



Overview and Scrutiny Committee

Tuesday, 8 December 2009 at 7.30 pm

Committee Room 4, Brent Town Hall, Forty Lane,
Wembley, HA9 9HD

Membership:

Members

Councillors:

Jones (Chair)
Castle (Vice-Chair)
Clues
Leaman
HB Patel
Mistry
Thomas

first alternates

Councillors:

Beswick
Dunn
Bessong
Motley
Eniola
Kansagra
John

Second alternates

Councillors:

Crane
Green
Hirani
Anwar
HM Patel
Mrs Fernandes
Ahmed

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The press and public are welcome to attend this meeting

Agenda

Introductions, if appropriate.

Apologies for absence and clarification of alternate members

Item	Page
1 Declarations of Personal and Prejudicial Interests	
Members are invited to declare any relevant financial or other interest in the items on this agenda.	
2 Minutes of the Previous Meeting of the Overview and Scrutiny Committee held on the 13th October 2009	1 - 10
The minutes are attached.	
3 Matters Arising (if any)	
4 Review of Representation of Political Groups on Committees	11 - 18
This report updates members on the impact of the change in membership of the political groups on the political balance of committees and sub committees and advises on the need to consider changes to the allocation of seats on committees.	
At the last Council meeting on 23 rd November 2009 it was agreed to reduce the membership of the Overview and Scrutiny Committee and the Children and Families Overview and Scrutiny Committee from eight members to seven and to refer to the Overview and Scrutiny Committee to consider whether it wishes to reduce the membership of its' sub committees accordingly.	
5 Appointments to Sub-Committees (if any)	
6 Deputations (if any)	
7 Tubbs Road Councillor Call for Action	19 - 34
At its meeting in October 2009, the Overview and Scrutiny Committee agreed to look in more detail at the councillor call for action submitted by Councillor James Powney in relation to the traffic issues at Tubbs Road, Kensal Green Ward. A report on the site visit undertaken by Members and officers from Transportation is attached and Members are asked to consider whether they wish to make recommendations to the Executive.	

8 Update on the Voluntary and Community Sector Strategy 2010 - 2015 35 - 42

The Overview and Scrutiny Committee considered a report on the scope of the Voluntary and Community Sector Strategy at its meeting in June 2009. At that meeting members asked for an update on the development of the strategy and information on the council's relationship with the voluntary sector to be presented to them in December 2009. A briefing note has been provided by officers from Housing and Community Care and this is included as an appendix to this covering report.

9 Safeguarding Adults Annual Report 2008/09 43 - 98

This is the fifth annual report of the Brent Safeguarding Adults Committee and covers the period April 2008 – March 2009. It outlines national developments, the progress made in Brent (including the priorities set in last year's annual report) and also identifies key issues and future plans for growth and improvement. The report also covers the outcome of the Commission for Social Care Inspection on Independence, Wellbeing and Choice and the implementation of the Mental Capacity Act Deprivation of Liberty Safeguards.

10 Climate Change Final Task Group Report 99 - 120

The final report of the Climate Change Task Group is attached.

11 Proposals to Enhance Local Democracy - Motion Referred From Council 121 - 126

At the full Council meeting on 12th October 2009 members discussed a motion put forward by Councillor Ann John on proposals to enhance local democracy. Council carried the motion, with an amendment from Councillor Paul Lorber. One of the things that Council resolved to do was "to set up an all party/group scrutiny task group to investigate how local democracy can be improved, with a view to increasing the debate at Full Council meetings, improving the public's access to local democracy and encouraging more young people to take part".

The motion has been included on the Overview and Scrutiny Committee agenda for members to decide how it wishes to respond to this issue.

12 Overview and Scrutiny Committee Work Programme 127 - 140

This document, for the Committee's information, sets out the Overview and Scrutiny Committee Work Programme.

13 Date of Next Meeting

The next meeting of the Overview and Scrutiny Committee is scheduled for Wednesday, 9th February 2010.

14 Any Other Urgent Business

Notice of items to be raised under this heading must be given in writing to the Democratic Services Manager or his representative before the meeting in accordance with Standing Order No 64.



- Please remember to **SWITCH OFF** your mobile phone during the meeting.
- The meeting room is accessible by lift and seats will be provided for members of the public.
 - Toilets are available on the first and second floors.
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LONDON BOROUGH OF BRENT

MINUTES OF THE OVERVIEW AND SCRUTINY COMMITTEE

Tuesday, 13 October 2009 at 7.30 pm

PRESENT: Councillors Jones (Chair), Castle (Vice-Chair), Clues, Mistry, R Moher and Thomas

ALSO PRESENT: Councillor Powney

Apologies for absence were received from Councillor H B Patel

1. **Declarations of Personal and Prejudicial Interests**

None declared.

2. **Minutes of the Previous Meeting of the Overview and Scrutiny Committee held on Thursday, 9th July 2009**

RESOLVED:-

That the minutes of the meeting held on Thursday, 9th July 2009 be received and approved as an accurate record.

3. **Matters Arising (if any)**

Cricklewood Library Children's Centre Project and Archive Move

The Chair sought an update concerning the covenant on Cricklewood Library. Members noted that the Council was still undertaking legal investigations regarding the covenant although the appropriate action regarding the location of a children's centre at Cricklewood Library would be taken as soon as the investigations were concluded.

4. **Appointments to Sub-Committees**

None.

5. **Leader's Update on the Council's Priorities**

Councillor Lorber (Leader of the Council) presented his update to the Committee. He began by commenting on the provision of school places in Brent, which according to the Greater London Authority's (GLA) projections for September 2009 suggested that there would be a surplus of 82 places based on 3,360 total reception places. However, the number of applications at reception level exceeded this projection. Newfield and Park Lane schools offered to open an

additional class each to accommodate this, and combined with the planned expansion of 7 places for Anson school and an additional place at Avigdor Hirsh Torah Temimah meant that the number of reception places increased to 3,428 for September 2009. As of 9th October, 4,035 applications had been received, with 108 Brent residents currently without a reception place, however it would not be until the end of October until the true extent of the shortfall would emerge.

Members noted that the pressure on reception places had changed from being primarily in the north and centre of the borough to the south of the borough and the breakdown of shortfalls in other primary school years. It was hoped that investments to expand existing schools would meet the increasing demand for primary school places. Cllr Lorber told the Committee that 3,600 reception places would be needed each year from 2014 due to an increase in the birth rate in Brent. These additional places would have knock on effects as the children moved through the school years. Providing the extra places would cost between £40m and £50m.

Turning to in year secondary school admissions, Councillor Lorber confirmed that the number of children seeking admissions increased in 2009, with the number of new arrivals for the period July – September, the highest since monitoring of this had been recorded from 2006.

Councillor Lorber then provided an update concerning the impact of the recession on the borough. The recession had impacted most on those on lower incomes and there had been an increase in benefit applications and in benefits paid. A number of initiatives had been undertaken to help the community, including the launch of a take up campaign encouraging small businesses to apply for business rate relief, providing targeted employment training and support to job seekers, introducing more apprenticeships and benefit take up initiatives. The regeneration programmes continued to be pursued to ensure that they did not stall under the difficult economic circumstances, whilst there had been a fall in crime overall. Some indicators, such as unemployment data, lagged behind other economic indicators. Councillor Lorber felt that unemployment would continue to rise, even when the national economy moved back into positive growth.

Turning to children's social workers, Members heard that there was a disproportionately large number of temporary agency staff working in the service, however the permanent staff proportion across the whole of Social Care had significantly increased from 56.46% in January 2009 to 71.36% in August 2009. There was a large number of newly qualified staff who required supervision, whilst the number of child referrals had risen. It was noted that the problems experienced in Brent were mirrored by other London boroughs.

Councillor Lorber stressed the importance of exploring opportunities for shared services with partners and other London boroughs and there were already a number of joint projects operating, such as those under the West London Alliance (WLA). The WLA Councils had agreed to collaborate with each other on the procurement and commissioning of Adult Social Care Services and tendering of contracts would commence in autumn 2009 with a contract value of £220 million a year, the largest value exercise of this type in the UK. The WLA had already signed up to a Joint Procurement of Services for Elders and it was estimated that

through joint working, savings of between 1% to 3% could be made, whilst ensuring that the quality of service remained high.

During discussion, Councillor Mistry commented that there had been an increase in the number of overseas unaccompanied children in 2009 and enquired whether there was information breaking down these figures into country of origin and age group. She felt that the recession had impacted more greatly on younger people than those in affordable housing and suggested that the strategy to address the recession could tie in with the Children and Families strategy. Councillor Mistry emphasised the need to ensure that appropriate monitoring and safe guarding measures were in place with regard to newly recruited social workers and enquired whether an external reviewer could be appointed.

Councillor Castle commented that the impact of the recession may not be fully realised until after Christmas 2009, stating that those on lower incomes may experience problems keeping up with rent payments after this time. Councillor Motley, in noting the increase in referrals to social services, stated that this could be partly attributable to the outcome of the Baby P case and he asked whether the number of children in care was monitored on a ward basis. Councillor Clues remarked that Policy and Regeneration were undertaking a mapping of the hotspot areas of the borough that were hit particularly hard by the recession.

Councillor Thomas enquired how school governors were being advised as to their role in child protection. Councillor R Moher welcomed the increase in the number of social workers on a permanent basis, but commented that it took approximately 3 years for a social worker to be fully trained and enquired whether there were enough managers to meet the training need and what was being done to retain social workers. She also felt that locality working was a good idea, however it required skilled social workers with proper support to work effectively.

The Chair enquired whether the main reason for children obtaining places in schools outside the borough was because they were attending a particular faith school and whether the reported increase in the number of Eastern European families returning to their country of origin was reducing the pressure on school places in some instances. She asked whether the number of small businesses taking up rate relief was known and sought further views with regard to regeneration projects, particularly relating to private housing projects. The Chair spoke of the need for good managers to provide training for large number of inexperienced social workers and she hoped that any cuts in expenditure would not mean job losses in this area. Turning to the WLA, she enquired about the timetable for the procurement of Adult Social Care Services and would target setting by the Local Strategic Partnership (LSP) provide added value. The Chair also queried why the results of the Price Waterhouse Coopers survey contradicted the findings of the LSP performance results.

In reply, Councillor Lorber confirmed that most children in Brent who attended schools outside the borough did so because they were attending faith schools. He also added that although there may be an increase in Eastern European families returning to their country of origin, the projections for 2014 suggested that pressure on school places, particularly on primary schools, would continue to increase due to a rise in the birth rate.

On the country of origin of unaccompanied overseas children, Councillor Lorber reported that a breakdown in terms of country of origin and age for unaccompanied children was not available but overall numbers were increasing.

Following a question on private housing developments, Councillor Lorber said that he felt that the private housing scheme by Granville Homes was a successful example of providing affordable housing during a recession, whilst Quintain were also to provide more affordable housing although they were pressing for more mixed use developments in the future. Councillor Lorber emphasised the importance that any evidence with regard to the impact of the recession was fact-based. There had already been an increase in those applying for and receiving Jobseekers allowance, however he warned that there was always a lag between the beginning of a recession and resulting job losses and bankruptcies. It was noted that information on the number of small businesses taking up rate relief could be provided.

With regard to the number of referrals for children to go into care, Councillor Lorber confirmed that numbers had increased, although the actual number of children in care was yet to rise. He stated that the recruitment of social workers was competitive in the employment market, however additional funding of £1.1 million had been made available to help with recruitment, training, staff support and retention, although it was too early to confirm that this tactic had been successful. Members heard that the Council's Improvement and Efficiency Strategy was not focused on budgets, but compared information with other local authorities. It had been acknowledged that there were not enough front line staff in a number of areas and Councillor Lorber stated that there were no current plans to cut manager posts in children's social care. There were also plans to strengthen governance arrangements with regard to ensuring appropriate safeguards were in place and that newly qualified staff were sufficiently monitored. Furthermore, Child Protection required effective joint working, with every effort made to ensure that all relevant parties were involved. Headteachers would be expected to report back to their governing bodies on a regular basis and most schools in the borough had a designated school governor to liaise with school staff on child protection matters.

Councillor Lorber confirmed that the tendering process with regard to WLA shared services of Adult Social Care was likely to commence at the beginning of 2010 and it was hoped that it would be completed in time for inclusion for the Council's budget for 2010-2011. The LSP was to be restructured to increase its' effectiveness and would provide added value, whilst the targets set were challenging and the performance figures for the 1st quarter would reveal what areas needed particular attention.

Joanna McCormack (Partnerships Co-ordinator, Policy and Regeneration) advised that the Local Area Agreement (LAA) was based on negotiations with partners of the LSP and the Government. Some targets were especially challenging, whilst others were of particular significance and relevance to Brent. The Price Waterhouse Coopers assessment looked at a much wider area of work.

The Committee agreed to the Chair's suggestion that the following information be provided:-

- Information on referrals to children's services for child neglect / safety issues, including whether referrals are increasing and was this attributed to Baby P or the recession.
- Information on the number of companies that have taken up the Council's reduction in business rates initiative that is being offered to small business during the recession.
- Information on the shared services agenda, specifically when the West London Alliance begins to commission services and details on how much this arrangement is saving the Council.

6. Transforming Adult Social Care: Modernising Day Opportunities for People with Learning Disabilities - Update on Progress

Lance Douglas (Assistant Director – Quality and Support, Housing and Community Care) introduced the report, who begun by stressing that consultation was a key element of the programme. The strategic theme of improving day opportunities for people came from the Government's Putting People First initiative, which formed the basis of how personalisation would work. The Learning Disabilities service was leading the transformation. Lance Douglas advised that it was important for progress to be made with regard to the re-provision and re-location of the Albert Road Day Centre site, with the John Billham Sports Ground identified as the preferred site. Actions that needed to be undertaken at the next stage included the need assessment of Albert Road and ASSPECTS day service users, with included approximately 350 assessments to be completed by the end of November 2009. An analysis on all service users' assessments of needs would be required to help formulate ideas on the future shape and types of services to be provided.

Lance Douglas advised that some changes had been made to the transformation programme following concerns raised by users and their carers during the extensive consultation that had been undertaken. The Committee noted that spending in Adult Social Care was not particularly high compared to other areas and that there was efficient use of the limited resources available.

Councillor R Moher stated that the issue had been raised as to whether some users would be capable of making decisions in respect of the assessment and she asked what steps were taken to ensure that the correct view of the user had been obtained. Councillor Mistry stated that although the budget for the transformation had been agreed, there was a lack of reassurance amongst users and carers about the service that would be provided. In addition, some users would not have the capacity to access the service on-line and there was a need to provide specialised transport.

The Chair acknowledged that a central aim of the transformation was to provide what the customer wanted, however she enquired whether a particular service could still be offered if, for example, only 2 customers had requested it. She sought an explanation as to how enough choices could be provided that were viable and could be funded. The Chair sought confirmation that direct payments could not be made to services provided by the Council, even if this was the user's preferred choice. She felt that the changes made since the consultation had been

positive and enquired whether funding had been identified for the Albert Road and ASPPECTS day service changes and if the analysis undertaken would be based on what could be delivered.

In reply, Lance Douglas felt that there was considerably more known about the users' views than previously, however a member of staff had been appointed to complete quality checks to ensure that users were capable of doing certain things and to be able to distinguish between what the aspirations of the users were and what was realistically achievable. Members heard that the Care Quality Commission had praised the Council's Quality Assurance Framework. Lance Douglas stated that although he understood the concerns of users and carers with regard to the future of the service, the target of 30% users of personal budgets had been set by the Department of Health, even though a target of 20% had originally been agreed within the LAA. Members noted that through personalised service, Council services could be used and that funding had been identified for the Albert Road and ASSPECTS day service changes. The analysis undertaken would be based on what resources were available.

The Chair commented that she felt that the carers needed to be re-consulted and she requested that an update on the transformation be provided at the meeting on the 9th February 2010.

7. Local Strategic Partnership Annual Report

Joanna McCormick introduced the annual report for 2009 which reported on the performance of Partners for Brent. Members heard that there had been significant progress in terms of the Evidence Base and there had been changes to governance arrangements to facilitate more effective partnership working. However, Partners for Brent faced a number of challenges for the future, not least the continuing impact of the recession on the community. In terms of the Local Area Agreement (LAA) 2006-2009, a Great Place to Live, a good performance had been recorded and it was expected that a Performance Reward Grant would be attained. For the LAA 2008/2011, the results were rather more mixed, however there had been an overall reduction in crime for 2008/09, including domestic violence as a result of the increase in support for victims. There had also been a 50% increase in the number of establishments signing up to the Best Bar None scheme, whilst alcohol related violence and disorder at Neasden Circle had been effectively tackled by the Neasden Circle Alcohol Project. The Brent Sustainability Forum had successfully delivered a number of projects, including Green Zones, North London Light Railway, Bio Digester, Sustainable Business and Trade Waste Recycling Promotion, Recycling from Flats and Creation of a Climate Change Partnership.

In terms of a Borough of Opportunity, Joanna McCormick advised that most LAA stretch targets for 2006-09 had been met, with some significantly overachieving. Members noted that the Smoking Cessation target had not been met, whilst final results were yet to be received with regard to Disadvantaged Groups into Employment. The Employer Partnership played a key role in addressing employment issues and the Committee noted the various ways in which this was achieved. Good progress had been reported with regard to the Children's Partnership Board, including all 5 of the Every Child Matters outcomes. Key achievements for 2008/09 concerning the Health and Social Care Partnership

Board were also noted, including the development of the Health and Well Being Strategy (including the Joint Strategic Needs Assessment). In terms of an Inclusive Community, Members noted the achievements with regard to Community Engagement, such as the Active Change Foundation, Brent Young Muslims Project and the Horn Stars Football Team Active Citizen Mentoring Programme.

Joanna McCormack then detailed future plans for Partners for Brent, paying particular emphasis on enhancing the work of the LSP through change of structure to allow it to divide its attention between delivery of the Community Strategy and the LAA and the engagement of people in the borough to have a better understanding of the key factors affecting their lives and the future of the borough.

Councillor R Moher, in noting the progress with regard to decline in teenage pregnancies and child obesity, enquired whether significant improvements had been recorded. Councillor Motley commented that the Children and Families Overview and Scrutiny Committee had received reports in respect of teenage pregnancies and that it had been re-classified from high risk to medium risk, however it was still a cause for concern. The rising trend for child obesity had been halted but remained a serious concern. Councillor Mistry stated that she had been involved with discussions with younger people with regard to anti-social behaviour and making the community safer. Although there were forums for young people, such as the Brent Youth Parliament, Councillor Mistry stated that young people had indicated that they did not feel engaged, nor were they aware of what services the Council could offer them. The Chair requested that evidence be provided of added value in future reports.

In reply, Joanna McCormick advised that there had only been a small decline in teenage pregnancies and that it was still an issue, whilst child obesity was a concern nationally. She confirmed that she would feedback the views of young people expressed to Councillor Mistry to the Brent Crime Partnership and she acknowledged Councillor Jones's request to incorporate evidence of added value in future reports.

8. Local Strategic Partnership Self Evaluation

Joanna McCormick gave a presentation on the LSP Self-Evaluation, which had been undertaken by Tribal Consulting through focus groups interviews and document review. A number of recommendations had been made on all aspects of the structure of the LSP. A key objective of the self evaluation was to improve the focus of partnership working through a number of ways, including focusing on the Community Strategy and ensuring key priorities were delivered through the LAA, mapping of strategic objectives, service planning with partners, better engagement with councillors and a coordinated support for partnership working. The Committee noted the new LSP structure, which would be led through the Strategic Forum and LSP Executive. The new structure would function through the alignment of governance and work programmes, embedding performance management and data quality and ensuring practical delivery of the LAA through thematic partnerships. Joanna McCormick advised that the LSP was required to cooperate with overview and scrutiny committees which would receive LSP forward plans and be provided with an annual report of the LSP and LAA. The overview and scrutiny committees would play a role in ensuring that the LSP was

making best use of resources, whilst the Chair of the Overview and Scrutiny Committee would also be a member of the Strategic Forum.

The Chair indicated her wish that the Forward Plan of the LSP be provided at a future meeting and also be sent to chairs of all the overview and scrutiny committees.

9. Tubbs Road Councillor Call for Action Request

With the agreement of the Chair, Beatrice Barleon, representing residents of Tubbs Road and Nightingale Road, addressed the Committee on this item. Beatrice Barleon stressed that the main concern was the volume of traffic travelling down Tubbs Road and Nightingale Road. The problem was exacerbated by roadworks at the end of Tubbs Road and pollution caused by the large amount of traffic was also a concern. Beatrice Barleon explained that although Tubbs Road was classified as an 'A' road, it was a narrow road and this increased congestion for traffic that was using the road as a shortcut to the A40. Members heard that although Scrubs Lane was wider, it was not used as much as it was a longer route to the A40. Beatrice Barleon stated that residents wanted both short and long term solutions to the problems posed, suggesting that there be no right turn into the top of the road permitted and no left turn permitted out of the bottom of the road. She did not think that measuring traffic speed was necessary as it was not an issue and she stressed that the volume of traffic and the level of pollution be monitored and appropriate measures be put in place to reduce these. In reply to a query from Councillor Motley, Beatrice Barleon stated that residents had observed that there was a considerable number of vehicles turning left at the bottom of Tubbs Road.

With the agreement of the Chair, Councillor Powney, who had made the Councillor Call for Action request and who was ward councillor for the area concerned, also addressed the Committee on this matter. He stated that the protocol for Councillor Call for Action had been followed, explaining that there had been several meetings with local residents and the Transportation Unit had visited the site twice to consider the issues raised. In addition, TfL and the Department of Transport had also been consulted about the problems being experienced on these roads. He felt that a detailed solution was required to what was a complicated traffic problem. Councillor Powney stated that a request needed to be made to the Secretary of State to reclassify Tubbs Road as a 'B' road. In reply to a query from Councillor Motley, Councillor Powney stated that in his view Tubbs Road was being used by vehicles as the easiest route to by pass the Park Royal Estate.

During discussion by the Committee, Councillor Mistry, speaking on behalf of Councillor Joseph, stated that since a Controlled Parking Zone (CPZ) scheme was introduced to Tubbs Road, this had resolved the problem of vehicles being abandoned in the road. Nightingale Road similarly benefitted from having a CPZ introduced. However, as Tubbs Road was a relatively short road, the large volume of traffic on it often became congested. In addition, residents faced significant problems finding parking spaces along these roads from Friday evenings until Sunday evenings and therefore residents also wanted to be re-consulted over the operational times of the CPZ scheme. It was noted that Councillor Joseph would be happy to be involved in discussions over what measures could be undertaken. Councillor Thomas, ward councillor for the area

concerned, asserted that Tubbs Road had recorded the slowest moving traffic in the country for an A-road. He felt that the solution was to reclassify the road from an 'A' road to a 'B' road, however as the Council did not have powers to implement this, the Department for Transport would need to be approached. Councillor Clues commented that any measures to be considered for Tubbs Road should be considered within the context of providing a solution to traffic problems for the whole of Harlesden area.

The Chair felt that the protocol for the Councillor Call to Action had been followed correctly and Members agreed to her suggestion that the item be re-considered at the next meeting of this Committee, that the Transportation Unit and TfL representatives be invited to attend this meeting and that in the meantime, Members undertake a site visit to Tubbs Road.

RESOLVED:-

- (i) that it be agreed that the Tubbs Road Councillor Call for Action Request be considered at the next meeting of the Overview and Scrutiny Committee and that representatives from Transportation Unit and TfL be invited to attend this meeting to respond to questions from Members; and
- (ii) that Members of the Overview and Scrutiny Committee undertake a site visit of the roads prior to the next meeting.

10. Recycling in Flats Task Group

Councillor Clues, a Member of the task group, introduced the report. He stated that the Task Group focused on 4 themes, these being understanding residents to raise the profile of recycling, consideration of the resources available for recycling of waste from flats, making recycling easier, to communicate and educate the need for residents to participate in recycling and to consider appropriate signage. A number of site visits at a number of locations had been undertaken and recycling initiatives of other boroughs had also been investigated. Environmental Services had been involved in the task group's work, whilst the Environmental Project Team had also provided input. Councillor Clues stated that the Council's target of 40% recycling by 2011 was unlikely to be achieved unless sufficient recycling facilities were available for flats. He then drew Members' attention to the recommendations of the task group as set out in the report.

The Chair enquired whether the task group had encountered problems contacting registered social landlords (RSLs) during its investigation and what recommendations in the report were the highest priority.

In reply, Councillor Clues commented that there had been problems contacting some RSLs, however those who had come forward had shown enthusiasm in helping to increase recycling and in becoming recycling champions. He felt that the recommendation concerning clear and consistent signage was a high priority, as was the recommendation on exploring co-mingled recycling collection for flats, although this would depend on whether co-mingling would work and be cost effective.

The Chair thanked the task group for their work and the detailed and valuable report they had prepared. She enquired about an appropriate time to consider a review of the recommendations. Andrew Davies (Policy Officer, Policy and Regeneration) advised that it should be a minimum of 9 months before the issue was revisited in order that sufficient time was provided to report on any meaningful progress.

In the meantime, members agreed to the Chair's suggestion that an officer attend the meeting on the 9th February 2010 to provide an update.

11. Overview and Scrutiny Committee Work Programme

The Chair commented that answers were still awaited concerning the Town Centre Task Group Follow Up. Andrew Davies (Policy and Performance Officer, Policy and Regeneration) advised Members that due to the number of items due to be considered at the December meeting, that some items may need to be deferred to a later meeting.

12. Date of Next Meeting

It was noted that the next meeting of the Overview and Scrutiny Committee was scheduled for Tuesday, 8th December 2009 at 7.30 pm.

13. Any Other Urgent Business

None.

The meeting finished at 9.50 pm.

L JONES



COUNCIL MEETING
23 November 2009
and
OVERVIEW AND SCRUTINY
COMMITTEE
8 December 2009

Report from the Borough Solicitor

Wards Affected:
None

Review of representation of political groups on committees

1.0 Summary

- 1.1 This report updates members on the impact of the change in membership of the political groups on the political balance of committees and sub committees and advises on the need to consider changes to the allocation of seats on committees.

2.0 Recommendations

2.1 That the Council:

- (i) Agrees the allocation of seats on ordinary committees to each of the political groups as set out in bold in Table C
- (ii) agrees the allocation of seats on the Overview and Scrutiny Committee and Children and Families Overview and Scrutiny Committee as shown in bold in Table E of this report
- (iii) agrees changes to Standing Orders in relation to motions to change the size of committee and allocation of seats in accordance with paragraph 3.19 of this report

- 2.2 That the Overview and Scrutiny Committee agrees the allocation of seats on its sub-committees as shown in bold in Table E.

3.0 Detail

- 3.1 Under the Local Government and Housing Act 1989 s15 (the "Act") and Regulations made under s15(1) (e) of that Act, the Council is required to review and determine the representation of political groups on committees and sub committees and allocate places to political groups accordingly.

- 3.2 The allocation of places is determined by applying the political balance principles set out in the Act. These are designed to ensure that the political composition of the Council's decision making and deliberative committees as far as possible reflects the political composition of the full Council. Committees are subsequently required to carry out a similar process in relation to any sub-committees they may have.
- 3.3 The Act provides that seats must be allocated so far as reasonably practicable in accordance with 4 overriding principles:
- (a) that not all the seats on the body are allocated to the same political group;
 - (b) that the majority of the seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership (this rule does not apply to the Council as no party currently has an overall majority of seats);
 - (c) subject to paragraph (a) above (and to (b) above if it had been applicable), that each political group is allocated the same proportion of the total seats across all the ordinary committees of the Council as the proportion of the members of the authority that belong to that group; and
 - (d) subject to paragraph (a) and (c) above, that each political group is allocated the same proportion of the seats on each relevant body as the proportion of the members of the authority that belong to that group.
- 3.4 Principle (c) refers to "ordinary committees" which under the Act means those appointed under S102 Local Government Act 1972, namely General Purposes Committee, Audit Committee and Planning Committee.
- 3.5 Principle (d) applies to a "body" to which the Council makes appointments. The Act provides that the bodies to which this principle applies include ordinary committees (as defined above) and ordinary sub committees, advisory committees and sub-committees. By virtue of the Local Government Act 2000 principle (d) also applies to Overview and Scrutiny Committee and its sub-committees.
- 3.6 Accordingly under principle (c) above the General Purposes Committee, the Audit Committee and the Planning Committee first have to be taken together to determine the number of seats that should be allocated to each group. Then, in accordance with paragraph (d) above, the political balance principles have to be applied to each of those committees individually. However, principle (c) takes precedence and accordingly some adjustment may be needed to the final allocation of ordinary committee seats.
- 3.7 In relation to Overview and Scrutiny committee and the sub committees only principle (d) applies namely that each individual committee must be considered in relation to the political balance principles.
- 3.8 The current membership of the authority is 63 councillors. Prior to end of September 2009 this consisted of 27 Liberal Democratic members, 20 Labour members, 14 Conservative members and 2 Democratic Conservative Group members. However, upon Councillor Eniola joining the Conservative Group in October 2009 the Labour Group reduced to 19, and the Conservative Group increased to 15. This has affected the percentage of the Council seats held by each group and therefore potentially the number of seats allocated on each committee.

3.9 **Table A** below sets out the required allocation of seats on the ordinary committees of the Council according to the political balance principles described above in light of the change in group membership. It shows the exact percentage of seats (in faint type and in brackets) and the whole number of seats (in bold type). The seat numbers are calculated by allocating seats according to whole numbers first. Where that does not fill all the available seats, remaining seats are allocated to the group with the highest fraction of a seat until all the seats are allocated. Members will note that the duty on the council is to allocate seats in accordance with the principles as far as is reasonably practicable.

Table A – Number of seats required to be allocated across all Ordinary Committees

Group	Size	Liberal Democrats	Labour	Conservative	Democratic Conservative
Number of council seats		27	19	15	2
Percentage of seats on the Council		42.857%	30.158%	23.809%	3.174%
The number of seats on all ordinary committees	25	11 (10.714)	7 (7.539)	6 (5.952)	1 (0.793)

3.10 **Table B** below shows the number of seats that would be allocated on each individual Ordinary Committee if seats were allocated purely by reference to the percentage of seats a group holds on the council but without any reference to principle (c). Seats are allocated to whole numbers first. Where that does not fill all the available seats, remaining seats are allocated to the group with the highest fraction of a seat until all the seats are allocated.

Table B – Allocation of seats across individual Ordinary Committee

Group	Size	Liberal Democrats	Labour	Conservative	Democratic Conservative
Number of council seats		27	19	15	2
Percentage of seats on the Council		42.857%	30.158%	23.809%	3.174%
General Purposes Committee	10	4 (4.285)	3 (3.015)	3 (2.380)	0 (0.317)
Planning Committee	12	5 (5.142)	4 (3.618)	3 (2.857)	0 (0.380)
Audit Committee	3	1 (1.285)	1 (0.904)	1 (0.714)	0 (0.095)
Total number of ordinary committee seats to be allocated in accordance with principles (d)	25	10	8	7	0

3.11 Members will note from the above **Table B** that this produces a result (10,8,7,0) which conflicts with the result required by principle (c) (11,7,6,1) shown in **Table A** above. An adjustment therefore has to be made to the number of seats allocated to each committee in order to achieve the overriding principle (c). The required adjustment needs to be made reasonably. The least disturbance to political balance would be achieved by the transfer of one seat of the Conservative Group on the General Purposes Committee to the Democratic Conservative Group, and one seat of the Labour Group to the Liberal Democratic Group on the Planning Committee. This adjustment is calculated firstly by deciding which changes are needed (namely transfer of seats from the Conservative and Labour Groups to the Liberal Democratic Group and Democratic Conservative Group); Secondly, by identifying the seats on the individual committees that have been allocated based on fractions; Thirdly, by identifying the smallest adjustment necessary in order to achieve compliance with principle (c). **Table C** below shows the ordinary committees with the recommended adjustments made in bold to achieve compliance with principle (c).

Table C - Adjusted allocated of seats across individual Ordinary Committees

Group	Size	Liberal Democrats	Labour	Conservative	Democratic Conservative
Number of council seats		27	19	15	2
Percentage of seats on the Council		42.857%	30.158%	23.809%	3.174%
Number of seats across all ordinary committees	25	11	7	6	1
General Purposes Committee	10	(4) 4	(3) 3	(3) 2	(0) 1
Planning Committee	12	(5) 6	(4) 3	(3) 3	(0) 0
Audit Committee	3	(1) 1	(1) 1	(1) 1	(0) 0
Total number of ordinary committee seats to be allocated in accordance with principles (d)	25	(10) 11	(8) 7	(7) 6	(0) 1

3.12 For ease of reference members will note that this calculation requires a change to the current allocation of seats on the Ordinary Committees as shown below in **Table D** below (with the current allocation shown in feint and in brackets and the new allocation shown in bold type).

Table D - Proposed changes to seats allocated.

Group	Size	Liberal Democrats	Labour	Conservative	Democratic Conservative
Number of council seats		(27) 27	(20) 19	(14) 15	(2) 2
General Purposes Committee	10	(4) 4	(3) 3	(2) 2	(1) 1
Planning Committee	12	(5) 6	(4) 3	(3) 3	(0) 0
Audit Committee	3	(1) 1	(1) 1	(1) 1	(0) 0
Total number of ordinary committee seats to be allocated in accordance with principles (d)	25	(10) 11	(8) 7	(6) 6	(1) 1

- 3.13 In relation to the Overview and Scrutiny Committees and the sub committees, only those Committees and Sub-Committees that have 8 members are affected by the change in political group members. These are Overview and Scrutiny, Children and Families Overview and Scrutiny, Forward Plan Select and Health Overview. The Council needs to decide the allocation of seats on the two main committees namely Overview and Scrutiny and Children and Families Overview. The Overview and Scrutiny Committee must decide the allocation of seats on the sub-committees. The allocation of seats is shown in **Table E** below. The current allocation is shown in feint and in brackets, and the new allocation shown in bold type.

Table E - Other Committees of the Council

Other Committees	Size	Liberal Democrats	Labour	Conservative	Democratic Conservative
		27	19	14	2
Overview and Scrutiny Committee	8	(3) 4	(3) 2	(2) 2	(0) 0
Children and Families Overview and Scrutiny,	8	(3) 4	(3) 2	(2) 2	(0) 0
Forward Plan Select	8	(3) 4	(3) 2	(2) 2	(0) 0
Health Overview	8	(3) 4	(3) 2	(2) 2	(0) 0
P and F Select Committee	8	(3) 4	(3) 2	(2) 2	(0) 0

- 3.14 The Council has two committees which are not required by law to be subject to the political balance principles described. These are the Standards Committee and the

Alcohol and Entertainment Licensing Committee. These are not affected by these proposals.

- 3.15 A proposal has been submitted by the leader of the Conservative Group to reduce the size of the Planning Committee from 12 to 11 seats. If this change were to be agreed by the Council the allocation of seats would change as shown in **Table F** below. The allocation of seats based on the current size of committee is shown in faint type and in brackets and the proposed allocation is shown in bold type. It is open to the Council to change the size of its committees, but it is not required to change the size of the committees in order to comply with the Act. As such, this recommendation is not necessarily recommended by officers but it is open to the Council to make the change should it so wish.

Table F - Proposal by Leader of the Conservative Group

Ordinary Committees	Size		Liberal Democrats		Labour		Conservative		Democratic Conservative	
			27 (42.857%)		19 (30.158%)		15 (23.809%)		2 (3.174%)	
Total number of ordinary committee seats allocated in accordance with principles (c) and (d)	(25)	24	(10)	10	(8)	7	(6)	6	(1)	1
General Purposes Committee	(10)	10	(4)	4	(3)	3	(2)	2	(1)	1
Planning Committee	(12)	11	(6)	5	(3)	3	(3)	3	(0)	0
Audit Committee	(3)	3	(1)	1	(1)	1	(1)	1	(0)	0

- 3.16 It is recommended that the Standing Orders be amended so that any motion to change the size of committees, or sub committees, or to change allocated seats on committees, or sub committees, can only be moved if written notice of the motion has been given to all group leaders and the Borough Solicitor at least 5 working days in advance of the meeting at which the motion is to be moved. This recommended change to Standing Orders is designed to ensure that both members and officers have adequate opportunity, prior to the relevant meeting, to consider the implications of the proposed change(s) to the allocation of seats to members of all groups and for advice to be given.

4.0 Financial Implications

- 4.1 There are none arising directly from this report.

5.0 Legal Implications

These are addressed in the body of the report.

6.0 Diversity Implications

6.1 This report has been screened by officers and there are not considered to be any diversity implications arising from it.

Background Papers

The Brent Constitution
Local Government and Housing Act 1989

Contact Officers

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Terry Osborne
Borough Solicitor

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Overview & Scrutiny Committee 8th December 2009

Report from the Director of Policy & Regeneration

For Action

Wards Affected:
ALL

Tubbs Road Councillor Call for Action

1.0 Tubbs Road Councillor Call for Action

- 1.1 At its meeting in October 2009, the Overview and Scrutiny Committee agreed to look in more detail at the councillor call for action submitted by Councillor James Powney in relation to the traffic issues at Tubbs Road, Kensal Green Ward.
- 1.2 Members will recall that the councillor call for action was submitted because Councillor Powney wanted members to consider solutions to:
- The traffic congestion, in what is a narrow, largely residential street.
 - The air pollution, associated with the large volume of traffic.
 - Concerns about road safety.
- 1.3 Councillor Powney and local residents who've made representation to the Overview and Scrutiny Committee would like Tubbs Road downgraded from an A road to a B road. They would like drivers to be stopped from turning left into Old Oak Lane from Tubbs Road, which would take away one of the incentives to use it as a cut through. A member of the public who attended Overview and Scrutiny Committee in October 2009 also suggested that drivers are prevented from turning right into Tubbs Road from High Street Harlesden.
- 1.4 Since the Committee last met, a site visit has taken place at Tubbs Road so that members could see the scale of the problems for themselves. The visit took place on Tuesday 24th November at 8.30am. It was deliberately scheduled during rush hour so the situation could be observed at a busy time of day. Councillors Lesley Jones, Bobby Thomas, James Powney and Bertha Joseph attended the site visit, along with Tim Jackson, Director of Transportation, Andrew Davies, Policy and Performance Officer and two local residents. The main observations were:
- Significant numbers of cars were turning right from Furness Road on to High Street Harlesden and then left into Tubbs Road, suggesting that the route is

being used as a cut through towards the A40, avoiding the Harlesden one-way system.

