such detailed specifications) cannot be viewed as merely part of a land transfer, because they impose detailed requirements as to the development to be constructed and are therefore a form of procurement of works.
- 4.3 Supplementary planning documents (SPD) can be adopted in order to expand on the Council's adopted policies in its UDP and the emerging Local Development Framework in order to provide more detailed information than can be contained in the policies themselves. There are detailed regulations made under the Planning and Compulsory Purchases Act 2004 setting out the procedure for consulting on, and subsequently adopting SPD's. Provided the correct procedure is followed, SPD's can be given considerable weight in determining planning applications. Accordingly if an amended

masterplan for South Kilburn is adopted as an SPD then it will be a weighty material consideration in considering future developments within the South Kilburn area.

Procurement of Developer Partner

- 4.4 This tender is being procured in accordance with EU Regulations and specialist advice has been sought from Trowers & Hamlins the Council's legal advisors on this project. The Framework Agreement will also be subject to the Council's Contract Standing Orders in respect of High Value contracts and Financial Regulations.
- 4.6 Once the tendering process is undertaken Officers will report back to the Executive in accordance with Contract Standing Orders, explaining the process undertaken in tendering the framework and recommending those parties to be included on the Framework Agreement.
- 4.7 As this procurement is subject to the full application of the EU Regulations, the Council must observe the requirements of the mandatory minimum standstill period imposed by the EU Regulations before the Framework Agreement can be concluded. The minimum period is 15 days where the Council notifies bidders of its decision by post or 10 days where the Council gives notice by electronic means.
- 4.8 The requirements include notifying all tenderers in writing of the Council's decision to conclude the Framework Agreement and the reasons for its decision including an explanation as to the characteristics and relative advantages of the successful bids and the successful bidder's scores (as well as the score of the recipient of the notice).
- 4.9 The standstill period provides unsuccessful tenderers with an opportunity to challenge the Council's decision if such challenge is justifiable. However if no challenge or successful challenge is brought during the period, at the end of the standstill period the Council can issue a letter of acceptance to the successful tenderers and the Framework Agreement can be entered into.

Use of the HCA Framework

- 4.10 As advised in the detail of the report the contracts for Architects are being procured under a Framework Agreement set up by the HCA. The EU Procurement Regulations allow the use of framework agreements (call-off contracts) and prescribe rules and controls for their procurement. Contracts may then be called off under such framework agreements without the need for them to be separately advertised and procured through a full EU process.
- 4.11 The Council's Contract Standing Orders state that no formal tendering procedures apply where contracts are called off under a Framework Agreement established by another contracting authority, where call off under the Framework Agreement is recommended by the relevant Chief Officer. However, this is subject to the Borough Solicitor advising that participation in

the Framework Agreement is legally permissible and approval to participate in the Framework being obtained from the Director of Finance and Corporate Resources. Such approval is currently being sought from the Borough Solicitor and the Director of Finance and Corporate Resources.

- 4.12 The contracts for architects have individual values of less than £500k each and as such officers have delegated authority to award the contracts pursuant to paragraph Paragraph 2.5 of Part 4 of the Constitution.

Compulsory Purchase Orders

- 4.13 The Council has power to make a compulsory purchase order under section 226 (1)(a) of the Town and Country Planning Act 1990 if it thinks that the acquisition will “facilitate the carrying out of development, redevelopment or improvement or in relation to the land”. Under section 226(1)(A) the Council must not exercise the power under sub paragraph (a) unless it thinks that they development, redevelopment or improvement is likely to contribute to the achievement of any one or more of the following objects – (a) the promotion or improvement of the economic wellbeing of their area; (b) the promotion or improvement of the social wellbeing of their area; (c) the promotion or improvement of the environmental wellbeing of their area.
- 4.14 Compulsory purchase orders must only be made if the Council is satisfied that there is a compelling public interest to do so. Para. 17 of Part 1 of the Memorandum to ODPM Circular 06/04 states:

“A compulsory purchase order should only be made where there is a compelling case in the public interest. An acquiring authority should be sure that the purposes for which it is making a compulsory purchase order sufficiently justify interfering with the human rights of those with an interest in the land affected. Regard should be had, in particular, to the provisions of Article 1 of the First Protocol to the European Convention on Human Rights and, in the case of a dwelling, Article 8 of the Convention.”