- Vehicles are regularly getting stuck at the point in Tubbs Road where it narrows to only allow vehicles less than 6'-6" to pass. The group saw one lorry having to turn around at this point and a number of vans struggling to get through the traffic calming measures. Lorries approaching Old Oak Lane from Tubbs Road have to turn up into Nightingale Road where the road narrows, because they are not able to get through to narrowest point in Tubbs Road. The street furniture at the road narrowing was damaged where it had been hit by vehicles. This can be seen in the photographs taken on the day (which will be available at the committee meeting).
- Congestion rather than speed appeared to be the main issue. The traffic was building up at the junction between Tubbs Road and Old Oak Lane. Most of the traffic observed on the visit was turning left towards the A40 at Old Oak Lane, rather than right towards Harlesden.
- The idea of stopping left turns at the junction of Tubbs Road and Old Oak Lane may not be workable in practice. People may still turn left, illegally, and it would also be problematic for residents who wanted to turn left when they came out of the street. They would be forced to make a detour through the Harlesden one-way system.
- The Transportation Unit has made a bid to TfL to improve pedestrian facilities at the junction of Tubbs Road and Old Oak Lane. Although safety would be improved for pedestrians, congestion could increase if a Pelican crossing was introduced as traffic would be held in Tubbs Road for longer than is the case at the moment. A second bid has been made to improve the public realm in Harlesden which could have an impact on the road layout.
- The point was made that whatever is done to improve traffic congestion in Tubbs Road and Nightingale Road (the neighbouring street) it would have a knock on effect in the surrounding area. Careful thought will have to be made to any possible solutions.

1.5 Photographs from the site visit will be available for the councillors to consider at the committee meeting.

1.6 The problems at Tubbs Road have been thoroughly reported to the Overview and Scrutiny Committee, both at the committee meeting in October and also on the site visit. Members must now focus on possible solutions that could be recommended to improve the traffic congestion in Tubbs Road. The committee does have to bear in mind that it cannot just consider Tubbs Road in isolation, but has to look at the problem in the context of the wider road network in the Harlesden area.

1.7 Tim Jackson, Director of Transportation plus a representative from TfL have been invited to attend the committee meeting for the discussion on this item. A briefing note on the issues relating to Tubbs Road, prepared by Tim Jackson, is also included as an appendix to this covering report. Members should ask them for their views on this problem to see what ideas have been considered for this part of the borough.

1.8 If the committee makes recommendations on this issue they will be passed to the council's Executive and to TfL for consideration. Follow up on the recommendations will be carried out in 6 and 12 months time to check on progress.

2.0 Recommendations

2.1 It is recommended that the Overview and Scrutiny Committee:

- (i) Consider the briefing paper from Tim Jackson on the traffic issues at Tubbs Road.
- (ii). Question officers from the council's Transportation Unit and TfL on possible solutions to the traffic issues in Tubbs Road and Nightingale Road.
- (iii) Decide whether it wishes to make any recommendations to the council's Executive and TfL on this issue, taking into account the impact that solutions for Tubbs Road and Nightingale Road could have on the surrounding area.

3.0 Financial Implications

3.1 None

4.0 Legal Implications

4.1 None

5.0 Diversity Implications

5.1 None

6.0 Staffing/Accommodation Implications (if appropriate)

6.1 None

Contact Officers

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Overview & Scrutiny Committee – 8th December 2009.

Councillor Call for Action - Tubbs Road.

Briefing note

1. Existing situation

Tubbs Road and Nightingale Road are both relatively narrow residential roads within Kensal Green ward. The properties have short front gardens and no off street parking.

Tubbs Road is for the most part one-way west-bound. Nightingale Road is one-way eastbound. Together the roads form an east-west link between the A4000 Old Oak Lane/Station Road and the A404 Harrow Road.

Appendix “A” shows the location of Tubbs Road and Nightingale Road within the local road network.

Tubbs Road is classified as the A4002 and forms part of Brent’s principal road network.

Harrow Road is part of the Strategic Road Network which means that the Council is required to gain explicit support from Transport for London (TfL) over any proposals that would affect traffic flows and conditions on the road.

Station Road is a boundary road, on the London Cycling (Plus) Network and used by numerous bus routes.

Old Oak Lane is the continuation of Station Rd and is within Ealing.

Both Tubbs Road and Nightingale Road fall within the Zone H Controlled parking Zonewith resident parking permits bays provided on both sides of the road. The zone operates Mon – Sat, 8.0am - 6.30pm.

Both roads are traffic calmed and heavily parked.

2. Existing traffic movements.

Tubbs Road/Nightingale Road form a desirable link between the area to the north east (Willesden, Brondesbury and beyond) and south west (Acton, Ealing etc).

The absence of routes through the railway infrastructure area to the south of Tubbs Road means that it presents a more attractive route to drivers heading to and from the western part of the A40 than using the A219 Scrubs Lane to the east.

The route also provides a more attractive route to drivers, particularly those heading eastbound, than using Station Road and travelling around the Harlesden Town Centre gyratory system.

There is no directional signage promoting the through route. Nevertheless, as a consequence of the above, levels of through traffic along both Tubbs Road and Nightingale Road are relatively high throughout the day.

Appendix “B” contains the results of traffic surveys undertaken in July 2009. Essentially the surveys indicate that the volume of traffic is the chief issue and that speeding is not generally a problem – even during off-peak hours.

3. Summary of interventions implemented

Over the years a series of interventions have been introduced to address the concerns of residents:

In 2nd February 1976 a width restriction towards the western end of Tubbs Road was introduced by means of build up kerbs and a gateway. This precludes larger vehicles from using either Tubbs road or Nightingale Road as a through route.

In September 2000 Tubbs Road and Nightingale Road were included as part of the extension of Zone H CPZ, Mon – Sat, 8.00am - 6.30pm

In September 2001 the one way system and road humps for traffic calming were introduced to ease the flow of traffic and reduce speeding.

In December 2007 road humps were replaced with 85mm high sinusoidal speed humps.

4. Interventions in progress

The signalisation of Station Road with its junctions with Tubbs Road and Station Approach has been in the Council’s Bus Priority works programme since 2008. The scheme is a major modification of traffic signal phasing and includes introduction of new pedestrian crossing facilities at Station Rd/Tubbs Rd. This is a Brent led scheme but works are at the boundary of Ealing, Hammersmith & Fulham and Brent. Funding for the (£450k) scheme has not been approved at this time.

The Council is at the early stages of formulating an “Area Based Scheme” for Harlesden Town Centre. The scheme objective will primarily be to improve the quality of the public realm in Harlesden but will also look for opportunities to improve parking and traffic conditions. It is unlikely to impact on Tubbs Road or Nightingale Road.

As part of a TfL initiative to improve rail and underground station access across London, nearby Willesden Junction station has been identified for improvements. A scoping study report has been prepared but funding for these schemes has not been allocated by TfL. It is unlikely that this work would significantly impact on traffic conditions in Tubbs Road or Nightingale Road.

5. Current situation

There has been ongoing dialogue and meetings between officers, residents and councillors in recent years on Tubbs Road and Nightingale Road.

Numerous suggestions for reducing the volume of traffic using the two roads have been suggested – ranging from closure of the through route to the banning of turns into or out of the roads.

Discussions have also taken place around the possible de-classification of Tubbs Road.

Additionally, concern has been expressed around the number of larger vehicles that reach the width restriction and then have to turn around – adding to the congestion and delays in the area.

No additional interventions are being progressed at this time.

The various interventions proposed have been considered and then ruled out by officers because they would have one or more of the following implications:

- Result in undesirable movements by drivers elsewhere on the network (e.g. drivers undertaking “u” turns to avoid banned turns),
- Impact significantly & adversely on other parts of the road network (particularly Harlesden Town Centre)
- Result in journey times for residents of Tubbs Road and Nightingale Road that are perceived to be unacceptable.
- Be unlikely to receive the support of TfL because of the adverse impact on traffic flows (and particular bus movements) on the Strategic Road Network.

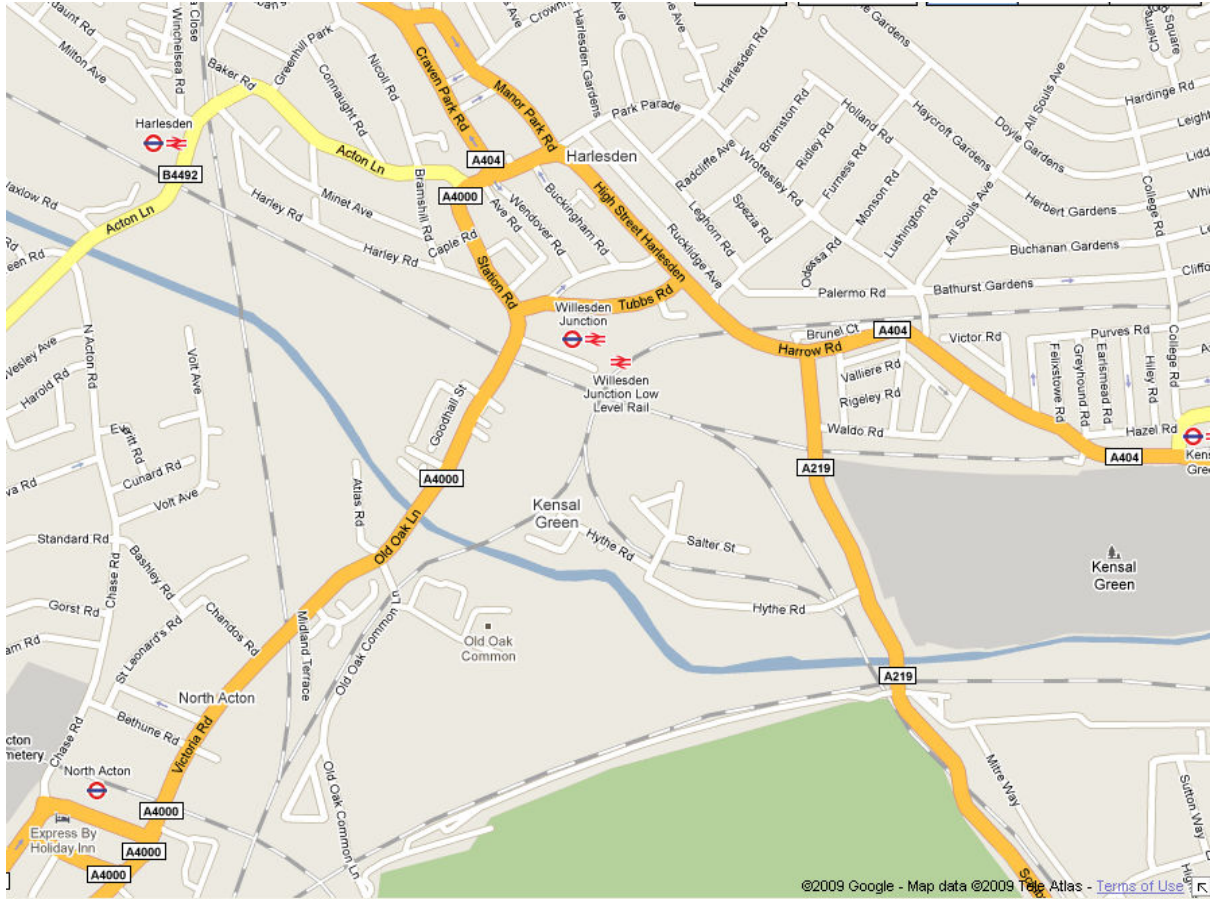
The letter at Appendix “C” gives additional background.

Officers are of the view that de-classification of Tubbs Road would not be an appropriate way forward because (i) it would have adverse financial and maintenance implications (ii) it would unlikely to be supported by TfL and (iii) it would have no direct benefits for residents - in that most drivers currently using Tubbs Road would not be influenced by its de-classification.

Officers accept that larger vehicles regularly reach the width restriction and have to turn back – with consequence disruption & congestion. However officers are of the view that the width restriction is properly and adequately signed and the addition of additional signage is unlikely to reduce the number of drivers of larger vehicles reaching the width restriction. There may be opportunities to increase driver’s awareness of the restriction through “satellite navigation” arrangements.

Briefing note prepared by: Tim Jackson (Head of Transportation) - 25th November 2009.

Appendix "A"



Appendix B : Traffic count data

MONISYST LTD BRENT COUNCIL SPEED REPORT

Report Id - CustomList-2985

Site Name - BRETAN02

Description - A4002 TUBBS ROAD <30MPH> BETWEEN NIGHTINGALE ROAD AND CLIFTON ROAD

Direction - West

06 July 2009

Time	Total	Mean	Vpp 85	>PSL 30	Vbin 0 5	Vbin 5 10	Vbin 10 15	Vbin 15 20	Vbin 20 25	Vbin 25 30	Vbin 30 35	Vbin 35 40	Vbin 40 45	Vbin 45 50	Vbin 50 55	Vbin 55 60	Vbin 60 65	Vbin 65 70	Vbin 70 75	Vbin 75 80	Vbin 80 85	Vbin 85 100	>SL1 45 15+
0900	182	6.2	9.2	0	90	69	19	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1000	254	18.2	21.7	3	0	2	44	139	59	7	3	0	0	0	0	0	0	0	0	0	0	0	0
1100	264	17.6	20.4	0	2	4	39	164	49	6	0	0	0	0	0	0	0	0	0	0	0	0	0
1200	304	15.7	19.9	1	17	27	55	160	37	7	1	0	0	0	0	0	0	0	0	0	0	0	0
1300	254	6.2	8.7	0	109	117	25	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1400	266	5.5	7.2	0	170	74	14	5	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1500	272	7.3	12.8	0	118	96	24	27	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1600	230	5.4	7.6	0	131	88	12	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1700	246	5.3	6.3	0	157	73	11	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1800	265	6.3	8.7	0	143	86	19	14	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1900	275	12.6	19.5	1	62	39	51	93	27	2	1	0	0	0	0	0	0	0	0	0	0	0	0
2000	216	18.2	21.9	1	0	6	33	116	51	9	1	0	0	0	0	0	0	0	0	0	0	0	0
2100	111	17.3	20.1	0	0	0	23	69	17	2	0	0	0	0	0	0	0	0	0	0	0	0	0
2200	144	18.2	21.5	1	1	3	27	71	37	4	1	0	0	0	0	0	0	0	0	0	0	0	0
2300	101	17.8	21.3	1	0	2	22	48	27	1	1	0	0	0	0	0	0	0	0	0	0	0	0
07-19	2537	9.6	17.9	4	937	634	262	519	161	20	4	0	0	0	0	0	0	0	0	0	0	0	0
06-22	3139	10.7	18.6	6	999	679	369	797	256	33	6	0	0	0	0	0	0	0	0	0	0	0	0
06-00	3384	11.3	19	8	1000	684	418	916	320	38	8	0	0	0	0	0	0	0	0	0	0	0	0
00-00	3384	11.3	19	8	1000	684	418	916	320	38	8	0	0	0	0	0	0	0	0	0	0	0	0

MONISYST LTD BRENT COUNCIL SPEED REPORT

Report Id - CustomList-2985
 Site Name - BRETAN02
 Description - A4002 TUBBS ROAD <30MPH> BETWEEN NIGHTINGALE ROAD AND CLIFTON ROAD
 Direction - West

Virtual Week (Partial weeks = 1.29)

Time	Total	Mean	Vpp 85	>PSL 30	Vbin 0 5	Vbin 5 10	Vbin 10 15	Vbin 15 20	Vbin 20 25	Vbin 25 30	Vbin 30 35	Vbin 35 40	Vbin 40 45	Vbin 45 50	Vbin 50 55	Vbin 55 60	Vbin 60 65	Vbin 65 70	Vbin 70 75	Vbin 75 80	Vbin 80 85	Vbin 85 100	>SL1 45 15+	
Mon	4183	13.8	20.1	16	712	631	618	1504	622	81	13	3	1	0	0	0	0	0	0	0	0	0	0	0
Tue	4594	12.2	19.9	14	1052	1010	607	1235	586	90	12	2	0	0	0	0	0	0	0	0	0	0	0	0
Wed	4800	14.1	20.4	21	687	785	754	1699	754	100	15	6	0	0	0	0	0	0	0	0	0	0	0	0
Thu	4591	13.7	20.6	17	892	687	561	1583	751	100	14	2	1	0	0	0	0	0	0	0	0	0	0	0
Fri	4769	11.6	19.2	10	1244	1024	685	1242	483	81	9	1	0	0	0	0	0	0	0	0	0	0	0	0
Sat	4730	13.8	20.4	18	795	737	669	1708	729	74	14	0	3	1	0	0	0	0	0	0	0	0	0	1
Sun	2229	17.6	21	12	8	42	452	1206	460	50	10	1	2	0	0	0	0	0	0	0	0	0	0	0

MONISYST LTD BRENT COUNCIL SPEED REPORT

Report Id - CustomList-2985
 Site Name - BRETAN02
 Description - A4002 TUBBS ROAD <30MPH> BETWEEN NIGHTINGALE ROAD AND CLIFTON ROAD
 Direction - West

Grand Total

Time	Total	Mean	Vpp 85	>PSL 30	Vbin 0 5	Vbin 5 10	Vbin 10 15	Vbin 15 20	Vbin 20 25	Vbin 25 30	Vbin 30 35	Vbin 35 40	Vbin 40 45	Vbin 45 50	Vbin 50 55	Vbin 55 60	Vbin 60 65	Vbin 65 70	Vbin 70 75	Vbin 75 80	Vbin 80 85	Vbin 85 100	>SL1 45 15+	
--	36306	13.8	20.4	136	6108	5588	5415	12885	5467	707	108	19	8	1	0	0	0	0	0	0	0	0	0	1



ENVIRONMENT & CULTURE

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YOUR REF:

OUR REF: NSG:692939/692941/RB

DATE: 23th June 2009

Councillor Bertha Joseph
c/o Conservative Members' Room,
Brent Town Hall, Forty Lane, Wembley,
HA9 9HD

Dear Councillor Bertha Joseph

Re: Tubbs Road

I refer to the meeting of our officer Ruben Beshirian with the Residents Association of Willesden Junction on 4th June 2009, with regards to the issues of Beatrice Barleon and other members of the Residents Association. Please find below my response;

1) Declassification-

Residents requested for the declassification of Tubbs Road to reduce traffic. The original reasoning in making the road one-way was to maximise parking for residents. It will be very difficult to stop motorists using Tubbs Road. We installed a width restriction to persuade larger vehicles to use other routes. Banning the Left Turn into Tubbs Road from the High Street Harlesden will not address the problem as the right turn into Tubbs Road from the opposite side would also need to be banned which will create the following problems;

1. Residents will not have access to their property with Nightingale Road also being one way, west to east.
2. Traffic will be forced to continue towards the northern section of the High Street and Station Road. These roads are already congested and adding more traffic to it will only make the problem worse, making matters intolerable for motorists.
3. Banning the Left Turn from Tubbs Road into Old Oak Lane will force traffic to turn right only to do a 'U' turn at the first opportunity, thus creating a number of road safety issues.

We understand that it will be ideal if some of the traffic from Tubbs Road could be distributed to Scrubs Lane, and to that affect we place warning signs to guide drivers to use Scrubs Lane as an alternative road, but the difficulty is that we cannot force drivers to turn into Scrubs Lane as an alternative to Tubbs Road.

In the short-term, recent ongoing utility works in the locality have contributed to the congestion with motorist seeking alternative routes in an attempt to avoid the area. In the long-term Harlesden High Street also contributes to the congestion with it being a vibrant location served by several bus routes. Declassifying the road would not solve the problems mentioned above because the road already has a width restriction that controls the passage of larger vehicles.



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2) Warning signs

Residents complained that width restriction warning signs were not clear and adequate. They requested warning signs to be installed outside Tubbs Road at the junction of Station Road thus alerting drivers before they enter Tubbs Road. We will investigate this and make sure that warning signs are clear and adequate for the area. Also, residents requested warning signs at the Ealing Boundary outside the Car Phone Warehouse. We will liaise with Ealing Council on this matter.

3) Speeding

Residents were concerned about speeding. It is our experience that traffic moves slowly on this road, particularly due to volume. However we will investigate this matter and take appropriate measures to address the problem.

4) Delay to traffic resulting from Utility Company works

The nature of utility works is such that they will cause disruption. I have raised this matter with our streetworks section of the Highways Department. They will monitor the works when in progress. I also would like to mention, if there are prolonged hold ups then residents can report these to Trevor Hulin, Street Works Co-ordinator, Highways Engineering on 020 8937 5133.

5) Proposed Improvements

Residents requested a pedestrian crossing in Station Road. There is a proposal to upgrade the signals at the junction of Station Approach and Tubbs Road and this will include provision for a pedestrian crossing.

6) CPZ Proposal

Residents wish the existing CPZ Zone H (Monday to Sat 8.00am-6.30pm) to be extended to (Monday to Sunday 8.30am-6.30pm). The council will monitor the parking situation in the area and upon receiving more requests for CPZ they will consider the proposal. At present neither we have a program to review the CPZ nor have the funding. However should we receive a petition of more than 50 signatures then it would have to be reported to the Council's Highways Committee which may then instruct us to review the CPZ.

7) Consultants Report

The Residents Association requested that the report prepared by an independent consultant, detailing traffic improvements for the area, should be considered by TfL. This report was a TfL flagship report about Halesden Town Centre. It was a scoping study along bus route 18 and identifying that the contra-flow around Harlesden High Street causes severe delay and congestion to buses and general traffic. The study did not recommend proposals for improving the traffic along Tubbs Road and there is no proposal to progress the study's recommendation.

I hope my explanation answers resident's association questions. If you have further queries please do not hesitate to contact me.

Yours sincerely,



PP Phil Rankmore
Acting Director of Transportation

CC: Cllr Bobby Thomas

CC: Cllr James Powney

CC: Beatrice Barleon (Acting Chair, the Junction Association)

Appendix 2

Councillor Call for Action Referral Form

This form is for use by councillors who wish to refer a local government matter or a local crime and disorder matter (please refer to the CCfA protocol) to an overview and scrutiny committee for consideration. The completed form should be sent to the Local Democracy Team in the Policy and Regeneration Unit. Contact details are at the end of the form.

1. Councillor: [Cllr James Powney](#)

2. Ward: [Kensal Green](#)

3. Please provide a brief description of issue / problem and what you think an overview & scrutiny committee could do to help resolve it. This should include details of any deputations made by local residents and consultations that have taken place:

[The problem is the very large volume of vehicles going down Tubbs Road in Kensal Green, a narrow residential street. It is reported to be the slowest A-road in Britain. This creates air pollution and a feeling of lack of safety in the road.](#)

[A local residents' association \(The Junction Association\) has raised this matter with Cllr Thomas and me repeatedly. We have had meetings with Phil Rankmore and another member of the Transport department.](#)

[The essential problem is that this residential road is used as a cut-through for people who want to avoid Scrubs Lane and the High Street, but wish to get to Old Oak Lane. The two solutions that I think would be useful would be signage to stop people coming down Tubbs Road and turning left into Old Oak Lane and a downgrading of the Road from an A-road to a B road.](#)

[I hope downgrading the road would help it to be seen by transport planners as the minor road it actually is, rather than part of a strategic transport network. This needs to be done by a representation from Brent Council to the Secretary of State.](#)

5. Please outline the steps you have taken to resolve the issue / problem. This should include:

- Work undertaken via Neighbourhood Working.
- Contact with and responses from services / partner agencies.
- Discussions with other councillors in your ward
- Investigations under the council's corporate complaints process.
- Any other information / evidence that will help the committee make a decision.

I have been in contact with the Brent Council transport department as mentioned above. This is not a matter susceptible to Neighbourhood Working or the corporate complaints service. Through Navin Shah, I have also contacted TfL, who say they have received no representations from Brent Council on the subject.

TfL have confirmed that the speeds on the road are very slow. The results of a speed survey in May 2007 were (average link speeds for Tubbs Road from junction with High Street Harlesden to junction with Old Oak Lane):

- 12.0 mph in the AM Peak (7 to 10am)
- 9.4 mph in the Inter Peak (10am to 4pm)
- 8.2 mph in the PM Peak (4pm to 7pm)

Please return this form to: The Local Democracy Team, Policy & Regeneration Unit, Town Hall.

Email:



Overview & Scrutiny Committee 8th December 2009

Report from the Director of Policy & Regeneration

For Action

Wards Affected:
ALL

Update on the Voluntary and Community Sector Strategy 2010 – 2015

1.0 Summary

- 1.1 The Overview and Scrutiny Committee considered a report on the scope of the Voluntary and Community Sector Strategy at its meeting in June 2009. At that meeting members asked for an update on the development of the strategy and information on the council's relationship with the voluntary sector to be presented to them in December 2009. A briefing note has been provided by officers from Housing and Community Care and this is included as an appendix to this covering report.
- 1.2 When the committee considered this issue previously, it was agreed to invite representatives from the voluntary sector to attend the committee to discuss their relationship with the council and to explore what they would be looking for from the Voluntary and Community Sector Strategy. At the time of writing, Jacqueline Carr from Brent Citizens Advice Bureau and Keith Lunn from the Oxford Kilburn Youth Trust have said they will be able to attend for this item.
- 1.3 The committee should use the time at the meeting to consider the update on the strategy and decide how they want to be involved as this work progresses. The attendees from the voluntary and community sector will provide an insight into working with Brent from a community organisation perspective, which will be useful for the committee when this issue is considered.

2.0 Recommendations

- 2.1 The Overview and Scrutiny Committee should consider the update provided on the Voluntary and Community Sector Strategy and question officers on progress to date. Members should also take the opportunity to speak to the representatives from the voluntary and community sector on their working relationship with the council and what they will be looking for from the Voluntary and Community Sector Strategy.

2.2 The Committee should decide how it wishes to monitor the development of the strategy in the future and how often it would like updates from officers in Housing and Community Care.

3.0 Financial Implications

3.1 None

4.0 Legal Implications

4.1 None

5.0 Diversity Implications

5.1 None

6.0 Staffing/Accommodation Implications (if appropriate)

6.1 None

Background Papers

Contact Officers

Andrew Davies, Policy and Performance Officer
Tel – 020 8937 1609
Email – Andrew.davies@brent.gov.uk

Phil Newby, Director of Policy and Regeneration
Tel – 020 8937 1032
Email – phil.newby@brent.gov.uk

Update on the Voluntary and Community Sector Strategy 2010 – 2015 Overview and Scrutiny Committee

1. The Overview and Scrutiny Committee considered a report on the Scope of the Voluntary and Community Sector Strategy at its meeting in June 2009. The committee was overtly supportive of the report. They asked for an update to be provided on the development of the Voluntary and Community Sector Strategy and information on the council's relationship with the Voluntary Sector which is the subject of this briefing.
2. Reports were also presented to the Council's Corporate Management Team (CMT), The Joint Executive Team (JET) of the Council and NHS Brent and to Partners for Brent, the Local Strategic Partnership (LSP) Board. There was overall support for the scope of the strategy, its broad outline and the borough-wide dimensions for statutory and non-statutory sectors. The reports called for the full engagement of partners, facilitate the nomination of representatives and setting up a strategy group to take forward the initiative. Discussions were also held with BrAVA and the Voluntary Sector Liaison Forum as part of the scoping exercise.
3. A memo from Martin Cheeseman, Director of Housing and Community Care (Project Sponsor) on 15th July 2009 requested LSP partners to nominate representatives to take forward the strategy development. A positive response was received from all LSP Partners. The first meeting of the group took place on 13th August 2009 between 2 – 4 pm at the Town Hall. There was a broad representation of Statutory and non-statutory partners among them: The Local Authority (various departments), The Police, Brent NHS, JobCentre Plus College of North West London and Voluntary and Community Representatives on the LSP. In total 20 people attended the meeting.
4. The aim of the first meeting was to:
 - Establish what organisations want from the strategy – finalise the scope and establish priorities
 - Map organisations we work with and identify gaps in the sector
 - Set up a group to draft the strategy
 - Outline a detailed chapter plan for the strategy
5. Further discussions which have taken place have established the information below. The aim of this exercise is to:
 - refine the views, establish an outline and inform a draft strategy
 - ensure all stakeholders are fully engaged in the strategy development
 - ensure shared commitment and buy-in to the strategy when finalised
 - upgrade the information we hold on organisations and communicate better with them in future.
6. The survey format will encourage input from all stakeholders and further engagement especially with the Voluntary and Community Sector. Respondents will be invited to future stakeholder events to discuss the findings from the survey which will inform the draft strategy. The following section outlines in more detail the main headings and asked questions which require input from stakeholders.

6.1. Vision

The vision is to ensure a vibrant Voluntary and Community Sector (VCS) in Brent and to establish a framework for:

- The future relationship with the sector to enable us to work together positively and constructively
- Support to the sector to develop its capacity to respond to current and emerging trends and policies
- Clear governance arrangements which allow the VCS to be involved in policy development and decision making
- Efficient use of resources and value for money through joint planning, performance management and effective partnerships.
- Roles and responsibilities
- Commitment to and ownership of the strategy.

Question:

- **Is there anything you will like to add to the vision which we aim to achieve?**

6.2. Compact¹:

The Compact is being refreshed nationally which gives us an opportunity to look at our local Compact and ensure that it is linked to the strategy. If we all adhere to and deliver the above vision, we will be meeting our responsibility under the Compact. The strategy will in essence be a *Compact implementation strategy*.

Question:

- **Do you agree that we link the strategy to the Compact²?**

6.3. Outcomes:

The following outcomes³ which are critical to achieving the above vision have been identified:

- The role of the Local Council for Voluntary Service (CVS) (currently held by Brent Association for Voluntary Action's (BrAVA)) is enhanced to become a purposeful CVS fully engaged with voluntary sector organisations within Brent.
- High quality services and improved quality of life for Brent residents
- Positive and constructive dialogue leading to improved relationship between statutory and VCS organisations
- A co-ordinated, enhanced and defined statutory sector role and support to the VCS.
- The VCS responds to current and emerging policies, builds social capital and maximises efficiencies.
- The needs of the VCS are met through agreed priorities and actions which increase awareness and understanding, capacity building and training.
- Clear and effective structures to involve the VCS
- Agreed systems and processes for sharing information, communicating, managing performance and resolving conflicts

¹ An agreement between Government and the voluntary and community sector in England. It recognises shared values, principles and commitments and sets out guidelines for how both parties should work together. There are Local Compacts at and the Brent Compact was developed in 2004.

³ Duignan, P. (2009). *Introduction to outcomes theory*. Outcomes Theory Knowledge Base Article No. 218. (<http://knol.google.com/k/paul-duignan-phd/introduction-to-outcomes-theory/2m7zd68aaz774/3>), <http://www.easyoutcomes.org/>

- All partners/organisations own and are accountable for delivering the vision.

Question:

- **Are there other outcomes you would like to add to the above?**

6.4. Principles

We aim to have a set of principles which guide us in our efforts to achieve the above vision and outcomes. Some of these are to:

- recognise the contribution of the VCS as an equal partners in delivering high quality services which improve the wellbeing of Brent residents
- work in a fair, transparent and accountable manner
- be inclusive and mindful of the diversity of the borough, ensure equality for small and large organisations
- be proactive in meeting the needs of vulnerable and hard to engage groups
- show respect for individual and organisational opinions, culture and independence
- nurture trust and promote the partnership ethos

Questions:

- **Are there any key principles which you will like to add to the above list?**
- **What are the diversity implications to you(r) organisation?**

6.5. Key issues

The key issues which have an impact on the strategy have been outlined as:

- the current recession and the financial impact on organisations
- growing demand for services, meeting low level needs and the role of the VCS in delivering public services
- tackling cross-cutting issues such as employment, volunteering, social inclusion, community cohesion, crime and community safety, health inequalities, equalities agenda
- Various statutory requirements to involve and promote localism, empowerment and neighbourhood governance.
- the Comprehensive Area Assessment (CAA)
- Local Area Agreements
- Transformation in various service areas – adults social care, children and families, customer services, regeneration, sustainability
- Commissioning in public services
- The refresh of the *Compact* nationally
- Creating an environment for a thriving third sector

Questions:

- **Are there any other issues facing your organisation which you will like to add to the above list?**
- **How are you dealing with them/how do you intend to deal with them?**

6.6. Commitment and ownership

There is a strong focus on commitment to a vibrant Voluntary and Community Sector through pledging and involvement in institutional arrangements and being aware of developments and leading on/owing aspects of planned activities/projects.

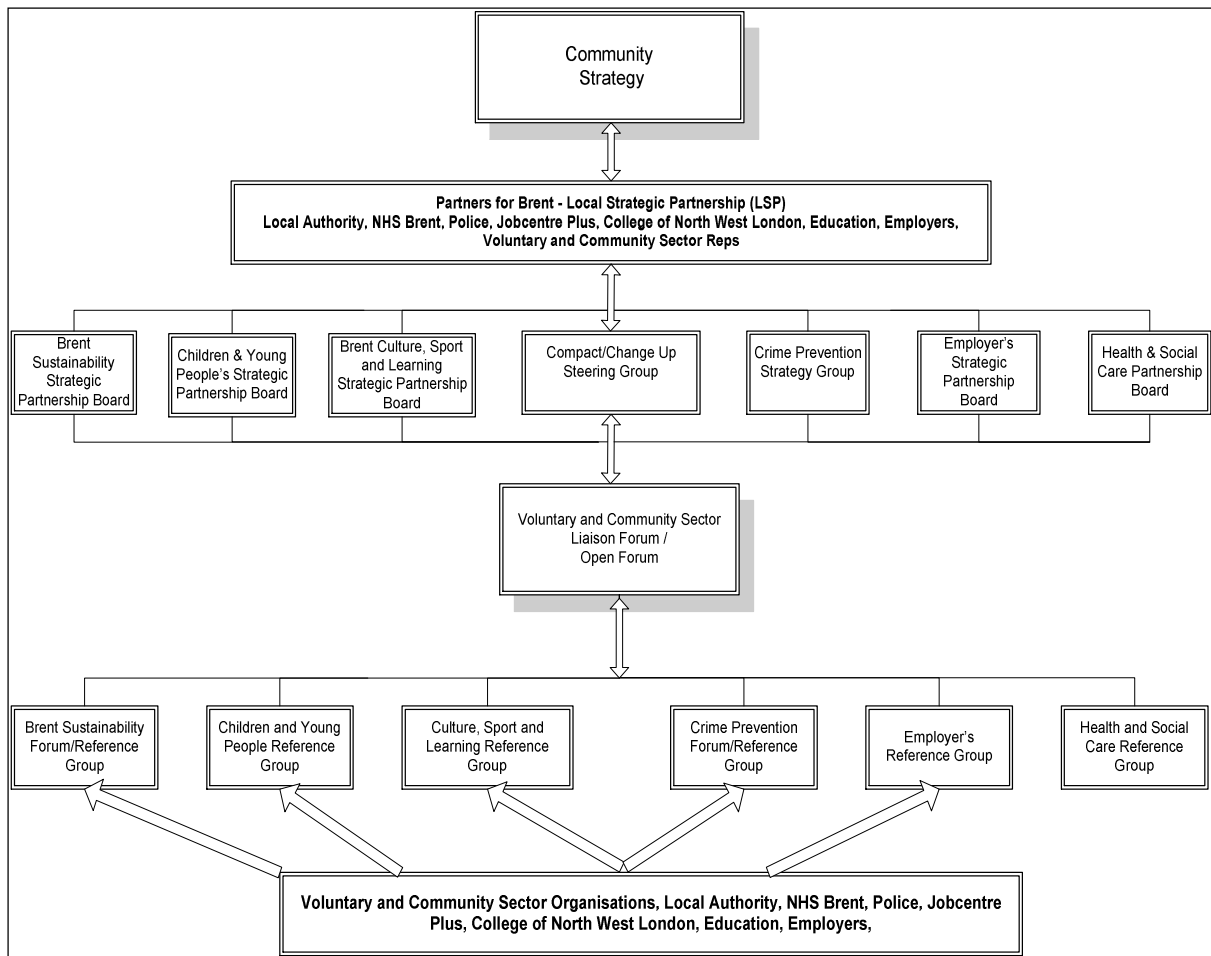
Questions:

- **Are you signed up to the Brent Compact?**

- Is your organisation a member of the Local Council for Voluntary Service [BrAVA]
- Do you currently lead on any multi-agency project(s)?
- Are you involved in any projects with other partners?

6.7. Partnership arrangements

Based on the Audit Commission’s definition of partnerships as being “Two or more independent bodies working collectively to achieve more effective outcomes than they could by working separately”⁴ the aim is to establish the model, degree and structures for effective partnership working between the statutory and VCS organisations in Brent. We have developed the following structure for effective engagement with the Local Strategic Partnership and the VCS.



We aim to adopt an inclusive approach which incorporates all degrees of integration at all levels, from strategic to operational service planning and delivery to the breadth and depth of partnership working:

Questions:

- Do you agree with the above structure for engaging with the sector?
- Are you aware of what other organisations are doing (co-ordination)?

⁴ *Governing Partnership Bridging the accountability gap* <http://www.audit-commission.gov.uk/SiteCollectionDocuments/AuditCommissionReports/NationalStudies/GoverningPartnerships26Oct05REP.pdf>

- **Do you work together in a cohesive way with other organisations/sectors (collaboration)?**
- **Do you work together as one with another agency (integration)?**
- **What partnership/engagement structures do you belong to?**

6.8. Support

Voluntary and community sector organisations need support to deliver the local vision. The support requirements that have been identified include:

- capacity building (skills and competences)
- training
- making funding bids
- developing medium and long term plans
- Positioning the VCS to deliver key objectives and emerging developments

Questions:

- **What skills and competences does your organisation need to develop?**
- **What training do you require to build the capacity of your organisation?**

6.9. Information and communication

The need has been identified to collate, analyse and disseminate information that enables organisations and partners to better work together by ensuring that:

- Vital information is gathered and shared
- Barriers to sharing information are removed by establishing protocols for sharing information
- Signposting and referral systems are established
- All channels of communication are utilised to maximum effect

Questions:

- **Do you inform other organisations of your actions (communication)?**
- **Do you have any information sharing protocols with other organisations?**
- **If you answered yes, with which organisations?**

6.10. Roles and responsibilities

Clear roles and responsibilities need to be outlined in the strategy. These include for:

- Individuals – to attend and participate fully in meetings and projects, be Compact champions, behave in a manner that promotes good working relationships, respond to and provides feedback to enquiries, consultations etc
- Statutory organisations – commitment to support and manage relationships, appoint lead officers within organisations/departments, own and lead on outcomes, Compact compliance
- Voluntary organisations – commitment and ownership, compact compliance, providing performance information,
- Governance structures – representative and inclusive, honest and frank discussions, links to wider partnership arrangements

Questions:

- **Who is the named contact person for your organisation/department?**
- **How often do you report your achievements/performance and to whom?**

6.11. Resources

Resources are a challenge to both public and private organisations especially in the wake of the financial crisis. We need to better manage the limited resources available and cope with the aftermath of the recession. Some improvements have been made such as allocating the main programme grant on a three year basis linked to corporate priorities, ensuring diversity and equal opportunity and providing timescales for grant allocation. Other recommended actions are:

- Prompt payment of invoices
- Setting aside funding for setup and overhead cost
- Joint funding bids
- Established fund raising strategy to both internal and external sources
- Providing small grants
- Joint staffing arrangements and support

Questions:

- **Do you have any additional suggestions to the above recommended lists?**

7. Conclusion:

The consultation will take place over a 12 week period. The results will be analysed and will inform the draft strategy. We will have further consultation on the draft strategy in the spring of 2010. We aim to launch a finalised strategy in the summer of 2010.



Overview and Scrutiny Committee 8 December 2009

Report from the Director of Housing and Community Care

For Information

Wards Affected:
ALL

Report Title: Safeguarding Adults Annual Report 2008/09

1.0 Summary

- 1.1 This is the fifth annual report of the Brent Safeguarding Adults Committee and covers the period April 2008 – March 2009. It outlines national developments, the progress made in Brent (including the priorities set in last year's annual report) and also identifies key issues and future plans for growth and improvement. The report also covers the outcome of the Commission for Social Care Inspection on Independence, Wellbeing and Choice and the implementation of the Mental Capacity Act Deprivation of Liberty Safeguards.

2.0 Recommendation

That members of the committee note and comment on the report.

3.0 In Brent

Brent Safeguarding Adults Board and Sub-groups

The Safeguarding Adults committee formally became the Safeguarding Adults Board and continued to meet on quarterly basis with partner agency membership. The proposed subgroups of the Board were established and membership continued to be consolidated. The subgroups will ensure different elements of the 2008-2011 strategic plan are taken forward. A good level of cooperation has been evident between the agencies involved and represented on the Board.

Commission for Social Care Inspection - Wellness, Independence and Choice Inspection

Following the Commission for Social Care Inspectorate in 2008 with a focus on Safeguarding a comprehensive action plan was developed and overseen by the Board during the year. Key components included quality assurance and awareness raising.

Referral Activity 2008/09

- 254 referrals were received which was a 20% increase on last year
- The majority of referrals were again for older people, with an 42% increase in referrals relating to Older People.
- The majority of referrals related to alleged abuse in a client's own home.
- The main form of abuse was financial, followed by physical
- 39% of all concluded cases were substantiated
- For substantiated cases relatives, including spouses, were the main perpetrators followed by care professionals.

Quality Assurance Framework

A comprehensive quality assurance framework was implemented following the CSCI inspection and included the following elements;

- Quarterly Case file audits
- Service User Audits
- Monthly service area meetings

Safeguarding Adults Team

The Safeguarding Adults team was expanded in 2008 to include the post of a senior practitioner for safeguarding and will be further strengthened in 2009 with the creation of two posts to ensure Deprivation of Liberty Safeguards are taken forward in a joint arrangement with NHS Brent.

An agreement was made to jointly fund an Independent Chair to the Board (appointment process due to take place in January 2010).

Training and Awareness Raising

Over 1000 places were offered in the past year with a 67% attendance rate. The Learning and Development sub-group will be considering how to ensure an increase in attendance at training over the following year.

Awareness has been strengthened with community groups over the past year with a focus on 'seldom heard groups' with over 8 events

being undertaken. Further progress will be necessary to ensure awareness is appropriately maintained.

4.0 Nationally and London Developments

- The Mental Capacity Act Deprivation of Liberty Safeguarding came into force on 1 April 2009 and key actions over the year were undertaken to ensure readiness for that date.
- A consultation on the review of 'No Secrets' was undertaken and the Safeguarding Adults Board may representation on this a response is awaited by from the government.
- National data monitoring requirements are being considered from October 2009.
- Development of Pan London procedures continued.

Contact Officers

Keith Skerman, Assistant Director Community Care, Mahatma Gandhi House, 34 Wembley Hill Road, Wembley Middlesex HA9 8AD tel: 020 8937 4230 email: keith.skerman@brent.gov.uk

Sarah McDermott, Adult Protection Co-ordinator, Mahatma Gandhi House, 34 Wembley Hill Road, Wembley Middlesex HA9 8AD tel: 020 8937 4011 email: sarah.mcdermott@brent.gov.uk

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***Brent Multi-Agency
Safeguarding Adults
Committee***

ANNUAL REPORT

APRIL 2008 – MARCH 2009

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EXECUTIVE SUMMARY

1. This is the fifth annual report of the Brent Safeguarding Adults Board

2. Brent Safeguarding Adults Board and Sub-Groups

The Safeguarding Adults Committee became the Safeguarding Adults Board in 2008, reflecting a shift towards the wider safeguarding agenda. The move from one Operational Sub-group to 4 sub-groups of the Board has enabled different elements of the Strategic Plan to be taken forward, as well as enabling further engagement for agencies within Brent. The Board continued to meet quarterly with stronger representation from partner agencies being observed. Membership of the sub-groups continues to be consolidated.

3. Commission for Social Care Inspection: Wellness, Independence and Choice Inspection

The Commission for Social Care Inspectorate undertook an inspection between March and April 2008. It focused on two themes: Safeguarding Adults, which covered the four client areas and Personalisation which focused on older people. Brent was found to have adequate arrangements in relation to Safeguarding.

An action plan resulting from the inspection was developed focusing on the recommendations from CSCI. This action plan has been monitored regularly by Adult Community Care Senior Management with updates being reported at each Safeguarding Adults Board meeting.

4. Quality Assurance Framework

- Quarterly case file audits
- Service User Survey
- Monthly Service area meetings
- Development of policies relating to the Deprivation of Liberty Safeguards.
- Expansion of Safeguarding Adults Team to include a Senior Practitioner and Support Officer for Mental Capacity/Deprivation of Liberty Safeguards

5. Quantitative analysis

Referral Activity 2008-09

- 254 referrals were received - a 20% increase on last year.
- The majority of referrals were again for older people, with a 42 % increase relating to referrals of older people.
- The majority of referrals related to alleged abuse in a client's own home.
- The main form of abuse was financial, followed by physical.
- Thirty-nine per cent of all concluded cases were substantiated.
- For substantiated cases relatives, including spouses, were the main perpetrators followed by care professionals.

6. National/London Developments

- A consultation of the review of 'No Secrets' concluded end of January 2009, the Safeguarding Adults Board submitted a response
- Deprivation of Liberty Safeguards were incorporated into the Mental Health Act, these will come into force in April 2009.
- National Data Monitoring Requirements (Oct 09 – March 10)
- Development of Pan –London Safeguarding Adults Policy and Procedures
- Strengthened Pan London Safeguarding Arrangements

ANNUAL REPORT

1. Who Are We Protecting?

The collation and analysing of data relating to safeguarding adults referrals was undertaken by the Safeguarding Adults Support Officer. Quarterly reports were provided to the Safeguarding Adults Board, as part of our quality assurance framework to monitor and identify abuse and the outcomes of interventions.

Analysis of the referrals shows

- 254 referrals received, an increase of 20% increase from 2007/2008
- Increase in referrals relating to older people (42%), learning disability (27%) with decreases for physical disability (10%) and mental health (26%).
- As per last year, the majority of alleged victims were women (65%). This however is a 10% increase compared to last year.
- In regards to the ethnicity of vulnerable adults: 53% were of white origin, 20% were of black origin, 7% were of Asian origin, 3% were of other ethnic origin. This trend reflects the same as that last year.
- Financial abuse was the main type of alleged abuse referred followed by physical abuse.
- 156 referrals related to alleged abuse taking place in the client's own home.
- A high number of alleged perpetrators were related to the client (40%) followed by care professionals (14%),
- 39% of completed cases were substantiated.
- For substantiated cases, relatives, including spouses, were the main perpetrators followed by care professionals.
- The main outcome of substantiated cases for victims was increased monitoring.
- There were 117 tabled multi-agency strategy meetings with 76 multi-agency strategy discussions, and 24 case conferences taking place.
- 144 protection plans were developed, this included cases that were concluded as substantiated or inconclusive.
- There were no Serious Case reviews undertaken in the past year but there were six new establishment concerns meetings, with a number still ongoing.

A full copy of the Annual Statistical Report can be seen in Appendix 2

2. How Are We Protecting in Partnership: Key Actions of 2008-2009

2.1 Review of Work Plan 2008/2009

A review of Year one from the Three-year implementation Plan was undertaken at the joint business planning meeting of the Committee and Operational sub-group in January 2009. It reflected on the work that had been completed and that work that was still underway.

Completed work to date includes;

- Annual report was completed for 2008/09 year and presented to Overview and Scrutiny Committee with the support of the Board representatives in October 2008.
- Working groups membership identified with further consolidation of other agencies required
- Expansion of Safeguarding adults team
- Quality assurance framework developed and implemented
- Draft learning and development competencies developed
- Review of monitoring data collected and reported on

Items remaining to be completed have been brought forward into the second year of the three-year implementation plan and is incorporated into this document.

The Safeguarding Adults Board ensured that relevant topics were discussed and if necessary action taken forward in regards to what was happening at the time.

The Board discussed the case of Baby 'P' in detail and will be looking at the recommendations from the Lord Laming report and government response to ascertain if there is anything that can be transferred to adult safeguarding.

The review of No Secrets consultation was a significant aspect of the Board's work in late 2008, and a comprehensive response to the consultation was made. Outcome from the consultation will be discussed with the Board when it is published.

It was recognised that an independent chair would assist the Board to take the Safeguarding agenda forward and the Board has agreed to the establishment of an independent chair.

2.2 Reports from Partner Agencies

Central North West London Mental Health Trust
Completed by: Kingston Kamba (Clinical Risk Manager CNWL)

The CNWL Safeguarding Vulnerable Groups Group is the main forum within the Trust where issues involving vulnerable adults are discussed. The main remit of the group is to provide a forum for Local Authority Leads and CNWL staff involved in safeguarding vulnerable groups to meet on a regular basis in order to maintain continuous dialogue and collaboration. The group is also tasked to develop and monitor Trust wide standards in relation to safeguarding vulnerable adults and ensure staff are made aware of them. The Group is chaired by a Consultant Psychiatrist who is the Lead Clinician for Safeguarding Adults in the Trust. The group reports directly to the Clinical Governance Committee which is a sub-group of the Board of Directors. All the boroughs covered by CNWL are represented in this group which meets on a quarterly basis.

In the last year the group led an ambitious but very successful awareness raising training programme in collaboration with our local authority partners. The aim of this programme was to deliver awareness training for clinicians and staff working in CNWL in order to raise the profile of the safeguarding agenda and increase reporting figures. The Safeguarding Vulnerable Groups Group continues to work with all our local authority partners to ensure that CNWL staff are compliant with the local policies and that senior management including the CNWL Board are kept adequately briefed on any pertinent issues.

Brent Mental Health Services

Brent Mental Health Services undertook Safeguarding Vulnerable Adults Investigators Training on the 1st April 2009.

The training was aimed at providing guidance to Mental Health practitioners who have been requested to undertake Safeguarding Vulnerable Adults investigations and how to manage these investigations.

The day provided an essential guide for Band 6 staff and above to understand the process of investigating safeguarding vulnerable adults concerns and how the procedure works alongside other processes that already exist within Mental Health Services and to be able to manage the overall investigation of safeguarding cases more effectively.

The training was attended by Senior Practitioners from the Community Teams, Ward Managers and the Clinical Services Manager from Park Royal.

NHS Brent

- Brent Community services have worked closely with the Local Authority over the past year to improve joint working for safeguarding adults, regular attendance at the quarterly Safeguarding Board has improved relationships between all parties working towards safeguarding adults,
- The joint Annual Plan will now include a section on the protection of vulnerable adults within community services only (e.g. Willesden Hospital) the health elements of the plan will then be presented at the community services Governance Board,
- The corporate induction within Brent Community Services now includes a session on vulnerable adults; training and development have been working closely with the local authority to provide joint training sessions across health and social services,
- Electronic records will be held to record staff attendance
- Safeguarding training is now a mandatory requirement within community services,
- A joint post as designated officer for Deprivation of Liberty Safeguards was agreed by NHS Brent and appointed to,
- Community services are recruiting to a safeguarding post to monitor compliance with safeguarding adults across health services and in accordance with Standards for Better Health requirements,
- Joint briefing sessions are held across local authority and health sites,

- Compliance with CRB clearance has improved within community services, no staff member will take up post before clearance has been obtained without prior authorisation from the chief operating officer.
- The criminal records bureau policy within NHS Brent and Community Services was reviewed in April 2009 and will be reviewed on a three yearly basis,

2.3 Mental Capacity Act – Local Implementation Network

The Brent Local Implementation Network (LIN) for the Mental Capacity Act has focused on the Deprivation of Liberty Safeguards over the past year to ensure that the new systems are implemented for April 2009. There is a joint process agreed in conjunction with Brent NHS to cover administrative functions.

A number of Best Interest Assessors (BIA) have been trained in both the Local Authority and Brent NHS, with there being monthly BIA meetings to look at cases and discuss any issues as well as share good practice. There was a significant focus on ensuring that managing authorities (care homes and hospitals) as well as staff within the supervisory body (local authority and Brent NHS) were trained. Specific Authorised Officers training was provided for those Local Authority and Brent NHS staff that would be authorising requests for Deprivation of Liberty Safeguards. Appendix 1 shows attendance at training.

The appointment of a Senior Practitioner for MCA/DOLs has enabled there to be greater support to both LA staff and Brent NHS staff in this area.

The DOLS Monitoring and Review Subgroup will oversee the setting up and reporting of the DOLS Performance Framework.

The MCA LIN also took forward work in regards to the Mental Capacity Act and how best interest decisions were being recorded. The group agreed updated procedures and forms that reflected changes in legalisation as well as feedback from teams who were using the forms.

IMCA Contract

The joint west London agreement, to which Brent are a party, has been extended with Cambridge House, to ensure that the IMCA requirements of the Deprivation of Liberty Safeguards are met.

Over the past year there have been 4 referrals to the IMCA service in relation to safeguarding adults issues. Overall there were 26 referrals overall to the IMCA service of which 13 were eligible.

2.4 Work of the Safeguarding Adults Coordinator

This post is key to the development of the Safeguarding Adults Board and the Safeguarding Adults Coordinator has continued to attend a number of forums within Brent, to ensure improved liaison. A key task as part of the overall quality assurance framework and governance arrangements involves preparation and presentation of the Safeguarding Adults Board report to the council's Overview and Scrutiny Committee (see section on governance).

She continues to be the Chair of the London Network of Safeguarding Adults Coordinators and now attends the Joint Improvement Partnership Meetings (joint ADASS/DoH) for Dignity and Safeguarding which reflects the importance of the Pan London group especially in light of proposed Pan London procedures.

2.5 Safeguarding Adults Team

The Safeguarding Adults team was expanded in 2008 to include the post of senior practitioner safeguarding.

The unit will also be further strengthened with the position of Principal Manager-Safeguarding being established as part of Adult Social Care transformation, with the coordinator post being removed.

The development of the Senior Practitioner Safeguarding post has ensured that there is a stronger focus on operational issues as well as supporting staff with complex cases. The post has been covered by an agency worker however; it is hoped to appoint permanently to the post shortly. The senior practitioner has also been able to undertake case audits as well as a service user audit an important aspect of the Quality Assurance Framework. He has also attended the monthly meetings undertaken with each adult social care area to monitor the safeguarding work.

The Safeguarding Adults team has continued to expand with the creation of two posts (Senior Practitioner and Support Officer) to take forward the Deprivation of Liberty Safeguards. The Senior Practitioner has focused on Deprivation of Liberty, ensuring the process has been set up to be implemented from April 09 and during the coming year will be also focusing on Mental Capacity Act in its wider sense with all agencies in Brent.

2.6 Quality Assurance Governance Arrangement

The Safeguarding Adults Board reported to the Local Authorities Overview and Scrutiny Committee as part of the overall quality framework in October 2008.

The Lead Member for Adults, Health and Social Care and the Safeguarding Adults Board represented by the Chair and Co-ordinator, with NHS Brent, Voluntary Sector and Police representatives presented issues from 2007/08 and responded to detailed questions from cross party members.

They made comments relating to the statistical analysis and their comments have been reflected in the updated monitoring for 2008/09 and briefings are being arranged for councillors re signs and reporting mechanisms.

2.7 Strengthened Quality Framework Assurance

The CSCI inspection undertaken in March 2008 found adequate arrangements however it found areas that required strengthening. Following the report a comprehensive action plan was developed and a key aspect of this was a strengthened quality assurance framework.

The quality assurance framework included;

- Quarterly case audits
- Head of Service monthly meeting in each service area
- Service User Survey
- Reports to Safeguarding Adult Board

Quarterly Case File Audits

Following an initial audit undertaken by an external consultation the safeguarding adults team continued to undertake quarterly case audits. The audits looked at approximately 20% of cases from each service areas in each quarter. Over the year there was a significant improvement in a number of areas, including strategic planning, risk assessment and interim protection plans and multi-agency working. There continues to be work needed in the area of case conferences. The case audits have also highlighted the need to ensure that partner agencies are referring in a timely manner. The Safeguarding Action plan which resulted from the CSCI Inspection 2008, has been updated to reflect the findings of the case audits and identify ways to ensure continuous improvement.

Head of Service monthly meetings

These meetings have ensured that there is strengthened management oversight of cases. It has also provided a formal opportunity for the a safeguarding adults team to meet on a regular basis and raise issues as well as discuss the outcomes from the quarterly audits.

Service User Survey

It was agreed by the Safeguarding Adults Board that we would pilot the completion of a service user survey to gain a more in-depth understanding of the experience of service users in the safeguarding framework. A small sample of 5 service users across the all adult social care areas were spoken to. Overall the findings were very positive with the majority of service users feeling safer following the process and that they knew where to report future concerns to. Service user feedback on safeguarding adults cases will form an integral part of ongoing quality assurance of safeguarding and each quarter a sample of service users will be surveyed to determine their views on the process.

Reports to the Safeguarding Board

Both the case audits and service user survey have been reported to the Safeguarding Adults Board as well as the Community Care Management team. As there is a significant impact on the Local Authority this aspect of the Board meeting is chaired by the vice-chair to provide independence. Quality Assurance is now a standing item on the Board's agenda.

2.8 Actions from National/London Developments

No Secrets Review

The consultation review of No Secrets occurred Oct 08 –Jan 09. The Safeguarding Adults Board considered the consultation documents and submitted a detailed response. A government response is awaited at which time the Board will consider the implications.

Deprivation of Liberty Safeguards

Deprivation of Liberty Safeguards came into force April 2009, and during the previous year there was presentation by Legal Services to the Board, as well as a number of briefings provided for all agencies in Brent.

Pan London- Procedures

Pan London Safeguarding Adults are currently being developed. A consultation event in November 2008 had representation from the Safeguarding Board. The procedures have been placed on hold while a multi-agency London Editorial group is established to ensure that the procedures are fit for purpose.

3. How Are We Promoting Awareness and Preventing Abuse?

3.1 Learning and Development

To ensure that Safeguarding remains everyone's business we recognise the importance of continually promoting awareness.

A number of formal training courses were commissioned over the 2008/09 year. Appendix 3 shows a full breakdown of all the training courses.

The following courses were provided by the local authority with a number of courses being available for multi-agency partners; this data does not capture training that agencies themselves may have provided.

- Alerters training
- Briefings
- Independent sector managers
- Safeguarding Managers
- Domestic Violence
- Safeguarding Adults for administrators
- Questioning Skills
- Investigators.
- Deprivation of Liberty
- Mental Capacity Act

A total 1049 places were booked over all the courses and 702 participants attended courses, which is a 67% attendance rate

Draft competencies for Safeguarding training have been developed and will be finalised by the Learning and Development sub-group.

The training programme for 2009/2010 can be seen in Appendix 3, which builds on the objective to improve the knowledge and understanding identifying and preventing abuse. An Advanced Investigators course has also been developed to enable practice development of current investigators. All contracted agencies are required to ensure their internal training reflects the Brent requirements and these are monitored through contract monitoring, as part of the quality assurance framework. The Safeguarding Adults Board will be undertaken an analysis of all training that takes place within partner agencies over the coming year.

3.2 Local Implementation Teams – Quality assurance with Partners

Safeguarding adults issues were discussed at the LITS on a regular basis. The review of No Secrets was discussed and agencies were also invited to feedback via the LIT to the Board's response. Reports were also made on 2008/09 annual report.

3.3 Awareness Raising with Communities in Brent

Strengthening awareness within community groups was a key element of the action plan following the CSCI Inspection. Over the past year there has been a focus on raising awareness with a number of different communities;

- Voluntary and community organisations
- Users and carers
- Historically 'seldom heard' group, including newly arrived Black and
- Minority Ethnic groups, and those of minority faiths
- Range of 'client' groups i.e. older people, people with learning, physical and sensory disabilities, people with mental health problems

During 2008/08, over 185 people have been spoken with across 8 events. Of the 8 sessions 5 were primarily BME organisations, three were faith organisations and one a refugee organisation. At a further two events leaflets and posters were provided to promote Safeguarding Adults. A range of comments and suggestions were made and these have been incorporated into an interim action plan which was agreed by the Safeguarding Adults Board in April 2009.

Some of the areas raised were:

- Defining abuse within a cultural context
- Translated leaflets
- Making a referral
- Indicators of abuse

Awareness raising sessions with the identified groups will continue over 2009/2010 and the findings will be reported to the Safeguarding Adults Board at frequent intervals.

4. What More Do We Need to Do? Year Two: Strategic Plan 2008 – 2010

A three year strategic plan was developed to cover the period 2008 -2009. It has enabled the Board to focus on longer term objectives to strengthen safeguarding work within the borough.

Year	Activity	Responsibility
2009/2010	April – audit by each organisation of its safeguarding adults work and reported to the Board for inclusion in the Annual Report	Partnership agency leads
	Review by the Committee of progress of the sub-groups and working groups	Leads of sub-groups and working groups
	Annual reviews of joint commissioning strategies by member organisations to ensure adequate/ appropriate references to safeguarding adults	Commissioning members of the Board – reporting to the Board
	Review of progress in linking Safeguarding Adults work with other policies, strategies and plans in the borough	Board lead for this work
	Review of current policy and procedures in the light of further legislation and national guidance to determine what adjustments and local information and guidance is required	SA Co-ordinator + Board
From Year 1 (2008/09)	Set up Executive Committee	Board Members
	Set up working groups to review and revise strategies for: (a) Commissioning of service for people who are at risk or have experienced abuse (b) Prevention strategy to reduce risk of abuse (c) Equal access	(a) Health and Social Care Commissioners, led by the Joint Commissioning Officer (b) and (c) Member of the Board to lead on each
	Each organisation identifies how it can and should involve users in safeguarding adult work within their organisation – and reports to the Board	Members of the Board
	Annual review of joint commissioning strategies by member organisations to ensure adequate/ appropriate references to safeguarding adults	Commissioning members of the Board – reporting to the Board

Appendix 1: Safeguarding Adults in Brent: Multi-agency training attendance 2008/09

Course	Date	Number Available	Number Booked	Number Attended	MH	LD	OPS	PD	Other	Private & Voluntary	Housing	EDT & Finance	OSS & QS	Care & Support
SGA Alerters	20/06/08	14	23	18	-	4	4	1	-	9	-	-	-	-
SGA Briefing Session AM	26/06/08	40	60	44	-	4	1	-	1	38	-	-	-	-
SGA Briefing Session PM	26/06/08	40	36	23	1	5	1	-	-	16	-	-	-	-
SGA Questioning Session AM	14/07/08	14	17	15	-	2	4	6	-	-	-	-	-	2
SGA Questioning Session PM	14/07/08	14	16	13	-	-	5	1	-	-	-	2	-	5
SGA Briefing Session AM	23/07/08	40	47	32	1	7	1	1	-	21	-	1	-	-
SGA Briefing Session PM	23/07/08	40	41	30	1	3	1	-	-	20	-	5	-	-
Mental Capacity Act: Understanding & Application	24/07/08	16	25	22	16	4	-	1	-	-	-	-	1	-
SGA Alerters	29/07/08	14	20	12	-	2	1	4	1	3	-	1	-	-
SGA for Independent Sector Managers	30/07/08	16	18	4	-	-	-	-	-	4	-	-	-	-
SGA Briefing Session AM	08/09/08	40	48	25	-	2	-	-	-	20	-	-	3	-
SGA Briefing Session PM	08/09/08	40	50	34	1	-	1	2	-	25	-	2	3	-
SGA Investigators	22/09/08	16	17	13	-	-	-	-	13	-	-	-	-	-
SGA Alerters	25/09/08	14	16	9	-	3	2	-	-	-	-	3	1	-
SGA Briefing Session AM	03/10/08	40	43	32	3	5	1	-	2	12	2	-	7	-
SGA Briefing Session PM	03/10/08	40	44	32	2	2	-	-	1	18	-	1	8	-
SGA for Managers	10/10/08	16	13	7	-	-	-	-	-	-	-	-	-	7
SGA Domestic	14/10/08	16	22	14	-	7	5	1	-	-	-	1	-	-

Violence															
SGA for Independent Sector Managers	24/10/08	16	19	13	-	-	-	-	-	13	-	-	-	-	
Mental Capacity Act: Understanding & Application	29/10/08	16	19	13	5	3	2	3	-	-	-	-	-	-	
SGA Adults Investigators	30/10/08	16	14	11	-	4	3	2	1	-	-	1	-	-	
Mental Capacity Act: Understanding & Application	05/11/08	16	16	16	-	12	-	1	-	2	-	-	1	-	
SGA Alerters	07/11/08	14	16	11	-	3	1	-	-	5	-	2	-	-	
SGA for Administrators	21/11/08	12	12	10	-	3	2	5	-	-	-	-	-	-	
SGA Questioning Session AM	24/11/08	14	19	11	-	7	4	-	-	-	-	-	-	-	
SGA Questioning Session PM	24/11/08	14	20	16	2	7	6	1	-	-	-	-	-	-	
Mental Capacity Act: Understanding & Application	26/11/08	16	19	12	7	1	3	1	-	-	-	-	-	-	
SGA Alerters	12/01/09	14	17	7	-	1	1	-	-	3	-	2	-	-	
SGA Adults Investigators	05/02/09	16	11	8	1	-	5	2	-	-	-	-	-	-	
Mental Capacity Act: Understanding & Application	11/02/09	16	20	12	-	2	-	3	-	-	-	-	7	-	
SGA Briefing Session AM	24/02/09	40	63	39	-	1	5	-	-	31	-	1	1	-	
SGA Briefing Session PM	24/02/09	40	53	33	-	-	6	1	-	26	-	-	-	-	
SGA Alerters	02/03/09	14	14	10	-	4	2	-	-	2	-	-	2	-	
SGA Domestic Violence	04/03/09	16	11	7	3	-	4	-	-	-	-	-	-	-	
SGA for Independent Sector Managers	11/03/09	16	16	9	-	-	-	-	-	9	-	-	-	-	

SGA Briefing Session AM – OSS	12/03/09	14	10	8	-	-	-	-	-	-	-	-	8	-
SGA Briefing Session PM - OSS	12/03/09	14	10	8	-	-	-	-	-	-	-	-	8	-
SGA Briefing Session AM	17/03/09	40	62	38	-	-	8	-	-	28	-	-	-	2
SGA Briefing Session PM	17/03/09	40	52	31	-	-	6	-	-	25	-	-	-	-
TOTAL		884	1049	702	43	98	85	36	19	330	2	22	50	16

Appendix 2: Annual Statistical Report

1. Introduction

The annual statistical report demonstrates trends gathered from Brent Safeguarding Adults referrals from 1 April 2008 to 31 March 2009. The report makes comparisons from data collated this year and last year.

2. Findings

2a. Number of Referrals

This year has seen a large increase in the number of referrals received in Brent from 211 to 254 referrals, a 20% increase from last year. At time of writing, 182 cases have been concluded out of 254 referrals.

2b. Alleged Vulnerable Adults

There has been a steady increase in the number of older people referrals (42%), 113 referrals last year to 161 referrals this year. Referrals in the Learning Disability category have seen a small increase by 27%. However, there has been a decrease in the number of Physical Disability referrals by 10% and significant decline in Mental Health referrals by 26%.

The trend continues this year as the majority of alleged vulnerable adults were women (65%).

With regards to vulnerable adults' ethnicity, 53% of victims were of white origin - 34% were white British; 25% were of black origin - 20% black Caribbean and 14% were Asian origin – 7% Asian Indian. This trend remains the same as the previous year.

For cases that have been substantiated, the main outcome for vulnerable adults was other and increased monitoring. Examples of the outcome other are: Further care management work to be carried out and alternative methods of transport considered for the vulnerable adult. Where there was no further action for the victim, there was an action for the perpetrator.

2c. Types of Abuse

The majority types of abuse identified this year, was financial (31%), physical (30%), followed by psychological (18%) and neglect (13%). This trend remains the same as last year. Some referrals showed more than one types of abuse.

2d. Place of Abuse

156 out of the 254 referrals showed that abuse had allegedly taken place in the vulnerable adult's own home followed by care home. This year's findings remain the same as the previous year. Please note that some referrals stated more than one place of abuse.

2e. Alleged Perpetrators

The report shows that there were 279 alleged perpetrators from 254 referrals. This figure is greater than the number of referrals as in some cases, there were more than one alleged perpetrators. A high number of alleged perpetrators were related to the vulnerable adults (29%), mainly consisting of sons and then daughters. The second highest group of alleged perpetrators were care professionals (14%). This trend is the same as last year.

The findings show that 48% of known alleged perpetrators were male and 31% female. The rest of the 21% alleged perpetrator's gender was not stated, not known or not applicable.

For substantiated cases, relatives including spouses were the main perpetrators, followed by care professional; this is the same trend as last year. The main outcomes for perpetrators were: no further action followed closely by other. Examples of the outcome other are: perpetrator's name removed from power of attorney and case being investigated by public guardianship office. Where there was no further action for the perpetrator, there was an action for the victim.

3. Multi-Agency Working

From the cases completed this year, the follow demonstrates multi agencies working together to achieve the same outcome:

- 117 strategy meetings took place. Some cases had more than one strategy meetings.
- 76 Strategy discussions took place either over the telephone or by email.
- 24 case conferences took place.

4. Establishment Concerns

There were six new Establishment Concerns investigations initiated this year.

5. Serious Case Reviews

There were no Serious Case Reviews undertaken in 2008-09.

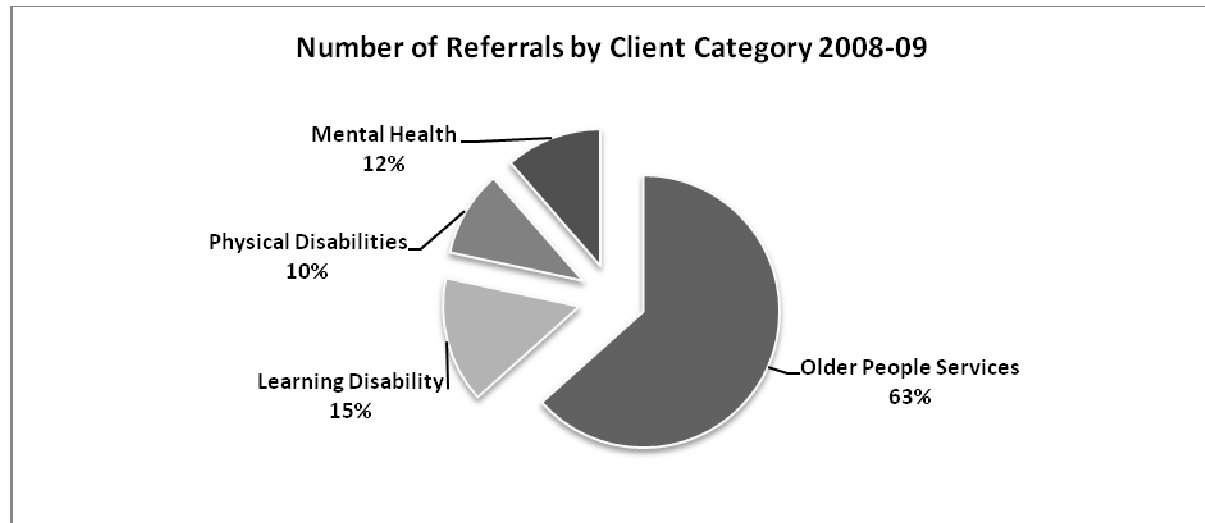
6. Summary of Findings

- 39% of all completed cases have been substantiated and 32% not substantiated.
- Majority of referred cases reporting alleged abuse related to older people. This remains a continuous trend.
- The main type of abuse recorded was financial, followed by physical.
- A high number of abuse had taken place in the vulnerable adults own home.
- For substantiated cases relatives, including spouses were the main perpetrators, followed by care professionals; this is the same trend as last year.
- Main outcome for vulnerable adults was other, followed by increased monitoring.

Safeguarding Referrals 2008-09

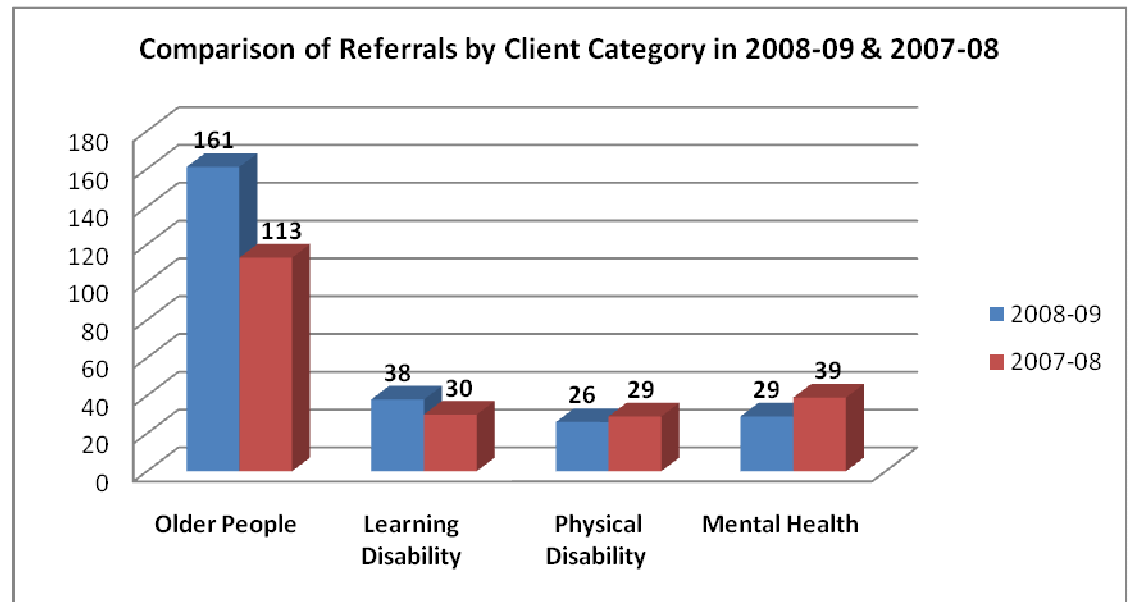
Referrals by client category 2008-09

Client Category	Number of Referrals	% of Total
Older People Services	161	63%
Learning Disability	38	15%
Physical Disabilities	26	10%
Mental Health	29	12%
Total	254	100%



Total Number of Referrals by Client Category 2008-09 and 2007-08

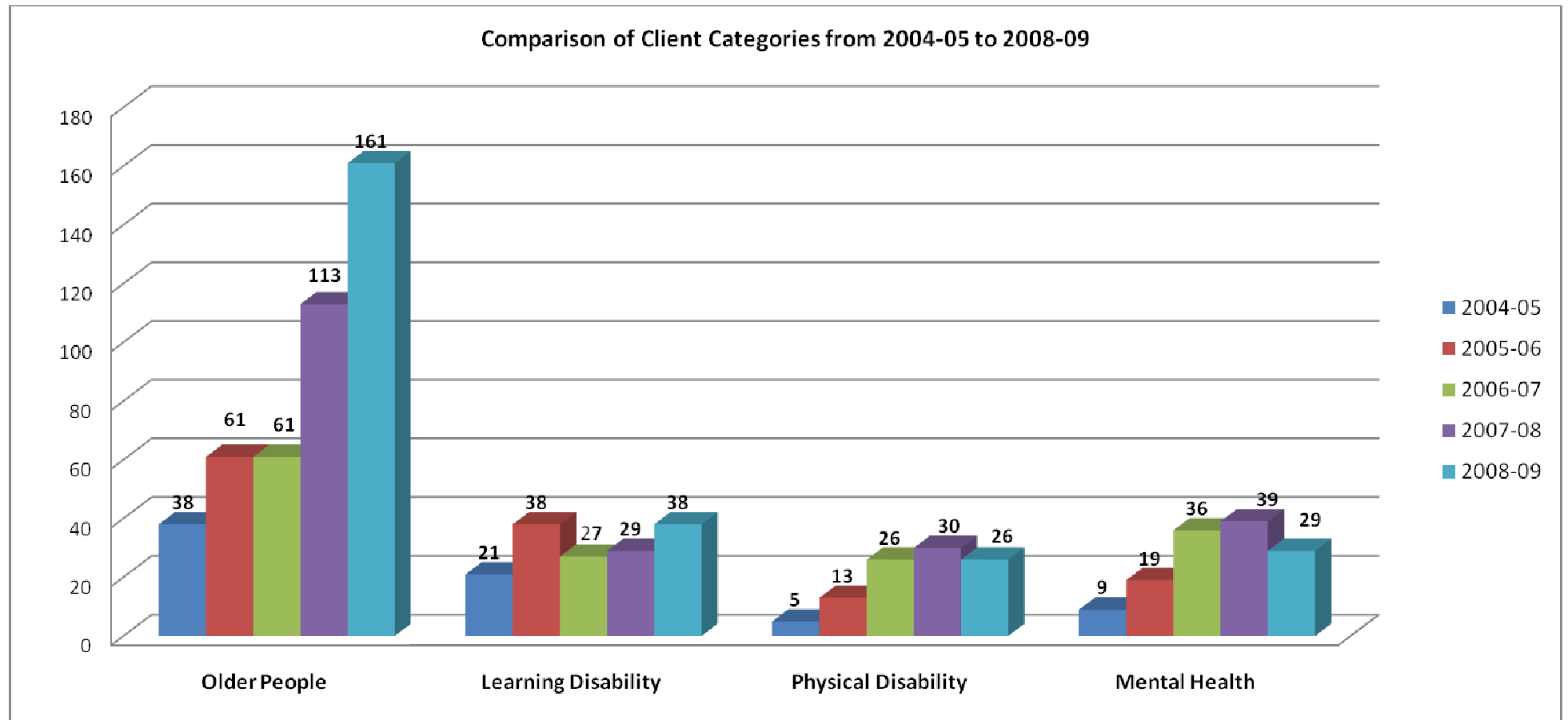
	Older People	Learning Disability	Physical Disability	Mental Health	Total Number of Referrals
2008-09	161	38	26	29	254
2007-08	113	30	29	39	211
Increase/Decrease in referrals	48	8	-3	-10	43
Increase/Decrease in %	42%	27%	-10%	-26%	20%