For the reasons set out in this report, it is considered that there is such a compelling case for properties within Phases 1 and 2 of the proposed regeneration programme and that the public interest requires that the order be made in order to carry through the necessary redevelopment of the CPO Land.

- 4.15 Further, in making the order there should be no impediments to its eventual implementation. Para’s 22 and 23 of Part 1 of the Memorandum to ODPM Circular 06/04 advise (in part):

“22. In demonstrating that there is a reasonable prospect of the scheme going ahead, the acquiring authority will also need to be able to show that it is unlikely to be blocked by any impediments to implementation. In addition to potential financial impediments, physical and legal factors need to be taken into account. These include the programming of any infrastructure

accommodation works or remedial work which may be required, and any need for planning permission or other consent or license. Where planning permission will be required for the scheme, and has not been granted, there should be no obvious reason why it might be withheld...

Members will note that there will be sufficient funds available to meet the compensation costs for the acquisition of the land as South Kilburn Partnership has approval from Government Office for London. Officers consider that there is a reasonable prospect of the Scheme going ahead subject to HCA funding being obtained. Whilst planning permission has not been granted for the development, it is considered that there is no obvious reason why it might be withheld, taking into account that a Masterplan has already been approved albeit that it is now intended to revise this slightly. Accordingly, it is considered that there are unlikely to be any impediments to implementation.

4.16 It is necessary to consider the human rights implications of making CPOs. The Convention Rights applicable to the making of any CPO orders are Articles, 6 and 8 and Articles 1 of the First Protocol. The position is summarised in para. 17 of Part 1 of the Memorandum to ODPM Circular 06/04.

4.17 Article 6 provides that:

“In determining his civil rights and obligations...everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal established by law”

4.18 Consultation has already taken place with communities that will be affected by any orders made, and further consultation is proposed as set out in this report.

4.19 All those affected by the Orders will be informed and will have the right to make representations to the Secretary of State and to be heard at a Public Inquiry. Those directly affected by the Order will also be entitled to compensation for any losses that they may incur as a result of the acquisition.

4.20 Article 1 of the First Protocol states that:

“Every natural or legal person is entitled to peaceful enjoyment of his possessions” and “(n)o one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by the law and by the general principles of international law....”

4.21 Whilst occupiers and owners will be deprived of their property if an Order is confirmed, this will be done in accordance with the law. It is being done in the public interest as required by Article 1 of the First Protocol. The reasons for this are set out in this Report.

4.22 Members need to ensure that there is a reasonable prospect of the Scheme

underpinning the CPO proceeding. This is addressed in paragraph 12.10 below

- 4.23 The consequences of abandoning a confirmed CPO depends on:
- (a) whether a notice to treat or entry has been served on the owner of the land or not; and
 - (b) whether the Council has entered the land following the service of the notice or made a General Vesting Declaration in respect of the land.
- 4.24 The passing of a resolution to make a CPO does not trigger the right to serve a blight notice. However, residential occupiers could claim blight after a CPO has been submitted to the Secretary of State for confirmation and notices have been served on owners and occupiers.
- 4.25 If the CPO is not acted upon at all, then no compensation is payable. Where notice to treat and entry have been served, and then not acted upon, the Council is under an obligation to inform the owner of the withdrawal of the notices or expiry as the case may be (as notice to treat has a life span of three years from date of service) and will be liable to pay compensation to the owner for all losses and expenses occasioned to him by the giving of the notice and its ceasing to have effect. The amount of compensation shall in default of agreement be assessed by the Lands Tribunal. Interest is payable on the compensation.
- 4.26 The acquisition procedure is governed by the Acquisition of Land Act 1981, the Compulsory Purchase of Land Regulations 2004 and the Compulsory Purchase of Land (Vesting Declarations) Regulations 1990.
- 4.27 The CPO must be advertised locally and copies served on any owners, lessees, tenants (whatever the tenancy period), occupiers, all persons interested in, or having power to sell and convey or release, the land subject to the CPO. In addition the CPO must be served on persons whose land is not acquired under the CPO but nevertheless may have a claim for injurious affection under Section 10 of the Compulsory Purchase Act 1965, such as owners of rights of access to and from the public highway, easements and covenants that are affected by the CPO. Officers will prepare a detailed Statement of Reasons setting out the justification for compulsory acquisition. This statement will cover all the issues set out in this Report.
- 4.28 If any duly made objections are not withdrawn, the Secretary of State must hold an Inquiry and consider the conclusions and recommendations of the Inspector before confirming the Order.
- 4.29 Before and during the compulsory acquisition process, the Council is expected to continue the process of seeking to acquire the properties sought by negotiation and private agreement: see Part 1 of the Memorandum to Circular 06/04 Paras. 24 and 25. Para. 25 notes that “undertaking informal negotiations in parallel with making preparations for a compulsory purchase

order can help to build up a good working relationship with those whose interests are affected by showing that the authority is willing to be open and to treat their concerns with respect...”.

- 4.30 Any dispute as to the amount of compensation to be paid is referred to the Lands Tribunal for determination.

Ground 10A

- 4.31 The Council is required to obtain the approval from the Secretary of State when seeking to re-housing secure tenants who will not leave the properties that are due to be demolished. Before seeking approval the Council is required to consult with tenants. Approval will enable the Council to use Ground 10A of Schedule 2 to the Housing Act 1985 to obtain possession of the dwellings let under secure tenancies and provide the tenants with suitable alternative accommodation.

5.0 Financial Implications

- 5.1 The resource envelope for taking forward the South Kilburn regeneration programme in 2010/11 is determined by the level of the capital receipts to be secured for the disposals (by way of the 999 year lease) of the Albert Road site and the Carlton Vale roundabout site to L&Q. The Council expects to receive the receipt for Albert Road in June 2010 whilst the timing of the receipt for Carlton Vale roundabout site is dependent on satisfying all conditions precedent, including completing the highways stopping up order and subsequently the enabling works. The earliest this is likely to be achieved at the end of 2010 to 2011.
- 5.2 In effect the financial model for South Kilburn is for the regeneration scheme to ‘wash its face’ from this point forward. In other words the Council should be able to progress the scheme on an ongoing basis within the cash envelope generated from ongoing disposals, provided it remains committed to ring fencing these receipts into South Kilburn. This delivery strategy has been agreed and endorsed by the Homes & Communities Agency, and is a condition of their grant funding for both the Albert Road and the Carlton Vale roundabout sites. A consequence of this approach is that the Council makes a saving on the previous £1m per annum expenditure identified within the capital budget for South Kilburn.
- 5.3 Other sources of income for the South Kilburn programme over the course of the year include New Deal for Communities funding, funding from the South Kilburn Neighbourhood Trust (including the Council’s share of the receipt from the sale of the Texaco site), and growth area funding.
- 5.4 The key expenditure items for the year will be:
- Leaseholder buy backs – a full paper will be prepared in collaboration with the Director of Finance and Corporate Resources setting out proposals for

prudential borrowing arrangements to facilitate the early buy backs of leaseholder properties. This will be through an Invest to Save approach whereby this enabling expenditure will allow capital receipts to be generated which will be utilised to repay the debt and end interest incurred.

- Design fees – it is proposed to appoint three design teams from the Homes & Communities Agency consultants' panel to bring forward design work for the three sites (Cambridge & Wells, Ely, and Bond & Hicks Bolton). All initial contracts will be for less than the £500,000 threshold for Executive approval and both will be resourced from the resource envelope outlined above. Depending on end sales values it should be possible to recoup these costs when the sites are ultimately disposed.
 - Strategic acquisition of property – there are a number of opportunities within South Kilburn for the Council to acquire property that will be required to bring forward both the next and future phases of the scheme. Individual acquisitions will need to be approved by Executive in the usual way throughout the year.
 - Repayment of £2.5m of resources expended by the New Deal for Communities grant during the period since 2009 and used for leaseholder buybacks, to the South Kilburn Neighbourhood Trust. This is a condition imposed by government on the NDC expenditure and is designed to ensure the resources are recycled back into South Kilburn. Officers are currently working with the Trust Board to prepare an ongoing capital strategy for the Trust to ensure that the resources make a positive contribution to the programme.
- 5.5 The key challenge for the programme is to ensure that the cashflow remains positive, or within acceptable tolerances. New project management arrangements are being introduced to ensure that officers are equipped to manage the cashflow, and that there are clear lines of responsibility and accountability for doing so.
- 5.6 Clearly the key funding risk for the regeneration programme is the ongoing level of grant funding that can be secured from the government (through the Homes & Communities Agency) to support future development sites in South Kilburn. The Council is well advanced with its 'single conversation' discussions with the HCA, and South Kilburn is identified as a key priority within the Local Investment Framework that both the Council and the HCA will ultimately sign up to. The HCA are supportive of the Council's overall approach to regeneration in South Kilburn, and its specific delivery strategy of incremental development, supported by a recycling of capital receipts.
- 5.7 Nevertheless in the current economic and political climate it would be prudent to assume that there will be less grant funding available for access by the Council in the immediate short term. South Kilburn is fortunate in that it is located in an area of high potential land value. With the Council firmly in control of the regeneration process, it would be possible at a future date to