Comparisons of Client Category since 2004-05 to 2008-09

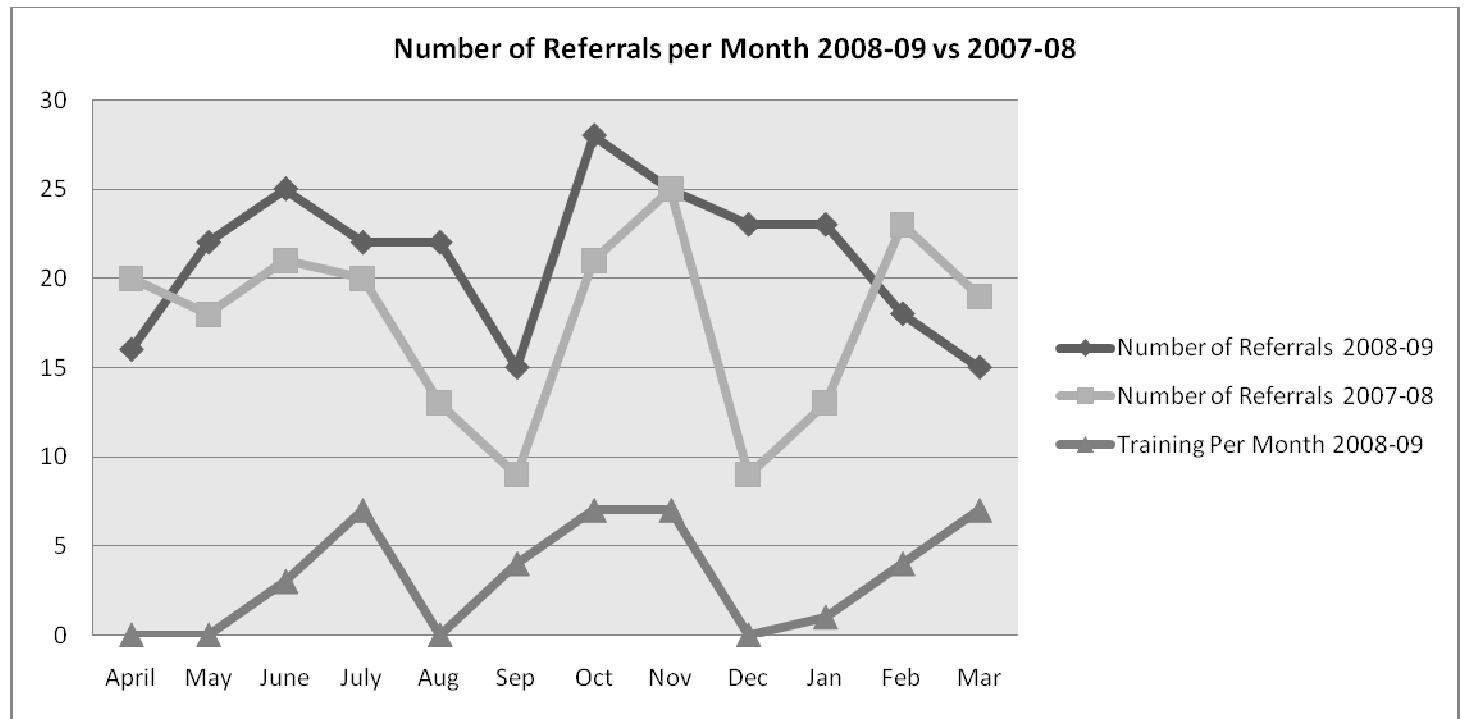
Year	Older People	Learning Disability	Physical Disability	Mental Health	Total Number of Referrals
2004-05	38	21	5	9	73
2005-06	61	38	13	19	131
2006-07	61	27	26	36	150
2007-08	113	29	30	39	211
2008-09	161	38	26	29	254
Total	434	153	100	132	819

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Number of Referrals per Month 2008-09 vs. 2007-08

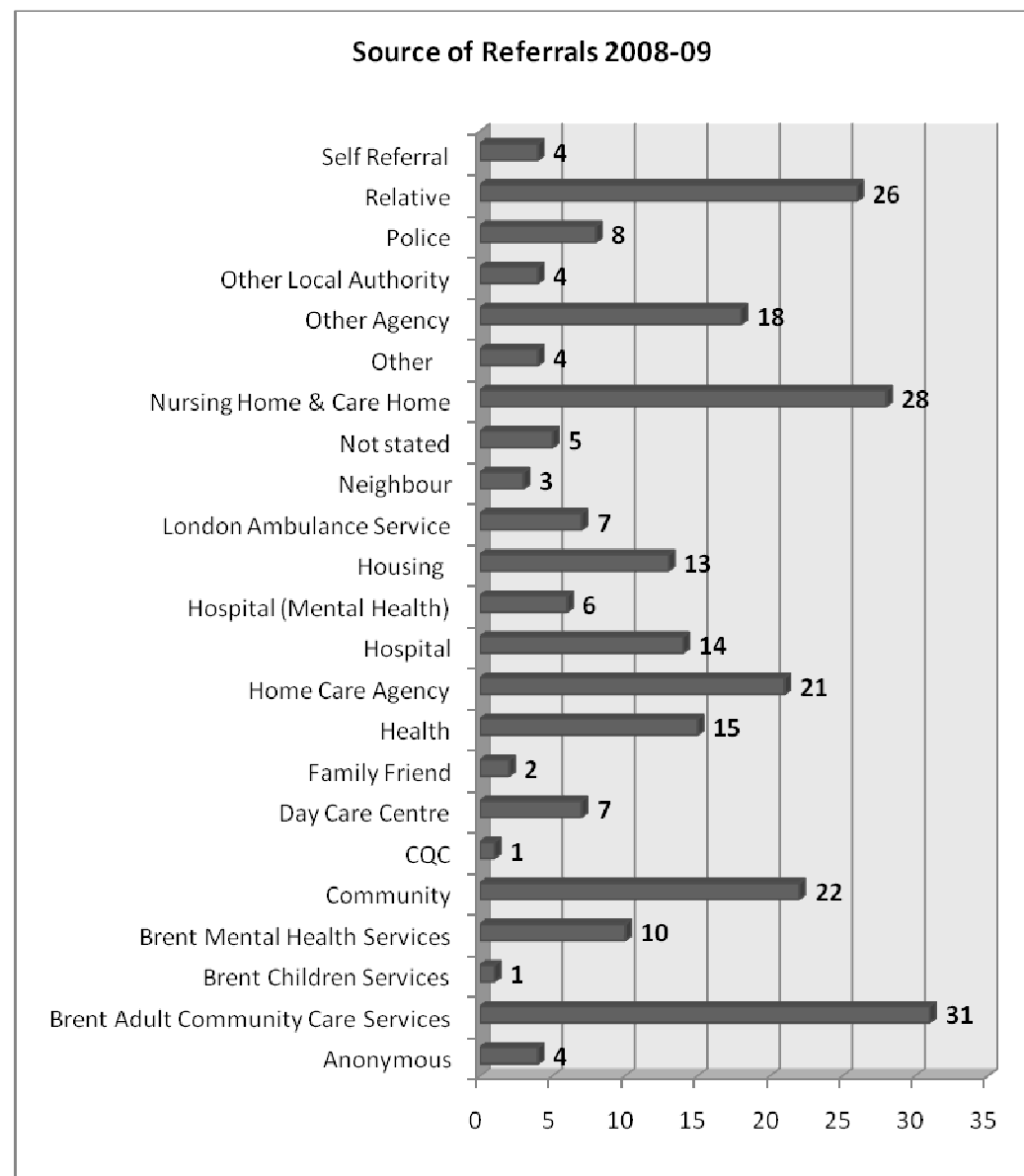
Month	Number of Referrals 2008-09	Number of Referrals 2007-08	Training Per Month 2008-09
April	16	20	0
May	22	18	0
June	25	21	3
July	22	20	7
Aug	22	13	0
Sep	15	9	4
Oct	28	21	7
Nov	25	25	7
Dec	23	9	0
Jan	23	13	1
Feb	18	23	4
Mar	15	19	7
Total	254	211	40



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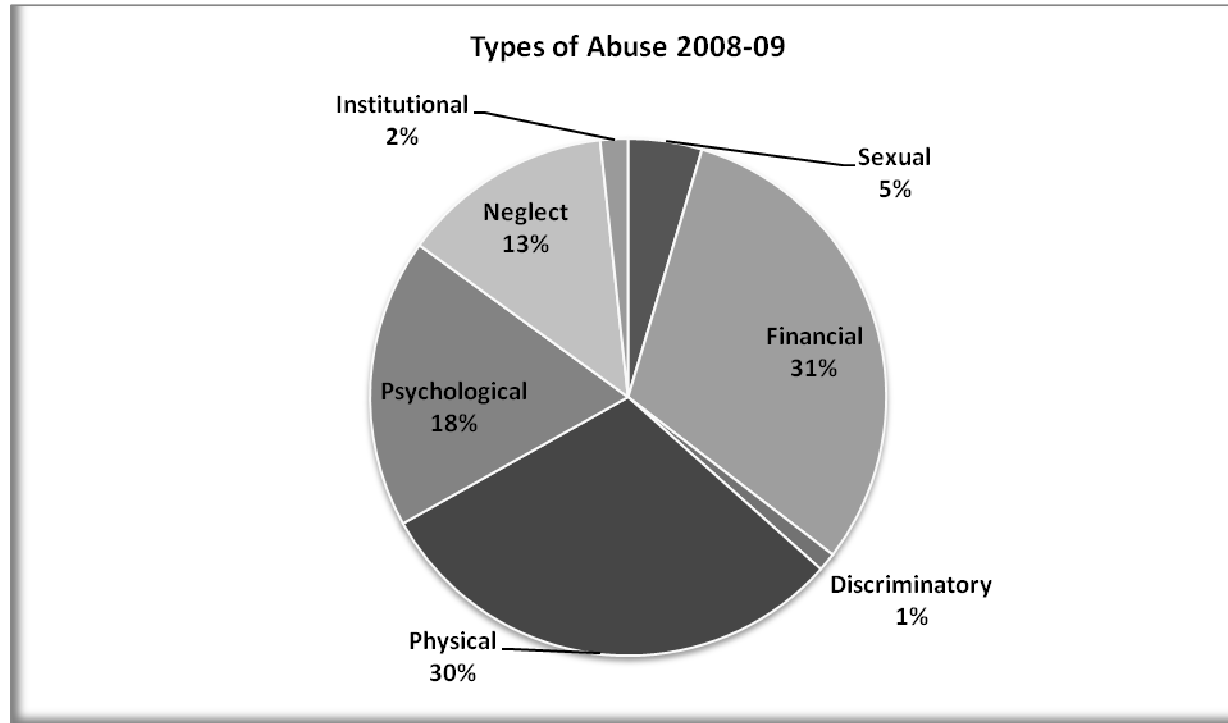
Source of Referrals

Source of Referral	Number of Referrals	% of Total
Anonymous	4	2%
Brent Adult Community Care Services	31	12%
Brent Children Services	1	0%
Brent Mental Health Services	10	4%
Community	22	9%
CQC	1	0%
Day Care Centre	7	3%
Family Friend	2	1%
Health	15	6%
Home Care Agency	21	8%
Hospital	14	6%
Hospital (Mental Health)	6	2%
Housing	13	5%
London Ambulance Service	7	3%
Neighbour	3	1%
Not stated	5	2%
Nursing Home & Care Home	28	11%
Other	4	2%
Other Agency	18	7%
Other Local Authority	4	2%
Police	8	3%
Relative	26	10%
Self Referral	4	2%
Total	254	100%



Types of Abuse 2008-09

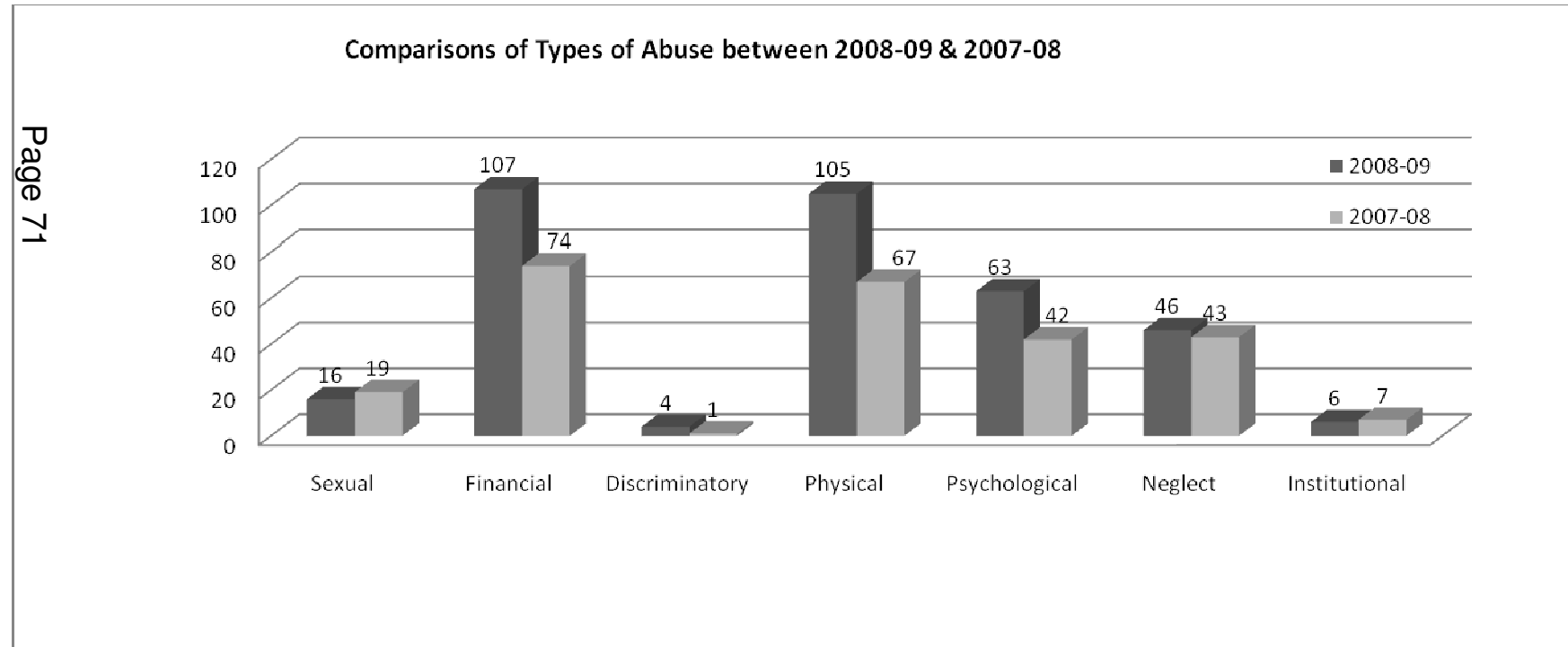
Types of Abuse	Total
Sexual	16
Financial	107
Discriminatory	4
Physical	105
Psychological	63
Neglect	46
Institutional	6
Total	347



Some referrals had more than one type of abuse

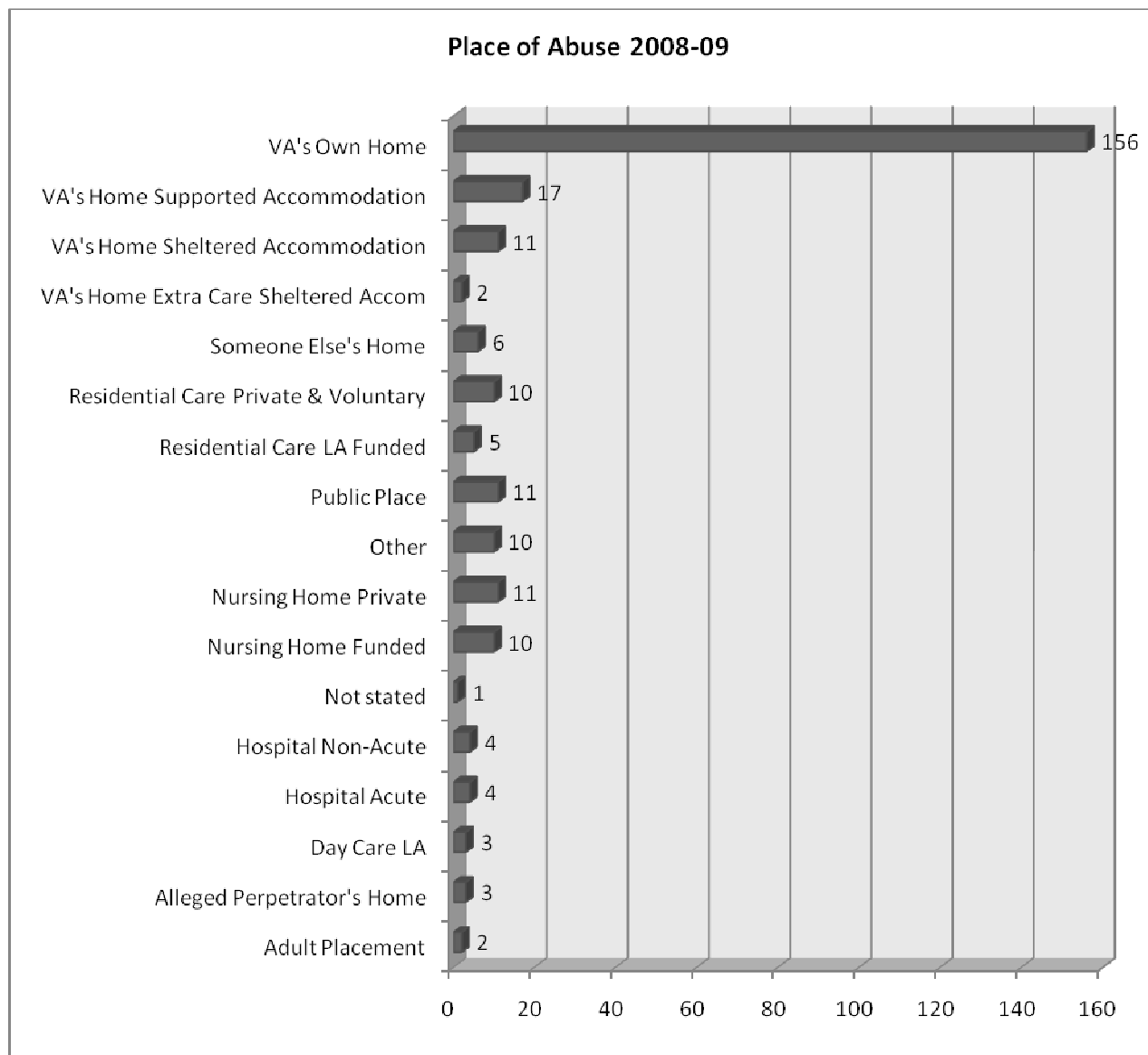
Comparisons of Types of Abuse from This Year & Last Year

Types of Abuse	2008-09	2007-08	Types of Abuse 2008-09 %	Types of Abuse 2007-08 %
Sexual	16	19	5%	8%
Financial	107	74	31%	29%
Discriminatory	4	1	1%	0%
Physical	105	67	30%	26%
Psychological	63	42	18%	17%
Neglect	46	43	13%	17%
Institutional	6	7	2%	3%
Total	347	253	100%	100%



Place of Abuse 2008-09

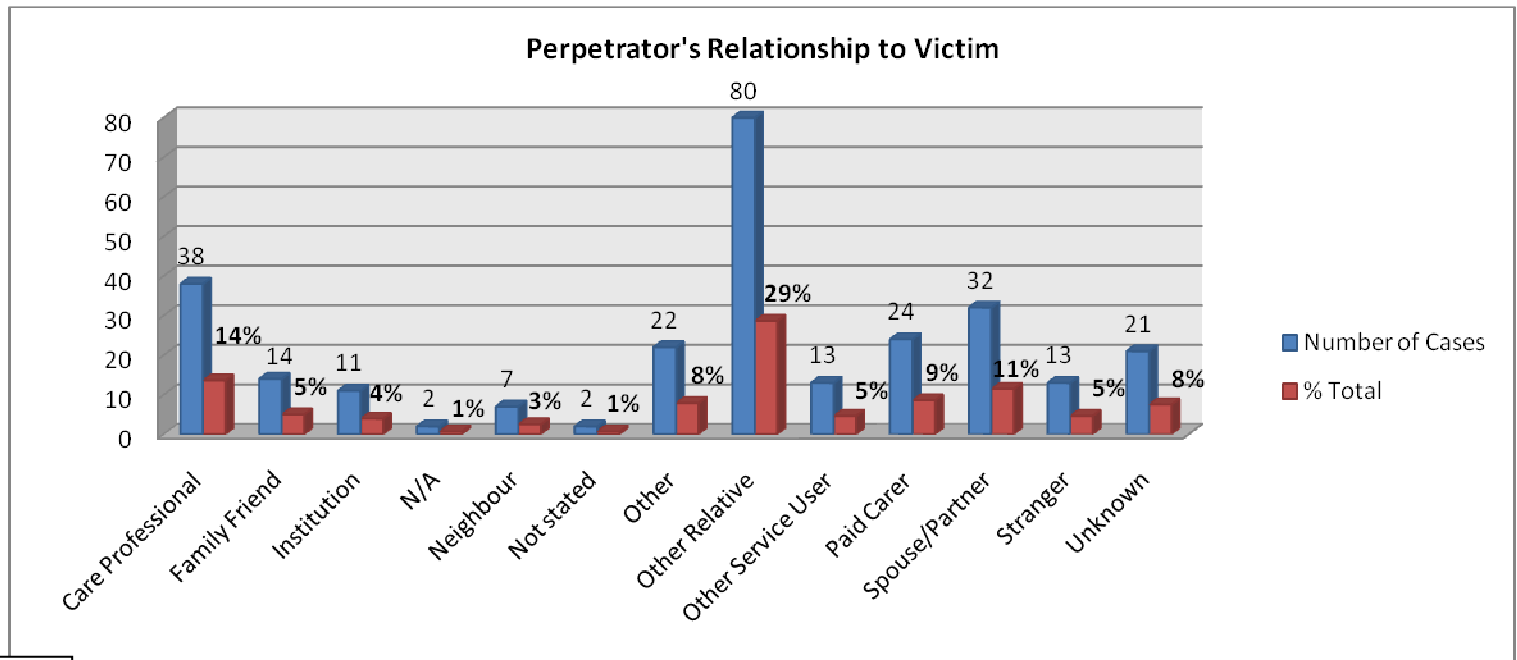
Place of Abuse	Total
Adult Placement	2
Alleged Perpetrator's Home	3
Day Care LA	3
Hospital Acute	4
Hospital Non-Acute	4
Not stated	1
Nursing Home Funded	10
Nursing Home Private	11
Other	10
Public Place	11
Residential Care LA Funded	5
Residential Care Private & Voluntary	10
Someone Else's Home	6
VA's Home Extra Care Sheltered Accom	2
VA's Home Sheltered Accommodation	11
VA's Home Supported Accommodation	17
VA's Own Home	156
Total	266



Some referrals had more than one place of abuse

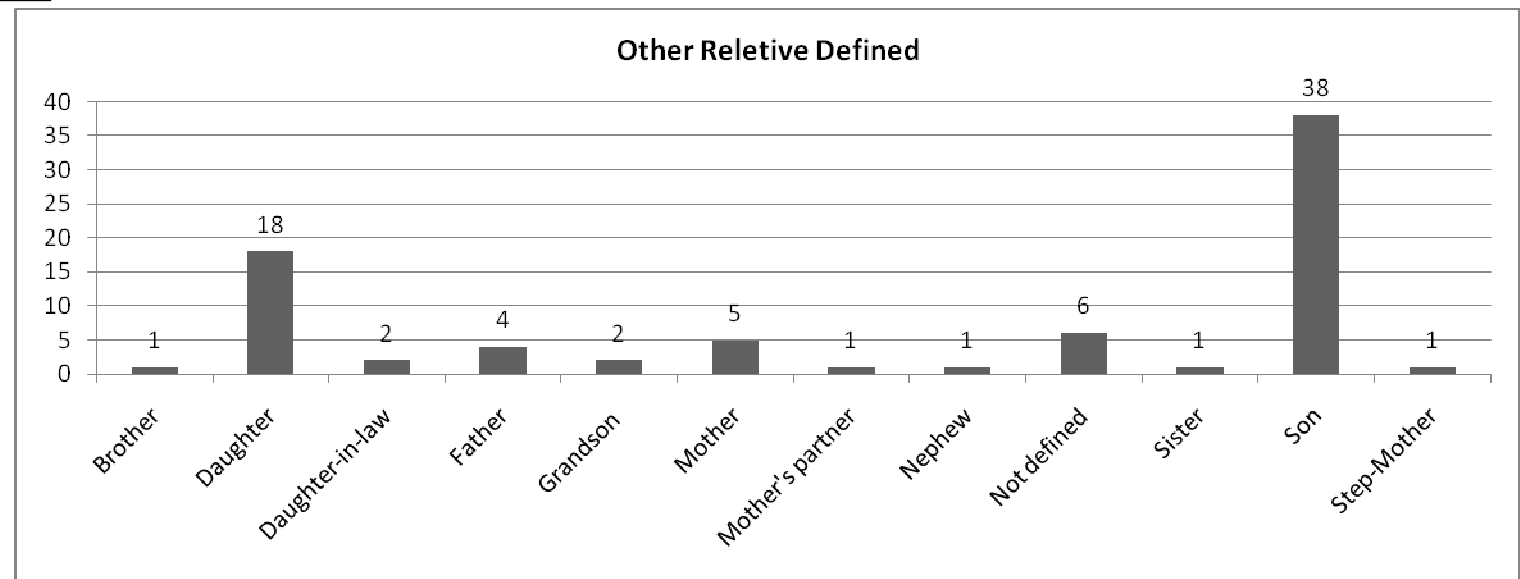
Perpetrators Relationship to Vulnerable Adults 2008-09

Perpetrators Relationship to VA	Total	% Total
Care Professional	38	14%
Family Friend	14	5%
Institution	11	4%
N/A	2	1%
Neighbour	7	3%
Not stated	2	1%
Other	22	8%
Other Relative	80	29%
Other Service User	13	5%
Paid Carer	24	9%
Spouse/Partner	32	11%
Stranger	13	5%
Unknown	21	8%
Total	279	100%



Some referrals had more than perpetrator

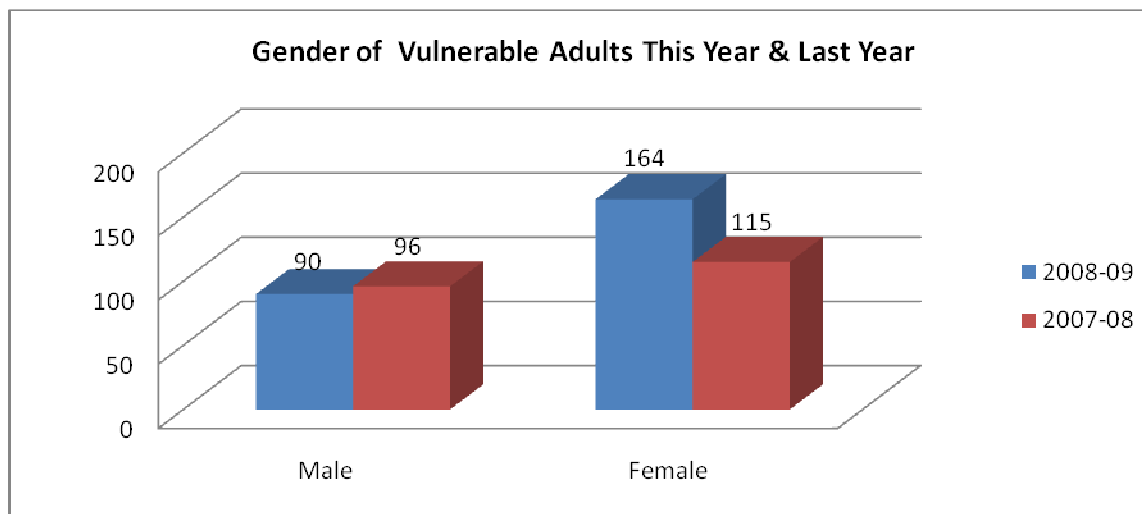
Other Relatives Defined	Total
Brother	1
Daughter	18
Daughter-in-law	2
Father	4
Grandson	2
Mother	5
Mother's partner	1
Nephew	1
Not defined	6
Sister	1
Son	38
Step-Mother	1
Total	80



Gender of Vulnerable Adults & Perpetrators

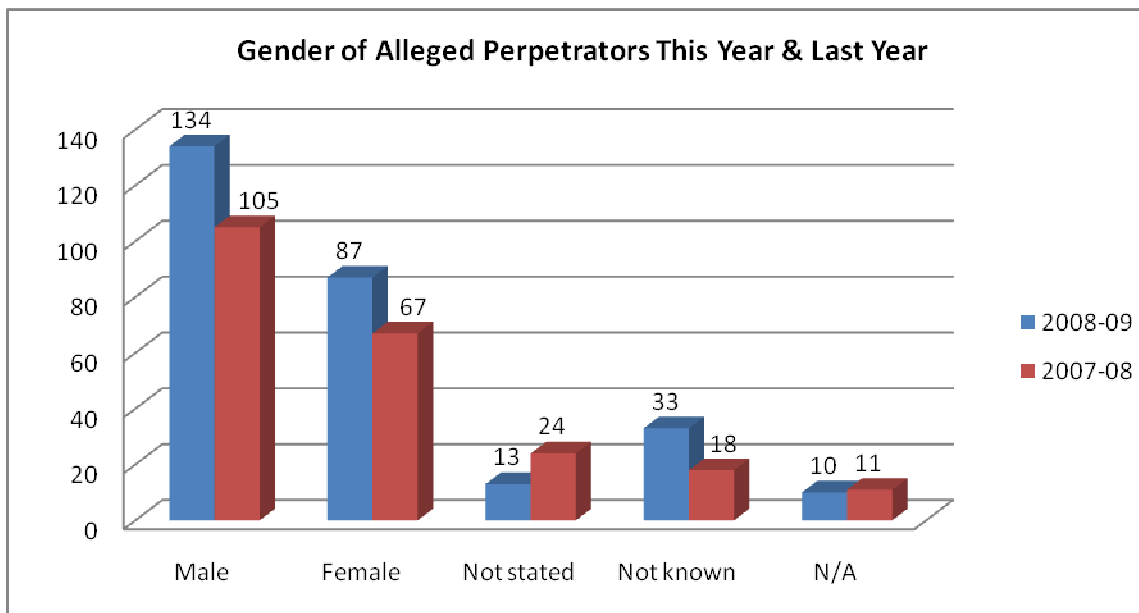
Vulnerable Adults Gender

VA Gender	2008-09	2007-08	% of Total 2008-09	% of Total 2007-08
Male	90	96	35%	45%
Female	164	115	65%	55%
Total	254	211	100%	100%



Perpetrators Gender

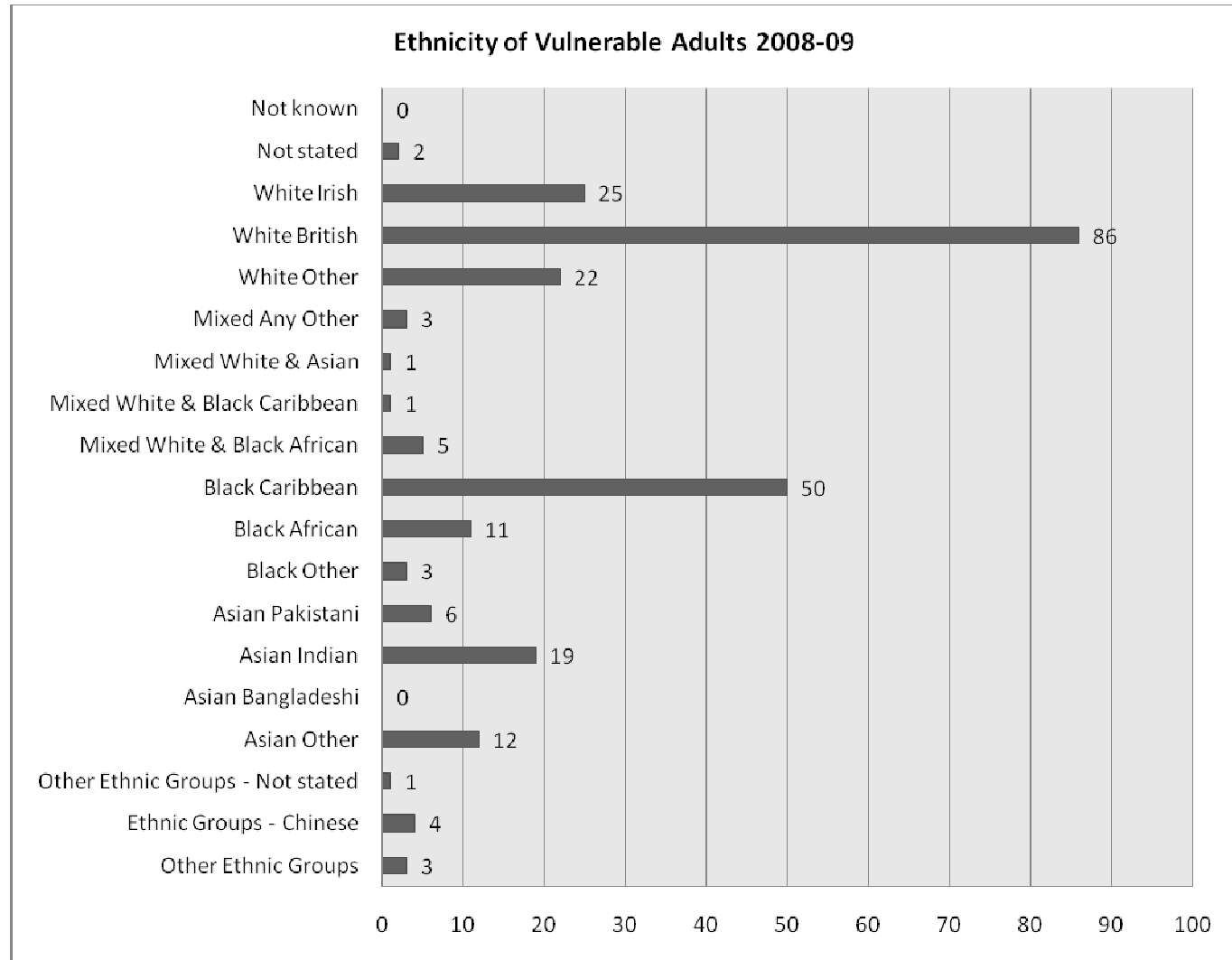
Perpetrators Gender	2008-09	2007-08	% of Total 2008-09	% of Total 2007-08
Male	134	105	48%	47%
Female	87	67	31%	30%
Not stated	13	24	5%	11%
Not known	33	18	12%	8%
N/A	10	11	4%	5%
Total	277	225	100%	100%



Total of Perpetrator's gender is two figures less than total of perpetrator's relationship to vulnerable adult as more than one type of relationship has been described in some referrals.

Ethnicity of Vulnerable Adults

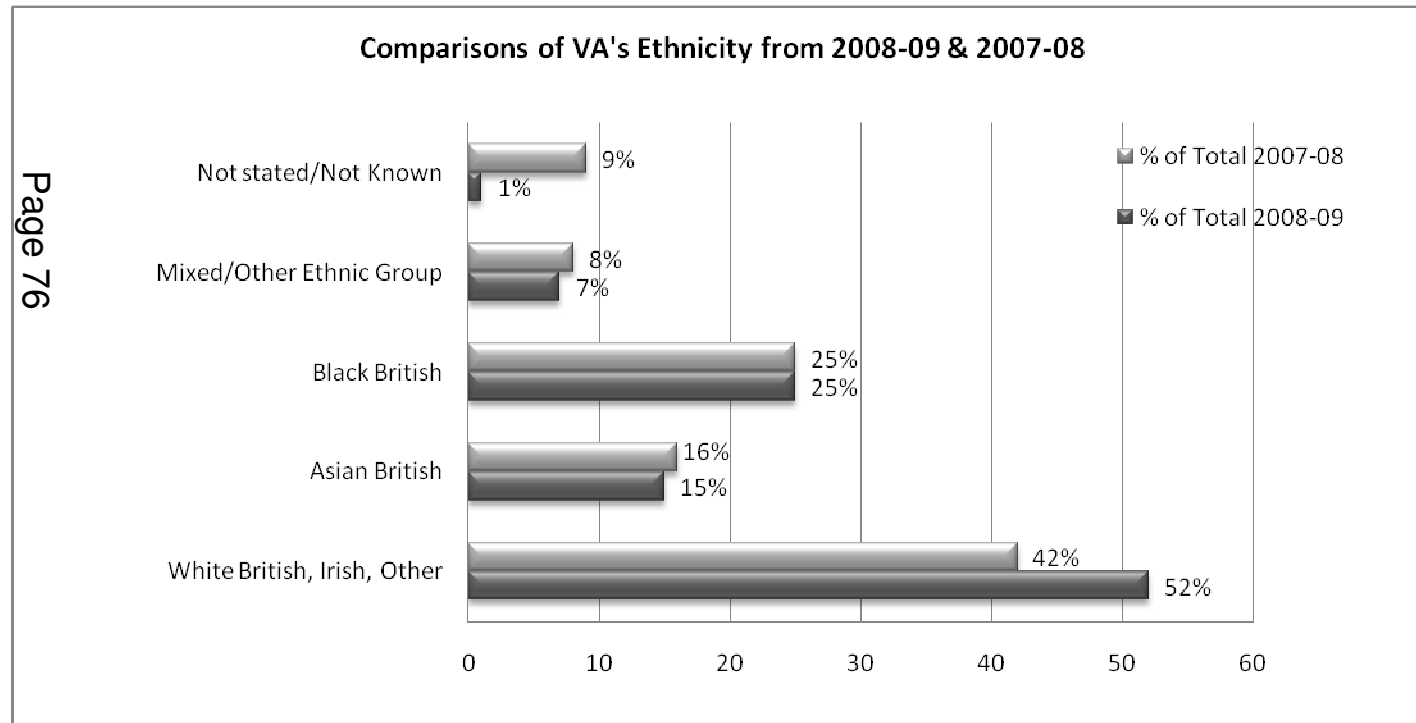
Ethnicity	2008-09	% of Total 2008-09
Other Ethnic Groups	3	1%
Ethnic Groups - Chinese	4	2%
Other Ethnic Groups - Not stated	1	0%
Asian Other	12	5%
Asian Bangladeshi	0	0%
Asian Indian	19	7%
Asian Pakistani	6	2%
Black Other	3	1%
Black African	11	4%
Black Caribbean	50	20%
Mixed White & Black African	5	2%
Mixed White & Black Caribbean	1	0%
Mixed White & Asian	1	0%
Mixed Any Other	3	1%
White Other	22	9%
White British	86	34%
White Irish	25	10%
Not stated	2	1%
Not known	0	0%
Total	254	100%



Comparisons of Vulnerable Adults Ethnicity This Year and Last Year

Vulnerable Adults

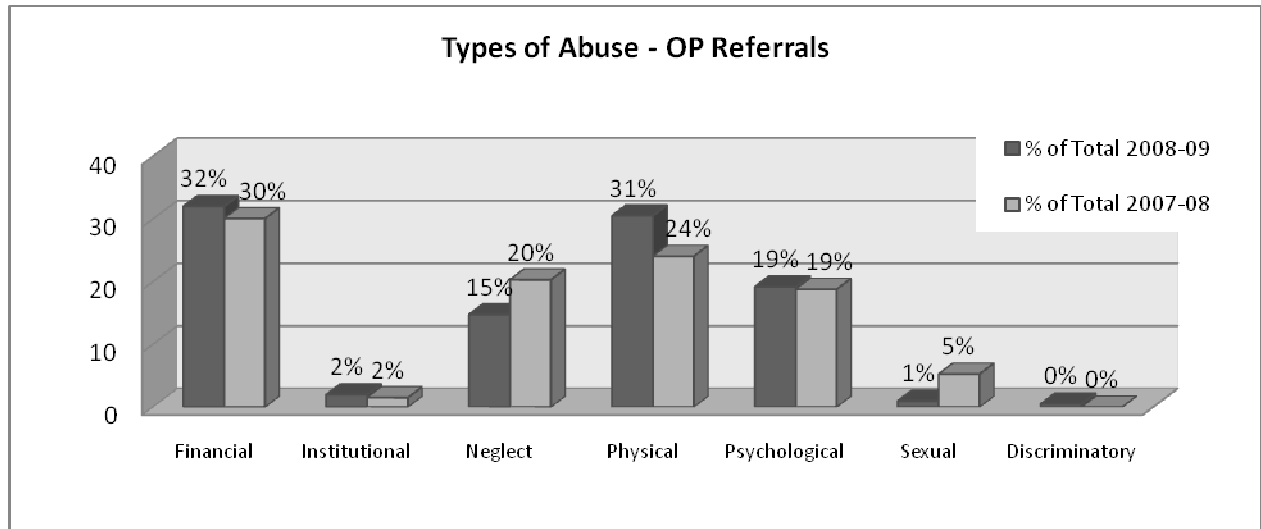
Vulnerable Adults	% of Total 2008-09	% of Total 2007-08
White British, Irish, Other	52%	42%
Asian British	15%	16%
Black British	25%	25%
Mixed/Other Ethnic Group	7%	8%
Not stated/Not Known	1%	9%
Total	100%	100%



Alleged Abuse against Older People

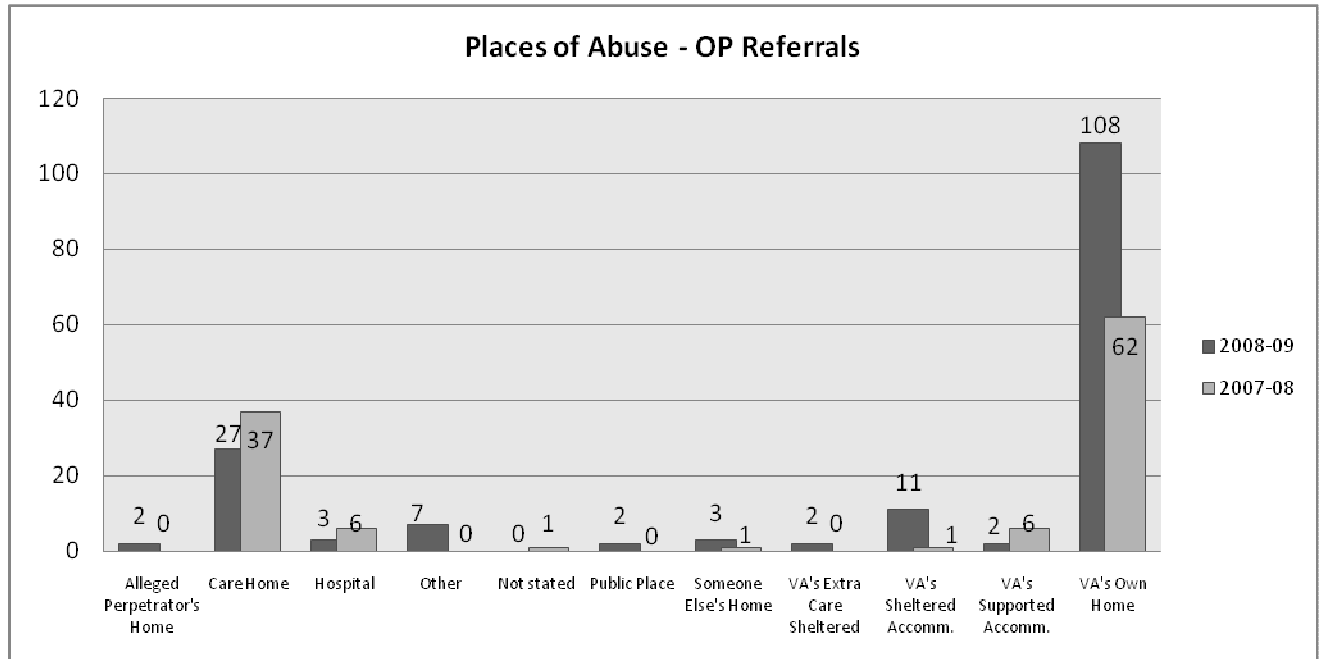
161 referrals received out of 254 - 42% increase from last year

Types of Abuse OP	2008-09	2007-08	% of Total 2008-09	% of Total 2007-08
Financial	65	40	32%	30%
Institutional	4	2	2%	2%
Neglect	30	27	15%	20%
Physical	62	32	31%	24%
Psychological	39	25	19%	19%
Sexual	2	7	1%	5%
Discriminatory	1	0	0%	0%
Total	203	133	100%	100%

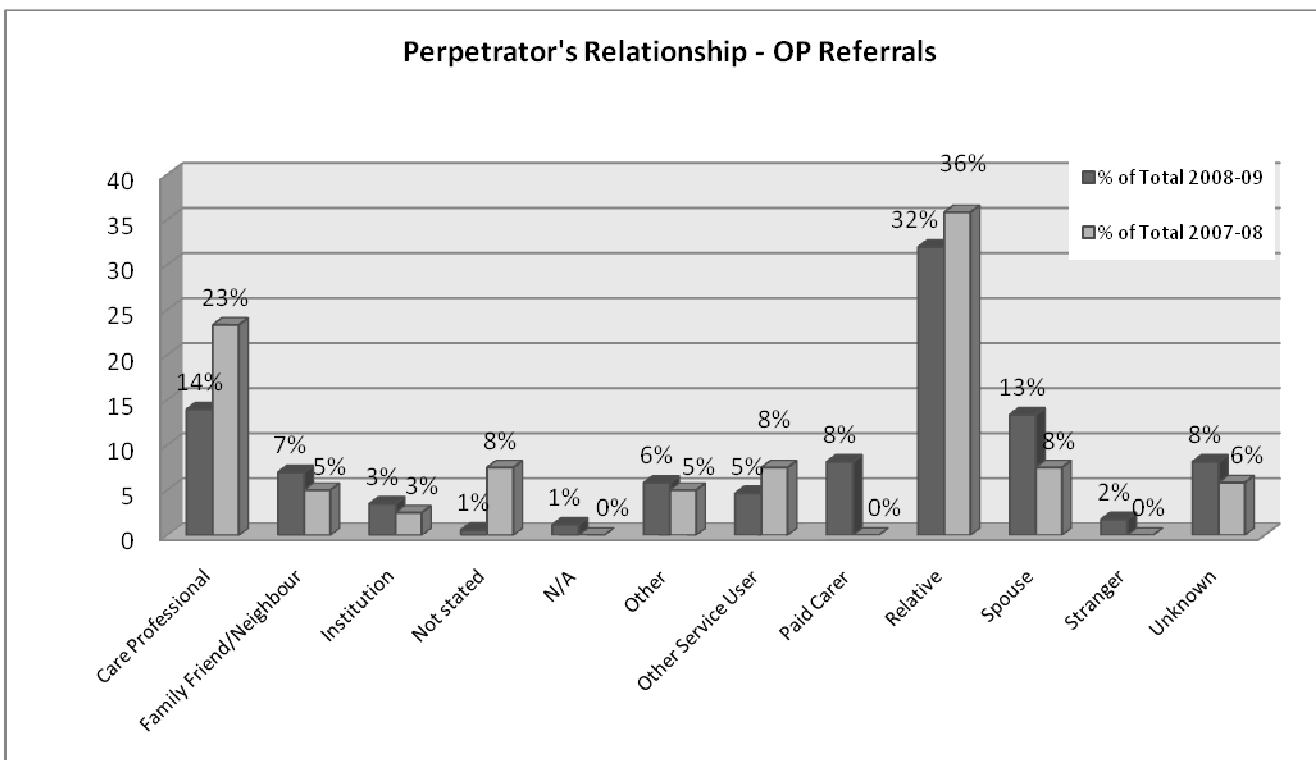


Some referrals had more than one type of abuse

Places of Abuse OP	2008-09	2007-08	% of Total 2008-09	% of Total 2007-08
Alleged Perpetrator's Home	2	0	1%	0%
Care Home	27	37	16%	32%
Hospital	3	6	2%	5%
Other	7	0	4%	0%
Not stated	0	1	0%	1%
Public Place	2	0	1%	0%
Someone Else's Home	3	1	2%	1%
VA's Extra Care Sheltered	2	0	1%	0%
VA's Sheltered Accommm.	11	1	7%	1%
VA's Supported Accommm.	2	6	1%	5%
VA's Own Home	108	62	65%	54%
Total	167	114	100%	100%



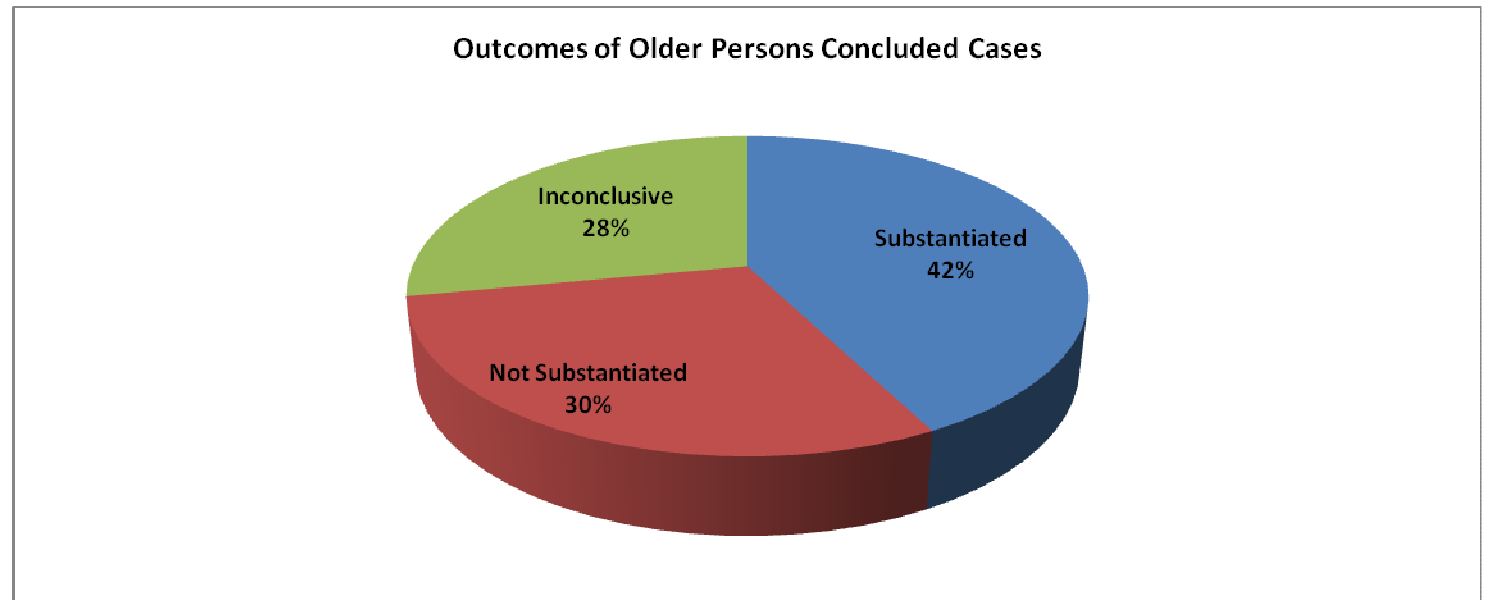
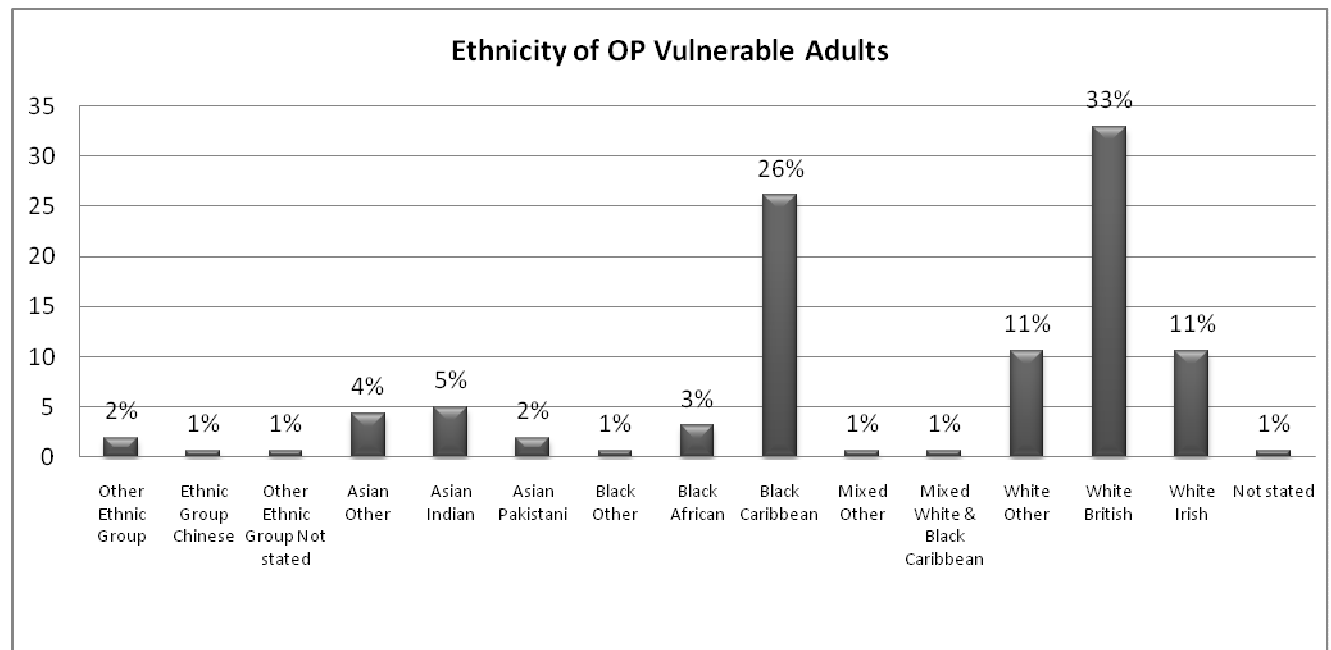
Perpetrator's Relationship to VA	2008-09	2007-08	% of Total 2008-09	% of Total 2007-08
Care Professional	24	28	14%	23%
Family Friend/Neighbour	12	6	7%	5%
Institution	6	3	3%	3%
Not stated	1	9	1%	8%
N/A	2	0	1%	0%
Other	10	6	6%	5%
Other Service User	8	9	5%	8%
Paid Carer	14	0	8%	0%
Relative	55	43	32%	36%
Spouse	23	9	13%	8%
Stranger	3	0	2%	0%
Unknown	14	7	8%	6%
Total	172	120	100%	100%



Some referrals had more than one perpetrator

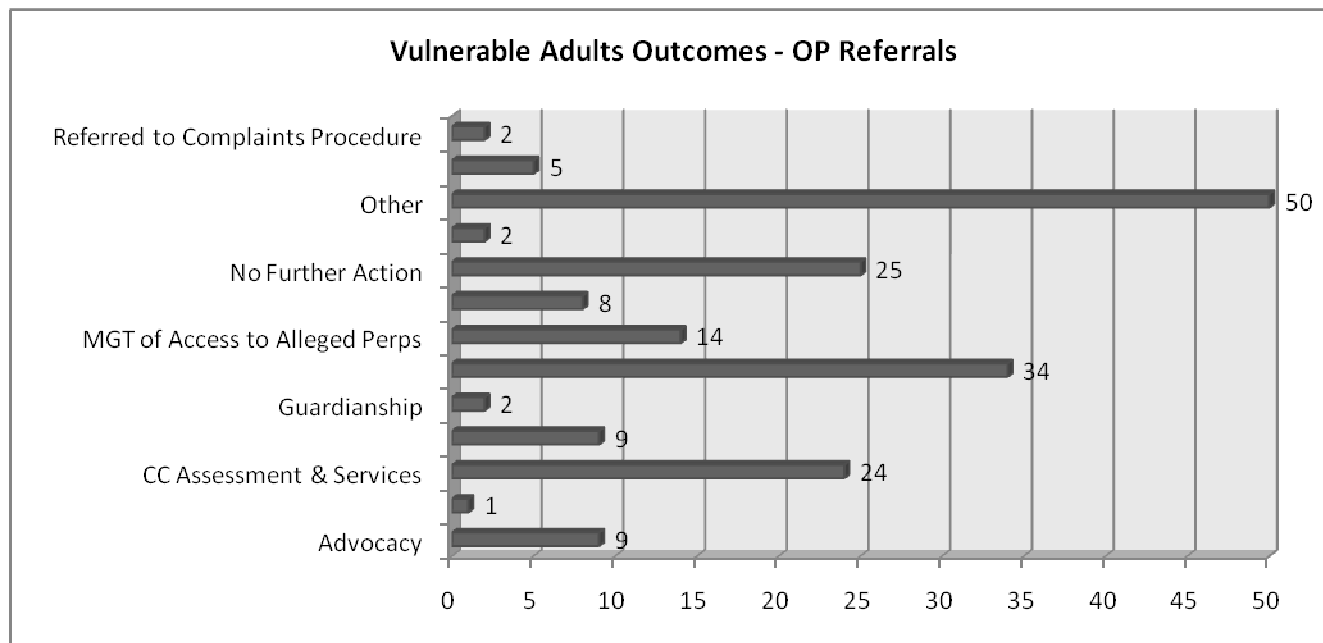
Ethnicity of Vulnerable Adult	Total	% Total
Other Ethnic Group	3	2%
Ethnic Group Chinese	1	1%
Other Ethnic Group Not stated	1	1%
Asian Other	7	4%
Asian Indian	8	5%
Asian Pakistani	3	2%
Black Other	1	1%
Black African	5	3%
Black Caribbean	42	26%
Mixed Other	1	1%
Mixed White & Black Caribbean	1	1%
White Other	17	11%
White British	53	33%
White Irish	17	11%
Not stated	1	1%
Total	161	100%

Outcomes	Total	% Total
Substantiated	53	42%
Not Substantiated	37	30%
Inconclusive	35	28%
Total	125	100%



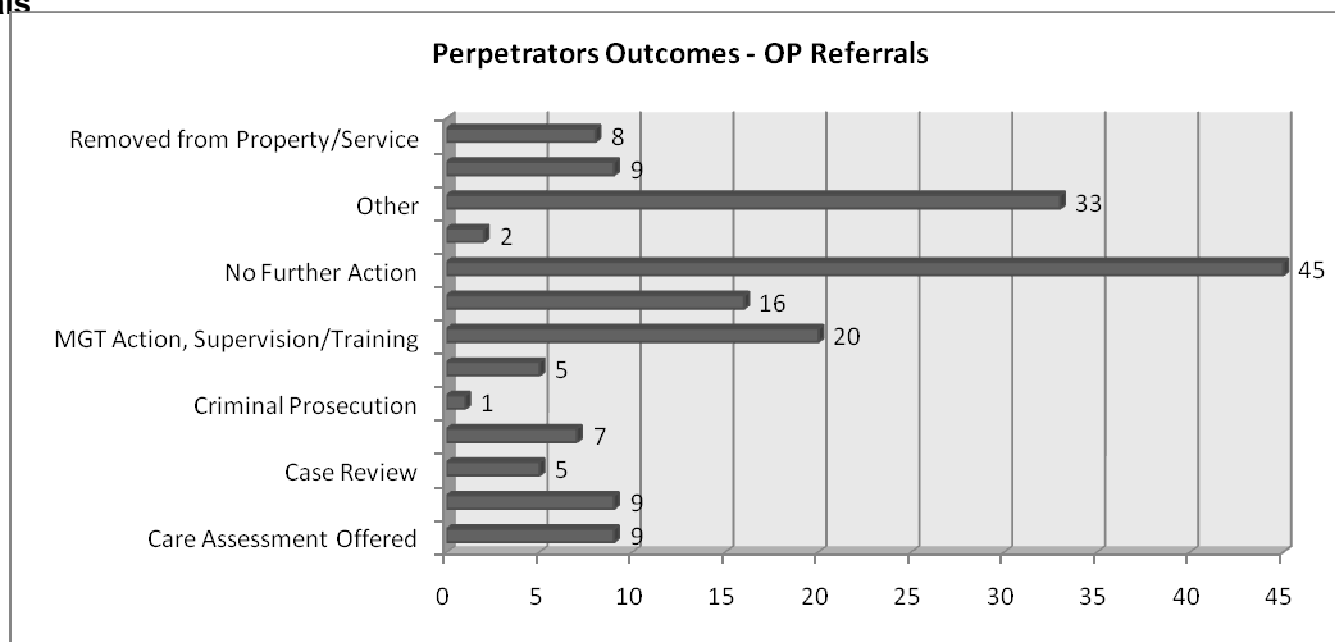
Main Outcomes for OP Vulnerable Adults

VA Outcomes	Total	% Total
Advocacy	9	5%
Civil Action	1	1%
CC Assessment & Services	24	13%
Counselling/Support	9	5%
Guardianship	2	1%
Increased Monitoring	34	18%
MGT of Access to Alleged Perps	14	8%
MGT of Access to Finances	8	4%
No Further Action	25	14%
N/A	2	1%
Other	50	27%
Removed from Property/Service	5	3%
Referred to Complaints Procedure	2	1%
Total	185	100%



Main Outcomes for Perpetrators in OP Referrals

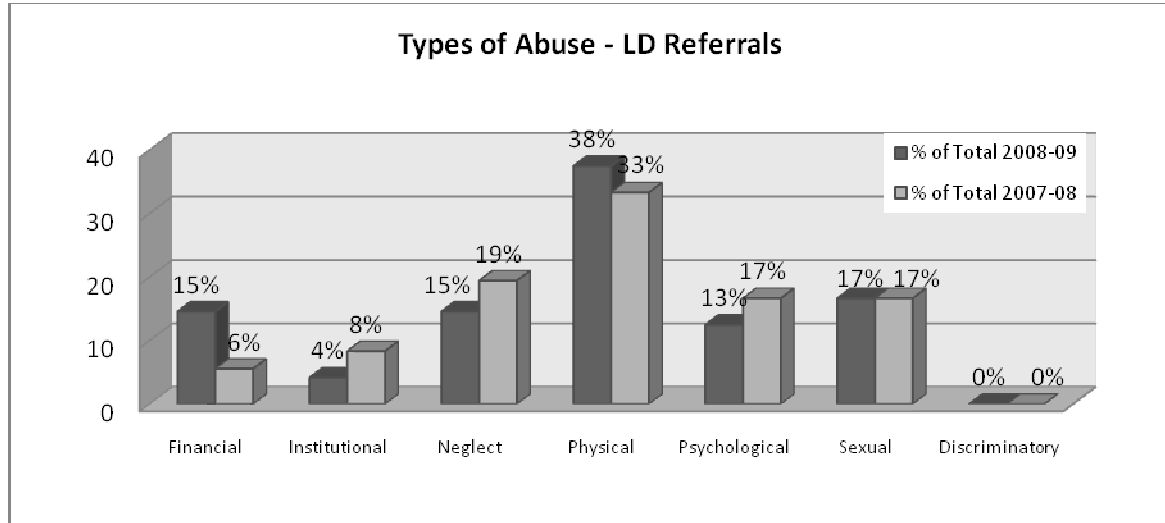
Perpetrators Outcomes	Total	% Total
Care Assessment Offered	9	5%
CC Assessment & Services	9	5%
Case Review	5	3%
Counselling/Support	7	4%
Criminal Prosecution	1	1%
Disciplinary Action	5	3%
MGT Action, Supervision/Training	20	12%
MGT of Access to VA	16	9%
No Further Action	45	27%
N/A	2	1%
Other	33	20%
Police Action	9	5%
Removed from Property/Service	8	5%
Total	169	100%



Alleged Abuse against Adults with Learning Disability

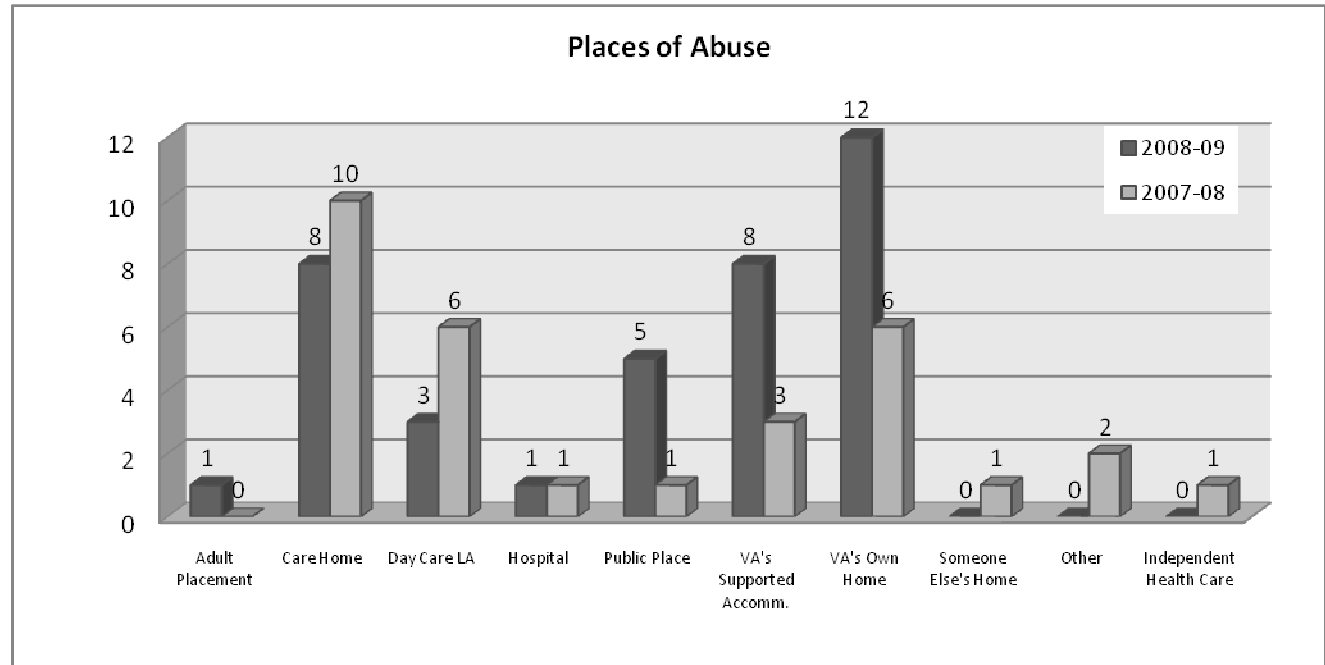
38 referrals received out of 254 - 27% increase from last year

Types of Abuse LD	2008-09	2007-08	% of Total 2008-09	% of Total 2007-08
Financial	7	2	15%	6%
Institutional	2	3	4%	8%
Neglect	7	7	15%	19%
Physical	18	12	38%	33%
Psychological	6	6	13%	17%
Sexual	8	6	17%	17%
Discriminatory	0	0	0%	0%
Total	48	36	100%	100%



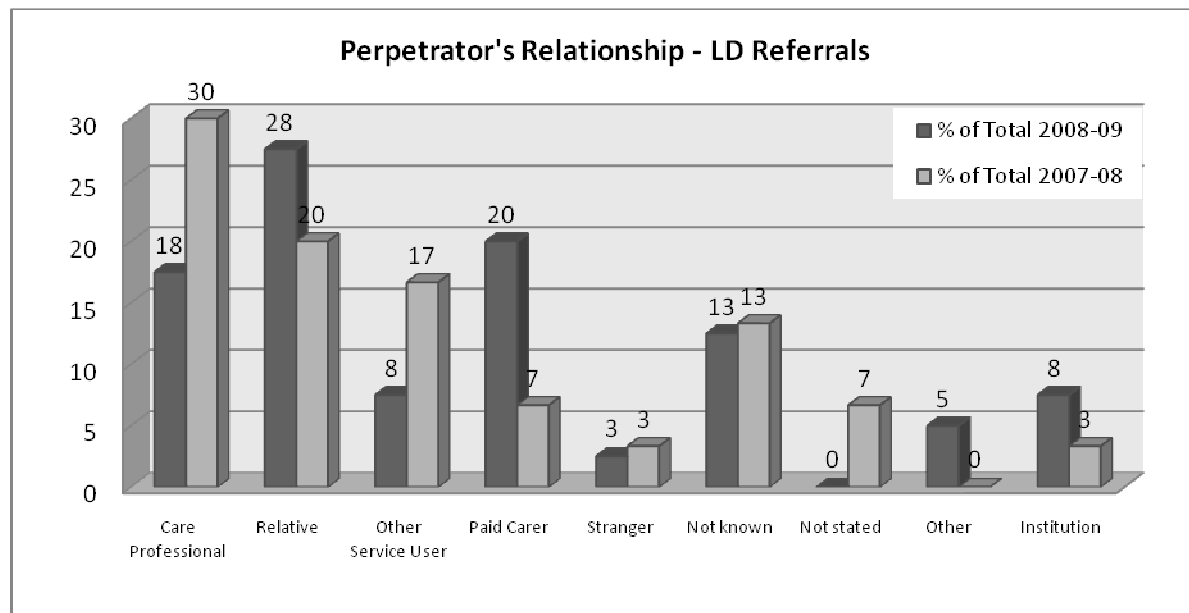
Some referrals had more than one type of abuse

Places of Abuse LD	2008-09	2007-08	% of Total 2008-09	% of Total 2007-08
Adult Placement	1	0	3%	0%
Care Home	8	10	21%	32%
Day Care LA	3	6	8%	19%
Hospital	1	1	3%	3%
Public Place	5	1	13%	3%
VA's Supported Accom.	8	3	21%	10%
VA's Own Home	12	6	32%	19%
Someone Else's Home	0	1	0%	3%
Other	0	2	0%	6%
Independent Health Care	0	1	0%	3%
Total	38	31	100%	100%

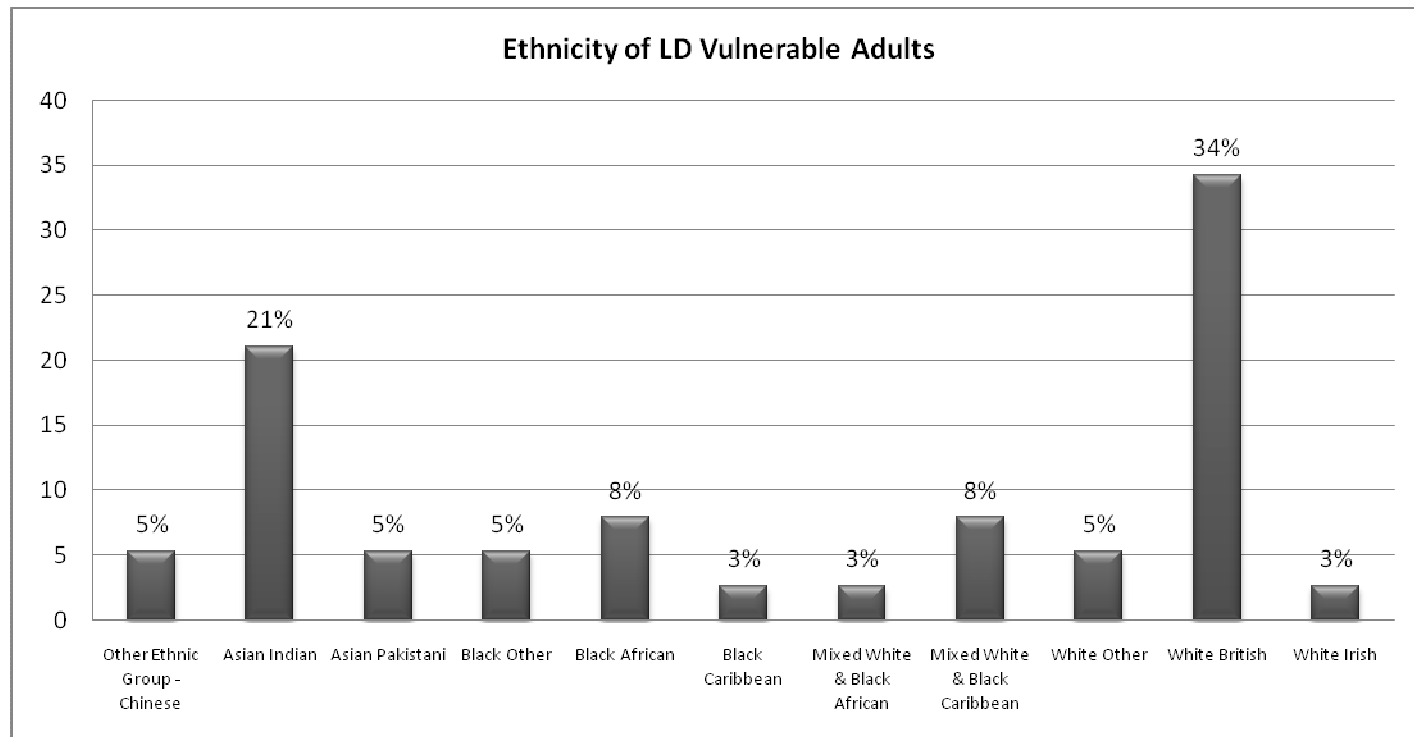


Perpetrator's Relationship to VA	2008-09	2007-08	% of Total 2008-09	% of Total 2007-08
Care Professional	7	9	18%	30%
Relative	11	6	28%	20%
Other Service User	3	5	8%	17%
Paid Carer	8	2	20%	7%
Stranger	1	1	3%	3%
Not known	5	4	13%	13%
Not stated	0	2	0%	7%
Other	2	0	5%	0%
Institution	3	1	8%	3%
Total	40	30	100%	100%

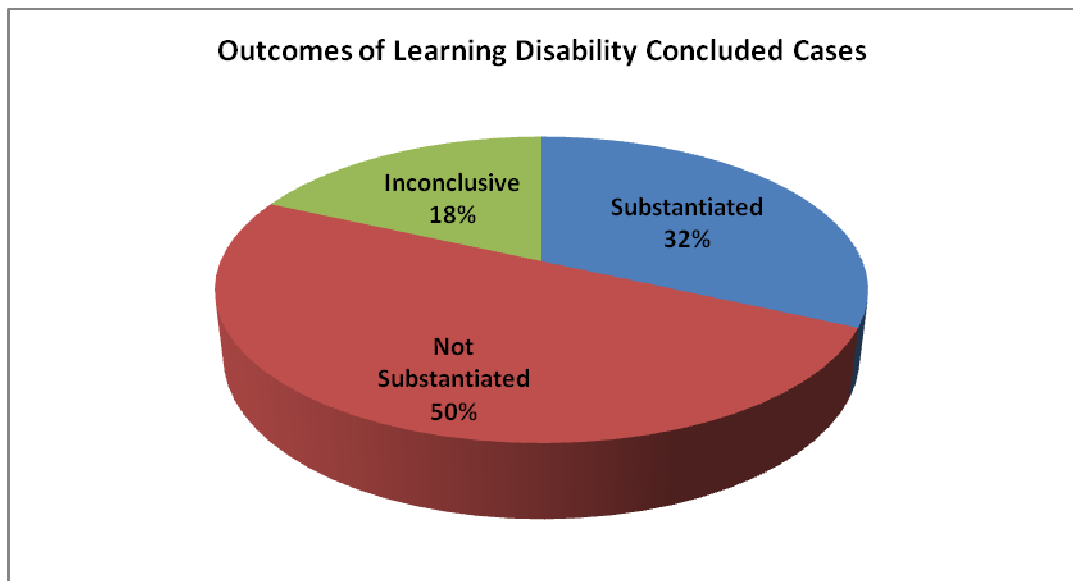
Two referrals had more than one perpetrator



Ethnicity of Vulnerable Adult	Total	% Total
Other Ethnic Group - Chinese	2	5%
Asian Indian	8	21%
Asian Pakistani	2	5%
Black Other	2	5%
Black African	3	8%
Black Caribbean	1	3%
Mixed White & Black African	1	3%
Mixed White & Black Caribbean	3	8%
White Other	2	5%
White British	13	34%
White Irish	1	3%
Total	38	100%



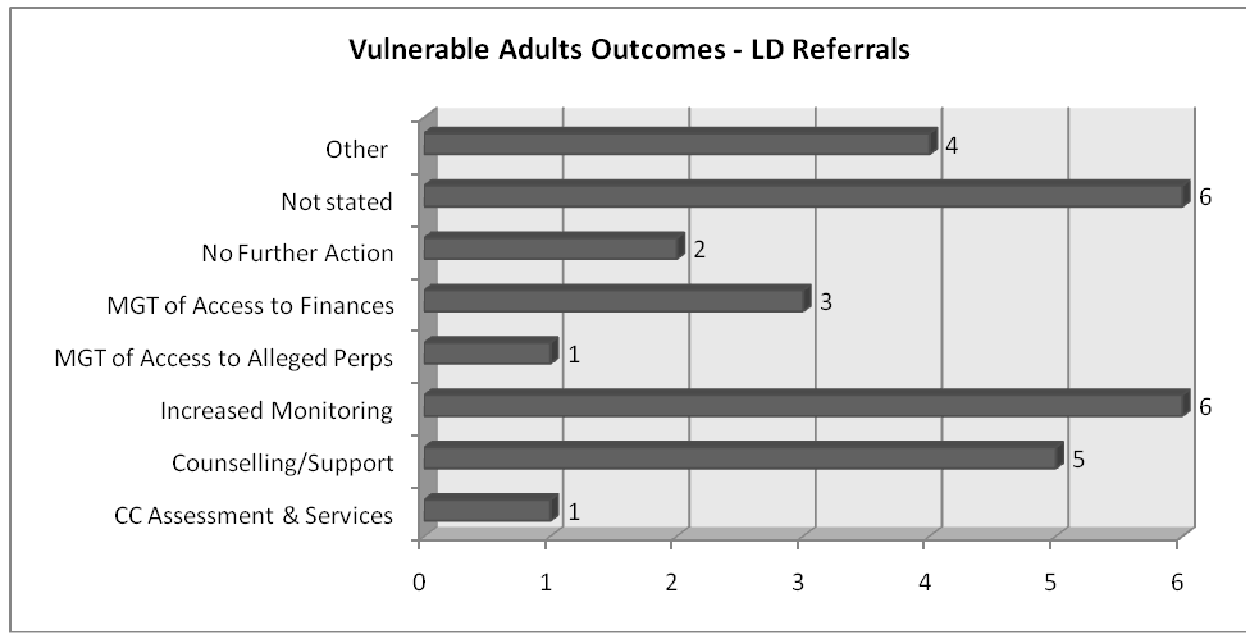
Outcomes	Total	% Total
Substantiated	7	32%
Not Substantiated	11	50%
Inconclusive	4	18%
Total	22	100%