dispose of sites identified for predominantly private housing on the open market, thus generating a receipt to cover expenditure and potentially maintain the regeneration momentum. Experience from the initial sites has demonstrated the additional value that can be secured for sites if they are de-risked – ie. with planning permission secured and with vacant possession.

5.8 Based on the sales values secured for Albert Road and Carlton Vale sites, it is estimated that the three remaining Phase 1 sites to be taken forward in 2010/11 could realise capital receipts of up to £12million. Officers remain confident that the overall phasing strategy will ultimately deliver a significant final capital receipt.

5.9 Appendix 3 sets out a draft headline income and expenditure budget for the South Kilburn regeneration project for the coming two years. Expenditure against this budget will only begin to be defrayed once the capital receipt for the Albert Road residential site is received.

6.0 Diversity Implications

6.1 South Kilburn is a designated New Deal for Communities area and as such all interventions are specifically targeted at those people who suffer disadvantage in society. South Kilburn Partnership has a Race & Equality strategy, and through its widening participation theme seeks to find ways of involving and engaging with all local residents and particularly those who traditionally are 'hard to reach'. There has been and will continue to be widespread consultation and community engagement as proposals for the physical regeneration of the area are developed and delivered.

6.2 At a project level, each South Kilburn Partnership sponsored and supported project is subject to a full and independent appraisal undertaken by a panel of local residents and relevant officers. Part of the appraisal process is to test each activity against the Partnership's Race & Equality strategy to ensure full compliance. In line with the Council's Equality standards, all expenditure is monitored against equalities indicators on a regular basis.

7.0 Staffing / Accommodation Implications

7.1 There are no specific staffing or accommodation implications associated with the proposals contained within this report.

APPENDICES

Appendix 1: Draft allocations policy for South Kilburn

Appendix 2: Proposed CPO land

(This appendix is not for publication as it contains the following category of exempt information as specified in paragraph 3, schedule 12(A) of the Local Government Act 1972 namely "information relating to the financial or business affairs of any

particular person (including the Authority holding the information).

Appendix 3: Draft Income & Expenditure Profile for Phase 1

(This appendix is not for publication as it contains the following category of exempt information as specified in paragraph 3, schedule 12(A) of the Local Government Act 1972 namely "information relating to the financial or business affairs of any particular person (including the Authority holding the information).

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ALLOCATION POLICY FOR PHASE 1 SOUTH KILBURN

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17. Leaseholder Process
18. Appeals Procedure

1. Introduction

This document covers the decanting of secure tenants on the South Kilburn estate. This document sets out good practice and rights that tenants can expect to be delivered.

2. Definition of a Decant

The definition of a **decanting tenant** is defined as one who is eligible for home loss and disturbance payments because the **Council requires them to move** from their property in order for the Council to redevelop South Kilburn. The tenant could be moved to the designated new build sites, move permanently either within South Kilburn or elsewhere and those who move temporarily to return to the designated new build sites within South Kilburn (**double decants**).

3. HOMES AFFECTED

Bond House
Bronte House
Cambridge Court
Ely Court
Fielding House
Hicks Bolton House
Wells Court
Wood House

4. Mandatory moves

The Council will apply the mandatory process in order to move tenants
The Council will make use of ground 10A of the Housing Act 1985.

Grounds 10A

Under Ground 10A and Part V of Schedule 2 to the Housing Act 1985, the Council may (1) serve consultation notices on the secure tenants explaining the proposed scheme (i.e. redevelopment, disposal) for the land of which the premises forms part (allowing 28 days to consider representations from tenants) and considering and dealing with any objections raised, (2) apply to the Secretary of State for approval of the scheme (for the purposes of Ground 10A) and (3) serve notices of seeking possession on all affected residents making offers of suitable alternative accommodation – and (4) apply to the Court for repossession of the premises if tenants fail to accept the “suitable alternative” property. The prescribed procedure for applying to the Secretary of State for approval is set out in Part V of Schedule 2 of the Housing Act 1985.