Main Outcomes for LD Vulnerable Adults

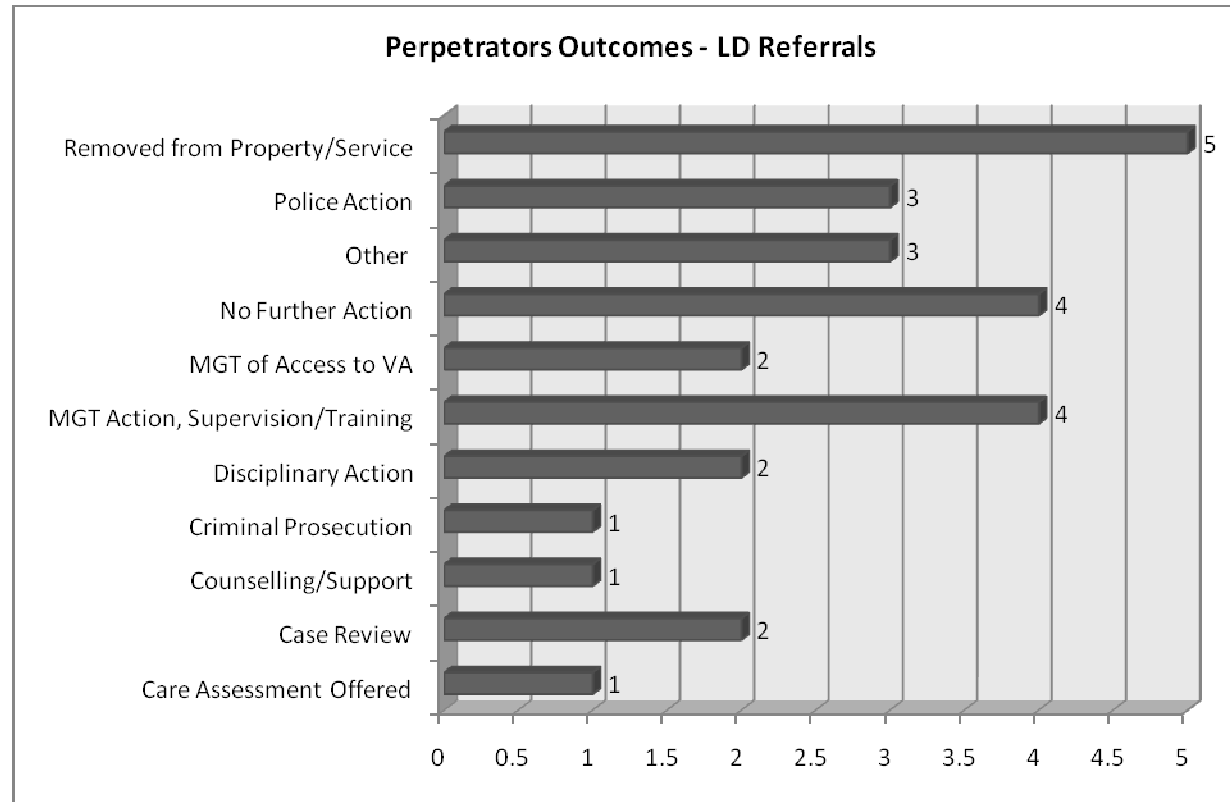
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VA Outcomes	Total	% Total
CC Assessment & Services	1	4%
Counselling/Support	5	18%
Increased Monitoring	6	21%
MGT of Access to Alleged Perps	1	4%
MGT of Access to Finances	3	11%
No Further Action	2	7%
Not stated	6	21%
Other	4	14%
Total	28	100%



Main Outcomes for Perpetrators in LD Referrals

Perpetrators Outcomes	Total	% Total
Care Assessment Offered	1	4%
Case Review	2	7%
Counselling/Support	1	4%
Criminal Prosecution	1	4%
Disciplinary Action	2	7%
MGT Action, Supervision/Training	4	14%
MGT of Access to VA	2	7%
No Further Action	4	14%
Other	3	11%
Police Action	3	11%
Removed from Property/Service	5	18%
Total	28	100%

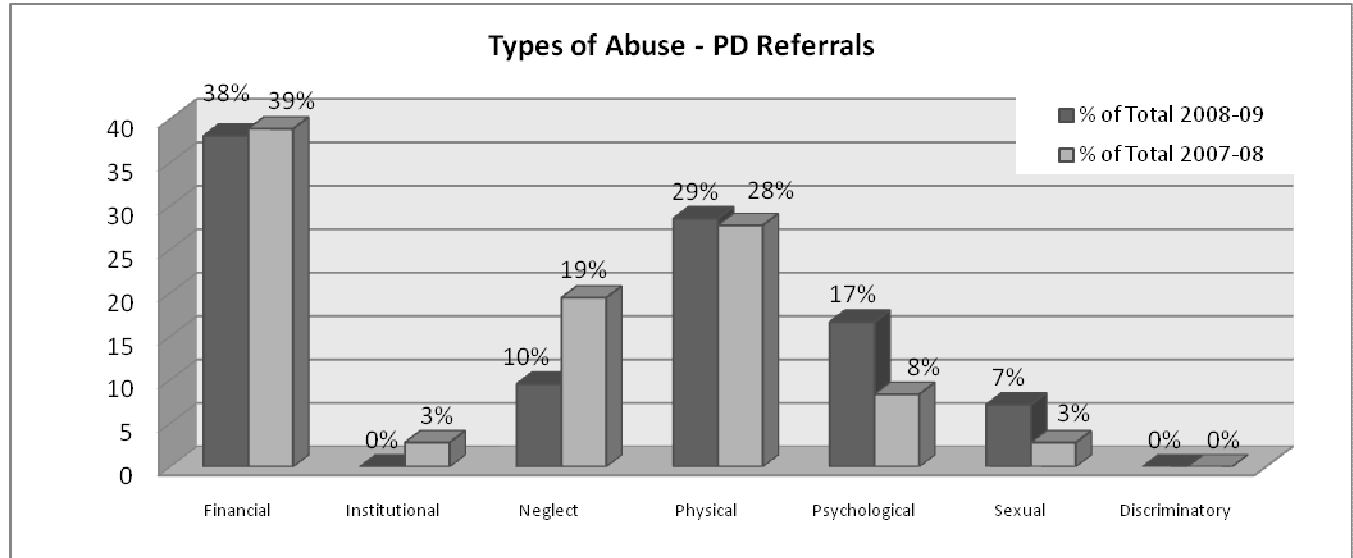


Alleged Abuse against Adults with Physical Disability

26 referrals received out of 254 - 10% decrease from last year

Types of Abuse PD	2008-09	2007-08	% of Total 2008-09	% of Total 2007-08
Financial	16	14	38%	39%
Institutional	0	1	0%	3%
Neglect	4	7	10%	19%
Physical	12	10	29%	28%
Psychological	7	3	17%	8%
Sexual	3	1	7%	3%
Discriminatory	0	0	0%	0%
Total	42	36	100%	100%

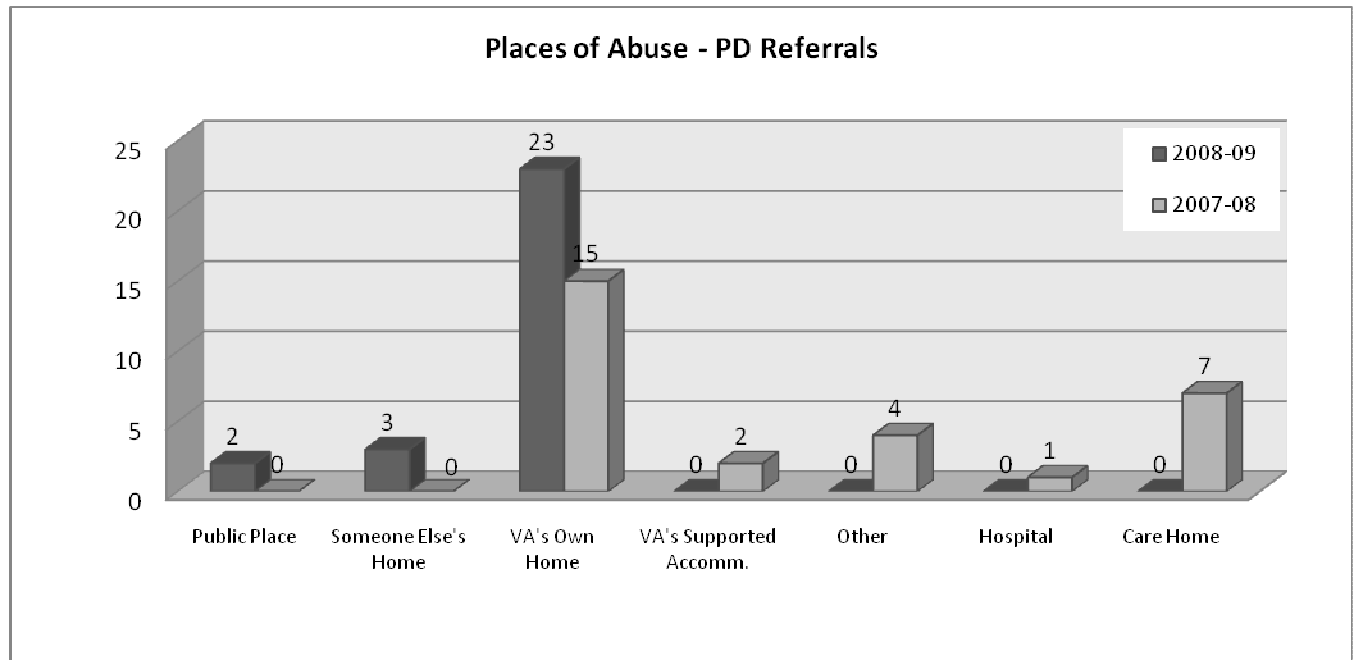
Some referrals had more than one type of abuse



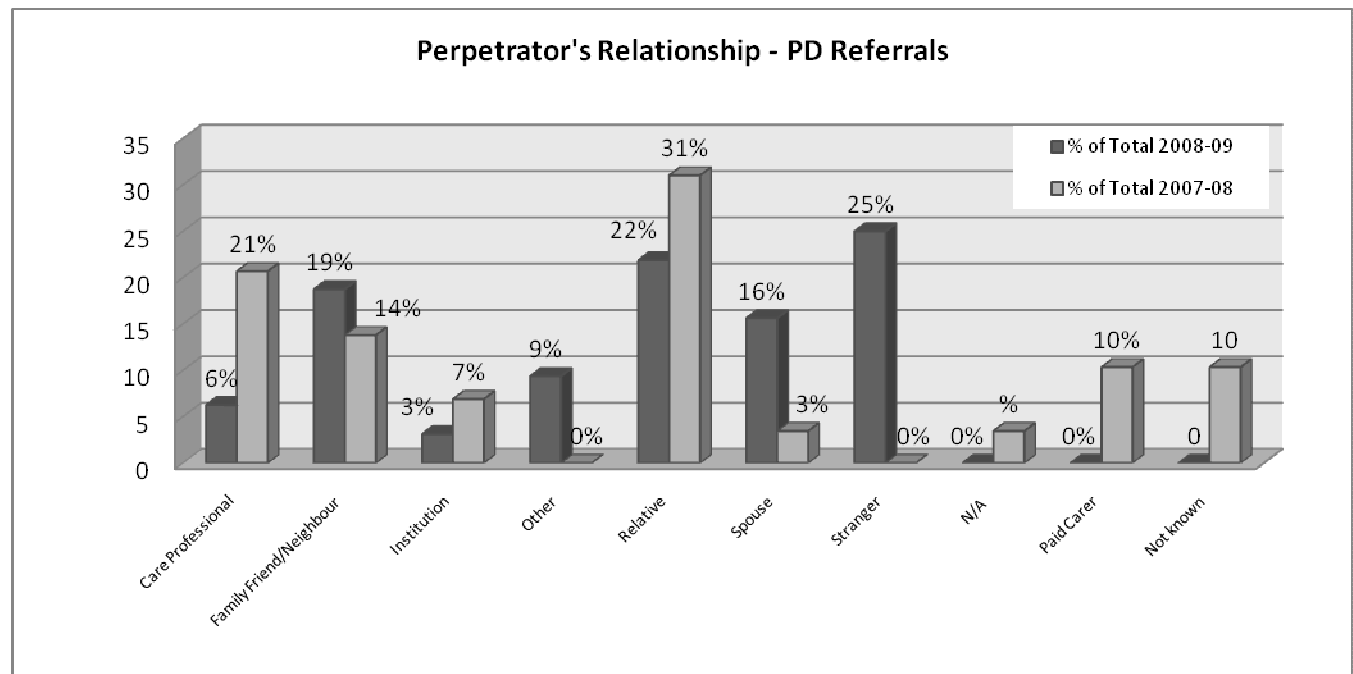
Page 9

Places of Abuse PD	2008-09	2007-08	% of Total 2008-09	% Total 2007-08
Public Place	2	0	7%	0%
Someone Else's Home	3	0	11%	0%
VA's Own Home	23	15	82%	52%
VA's Supported Accommod.	0	2	0%	7%
Other	0	4	0%	14%
Hospital	0	1	0%	3%
Care Home	0	7	0%	24%
Total	28	29	100%	100%

Some referrals had more than one referral

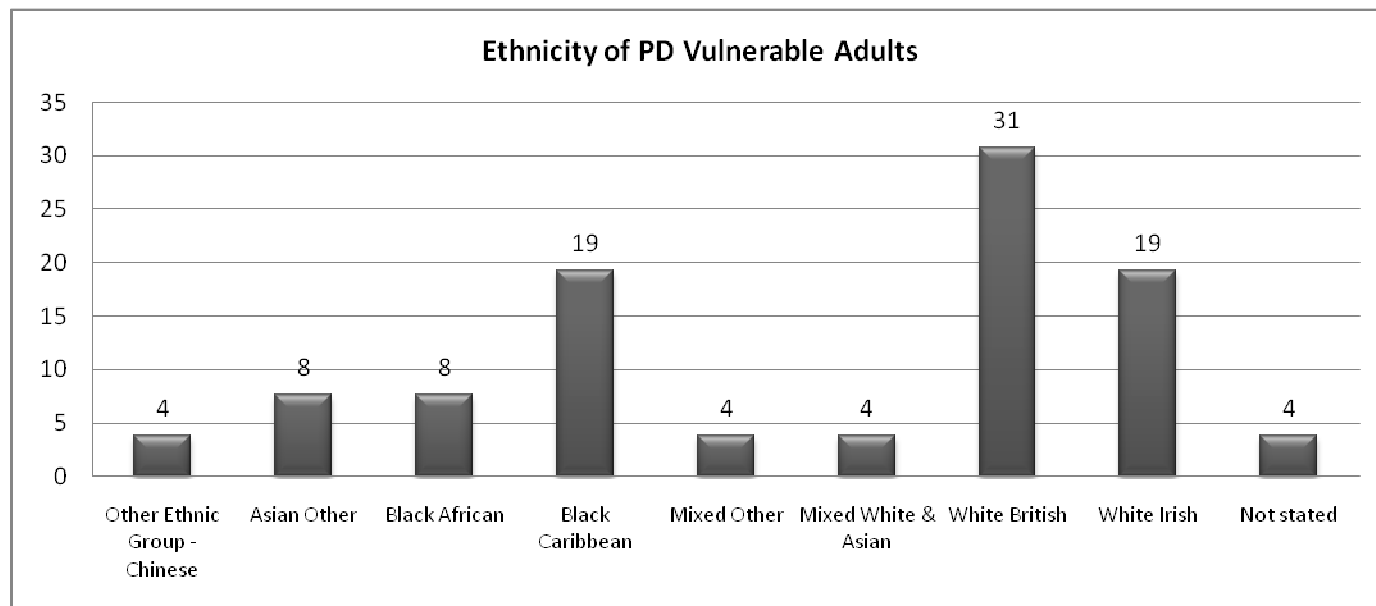


Perpetrator's Relationship to VA	2008-09	2007-08	% of Total 2008-09	% Total 2007-08
Care Professional	2	6	6%	21%
Family Friend/Neighbour	6	4	19%	14%
Institution	1	2	3%	7%
Other	3	0	9%	0%
Relative	7	9	22%	31%
Spouse	5	1	16%	3%
Stranger	8	0	25%	0%
N/A	0	1	0%	3%
Paid Carer	0	3	0%	10%
Not known	0	3	0%	10%
Total	32	29	100%	100%

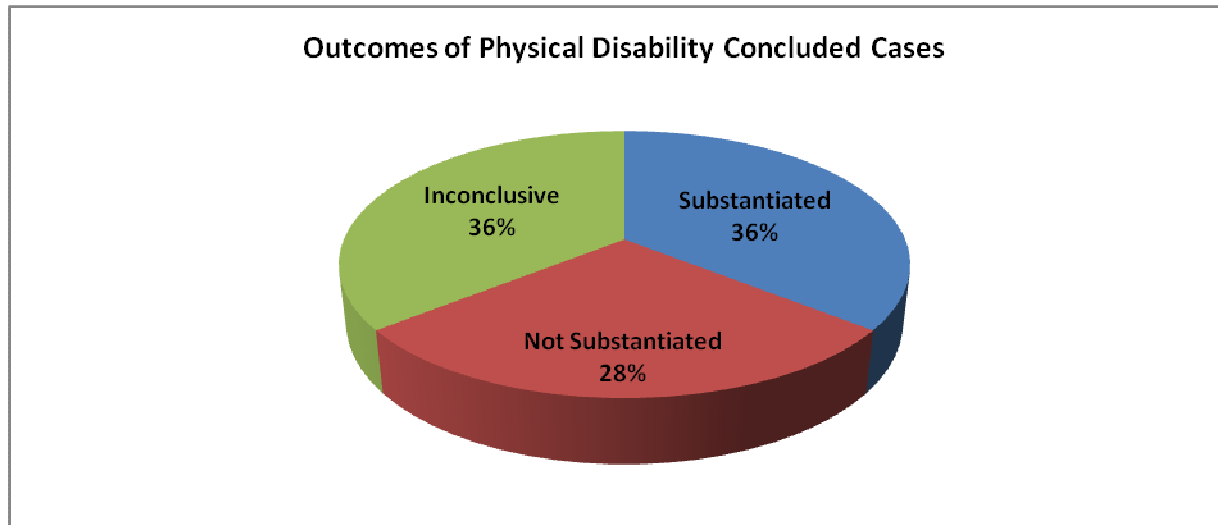


Some referrals had more than one perpetrator

Ethnicity of Vulnerable Adult	Total	% Total
Other Ethnic Group - Chinese	1	4%
Asian Other	2	8%
Black African	2	8%
Black Caribbean	5	19%
Mixed Other	1	4%
Mixed White & Asian	1	4%
White British	8	31%
White Irish	5	19%
Not stated	1	4%
Total	26	100%

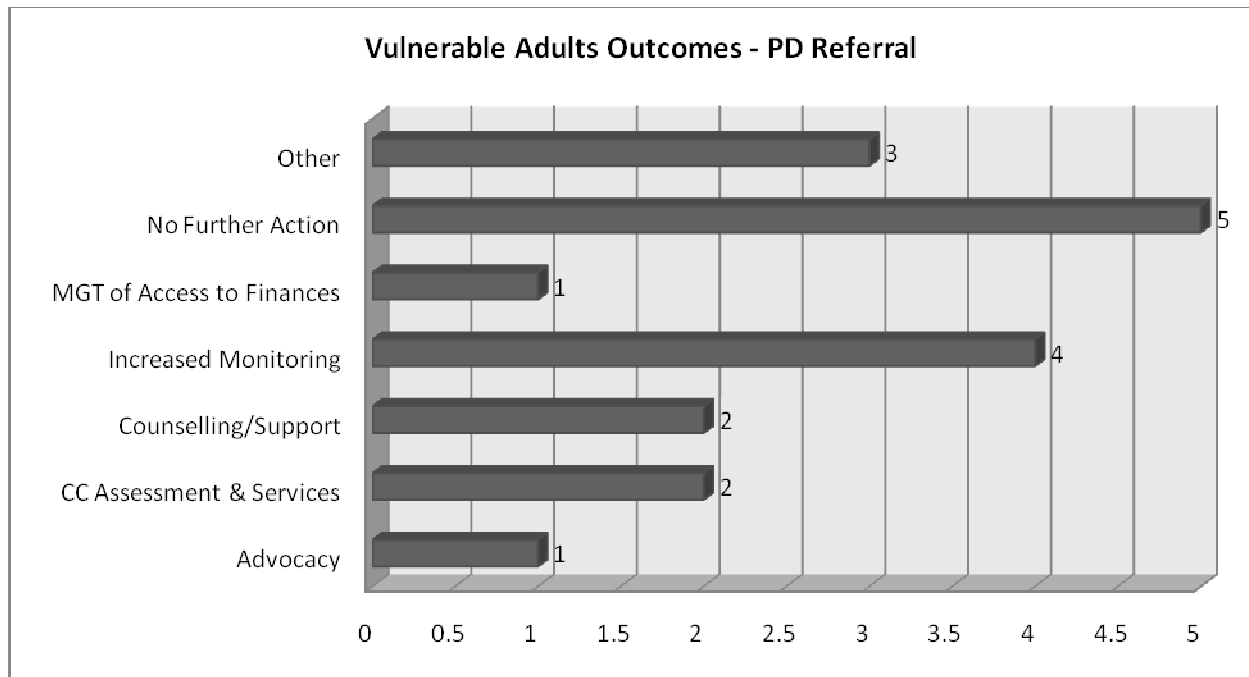


Outcomes	Total	% Total
Substantiated	5	36%
Not Substantiated	4	28%
Inconclusive	5	36%
Total	14	100%



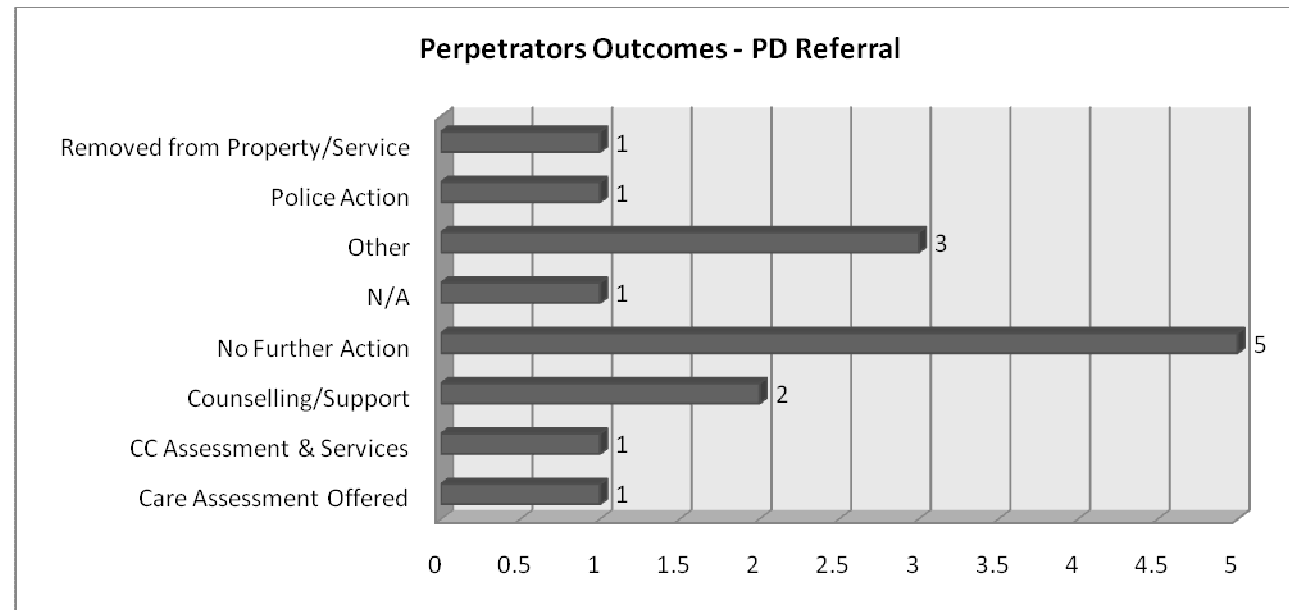
Main Outcomes for PD Vulnerable Adults

PD Outcomes	Total	% Total
Advocacy	1	6%
CC Assessment & Services	2	11%
Counselling/Support	2	11%
Increased Monitoring	4	22%
MGT of Access to Finances	1	6%
No Further Action	5	28%
Other	3	17%
Total	18	100%



Main Outcomes for Perpetrators in PD Referrals

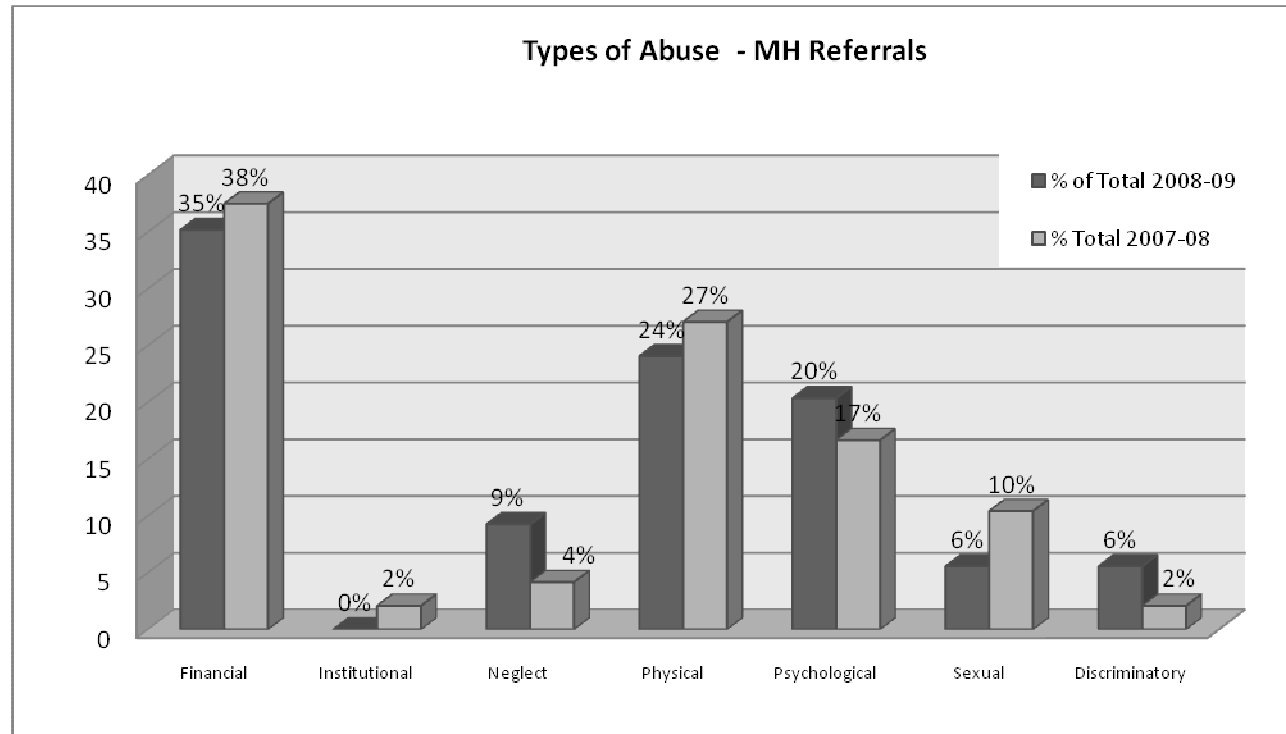
Perpetrators Outcomes	Total	% Total
Care Assessment Offered	1	7%
CC Assessment & Services	1	7%
Counselling/Support	2	13%
No Further Action	5	33%
N/A	1	7%
Other	3	20%
Police Action	1	7%
Removed from Property/Service	1	7%
Total	15	100%



Alleged Abuse against Adults with Mental Health Condition

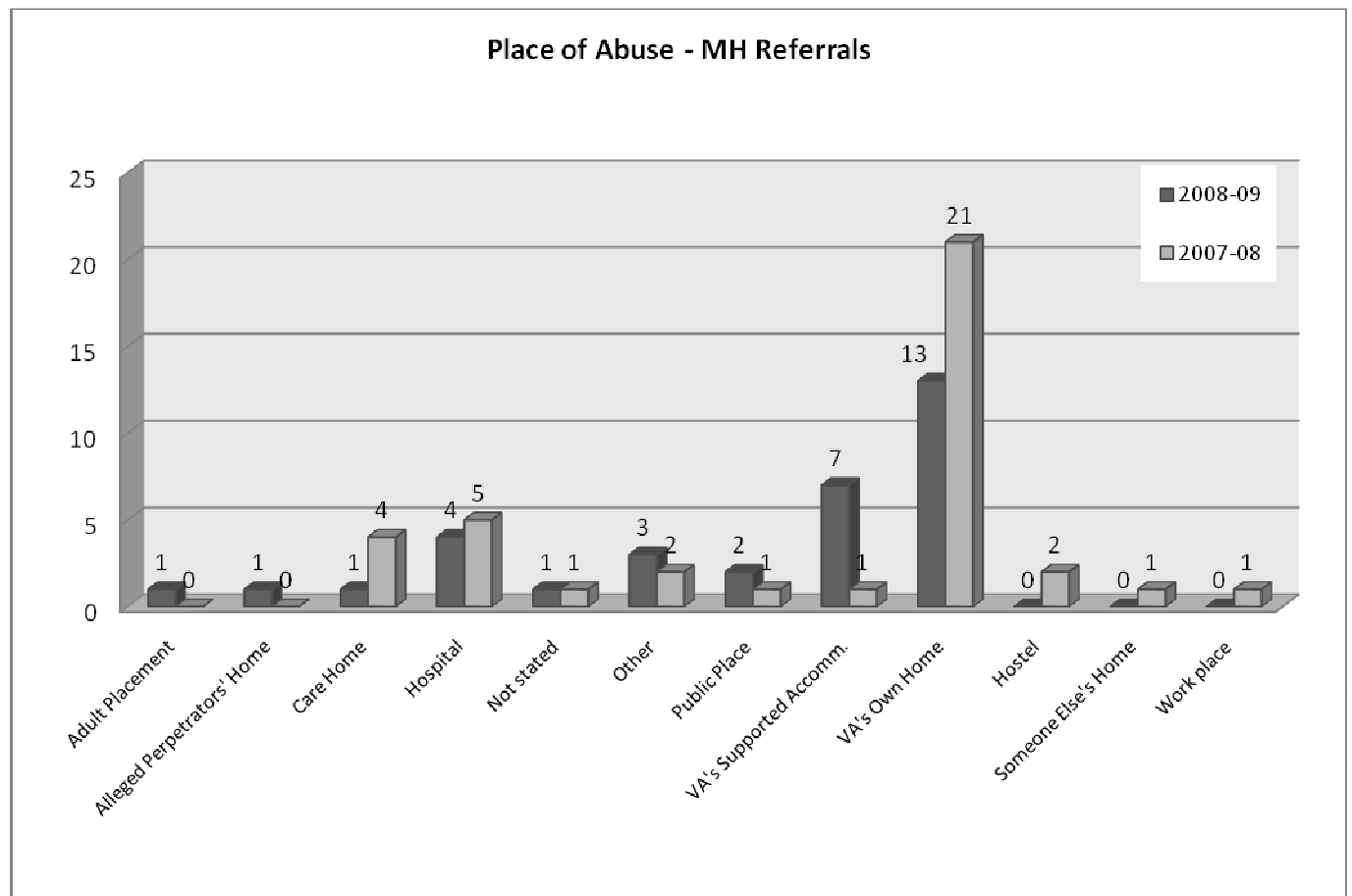
29 referrals received out of 254 - 26% decrease from last year

Types of Abuse MH	2008-09	2007-08	% of Total 2008-09	% of Total 2007-08
Financial	19	18	35%	38%
Institutional	0	1	0%	2%
Neglect	5	2	9%	4%
Physical	13	13	24%	27%
Psychological	11	8	20%	17%
Sexual	3	5	6%	10%
Discriminatory	3	1	6%	2%
Total	54	48	100%	100%



Some referrals had more than one type of abuse.

Places of Abuse MH	2008-09	2007-08	% of Total 2008-09	% of Total 2007-08
Adult Placement	1	0	3%	0%
Alleged Perpetrators' Home	1	0	3%	0%
Care Home	1	4	3%	10%
Hospital	4	5	12%	13%
Not stated	1	1	3%	3%
Other	3	2	9%	5%
Public Place	2	1	6%	3%
VA's Supported Accom.	7	1	21%	3%
VA's Own Home	13	21	39%	54%
Hostel	0	2	0%	5%
Someone Else's Home	0	1	0%	3%
Work place	0	1	0%	3%
Total	33	39	100%	100%



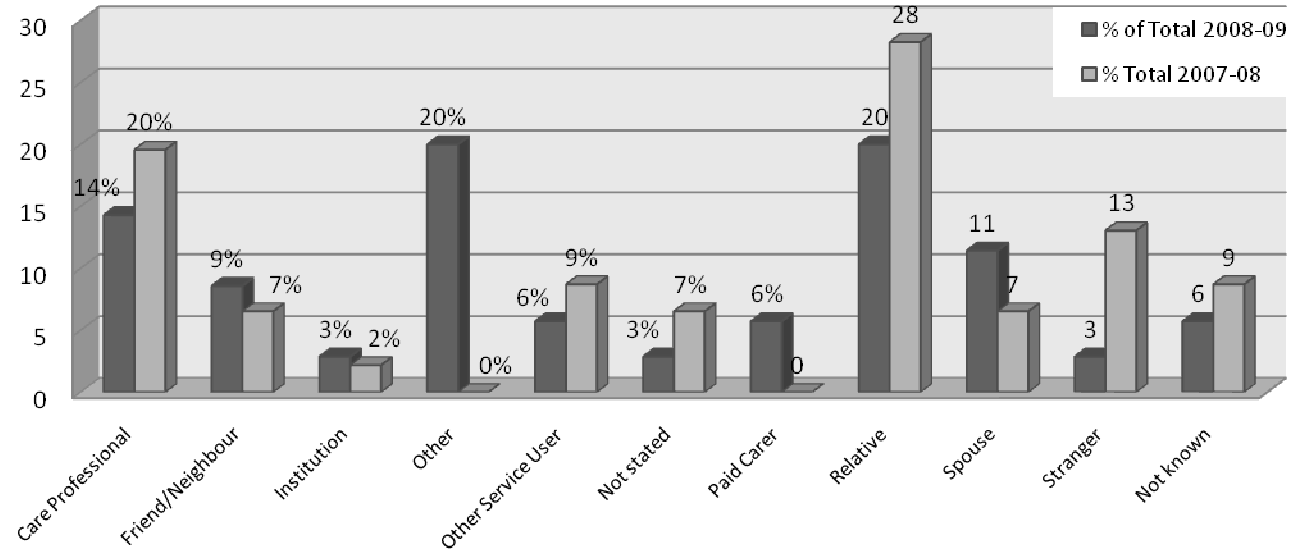
Some referrals had more than one place of abuse

Perpetrator's Relationship to VA	2008-09	2007-08	% of Total 2008-09	% of Total 2007-08
Care Professional	5	9	14%	20%
Friend/Neighbour	3	3	9%	7%
Institution	1	1	3%	2%
Other	7	0	20%	0%
Other Service User	2	4	6%	9%
Not stated	1	3	3%	7%
Paid Carer	2	0	6%	0%
Relative	7	13	20%	28%
Spouse	4	3	11%	7%
Stranger	1	6	3%	13%
Not known	2	4	6%	9%
Total	35	46	100%	100%

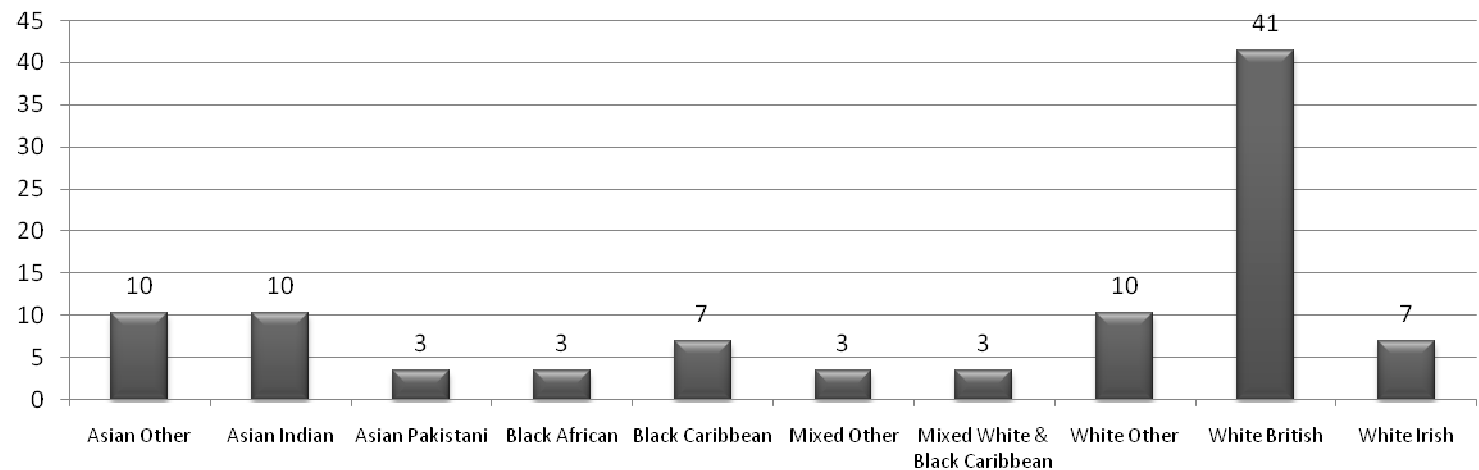
Some referrals had more than one perpetrator

Ethnicity of Vulnerable Adult	Total	% Total
Asian Other	3	10%
Asian Indian	3	10%
Asian Pakistani	1	3%
Black African	1	3%
Black Caribbean	2	7%
Mixed Other	1	3%
Mixed White & Black Caribbean	1	3%
White Other	3	10%
White British	12	41%
White Irish	2	7%
Total	29	100%