5. Options for Re-housing

All households living in the homes affected listed above of the South Kilburn proposed redevelopment program will be offered one “suitable alternative” property.

The first phase South Kilburn development sites are:-

1. Gordon House
2. Texaco Site
3. Carlton Vale Roundabout, and
4. Albert Road

The first phase South Kilburn development provides 362 new homes of which 264 are for affordable renting. The remainder of the units will be a mix of outright sale and shared ownerships units which will be sold within five years.

6. PRIORITY BLOCKS

Priority for the first lettings of the new South Kilburn Homes will be ring-fenced to existing tenants living in the following blocks listed below:-

1. Bronte House
2. Fielding House
3. Cambridge Court
4. Ely Court
5. Wells Court
6. Hicks Bolton House
7. Bond House
8. Wood House

7. HOUSING NEEDS ASSESSMENT

The allocation process will be made on the basis of housing need with priority in relation to choice of the different blocks being determined by length of tenancy.

All eligible tenants will be required to fill out the transfer form so that they are entered on the Locata bidding systems. This system will be used as an audit trail to ensure that a clear record is kept of those requiring rehousing. All offers will be logged through this mechanism.

The size and type of property offered will receive will depend household composition.

BASIC FRAMEWORK FOR ASSESSMENT	
▪ Single person	1 bedroom
▪ Couple	1 bedroom
▪ 2 adults not living together as a couple	2 bedroom
▪ 1 or 2 adults + 1 child	2 bedroom
▪ 1 or 2 adults + 2 children	2 bedroom/3 bedroom
▪ 1 or 2 adults + 3 children	3 bedroom
▪ 1 or 2 adults + 4 children	3 bedroom/4 bedroom
▪ 1 or 2 adults + 5 children or more	4 bedroom/5 bedroom

Children

- Children under the age of 18 will be expected to share with siblings of the same sex, unless there is a five year difference between them- in which case they will be allocated a separate bedroom.
- Children of different sex will be expected to share a bedroom up to the age of 7. Where children of different sexes are above 7 years of age, they will then be allocated separate bedrooms..

9. NEEDS PLUS

This will be targeted to tenants living in 3 bed+ accommodation for example a single person living in a 3 bedroom accommodation, will be offered a two bedroom property. The offer converts to current need plus an additional bedroom (Needs Plus) as an incentive for the loss of a larger accommodation. Tenants currently living in a two bedroom who only qualify for a one bedroom property will not be offered the same size accommodation unless there are medical reasons to allocate a larger size. Those who move from a family size accommodation to a smaller home will not be eligible for the current housing incentive scheme which offers £4,000 to those moving to a one bedroom – as they will be eligible for the statutory homeless payment – currently £4700.

9. CHANGE IN CIRCUMSTANCES

Once an assessment of the housing needs are carried out, this information will be included in the detail planning of the allocation of properties available in the new development sites at South Kilburn. The Council will require all changes of circumstances to be documented by filling in the change of circumstances form and forward all relevant confirmatory documentation. The Council reserves the right to refuse to accept any changes to the family composition which may require us to provide larger accommodation to that which we had been previously agreed. However such consideration would only be considered in exceptional circumstances.

10. REHOUSING PROCESS

The rationale of the South Kilburn Regeneration programme is to contain the decanting programme within South Kilburn. If it is necessary, Brent will seek alternative opportunities to re-house those tenants who wish to move elsewhere within the Borough but no guarantees can be given that accommodation matching tenants' needs can be found within an appropriate timescale.

The Council will be reliant upon our partners to source alternative accommodation for those who wish to move outside of South Kilburn or Brent. In this regard, our partners will be required to offer an annual quota to assist the decanting process for the South

Kilburn Regeneration programme. The Council will not be able to guarantee any move that is **not** within the area of development, as we will be wholly dependent on our partners or opportunities given by other Boroughs.

Tenants who wish to move to specialist housing such as sheltered housing will be assisted by way of contact and help to complete the appropriate applications.

Tenants who may wish to move to the private sector will also be assisted and given a relocation incentive which is likely to be equivalent to the full value of the home loss and disturbance payment. These tenants will be required to sign a declaration form giving an undertaking not to approach the Council for Housing in the future and will be removed from the Council's Housing register.