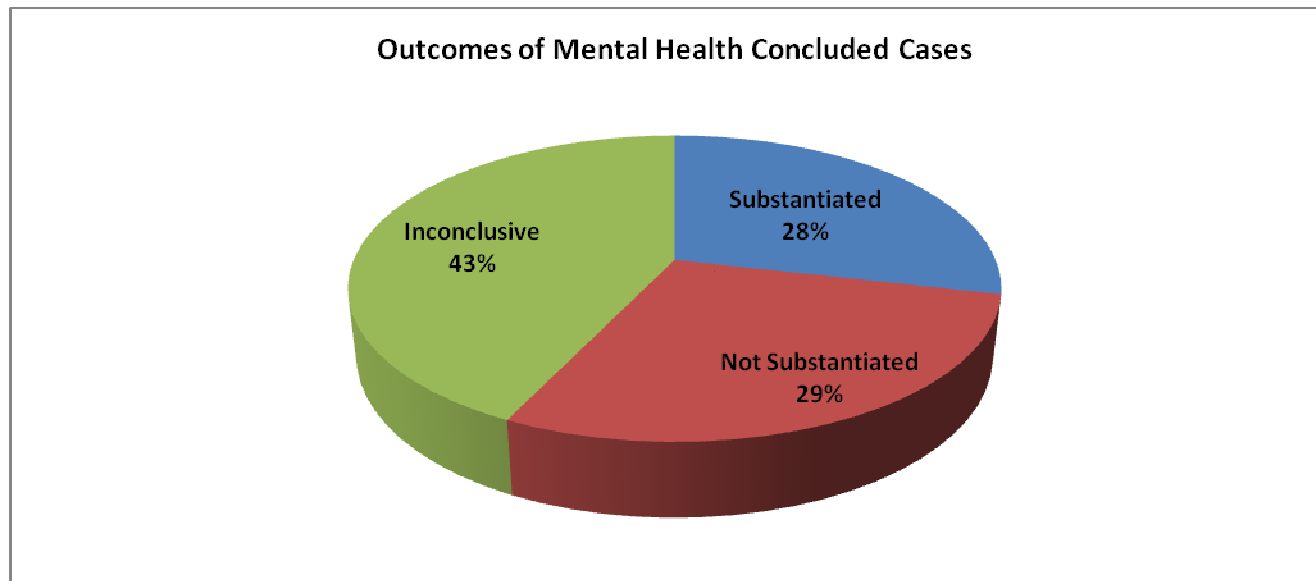
Perpetrator's Relationship - MH Referrals



Ethnicity of MH Vulnerable Adults

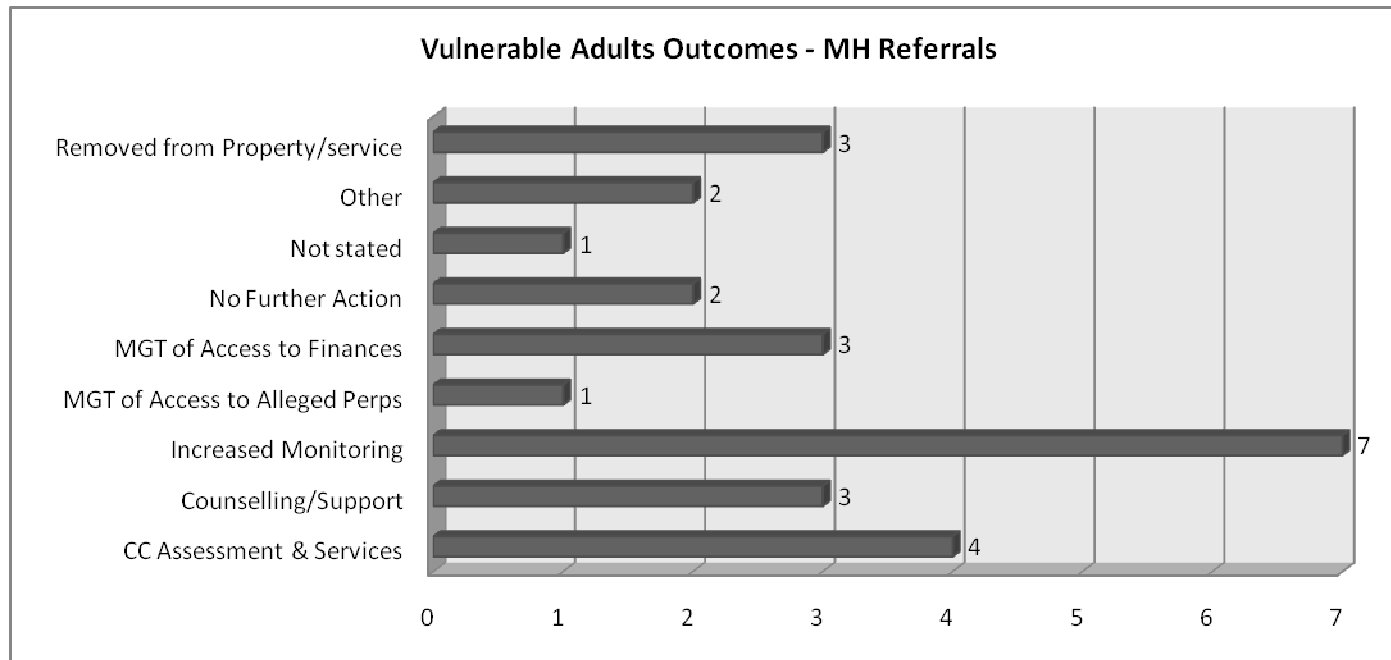


Outcomes	Total	% Total
Substantiated	6	28%
Not Substantiated	6	29%
Inconclusive	9	43%
Total	21	100%



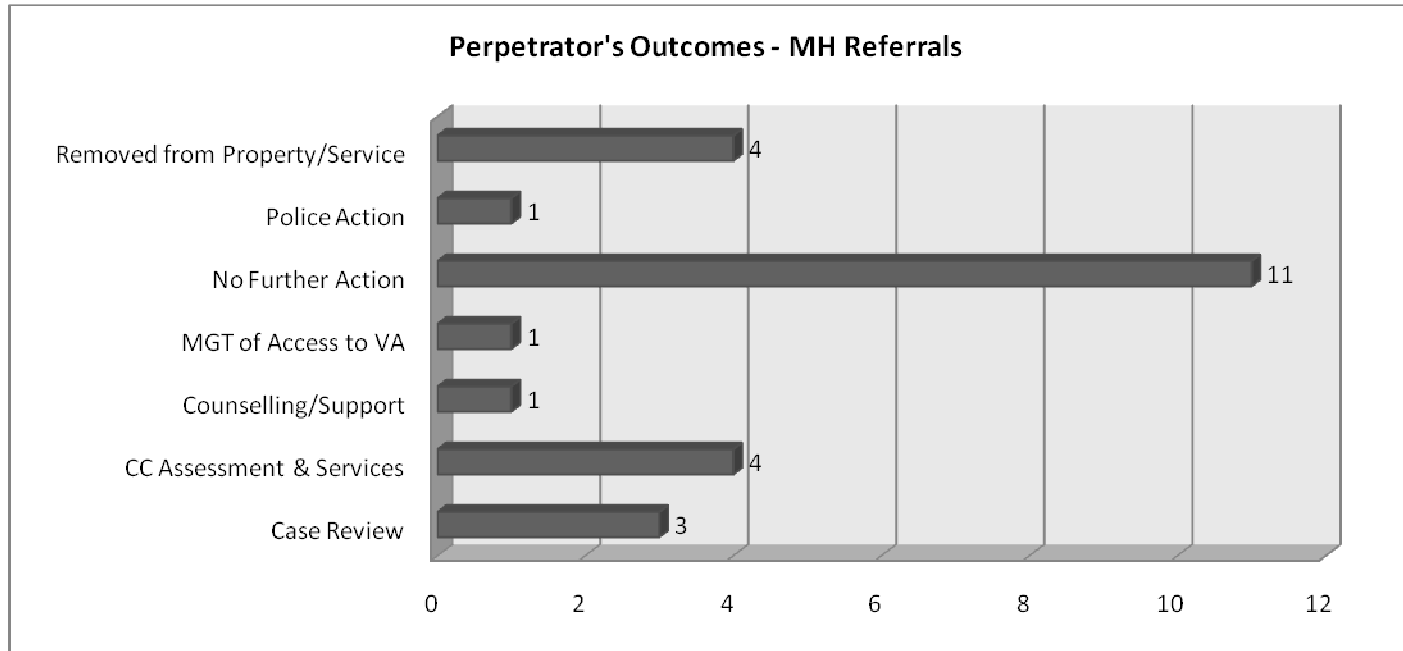
Main Outcomes for MH Vulnerable Adults

PA Outcomes	Total	% Total
CC Assessment & Services	4	15%
Counselling/Support	3	12%
Increased Monitoring	7	27%
MGT of Access to Alleged Perps	1	4%
MGT of Access to Finances	3	12%
No Further Action	2	8%
Not stated	1	4%
Other	2	8%
Removed from Property/service	3	12%
Total	26	100%



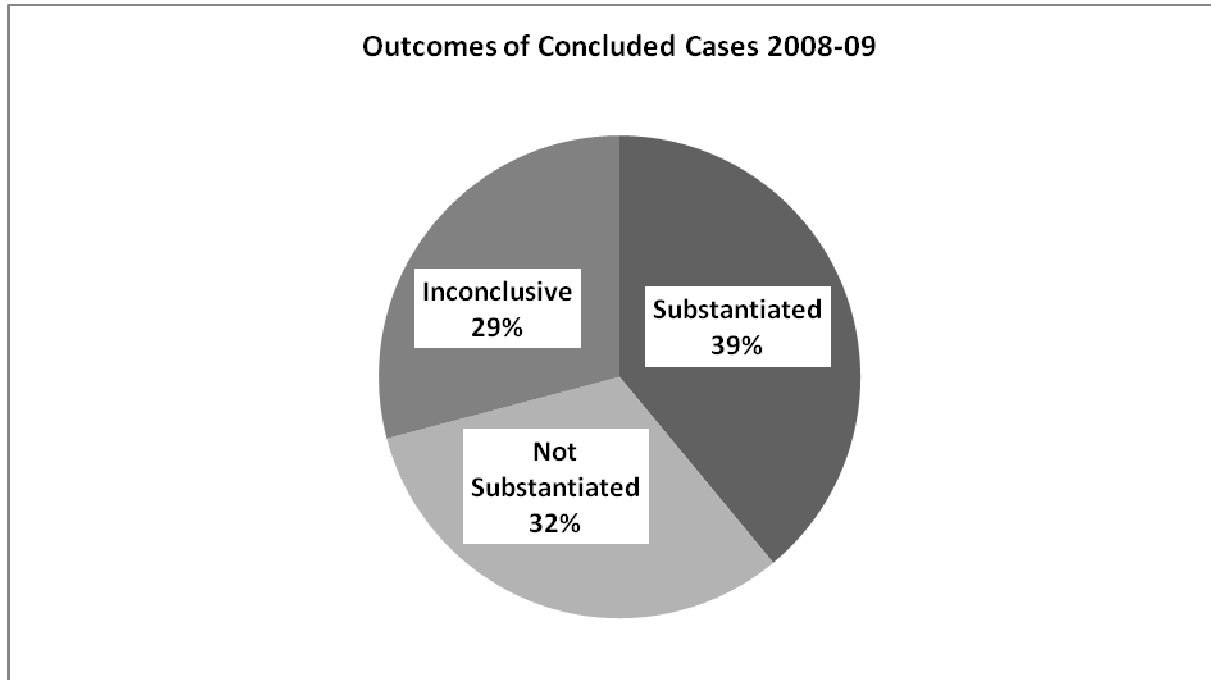
Main Outcomes for Perpetrators in MH Referrals

Perpetrators Outcomes	Total	% Total
Case Review	3	12%
CC Assessment & Services	4	16%
Counselling/Support	1	4%
MGT of Access to VA	1	4%
No Further Action	11	44%
Police Action	1	4%
Removed from Property/Service	4	16%
Total	25	100%



Case Conclusions of All Completed Cases

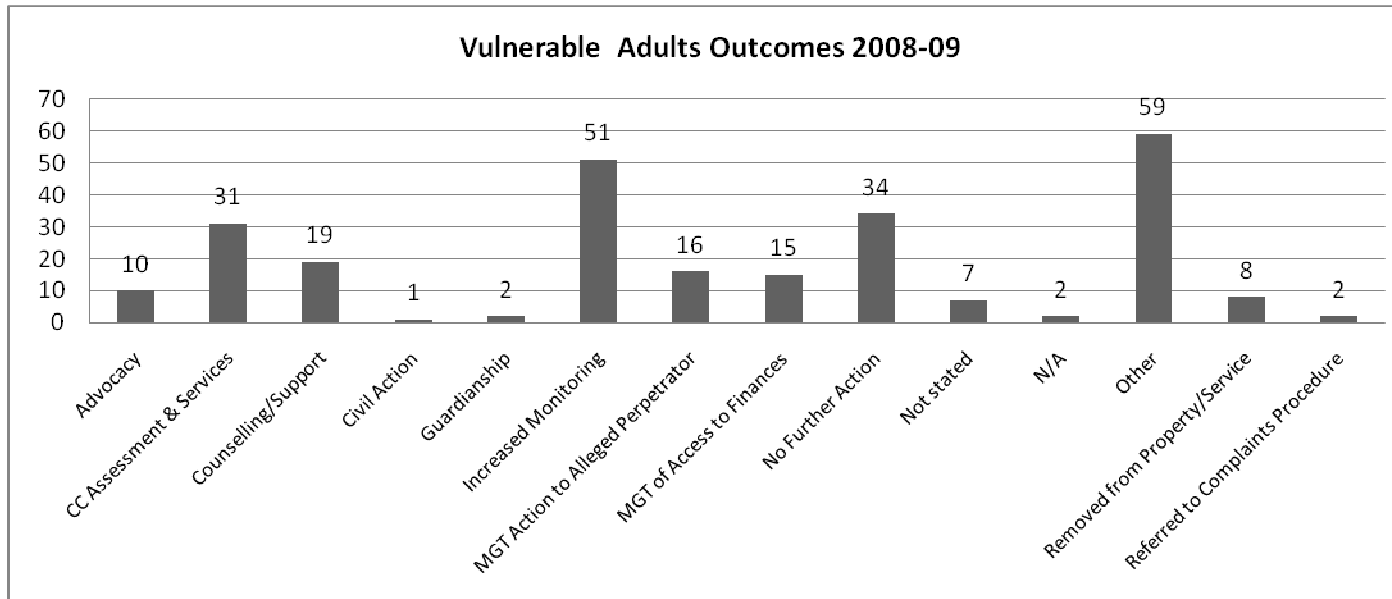
Outcome	Total	% Total
Substantiated	71	39%
Not Substantiated	58	32%
Inconclusive	53	29%
Total	182	100%



182 out of 254 cases have been concluded. Therefore 72 cases are yet to be concluded at the time of compiling the report.

Outcomes for Vulnerable Adults for Completed Cases

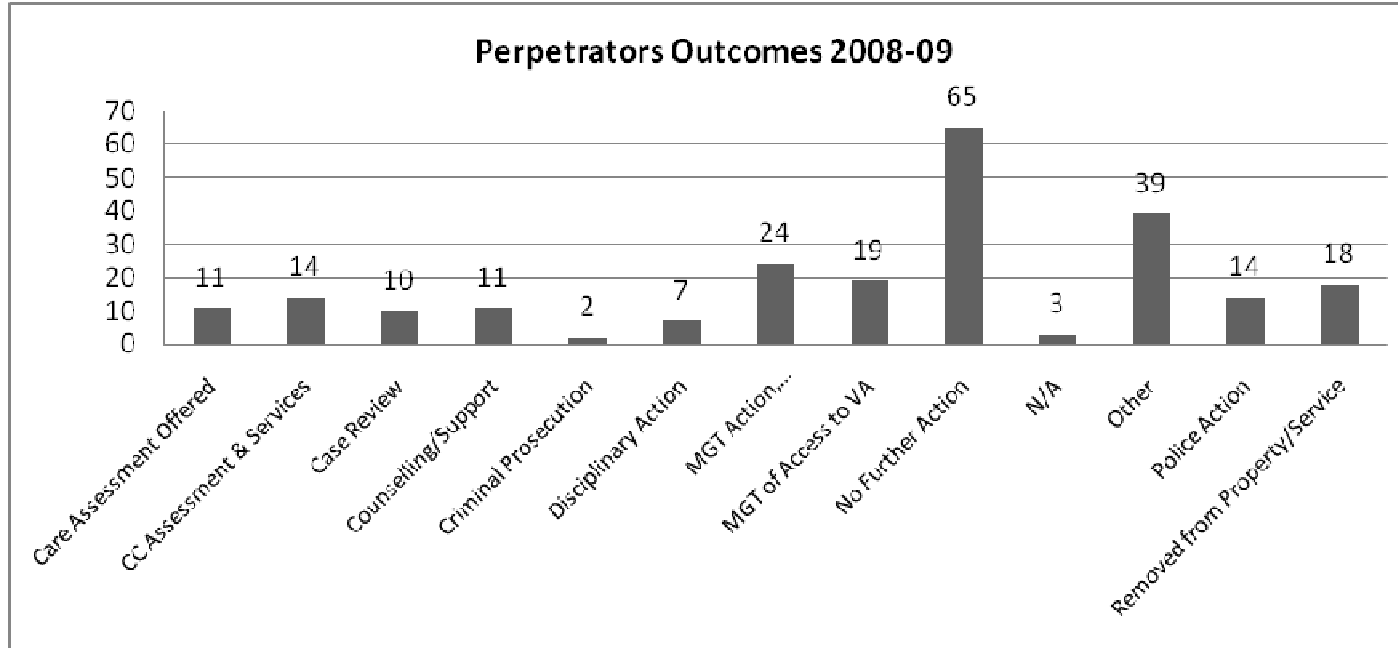
VA Outcomes	Total	% Total
Advocacy	10	4%
CC Assessment & Services	31	12%
Counselling/Support	19	7%
Civil Action	1	0%
Guardianship	2	1%
Increased Monitoring	51	20%
MGT Action to Alleged Perpetrator	16	6%
MGT of Access to Finances	15	6%
No Further Action	34	13%
Not stated	7	3%
N/A	2	1%
Other	59	23%
Removed from Property/Service	8	3%
Referred to Complaints Procedure	2	1%
Total	257	100%



Outcomes for Perpetrators for Completed Cases

Perpetrators Outcomes	Total	% Total
Care Assessment Offered	11	5%
CC Assessment & Services	14	6%
Case Review	10	4%
Counselling/Support	11	5%
Criminal Prosecution	2	1%
Disciplinary Action	7	3%
MGT Action, Supervision/Training	24	10%
MGT of Access to VA	19	8%
No Further Action	65	27%
N/A	3	1%
Other	39	16%
Police Action	14	6%
Removed from Property/Service	18	8%
Total	237	100%


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Appendix 3: Safeguarding Adults Training Plan for 2009/2010

COURSE	OBJECTIVES	TARGET GROUP
Briefings ½ day	<ul style="list-style-type: none"> ◆ Acknowledge the existence of abuse ◆ Recognise at the different types of abuse ◆ To be aware of the Brent multi-agency policy and procedures, including referral processes 	All staff in private and voluntary sector and partner agencies
Alerters 1 day	<ul style="list-style-type: none"> ◆ Recognise signs and symptoms of abuse ◆ Understand the impacts on vulnerable adult ◆ Know how to raise an alert and have an overview of the safeguarding process ◆ Understand roles and responsibilities under Brent's multi-agency policy and procedures, including whistle blowing ◆ Understand the role of CSCI 	All staff health and social care, housing and the voluntary sector
Safeguarding Investigators Course 2 day course	<ul style="list-style-type: none"> ◆ Understand procedures involved in an adult abuse investigation ◆ Understand the purpose of strategy meetings and case conferences ◆ Develop appropriate interviewing skills ◆ Consider the importance of risk assessment in investigations ◆ Understand the importance of recording, monitoring and reviewing 	Staff responsible for investigating safeguarding referrals
Safeguarding Advanced Investigators Course 1 day Course	<ul style="list-style-type: none"> ◆ Reflect on current cases and consider areas of improvement ◆ Understand the interface between risk assessment and protection plans ◆ Understand the importance of service user involvement ◆ Understand the importance of multi-agency working ◆ Understand the importance of recording, monitoring and reviewing 	Staff who are responsible for investigating referrals
Safeguarding Managers Responsibilities & Chairing Adult Protection Meetings 1 day	<ul style="list-style-type: none"> ◆ Understand their management responsibilities in the local safeguarding adult policy and procedures ◆ Understand the purpose of the strategy meeting and case conference ◆ Look at convening and chairing these meetings ◆ Examine the role of different agencies at the meetings 	Managers and senior practitioners who will act as Safeguarding Managers

Safeguarding Managers Responsibilities & Chairing Adult Protection Meetings 1 day	<ul style="list-style-type: none"> ◆ Understand their management responsibilities in the local safeguarding adult policy and procedures ◆ Understand the purpose of the strategy meeting and case conference ◆ Look at convening and chairing these meetings ◆ Examine the role of different agencies at the meetings 	Managers and senior practitioners who will act as Safeguarding Managers
Awareness Training for Administrators 1 day	<ul style="list-style-type: none"> ◆ Overview of abuse, including different types of abuse ◆ Promote awareness of Brent's multi-agency policy and procedures ◆ Understanding the need for clear minutes to and a set format for strategy meetings and case conferences. ◆ Guidelines on how to take accurate minutes 	All administration staff in community care services
Domestic Violence 1 day	<ul style="list-style-type: none"> ◆ Raise awareness of the impact of domestic violence on vulnerable adults ◆ Understand the relationship between domestic violence and safeguarding procedures ◆ Increase understanding of how to best offer help and support 	Staff from social care units
Safeguarding Adults: Appropriate Questioning Techniques ½ day	<ul style="list-style-type: none"> ◆ To explore why some types and styles of questions may be necessary ◆ To clarify why some types of questioning may be inappropriate ◆ To provide staff with an opportunity to develop skills in providing appropriate responses when abuse is suspected or disclosed ◆ Promote awareness of Brent's policy and procedures 	All staff in community services

	<p style="text-align: center;">Overview and Scrutiny Committee 2009</p> <p style="text-align: center;">Report from the Director of Policy and Regeneration</p>
<p>For Action Wards Affected: ALL</p>	
<p>Report Title: Climate Change Final Task Group Report</p>	

1.0 Summary

1.1 The final report of the Climate Change task group

2.0 Recommendations

2.1 That the Overview and Scrutiny Committee agree the recommendations set out in the task group report.

2.2 That the report is forwarded to the Executive

3.0 Detail

3.1 On the 10 October 2007 the Overview and Scrutiny Committee agreed to set up a task group to review the councils Carbon Management Strategy and Implementation Plan (CMS&IP). The CMS&IP contains 37 projects that need to be delivered by different services from across the council. It is solely focussed on the management of emissions of greenhouse gasses, specifically carbon dioxide and in particular how these can be reduced by each of the council services

3.2 The task group included the following members:

- Councillor Jackson
- Councillor H.B Patel (Chair)
- Councillor H Singh

3.3 The task group carried out the following activities:

- Met with the Deputy Head of Asset Management, Brent Council
- Met with Network Manager in the Information Technology Unit, Brent Council
- Met with Head of Asset Management within the Children and Families Department, Brent Council
- Met with Director of Planning, Brent Council

- Visited Welsh Harp Education Centre
- Met with the Director for Energy Solutions
- Met with the consultants who developed the climate change strategy
- Visited Wembley Park Primary School
- Visited Howe Dell Primary School, Hertfordshire

4.0 Key findings of the task group

- 4.1 Climate change has been deemed the biggest environmental threat facing the modern world. Brent council is taking firm action to deal with this challenge. In 2001 Brent signed up to the Nottingham declaration on climate change, sustainability is a strong theme running through the council's corporate strategy. The council also has a Carbon Management Strategy and Implementation Plan and recently agreed its first Climate Change Strategy.
- 4.2 During the course of this review, the councils plans to tackle climate change has been moving at a fast pace. Brent has agreed its first borough wide climate change strategy and developed a more appropriate way of measuring emissions through setting a new baseline using more accurate data. In this respect, this work becomes a review of our approach to carbon management thus far, highlighting lessons learned as we take agenda forward. Many of the early emerging findings of the task group have already been included in the Climate Change Strategy including such as developing sustainable schools forums and working with local builders to raise awareness about sustainability measures.
- 4.3 Overall the task group found that the council has made some headway in tackling climate change, however conflicting priorities and lack of resources has affected progress. In concluding the review the task group were concerned about the progress of our approach to reducing our carbon emissions but were cautiously optimistic about the range of measures in place to take this work forward.
- 4.4 The final recommendations of the task group can be found on page six of the task group report

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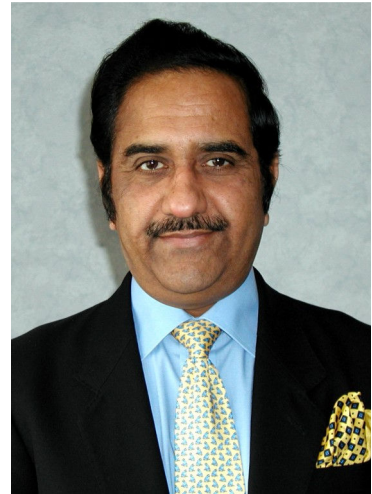
London Borough of Brent

Climate Change Task Group Report

Membership:
Councillor D Jackson
Councillor HB Patel (Chairman)
Councillor H Singh

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Foreword by Councillor Harshadbhai Patel

I was very pleased to be given the opportunity to chair this task group on climate change. It is an issue that I am passionate about and one that I believe we all need to take responsibility for.

As a council it is important that we are at the forefront of tackling this issue, that we set a good example for local businesses and residents to follow. That is the essence of the work of this task group which has been set up to review the council's work in reducing carbon emissions in council owned buildings.

We have found that there is a genuine desire within the council to address this environmental threat. We have agreed a new climate change strategy and have adopted Local Area Agreement targets on adapting to and mitigating climate change.

However more needs to be done and we hope that through the recommendations that we have put forward and when the projects in the new climate change strategy come to fruition, Brent will be renowned as one of the greenest boroughs in London.

I would like to thank my colleagues; Councillors Jackson and Singh and all the witnesses who attended the task group to give evidence. I would also like to thank Stella Akintan for her guidance and support.

Executive Summary

Climate change has been deemed the biggest environmental threat facing the modern world. Brent council is taking firm action to deal with this challenge. In 2001 Brent signed up to the Nottingham declaration on climate change, sustainability is a strong theme running through the council's corporate strategy. The council also has a Carbon Management Strategy and Implementation Plan (CMS&IP) and recently agreed its first Climate Change Strategy.

The purpose of the task group is to review the projects within the CMS&IP. This was agreed by the Executive in June 2007. It outlines how Brent Council will achieve its Corporate Strategy commitment to reduce the council's emissions of carbon dioxide by 20% by 2011. The CMS&IP contains 37 projects that need to be delivered by different services from across the council. It is solely focussed on the management of emissions of greenhouse gasses, specifically carbon dioxide and in particular how these can be reduced by each of the council services.

During the course of this review, the council's plans to tackle climate change have been moving at a fast pace. Brent has agreed its first climate change strategy and developed a more appropriate way of measuring emissions through setting a new baseline using more accurate data.

In this respect, this work becomes a review of our approach to carbon management thus far, highlighting lessons learned as we take the agenda forward. Many of the early emerging findings of the task group have already been included in the Climate Change Strategy, such as developing sustainable schools forums and working with local builders to raise awareness about sustainability measures.

The task group reviewed the projects within the CMS&IP under the following themes:

- Energy efficiency in council office buildings
- Contribution of Information Technology Unit
- Energy management in school buildings
- Planning
- Raising Awareness of climate change and sustainability amongst Brent residents

Overall the task group found that the council has made some headway in tackling climate change, however conflicting priorities and lack of resources has hampered progress. In concluding the review the task group were concerned about the progress of our approach to reducing our carbon emissions but were cautiously optimistic about the range of measures in place to take this work forward including:

- Outcomes from the Climate Change Strategy are yet to be realised as many of the projects are at the early implementation stages
- The councils new Improvement and Efficiency Strategy which identified carbon management as a priority project.
- Funding has been identified to pay for an assistant to the council's energy manager who will advise and provide support on energy matters to individual schools to support them in reducing their emissions.

The task group has developed a number of recommendations which will also strengthen our approach to reducing carbon emissions and support our aims to be the community leader on sustainability issues.

Recommendations

1. Brent to develop its own sustainability targets within the Building Schools for the Future Programme (when selected) to ensure that they are ambitious and fit within our local circumstances.
2. Use Mosaic to develop a targeted approach to communicating with residents on climate change issues.
3. A stronger role for climate change awareness within Area Forums
4. Develop a role for a councillor to become a climate change champion
5. Provide training for members to become Climate Change Champions.

Introduction

The purpose of this overview and scrutiny task group is to review the council's approach to carbon management to determine if we are challenging ourselves to reduce our emissions as far as possible. It is hoped that an energy efficient and sustainable approach will be embedded across the council in everyday work and activities.

The need to prioritise this agenda was highlighted by the Department for Energy and Climate Change:

“Climate change is the greatest environmental threat facing the world today. Rising global temperatures will bring changes in weather patterns, rising sea levels and increased frequency and intensity of extreme weather. The effects will be felt in the UK and internationally there may be severe problems for people in regions that are particularly vulnerable.”

Brent began its most ambitious attempt to tackle this in 2007 with the agreement of the Carbon Management Strategy and Implementation Plan 2006-2011 (CMS&IP). It contained 37 projects, with the aim of reducing the councils CO₂ emissions by 20% by 2011.

The task group set out to review the projects within the CMS&IP to consider if more stringent measures need to be set. During the course of this review, the councils plans to tackle climate change have been moving at a fast pace. Brent has agreed its first Climate Change Strategy and developed a more appropriate way of measuring emissions through setting a new baseline using more accurate data.

In this respect, this work becomes a review of our approach to carbon management thus far, highlighting lessons learned as we take this agenda forward. Many of the early emerging findings of the task group have already been included in the Climate Change Strategy such as developing sustainable schools forums and working with local builders to raise awareness about sustainability measures. This review will determine if our work to date has put us in a good position to create a more sustainable borough and if we can meet the ambitious challenges set out in our own Climate Change Strategy.

Also, in meeting this challenge ourselves, we will be well placed to influence local people and businesses. The role of the local authority was well articulated by the LGA Climate Change Commission who state that:

“ Local government is uniquely placed to tackle climate change – it has a democratic mandate for action, enjoys close proximity to citizens through the services it delivers

and has a strategic role convening and leading other public and private voluntary sector partners, and working with regional bodies”¹

Membership of the Task Group:

The membership of the task group was as follows:

- Councillor Derek Jackson
- Councillor Harshadbhai Patel (Chair)
- Councillor Harbhajan Singh

The task group was initially chaired by Councillor John Detre who was appointed to the Executive during the course of the review. This exempted him from working on an overview and scrutiny task group. The Environmental Projects and Policy Manager also attended the task group meetings to advise the members.

Methodology

The aims of the task group were to:

- Monitor the implementation of the CMS&IP and review individual projects to investigate progress with work and challenging poor performance.
- Identify and examine other opportunities for the council to reduce its co2 emissions further to consider if more ambitious targets could be achieved in a cost effective manner.

The task group carried out the following activities:

- Met with the Deputy Head of Asset Management, Brent Council
- Met with Network Manager in the Information Technology Unit, Brent Council
- Met with Head of Asset Management within the Children and Families Department, Brent Council
- Met with Director of Planning, Brent Council
- Visited Welsh Harp Education Centre
- Met with the Director for Energy Solutions
- Met with the consultants who developed the climate change strategy
- Visited Wembley Primary School
- Visited Howe Dell Primary School, Hertfordshire

Policy context

There is generally a scientific and political consensus about the threat of climate change and that it is caused mainly by human activity. It is a topic that remains high

¹ LGA Climate Change Commission 2007

on the public agenda and all the major political parties in the UK have identified this as a key policy area. Action to tackle climate change falls within two broad areas. Mitigation which deals with measures to reduce carbon emissions while adaptation works to prepare for its effects such as the likelihood of increased flooding, and hot weather.

Policies to tackle climate change flows from the international through to the local level. The United Kingdom, which has the eighth highest carbon emissions in the world, has signed up to the Kyoto Protocol in 1997, an agreement involving 37 industrialised countries and the European community to reduce Green House Gas (GHG) emissions. The UK has committed to reduce greenhouse gas by 12.5% below 1990 levels by 2008- 2012. Mostly recently discussions have taken place in Copenhagen between national governments to agree a new set of national targets.

The government has recently created the Department for Energy and Climate Change which works to support the development of climate change strategy and policy across government. The UK is the first government in the world to bring in legally binding legislation with the Climate Change Act 2008. The Act commits the UK to reduce its carbon emissions by 34% by 2020 and 80% by 2050.

The Climate Change Act works towards a number of policy objectives including carbon emissions reduction, security of supply, and competitive energy markets. The biggest implication for councils is the carbon reduction commitment. The carbon reduction commitment will be a mandatory cap-and-trade scheme. From April 2010, large organisations such as upper tier local authorities, hospitals, private companies will be given a quota of carbon allowances that will decrease every year. These will be sold at a yearly fixed price and traded. If an organisation misses its target it will need to buy permits to make up the difference. If the target is exceeded it can sell.

The national framework for carbon reduction started in April 2009. This looks at three performance areas: reducing the amount of energy consumed in heating, lighting transport and any other business activities, reducing entire per capita carbon emissions in their area, including industry, domestic, schools and transport and making adaptations to mitigate the effects of climate change. Many councils have included indicators in their Local Area Agreement including Brent.

The Greater London Authority provides leadership for London on Climate Change issues. London is responsible for eight per cent of the UK's total emissions. Given London's forecast economic and population growth, this will increase to 15 per cent by 2025.

A key document for London Boroughs in relation to energy is the *Mayor's Energy Strategy*. This sets a challenging target for London to significantly reduce its carbon dioxide emissions by 20 per cent (relative to 1990 levels) by the year 2010, and by 60 per cent (relative to 2000 levels) by 2050. Meeting this CO₂ target will require ambitious ongoing reductions of 4 per cent per annum.

The Mayor has set a target for every London Borough to establish at least one zero carbon development in their area by 2010. In terms of renewable energy, the Strategy establishes an aim to generate at least 665GWh of electricity and 280GWh

of heat from up to 40,000 renewable energy schemes by 2010. In addition, the Mayor has asked for every London Borough to establish at least one showcase renewable energy development. *Action Today to Protect Tomorrow (2007)*, the Mayor's Climate Change Action Plan sets out a path for London to tackle this challenge and to deliver London's CO₂ targets. In order to comply with wider legislative targets a limit to the total amount of CO₂ produced between now and 2025 of 600 million tonnes has been proposed.

In August 2008 the Mayor of London published the draft London Climate Change Adaptation Strategy. This document sets out the key risks to London posed by climate change and suggests the priority adaptation measures for addressing and reducing these risks. The draft was used for consultation with the London Assembly and the functional bodies. Following this, a revised draft was published this year for public consultation. The draft Strategy sets out a vision for adaptation that will rely to a large extent on London Boroughs as strategic partners of the GLA in achieving adaptation on the ground. For example, the citywide 'urban greening programme' is suggested as a way to provide green spaces in all boroughs that can be used by residents to improve health and stay cool during heat waves, as well as to improve management of intense rainfall and air quality.

The Brent Council context

In 2001, the council signed up to the Nottingham Declaration on climate change, this committed the council to developing a climate change strategy, and implementing a reduction of local GHG targets.

The Leader of the Council Councillor Paul Lorber has stated that he wants Brent Council to be one of the greenest in the UK. This is reflected in the Corporate Strategy which states that we aim to make Brent Council an exemplar of environmental practice and performance on sustainability issues. Specific actions include:

- 20 per cent reduction in carbon emissions from council buildings by 2011
- Recycling facilities in place in all offices by April 2008
- Implement the council's green travel plan
- 30 per cent of waste reused or recycled by 2010
- Include plastic recyclable items within the doorstep recyclable collection service
- 100 per cent schools and colleges with facilities to recycle their waste
- Explore options for further recycling and composting sites across the borough

Sustainability is one of the administrations four key priorities.

Through the local area agreement, the council has set targets to address climate change specifically:

N185 – CO₂ reduction from council operations

N188 – Planning to adapt to climate change

The Environmental Policy and Projects Team leads on work to embed sustainability across the council. Key projects include:

Developing the Carbon Management Strategy and Implementation Plan (CMS&IP)

This was agreed by the Executive in June 2007. It outlines how Brent Council will achieve its Corporate Strategy commitment to reduce the council's emissions of carbon dioxide by 20% by 2011. The CMS&IP contains 37 projects that need to be delivered by different services from across the council. It is solely focussed on the management of emissions of green house gasses, specifically carbon dioxide and in particular how these can be reduced by each of the council's services. The CMS&IP is guided by a steering group consisting of members from each of the 37 projects.

Energy Audit in council buildings - The audit aims to determine the number of staff who switch off their PCs and monitors each evening and when they are not in use. The team inform staff when they are auditing their area and a small incentive is given to those who have turned off their equipment.

Sustainability Forum – The Brent Sustainability Forum was launched in November 2007, it aims to raise the understanding and profile of sustainability in Brent at all levels. The Forum meets every quarter to develop projects, review how these are progressing, hold workshops and seminars on diverse issues such as Climate Change, Sustainable Transport, Funding and Volunteering for environmental projects.

The Finance and Corporate Resources team leads on energy management within council owned buildings.

Key findings of the task group

The original proposals within the CMS&IP committed the council to a target of reducing CO₂ by 20% from the 2005/6 baseline of 60,619 tonnes, achieving a total carbon dioxide saving of at least 12,123 tonnes by April 2011. This reduction would provide a potential financial saving to the council of £3 million.

The strategy contained 37 projects these are set out at **Appendix A**

The CMS&IP is an opportunity to develop a culture within the council where climate change is embedded within everyday work. The council must ensure that it can meet the demands within recent legislation which requires councils to reduce emissions by 80% by 2050. The main focus of the work of the task group was to meet with officers from across the council who were delivering projects within the CMS&IP and to challenge how they are being delivered and suggest how they can be improved. The task group reviewed projects under the following themes:

- Energy efficiency in council office buildings
- Contribution of Information Technology Unit
- Energy management in school buildings
- Planning

- Raising Awareness of climate change and sustainability amongst Brent residents

Energy efficiency in council office buildings

The CMS&IP contained a number of projects to improve energy efficiency in council offices. This not only saves money but improves working conditions which can increase staff production and efficiency. It also helps to position the council as a local leader on climate change issues.

The council has a wide sphere of influence in managing energy efficiency, it includes reducing emissions within council offices, school buildings and office stock. Savings can be made in lighting, heating, ventilation, air conditioning and office equipment.

Data within the CMS&IP demonstrated that council buildings accounts for 42% of total carbon emissions and reducing this can make a significant contribution to meeting the overall target. The task group met with the relevant lead officers to determine if the projects were likely to be met and if more ambitious targets could be realised.