11. DOUBLE DECANTING PROCEDURE

Those tenants living within the phase one development area, whose only option is to be temporarily rehoused (either within or outside South Kilburn) will be given the option to return to a new property within South Kilburn. They will be targeted for a new home in one of the later phases of the development programme. This is termed as “double decanting”. Where a tenant occupies a temporary property in excess of twelve months then they will be entitled to another set of home loss payment once they move to their new home within the development.

Some improvements works may be carried out to temporary accommodation, to assist tenants to settle in. In some cases some fixture and fittings may be offered as a gift, and in such cases the Council will not be liable to maintain or repair those items.

12. NUMBER OF OFFERS

- (a) One offer for the new homes that matches the needs of the tenant on South Kilburn **or**
- (b) One offer of an existing property which matches the tenants needs elsewhere **or**
- (c) A temporary move that matches the needs of the tenant within South Kilburn until a new property becomes available.

Definition of Reasonable

The offer policy is dependent on the test of reasonableness. The definition of reasonableness, for the purpose of South Kilburn regeneration, is that:-

- A) It is considered reasonable to make alternative offers within the estate that meets the housing need of the tenant and their household **or**
- B) It is considered reasonable to make alternative offers outside South Kilburn that meets the housing need of the tenant and their household.

Offers which do not fully meet the tenants needs (i.e. on medical grounds or the recommended household composition table) will **not** be deemed as a reasonable offer.

13. TENANTS CHOICE

Those tenants, who choose to move to a new home in South Kilburn, will be invited to select from a range of tenants choice items available such as kitchen and bathroom units, colours / tiling, and floor coverings. Each landlord will have a different range of choices for their specific developments.

14. SPLITTING HOUSEHOLDS

We could consider **households which are willing to be split** in return for ‘down-trading’ in size where there is a shortage of larger units. For example, a four or five bedroom household could be considered for a smaller unit if one adult member is rehoused separately. This would only be considered if it facilitates the availability of a family size unit for another household and if there are available units of the required size. Homeloss and disturbance payment would be paid to the existing tenant only.

15. COMPENSATION FOR DECANTING TENANTS

Secure Tenants moving from South Kilburn will be entitled to homeloss and disturbance payments in accordance with the Land Compensation Act 1973. Secure tenants who move out of their homes, provided that they have lived there for at least 12 months and it is their only or principal home will be eligible for £4,700 home loss payment (or whatever is the approved rate at the time of implementation). Reasonable disturbance payments are also payable; however tenants who wish to claim for these items will be required to produce evidence of the costs incurred.

The following are examples of disturbance payments that we have a legal duty to meet:-

- Removal van to move furniture
- Redirection of mail
- Dismantling and re-assembly of residents owned furniture such as wardrobes
- Telephone disconnection and reconnection

Home loss payments will be processed after tenant moves to the new accommodation and within 28 working days of receipt of a claim form.

16. RENT ARREARS

Tenants with rent arrears will be expected to clear the full sum of monies owed to the Council. The Council will diligently pursue all rent arrears in line with its arrears procedure. Where the tenant is keeping to the terms of the court order, then the Council will off-set any remaining arrears against the compensation of £4,700.

Where the level of arrears exceeds the home loss payment of £4700, the Council reserves the right not to include the tenant in the new development.

17 LEASEHOLDER PROCESS

Leaseholder options will be made available for each phase. Either the new Landlord or the Council will seek to purchase all leasehold properties within the development phase and offer each leaseholder the following options:

- a) To buyout the leaseholder at market value with all applicable compensation.
- b) To buyout the leaseholder and they purchase back into the scheme

There may be other options available from each landlord which will be made clear for development site.

The Council will also use its Compulsory Purchase powers for each phase as part of the overall process.

18.APPEALS PROCEDURE

If a tenant appeals on the grounds that an offer of alternative accommodation made is unreasonable there will be a time limit of ten working days in order to lodge an appeal.

Appeals should be made in the first instance by writing to:

The Project Director
South Kilburn Housing Project Team
21-22 Peel Precinct
Kilburn
London
NW6 – 5BS

who will respond within ten working days.

Tenants can also seek the advice from a Citizens Advice Bureau/ Law Centre Solicitor or the Tenants Advisor who can be contacted on xxxx xxxxx xxxxxx

Grounds for appeals

Medical

Management transfer