The Deputy Head of Property and Asset Management is leading on two projects in the CMS&IP and met with the task group to give an overview of this work. He said that the council is making headway in reducing CO₂ emissions. Waste recycling in council buildings began around three years ago and is now in place in most offices. Formal guidelines on office temperatures have been revised and agreed by the Corporate Management Team. The council has employed an energy manager who will provide strategic direction for energy management across the council and will lead on projects to reduce energy in the local area. This initial investment is likely to provide long term savings for the council.

This has certainly been the case in the London Borough of Hounslow who spends £7.5 million each year on energy for all its premises borough-wide. The council has recently employed an energy manager to work with the Environment Strategy Unit on reducing energy and costs through the Carbon Management Programme. The Hounslow energy manager will lead on making savings in school buildings through looking at the way school budgets are devolved. Some schools are in a consortium, while others are buying energy independently. This means some are paying less for energy while using more.

The Deputy Head of Property and Asset Management reported that to improve energy management in Brent we need to invest in staff training and awareness. The council needs a dedicated training programme to upgrade management skills on energy management to support people in being more proactive. A 15% reduction in CO₂ emissions is likely to be realised through this measure alone. It was further reported that there is a lot of work happening in the council in relation to climate change but it is not joined up or co-ordinated.

The task group welcomed the employment of the energy manager. With rising fuel costs and the duties on councils to reduce its carbon emissions it is essential that

this area benefits from dedicated professional support. The introduction of the carbon management scheme from 2010 means that councils that do not have an accurate picture of their carbon use could be penalised unfairly.

Brent council was awarded £300,000 from the Salix Fund, which provides capital funding to public bodies embarking on carbon reduction and energy efficient projects which was match funded by £300,000 from the council providing a total of £600,000 for energy saving projects. All savings generated by the projects are re-directed back into the fund.

The Deputy Head of Property and Asset Management reported that initially it was difficult to identify projects for the fund. Early projects included loft insulation and lighting projects in schools. Efforts have been made to develop innovative projects such as the Children and Families Department are running a project encouraging gifted and talented children to get involved in sustainability projects.

Energy Solutions is a not-for-profit organisation that provide advice to the council on reducing carbon emissions has been employed to promote the Salix Fund among schools. As a result of their interventions take up has increased.

Contribution of Information Technology Unit

The task group also met with the Network Manager in the Information Technology Unit who had implemented a range of projects within the CMS&IP. The 'switch off policy' is new software which automatically switches staff computers off at the end of the day. The project has been fully implemented with 99% of computers enabled with this software; this project has exceeded the targets set out in the CMS&IP. The same is true of a project to reduce the number of servers and move to a new data centre. These projects highlight that concerted effort to reduce carbon emissions can produce innovation among staff and 'quick wins' that have far reaching impacts.

Energy management in school buildings

The Head of Asset Management within the Children and Families Department provided evidence to the task group regarding energy management in school buildings. He reported that there are about 75 school buildings in the borough. They are all in need of repairs, especially to the fabric of the buildings such as roofing and water systems. In total, the repairs amount to around £200,000 of non essential works, for which there is no dedicated budget.

He told the task group that Introducing sustainability measures when carrying out repairs can be a problem. Often sustainability measures are found to be more expensive and cannot take priority within tight budgets. However the Head of Asset Management agreed that more work could be done by developers to research sustainability measures to determine if a more cost effective solution could be found. Schools tend to be large energy users and currently account for 28% of council emissions.

The Building Schools for the Future (BSF) programme, is a major opportunity for the council. It will see nearly every state secondary school in England rebuilt or remodelled. It will enable local authorities to move from patch and mend spending on schools to rebuild and renewal, with a more strategic approach to funding, design, procurement and management of buildings.

BSF is being delivered in a number of waves covering the whole of England. In the early stages of the programme, local authorities have been prioritised according to greatest need. Brent has a severe shortage of school places is currently submitting an application to receive priority status in the programme.

BSF is intended to guarantee a minimum level of environmental performance for school building designs, without specifying particular solutions. The Department for Children, Schools and Families requires all BSF projects to achieve a minimum BREEAM² rating of “very good”. Partnership for Schools is responsible for ensuring that all BSF schools comply with this requirement. It is also likely that local planning policies will require specific measures to demonstrate sustainability

The task group were pleased that in the medium to long term, Building Schools for the Future will mean that Brent schools will be more energy efficient and sustainable. However there are concerns about whether a very good BREEAM rating is ambitious enough for Brent, as this is a general standard and does not take into account local circumstances. The London Borough of Camden developed their own sustainability standards alongside the basic requirements set out by BSF. This included more ambitious measures based on their local circumstances. This briefing was sent to architects when bidding for BSF who had to state how they would meet Camden’s sustainability requirements within their tender. The council now enjoys far more ambitious sustainability targets within the BSF programme. The task group will recommend that Brent adopt a similar approach.

The task group visited Wembley and Howe Dell Primary Schools to see how sustainability measures had been implemented in school buildings. Wembley primary school is a new building and a good example of how sustainability measures can be realised. The building reuses rainwater, uses locally sourced materials and maximises the use of natural light. The members were informed that the building had achieved a 6% saving in energy use through its sustainability measures. Overall this school provides a model of sustainability which can be applied when designing similar buildings within the borough.

Howe Dell School is an exemplar model of sustainability nationally. This building is the first in the world that combines so many energy saving measures and has attracted visits from around the globe. The building includes locally sourced materials, reuse of rainwater, a wind turbine and ground source heat pumps. The project management team and architects informed the task group that it is much

² The Building Research Establishment Environmental Assessment Method (BREEAM) is a comprehensive way of measuring how sustainable a building is, how much energy it uses and its impact on the environment.

cheaper to include sustainability measures if they are included early on in the project planning stages.

Recommendation: Brent to develop its own sustainability targets within the Building Schools for the Future Programme (when selected) to ensure that they are ambitious and fit within our local circumstances.

Planning

The task group found that planning requirements can play a significant role in increasing energy efficiency in buildings. Therefore the Director of Planning was invited to give evidence about how they are addressing sustainability issues across the borough.

The Director of Planning reported that the council can use planning in a positive way to tackle climate change. Sustainability policy is developed at the national and regional level which is then reflected in the councils own local policies. The London Plan produced by the Mayor provides detailed advice on implementing sustainable measures. At the local level the Local Development Framework, is Brent's own vision for sustainability which compliments the guidance set out in the London Plan.

The planning service has already produced some major successes for sustainability. The Wembley development includes an efficient recycling system in which materials are recycled and reused on the Wembley site. The project also includes a combined heat and power micro generation facility. Larger developments such as Wembley are guided by a sustainability checklist and negotiations take place between planners and developers about where further improvements can be achieved.

Smaller developments are more problematic. Many such projects which could include a small house extension may only have to comply with building regulations but do not require planning permission. This means that the council has less control. Inspections are carried out but lack of resources makes enforcement difficult. As a result, 50% of notices served are not adhered to.

Brent has many old properties which generate an inefficient use of energy. As a way to combat this, the planning team try to promote good practice around energy efficiency, more work needs to be done to promote this amongst local builders. The planning team has produced a leaflet providing guidance for builders.

This also corresponded with the findings of the LGA Climate Change Commission who reported that "Delivery of Article 4 of the EU Directive on energy performance of buildings in the UK is mainly through revised Building Regulations (April 2006). However there is evidence that building control is not enforcing the relevant parts of the regulations and irresponsible builders have been able to get away with flouting

minimum energy and emission standards. Surveys have shown that one in two new houses currently fail to meet the current Part L standards”.³

The task group had concerns about lack of regulation for small projects which account for considerable carbon dioxide emissions. This concern was conveyed to the Environmental Projects and Policy Team and has been addressed in the climate change strategy

Raising Awareness of climate change and sustainability amongst Brent Residents

Raising awareness of everyday actions that people can take to reduce its impact is an important step in tackling this problem.

Energy Solutions was set up by the council ten years ago. It is a not for profit organisation which provides free advice to all Brent residents on reducing fuel bills. They also led on the fuel poverty strategy for the borough. The members visited the Welsh Harp Education Centre and Energy Solutions to look at some examples of how climate change issues are promoted across the borough

Welsh Harp Education Centre consists of 15 acres of mature trees, an adventure playground and nature trail. The centre provides one day programmes for school groups on courses linked to science and geography subjects in the national curriculum. The course looks at the topics of rocks and soils. The facilitator will try to include climate change issues within the teaching such as the importance of recycling and looking after natural resources.

The task group believes that this is an important facility for the borough which is currently under resourced. Members were informed that there are plans to promote the centre to other boroughs during the quieter months. This will provide much needed revenue.

The Director for energy solutions reported to the task group that in a diverse community like Brent it is difficult to get out important messages around climate change. For example a leaflet was produced highlighting the services provided by Energy Solutions and sent to 80,000 households, there were only three responses. More work needs to be done to ensure that important messages are conveyed to the general public, for example how to make simple straight forward savings that will have a lasting impact. People are interested in the things that will affect their life and climate change will have a big impact on everyone.

The task group feels that there needs to be more targeted work highlighting the effects of climate change to our diverse communities. Members noted that many residents in Brent are from nations that are most likely to feel the impact of climate changes with relatives still in these countries. If these groups are more aware of how

³ LGA Climate Change Commission, 2007.

climate change affects them personally it is more likely to influence them to change their behaviour.

Mosaic software is a market segmentation tool, which profiles the types of people that live in an area and their likely habits. The council already uses this software to understand the types of customers within the borough. The task group believe that it can be an effective tool to target residents on specific issues to generate carbon savings. The Energy Saving Trust highlighted that this as an effective way of raising awareness about climate change issues amongst local people.

The task group also believe that Area Forums are an important platform to highlight to residents important issues in the borough and climate change issues should feature regularly on the agenda.

Recommendation –use Mosaic to develop a targeted approach to marketing residents on climate change issues.

Recommendation – Develop a stronger role for climate change issues within Area Forums

Climate Change Strategy

A borough wide Climate Change Strategy was agreed in June this year. It is an important step in taking forward this agenda. The strategy includes actions for the whole borough including; the council, residents, community groups, private and public sector partners.

The strategy is designed to:

- Cut GHG emissions to minimise future climate change
- Adapt to the impacts of climate change to reduce the negative effect on people, businesses and the community.

The strategy seeks to influence the everyday actions of all people across the borough, through raising awareness of the threats of climate change and providing practical solutions to counter its effects. The work will be driven forward with strong leadership through a climate change steering group with membership from a wide range of organisations from across the borough. .

The strategy was presented to the task group in draft stage giving them the opportunity to comment. Overall, members were pleased with the aspirations set out in the proposed strategy as it has the potential to improve sustainable living across the borough. The task group were informed that the borough wide approach set out in the strategy was among the first in London. Members welcomed this significant development and congratulated officers for their innovative approach.

However members felt that it was too general and needed to include specific actions outlining what residents and partners could do. Officers agreed that the task group had raised an important point and agreed to highlight the councils regulatory and procurement role, which could provide a variety of carrots and sticks in promoting sustainability. For example the council has a variety of powers that it could use in building control, transport and planning and can use its powers to require contractors to reduce emissions when commissioning services.

Officers pointed out to the task group that the strategy aimed to set the general direction for tackling climate change in Brent, this would be underpinned by a rolling action plan. Concerns were raised about the consultation process as it had been largely carried out through the website, which would exclude a number of residents. The task group wanted there to be a variety of ways to engage with the public to raise awareness of the issues as this a key plank in the success of the work.

The task group were informed that staff climate change champions had been appointed. They would receive basic training in how to cut emissions which they could use within their own communities by being a point of contact on these issues. The task group felt that councillors would be well placed to fulfil this role as they spend a considerable amount of time with residents either through knocking on doors or attending community events.

Again, a member champion who specifically works on climate change issues can have a key role in lobbying for extra resources for projects as well as raising the profile of the issues across the borough. For example; a similar role has been developed in the London Borough of Camden. A councillor is nominated as an 'Eco Champion'. Their role is to work across the borough to raise awareness of climate change issues. They chair the sustainability task force and meet quarterly with residents and local partners and officers to discuss issues.

Recommendation: Develop a role for a councillor to become a climate change champion

Recommendation: Provide training for members to become climate change Champions.

Evaluation of the Carbon Management Strategy and Implementation Plan

Members considered a number of reports within the CMS& IP many of which had made excellent strides in achieving their targets. However a full progress report on the CMS& IP found that only two council departments Finance and Corporate Resources and Housing and Community Care had cut their emissions. Overall there has only been a decrease of 4.6% in CO₂ emissions from the baseline year. This is because schools make up the bulk of the energy consumption and have increased their consumption by 27% due to increasing emissions from school buildings due to longer opening hours with the extended schools project and increased use of

information technology. The following tables set out our overall performance in reducing emissions between 2005-2008:

CMS&IP cumulative CO₂ percentage change 2005-2008

Year	CO ₂ emissions (tonnes)	Annual % change on baseline 2005/06
2005/6	60,619	
2006/7	56197.7	-7.3% 7.2
2007/8		+2.8%
Total % reduction on baseline year		-4.6%

Schools cumulative CO₂ percentage change 2005-2008

	Year	CO ₂ emissions (tonnes)	Difference co2 (tonnes)	% change	% change on baseline
All schools	2005-2006	12690			
	2006-2007	13826	1136	9	
	2007-2008	16077	2251	16	27

Recent reports by the Environmental Policy and Projects Team highlighted that the council is not in line to meet the 20% reduction in CO₂ by 2011. If current trends continue we will also face difficulty in meeting the Local Area Agreement target of a 3% CO₂ reduction by 2010 or a 6% reduction by 2010/2011.

Lack of resources and conflicting priorities have been identified as reasons. The original CMS&IP contained various projects with an estimated required investment of £1.56million with only £574k of this was secured. Early evidence from the CMS&IP projects indicated that we did not have the required skills in place to deliver the plan and this skill base has been built up during the course of the work, for example in employing an energy manager.

Consultants from the Carbon Trust were commissioned to carry out a review of the CMS&IP. The review identified the need to realign Brent's approach to energy management in relation to changes in legislation and policies such as introduction of

national performance indicators and the carbon reduction commitment as well as Brent's climate change strategy. It was recommended that the council move away from the 2005/6 baseline set a new carbon baseline, and a revised set of targets based on more reliable and accurate data. The fundamental difference between this approach and the N1 185 baseline is that housing stock is excluded and all large housing contracts are included.

The Carbon Trust also proposes that each directorate sets its own carbon targets. Officers will seek to design a scheme which will replicate the carbon reduction scheme. This internal scheme may also include rewards and penalties. Performance will be monitored against the targets as part of the council's performance management system.

In concluding this review the task group were concerned about progress of the CMS&IP but cautiously optimistic about the range of measures in place to take this work forward including:

- Outcomes from the climate change strategy are yet to be realised as many of the projects are at the early implementation stages
- The councils new Improvement and Efficiency Strategy which identified carbon management as a priority project.
- To try and support schools in reducing their emissions funding has been identified to pay for an assistant to the council's energy manager who will advise and provide support on energy matters to individual schools.

Conclusion

Creating a sustainable borough involves an organisational culture change, in which climate change is seen as a priority and an efficiency saving measure. It also involves political will and leadership from the highest level. During the course of this review we have seen some innovation and commitment to realise this agenda however we need to do even more to deal with the challenges that the threat of climate change will pose. The council faces not only the environmental and social effects of climate change there will also be significant financial penalties if we do not reduce our carbon emissions by the required amount.

Appendix 1

Extract from Council Meeting Minutes – 12th October 2009

Motions selected by the Group Leaders

Motion selected by the Leader of the Labour Group

Proposals to enhance local democracy

Councillor John moved the motion in her name which put forward ways to enhance local democracy. Councillor John submitted that there was cross party agreement that the provisions in the Local Government Act 2000 did not work well for non-executive members and the scrutiny function. She felt that if meetings of the Council were televised it would lead to improved behaviour by Members. She felt there should be a right for Members to be able to ask questions at meetings of the Executive and that each ward should have its own forum. The motion made other proposals that she felt could be introduced at minimal cost.

The view was submitted that there existed a democratic deficit and as an example of this it was recounted that the Council had approved its budget in March, only for the Chief Executive to issue a newsletter in May stating that the council would need to save £50M over the next four years. This was noted at the July Council meeting with no other discussion of the issue. However, it was pointed out that the government of the day had changed the law in a deliberate act to abolish the committee style of governance. As for holding meetings at other venues it was pointed out that this had been tried before and resulted in public disturbances. Another view was submitted that proposals such as those put forward needed more detailed discussions which should be undertaken by a small Member-level group.

Councillor Lorber moved an amendment to the motion, accepting a suggestion that reference to 'all party' should read 'all-party/group'. He stated that whilst he understood the frustrations expressed, it was a matter of fact that the legislation invested power in the Executive and this position needed to be accepted. He agreed that improvements could be made but the motion before Council was not the way to achieve these.

A further view expressed support for the ideas put forward by the motion by pointing out that the council already televised marriage ceremonies and it was a logical step to extend this to citizenship ceremonies. Holding meetings at external venues was a positive suggestion and it was felt the current response provided by Lead Members to issues raised at Council meetings was not sufficient. The cost of some of the proposals was raised, such as televising proceedings, both to the Council and to residents who would have to pay a subscription charge. It was not felt likely there would be a high take up. It was submitted that once the committee system was abolished it rendered Council meetings virtually useless. The suggestion to hold meetings in other parts of the borough could be implemented without the need for a Council decision and reference was made to the Children and Families Committee having done this. It was submitted that people were not well informed on how government, including local government worked. Whilst some of the proposals included in the motion were supported in principle others were not and in any case it was felt the whole issue needed further discussion.

The amendment moved by Councillor Lorber was put to the vote and declared CARRIED.

RESOLVED:

This Council notes that membership of political parties and voter turnout in elections is at an all time low; the turnout in the last two general elections being the lowest since 1918.

This Council agrees with Baroness Helena Kennedy, QC that the public perception is that 'political institutions and politicians are failing, untrustworthy and disconnected from the great mass of the British people'.

This Council recognises that much of the public's reduced trust has come about as a result of things such as the MPs' scandal and their disgust at expenses issues such as the claiming of huge Second Home Allowances by MPs who already have homes in London. Nevertheless this Council recognises that this is a problem for local authorities as well as for central government and there are number of ways in which local authorities can enhance democratic renewal and take action both to involve local people more fully and to reduce the democratic deficit.

This Council welcomes ideas from across the political spectrum to enhance local democracy. This Council notes that across the country many local authorities are reviewing the way in which local democracy is debated and the way in which local residents are engaged.

To further enhance local democracy, this Council resolves to set up an all party/group scrutiny task group to investigate how local democracy can be improved, with a view to increasing the debate at Full Council meetings, improving the public's access to local democracy and encouraging more young people to take part.

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Appendix 2

Role of councillors in reinvigorating democracy in Brent

What are the main issues? what is the policy background, how does it link to the councils corporate priorities?

Politicians from all parties are concerned about the high level of disengagement among the public towards mainstream politics in the UK. Research has highlighted that almost three quarters of the population have little or no trust in politicians. Furthermore there is a great schism between citizens and the state with many people feeling that they have limited or no influence in political decisions.

In 2007, the government set up the Councillors Commission, an independent review, to look at the role of councillors and consider the incentives or barriers that encourage or deter people from standing for election.

Research by the commission highlights that many people do not understand the role of local councillors or local government, which makes them less likely to get involved. Furthermore, while individual engagement with councillors was found to be positive, there are high levels of scepticism about party politics. Similarly there are low levels of approval for councils but satisfaction with the services that local government provide is increasing.

The report reaffirms that elected representatives are the indispensable link between the local community and the formal decision making process of the council. Councillors often have in-depth knowledge of the local communities that they serve and are best placed to ensure that the concerns of local people are translated into council priorities.

The commission's report calls for local councils to play a greater role in supporting local democracy by assisting councillors to be more visible and accessible to the community.

It also argues that councils need to improve the way they communicate their role and remit to local people. People are unlikely to feel a sense of engagement with something they do not understand and councils need to be experts at explaining; what they do, which services are the responsibilities of other agencies and how do they relate to each other, where accountabilities lie and how people can have influence and get involved.

Looking at new ways to engage citizens in mainstream politics has become a central government focus. Most recently the Local Government and Public Involvement in Health Act sets out a 'duty to inform, consult and Involve' which places a legal obligation on councils to involve citizens in the design and delivery of services and not just consult them.

Brent council is already addressing this through its flagship neighbourhood working initiative. This was introduced in 2007 and sees every ward in Brent given an annual budget of £20,000 to spend on local issues. Projects are prioritised by ward councillors to tackle issues raised by local residents. A key element of the initiative is supporting councillors to engage with residents in their wards to hear directly what their concerns are and what changes they would like to see in their local area.

Also, the Brent Youth Parliament was established in 2007. It is comprised of 63

members who are elected from local schools including special schools and youth groups. The parliament is an important forum for young people across the borough to identify their own priorities and influence the work of the council.

Why are we looking at this area? Have there been recent legislation/policy changes? Are there any performance or budgetary issues?

Under the Comprehensive Area Assessment, which is the new assessment framework for councils, we will need to demonstrate how we are carrying out the duty to inform, consult and involve and empowering our residents. This review can usefully look at the role of local councillors in helping to meet this requirement.

Outcomes from this review can also feed into the member development strategy.

What should the review cover? Give brief outline of what members could focus on, which partners to engage with, how residents/public can be involved.

The review could cover two main areas:

- How to raise and enhance the profile of councillors in Brent
- How to improve understanding of the role and remit of the council among residents

A task group could look at the following areas:

- How the council can further support councillors in their engagement with local residents
- How to make councillors more accessible through digital and social networking technologies
- What more the council should be doing to communicate its role and responsibilities to local people
- Ask residents what stops them engaging with local democracy in Brent
- Look at good practice from other authorities

What could the review achieve? Influence policy change, improvement to service delivery, budget savings, develop partnerships etc

- Improve the understanding and reputation of the council
- Improve the profile of local councillors in Brent
- Engage more local residents in influencing the work of the council

Overview and Scrutiny Committee

Work Programme – 2009/10

Overview and Scrutiny Committee – 27th May 2009

Pre Meeting Planning		Post Meeting Actions		
Subject and Witness	Issue	Outcomes and Actions Arising	Responsible Officer	Deadline and Status
Crime and Disorder Reduction Partnership – Genny Renard, Interim Head of Community Safety	Crime targets – This item should be considered by the Overview and Scrutiny Committee to give members an overview of the main issues in Brent for the police and the Crime and Disorder Reduction Partnership. This will include information on how the different partners in the CDRP work together to reduce crime in the borough. It is also now a requirement under the Police and Justice Act 2006 for councils to scrutinise the CDRP.	The committee requested the following: Information on operation payback The project being run by the probation service to work with people sentenced to prison for less than 12 months. Information on Section 60, stop and search powers - how this works, when it's been used in Brent, including a breakdown of the age, gender and ethnicity of those people searched under S60 in the last 12 months. These issues should come back to the committee by December 2009. This will form part of its formal work as the Crime and Disorder Scrutiny Committee of the Council.	Genny Renard, Interim Head of Community Safety	December 2009
Voluntary Sector Strategy – Linda Martin, Head of Service Development and	The Committee would like an update on the progress in preparing the Voluntary Sector Strategy. This work is likely to have been moved on following the	The Committee requested a progress update in 6 months focussing on: <ul style="list-style-type: none"> the development of the voluntary sector 	Linda Martin, Head of Service Development and	8 th December 2009

Commissioning	Voluntary Sector conference held in Brent in March 2009, which was one of the task group's original recommendations.	<p>strategy</p> <ul style="list-style-type: none"> relationships with the voluntary sector the use of Grant Tracker to avoid double funding organisations. <p>It was suggested that some voluntary sector representatives might also attend the committee for this item.</p>	Commissioning	
<p>Town Centre Regeneration Task Group Follow Up – Andrew Davies, Policy and Performance Officer</p> <p>Page 128</p>	The Committee will follow up the recommendations made by the Town Centre Regeneration Task Group to ensure they have been implemented, or are being implemented where agreed.	<p>The committee has asked for answers to the following questions:</p> <ol style="list-style-type: none"> 1. What is the likely timescale for developing a protocol to agreeing priorities and respond to environmental issues raised by town centre managers? 2. Does the council have an existing town centre strategy and is it still relevant, as the development of a new strategy appears to be reliant on funding for an external consultant? 3. Are there still plans to review the possibility of introducing dual use of properties in town centres e.g. retail or residential through the LDF in 2010? 4. When are PCSOs to begin environmental monitoring as the introduction of this power for PCSOs was one of the reasons why members agreed to stop funding a street warden service? <p>These will be reported to the next meeting of the committee, in July 2009.</p>	Andrew Davies, Policy and Performance Officer	9 th July 2009
Current Task Group Updates - Andrew Davies, Policy and	The Committee will be given progress reports on each of the task groups currently in progress. They are:	Reports noted		Completed. Task Groups will report in due

Performance Officer	Transition Services Recycling in Flats Services for people exiting prostitution Climate change			course.
Task Group Scopes - Andrew Davies, Policy and Performance Officer	The Committee will receive two scoping documents: Services for adults with learning disabilities Review of councillors commission report From these scoping documents, members should select which of these task groups they would like to establish once current task groups have been completed.	Agreed to add services for adults with learning disabilities to the list of task groups.	Andrew Davies, Policy and Performance Officer.	Task Group will begin once there is capacity amongst officers to start work on this project.
Overview and Scrutiny Committee Work Programme - Andrew Davies, Policy and Performance Officer	The Committee should consider the items currently listed in the work programme and decide what they wish to prioritise and which items can be removed from the work programme. Members should also add in any issues they wish to consider at future meetings.	Work programme agreed. Members will have the opportunity to discuss the programme at each committee meeting this year to add or take away items depending on priorities.	Andrew Davies, Policy and Performance Officer	Work programme agreed.

Overview and Scrutiny Committee – 9th July 2009

Pre Meeting Planning

Post Meeting Actions

Subject and Witness	Issue	Outcomes and Actions Arising	Responsible Officer	Deadline and Status
Introduction to work of Business Transformation Department – Graham Ellis, Director of Business Transformation	Business Transformation - Graham Ellis has been invited to the Overview and Scrutiny Committee so members can learn more about the new Business Transformation Department and priorities for the year ahead.	The committee has asked for a progress update on transformation projects to be presented to members in February 2010.	Graham Ellis	9 th February 2010.
Leader's Update on Council Priorities – Cllr Paul Lorber Page 130	Councillor Paul Lorber, leader of the council, will be invited to the Overview and Scrutiny Committee to provide an update on the work of the administration and to give the committee the chance to question him on performance and policy. Members have asked for an update on four areas: <ul style="list-style-type: none"> • the impact of the recession on local people and how the Council is responding to this • progress on delivering the improvement programme • progress on providing new social housing and • efforts made to recruit more permanent social care staff. 	Deputy Leader attended the committee in place of the Leader. As a result, members have asked that the Leader attends in October to answer questions on the following issues: <ol style="list-style-type: none"> 1. The provision of school places in the borough 2. The impact of the recession on local people and on the council. 3. Efforts to recruit social care staff, especially in children's services. 	Andrew Davies to arrange with Ian Young	13 th October 2009
One Stop Service – Sandra Walker, Assistant Director, Customer Services	One Stop Service redesign update – Update to include specific information on nature of enquiries and increases / decreases in demand for specific services following discussion on this issue at the Overview and Scrutiny Committee in March 2009.	Report noted by the committee. Members wish to follow up the issue of falling numbers of service users, and the implications this has for the service. This has been scheduled in to the work programme for February 2010.	Sandra Walker	9 th February 2010.

Overview and Scrutiny Annual Report – Stella Akintan, Policy and Performance Officer	The Overview and Scrutiny Committee will consider the annual report as part of the process of improving the scrutiny function, to assess what aspects of O&S worked well in 2008/09 and consider areas for improvement in 2009/10.	Report agreed. Will go forward to Full Council.	Stella Akintan	September 2009
Town Centre Regeneration Task Group – Answers to members questions - Andrew Davies, Policy and Performance Officer	Answers to questions about this task group for information, following request in May 2009.	Andrew Davies to follow up and provide answers to members questions.	Andrew Davies / Michael Read	August 2009
Cricklewood Library	The chair of the committee has asked for a briefing on the future plans for Cricklewood Library. This is in response to media reports suggesting the use of the building may be changed. Members will need to decide how they want to take this issue forward if they are concerned about the proposals.	<p>The committee discussed this issue in detail, following representations from two members of the public on the plans for Cricklewood Library and the borough archive. Members support the project to move the archive and refurbish the library to include a children’s centre. The following recommendations were made:</p> <p>1). That steps are taken to fully inform Cricklewood Library users on what children's centres do, how they operate, how the centre and library will interact within the refurbished building.</p> <p>2). That information is made available to Cricklewood Library users setting out:</p> <p>a). How the £400,000 investment in the building will be spent</p> <p>b). How noise from children's centre will be contained to reduce the impact on library users</p> <p>c). How access to the building will be separately</p>	Sue McKenzie, Head of Libraries, Arts and Heritage	September 2009

		for users of the library and children's centre, again to minimise disruption for library users 3). That the outcome of the legal investigations regarding the covenant on the building be reported to the Overview and Scrutiny Committee		
Care Plans for people with physical or learning disabilities	The chair has asked for a briefing on the requirement for local authorities to produce care plans for people with physical or learning disabilities and how these are delivered in Brent Such information will inform questioning on social care items that come to the committee in the future.	Report noted		

Overview and Scrutiny Committee – 13th October 2009

Pre Meeting Planning		Post Meeting Actions		
Subject and Witness	Issue	Outcomes and Actions Arising	Responsible Officer	Deadline and Status
Leader's Update on Council Priorities – Cllr Paul Lorber	Councillor Paul Lorber, leader of the council, has been invited to the Overview and Scrutiny Committee as he was unable to make the July meeting. The purpose of the invite is to provide an update on the work of the administration and to give the committee the chance to question him on performance and policy.	<p>The Committee has asked for written answers to questions on the following:</p> <ul style="list-style-type: none"> Information on referrals to children's services for child neglect / safety issues. Are referrals increasing and what is this attributed to, Baby P, the recession? Information on the number of companies that have 	Cllr Paul Lorber and Ian Young, Liberal Democrat Group Office	December 2009

	<p>Members have asked for an update on:</p> <ol style="list-style-type: none"> 1. The provision of school places in the borough 2. The impact of the recession on local people and on the council. 3. Efforts to recruit social care staff, especially in children's services. 4. Shared services opportunities. Original request was to focus on adult social care, but the committee would like a general update on the progress made in this area. 	<p>taken up the council's reduction in business rates, being offered to small business during the recession.</p> <ul style="list-style-type: none"> • Information on the shared services agenda, specifically when the West London Alliance begins to commission services. How much is this arrangement saving the council? 		
<p>Learning disabilities day centres – Lance Douglas, Assistant Director, Quality and Support</p>	<p>Consultation on learning disabilities day centres – Report on outcomes of the consultation and the way forward. This follows on from the committee item on this issue considered in March 2009. A visit to a day centre may also be organised to tie in with this item.</p>	<p>Report back on the further progress agreed for February 2010.</p> <p>The Committee has also requested a visit to a day centre to happen before the report back.</p>	<p>Andrew Davies to liaise with Lance Douglas</p>	<p>December 2009</p>
<p>Local Strategic Partnership Annual Report – Cathy Tyson, Assistant Director, Policy</p>	<p>Overview and scrutiny has a responsibility to bring democratic accountability to local strategic partnerships. Reviewing the LSP's annual report is a useful way of carrying out this role and assessing the impact the partnership has had on services, and the outcomes from those services.</p>	<p>Agreement that future scrutiny of LSP matters will be on where the partnership is adding value. Forward Plan to be added to OSC work programme so that work of LSP can be monitored.</p>	<p>Joanna McCormick</p>	<p>February 2010</p>
<p>Local Strategic Partnership Self Evaluation – Cathy Tyson, Assistant Director, Policy.</p>	<p>LSP Self Evaluation / Assessment – review of LSP self assessment work as part of member involvement in partnership scrutiny.</p>	<p>As above – LSP Annual Report</p>		
<p>Tubbs Road Councillor Call for Action</p>	<p>Councillor James Powney has submitted a councillor call for action request</p>	<p>The Committee has agreed to consider this item at its next meeting in December 2009. A site visit</p>	<p>Andrew Davies to arrange</p>	<p>December 2009</p>

	regarding traffic and congestion concerns at Tubbs Road, Kensal Green. The committee should consider whether it wishes to look at this issue in more detail at its meeting in December 2009.	to Tubbs Road will be arranged to take place before full consideration of the issue.		
Recycling in Flats Task Group	Final report of the task group, for committee endorsement. The report will be sent to the Executive for approval, once recommendations have been agreed by the Overview and Scrutiny Committee.	Recommendations endorsed to be passed to the Executive for approval. Members have requested an update on the Waste Contract Service Review that is to take place.	Jacqueline Casson and Andrew Davies.	February 2010.

Overview and Scrutiny Committee – 8th December 2009

Page 13

Pre Meeting Planning		Post Meeting Actions		
Subject and Witness	Issue	Outcomes and Actions Arising	Responsible Officer	Deadline and Status
Tubbs Road Councillor Call for Action	The Overview and Scrutiny Committee has been asked by Cllr Powney to investigate the traffic issues at Tubbs Road. The committee should call witnesses to the meeting to outline the problem and agree recommendations for a way forward.			
Safeguarding Adults Annual Report – Martin Cheeseman, Director, Housing and Community Care	Safeguarding Adults Annual Report – Partner organisations will be invited			
Voluntary Sector	In May 2009 the Committee requested a			

<p>Strategy – Linda Martin, Head of Service Development and Commissioning</p>	<p>progress update focussing on:</p> <ul style="list-style-type: none"> the development of the voluntary sector strategy relationships with the voluntary sector the use of Grant Tracker to avoid double funding organisations. <p>It was suggested that some voluntary sector representatives might also attend the committee for this item.</p>			
<p>Climate Change Task Group</p>	<p>Final report of the task group, for committee endorsement. The report will be sent to the Executive for approval, once recommendations have been agreed by the Overview and Scrutiny Committee.</p>			
<p>Strengthening Local Democracy – motion from council</p>	<p>Details of the motion to council, passed to Overview and Scrutiny Committee will be included on the agenda. The matter relates to strengthening local democracy and the possibility of an overview and scrutiny task group to look into this. Members should decide how they wish to take the matter forward.</p>			

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Overview and Scrutiny Committee – 9th February 2010

Pre Meeting Planning		Post Meeting Actions		
Subject and Witness	Issue	Outcomes and Actions Arising	Responsible Officer	Deadline and Status
Crime Reduction Initiatives – Genny Renard, Interim Head of Community Safety and Christine Collins, Neighbourhood Working Manager	Ally gating schemes – How effective are these crime reduction schemes, what evaluation takes place, how sustainable are they, how are these schemes are designated and followed up? These are issues that O&S could look at, which would also help the committee meet its requirements under the Police and Justice Act 2006.			
Crime and Disorder Issues follow up – Genny Renard, Interim Head of Community Safety	In May 2009 the committee requested the following: Information on operation payback The project being run by the probation service to work with people sentenced to prison for less than 12 months. Information on Section 60, stop and search powers - how this works, when it's been used in Brent, including a breakdown of the age, gender and ethnicity of those people searched under S60 in the last 12 months.			

	These issues should come back to the committee by December 2009. This will form part of its formal work as the Crime and Disorder Scrutiny Committee of the Council.			
Business Transformation: progress check on transformation projects – Graham Ellis, Director of Business Transformation	At the committee meeting in July 2009, members asked for a progress report on the council's transformation programme in February 2010.			
One Stop Service Redesign – Sandra Walker, Assistant Director, Customer Services	The Overview and Scrutiny Committee have considered two reports previously on the redesign of the one stop service. They are keen to follow up on the reasons why the numbers of clients using the service is reducing (as reported in July 2009), and the implications this has.			
Transforming Adult Social Care – update on Day Centres for people with learning disabilities – Lance Douglas, Assistant Director, Quality and Support	The Overview and Scrutiny Committee has requested an update on this project, to follow on from the meeting in October 2009 where the members discussed this issue most recently.			
Local Strategic Partnership Forward Plan				
Joint Commissioning Registered Social Landlord Performance report – (Sona Chumun 2314)	This item will give members of the Overview and Scrutiny Committee an opportunity to question RSLs in the borough on their performance during the past 12 months. Information will be sought from all RSLs with housing stock			

	in Brent.			
Neighbourhood Working – Christine Collins, Neighbourhood Working Manager	Neighbourhood Working – Feedback on key issues: member engagement, commitment and satisfaction with the process and new ways of involving residents and presentation of Annual Report.			
Services for women exiting prostitution task group	Final report of the task group, for committee endorsement. The report will be sent to the Executive for approval, once recommendations have been agreed by the Overview and Scrutiny Committee.			
Review of Fees and Charges for Adult Social Care	The chair of the committee has asked that this report be included on the committee's work programme. She wants members to monitor the implementation of the new fees and charges for adult social care, and in particular consider the impact on service users and carers. The report will also contain information on fees and charges in relation to personalised social care services. Guidance on this has been released by Government.			
Transitions Services Task Group	Final report of the Transitions Services Task group, looking at services for vulnerable young people as they move from children's to adult's services.			

Overview and Scrutiny Committee – 23rd March 2010

Pre Meeting Planning		Post Meeting Actions		
Subject and Witness	Issue	Outcomes and Actions Arising	Responsible Officer	Deadline and Status

Outstanding items – committee date still to be allocated.

Proposed Item	Issue for Overview and Scrutiny Committee to consider	Meeting Date
Task Group follow up – Andrew Davies, Policy and Performance Officer	Task Groups – updates, final reports and 6 & 12 month follow ups – it is good practice to follow up completed task groups to ensure recommendations that have been agreed are being implemented in line with member’s wishes.	Dates vary, depending on the task group.
Gangs in Brent – Phil Newby, Director, Policy and Regeneration	Independent research into the nature and prevalence of gang activity in Brent has been commissioned. The Overview and Scrutiny Committee may wish to consider the results of this research and could also choose to carry out a task group looking at this issue.	
Residents Attitude Survey – Cathy Tyson, Assistant Director, Policy	The results of the residents’ attitude survey will provide the committee with useful information for its work programme. It will provide information on residents’ views on services and perceptions of the borough. Members will have the chance to scrutinise the results of the survey and ask how the council intends to address issues where resident satisfaction isn’t as high as hoped or expected.	
Consultation and Engagement – Toni McConville, Director of Communication and Diversity	The council is reviewing its approaches to consultation and engagement. Overview and Scrutiny Committee could comment on the proposals and monitor progress in achieving the outcomes being sought from this work.	

Task Groups

1. Climate Change – current
2. Services for Women Exiting Prostitution – current
3. Transition Services for 16 – 25 year olds – current
4. Gangs – Possible task group once research currently being undertaken is complete
5. Health services for people with learning disabilities