



Brent

SUMMONS TO ATTEND COUNCIL MEETING

Monday 8 July 2019 at 6.00 pm

Conference Hall - Brent Civic Centre, Engineers Way,
Wembley, HA9 0FJ

To the Mayor and Councillors of the London Borough of Brent and to each and every one of them.

I hereby summon you to attend the MEETING OF THE COUNCIL of this Borough.

CAROLYN DOWNS
Chief Executive

Dated: 28 June 2019

For further information contact: Thomas Cattermole, Head of Executive and Member Services Tel:020 8937 5446; Email:thomas.cattermole@brent.gov.uk

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit:

democracy.brent.gov.uk

The press and public are welcome to attend this meeting.

Please note this meeting will be filmed for live broadcast on the Council's website. By entering the meeting room you will be deemed to have consented to the possibility of being filmed and to the possible use of those images and sound recordings for webcasting.

Notes for Members - Declarations of Interest:

If a Member is aware they have a Disclosable Pecuniary Interest* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent and must leave the room without participating in discussion of the item.

If a Member is aware they have a Personal Interest** in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent.

If the Personal Interest is also a Prejudicial Interest (i.e. it affects a financial position or relates to determining of any approval, consent, licence, permission, or registration) then (unless an exception at 14(2) of the Members Code applies), after disclosing the interest to the meeting the Member must leave the room without participating in discussion of the item, except that they may first make representations, answer questions or give evidence relating to the matter, provided that the public are allowed to attend the meeting for those purposes.

***Disclosable Pecuniary Interests:**

- (a) **Employment, etc.** - Any employment, office, trade, profession or vocation carried on for profit gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences** - Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

****Personal Interests:**

The business relates to or affects:

- (a) Anybody of which you are a member or in a position of general control or management, and:
 - To which you are appointed by the council;
 - which exercises functions of a public nature;
 - which is directed is to charitable purposes;
 - whose principal purposes include the influence of public opinion or policy (including a political party or trade union).
- (b) The interests a of a person from whom you have received gifts or hospitality of at least £50 as a member in the municipal year;

or

A decision in relation to that business might reasonably be regarded as affecting, to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the electoral ward affected by the decision, the well-being or financial position of:

- You yourself;
- a member of your family or your friend or any person with whom you have a close association or any person or body who employs or has appointed any of these or in whom they have a beneficial interest in a class of securities exceeding the nominal value of £25,000, or any firm in which they are a partner, or any company of which they are a director
- any body of a type described in (a) above

Agenda

1 Apologies for Absence

To receive any apologies for absence from Members of the Council.

2 Minutes of the Previous Meeting

1 - 12

To confirm as a correct record, the attached minutes of the Annual Council meeting held on Wednesday 1 May 2019.

3 Declarations of Interest

Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary or personal interests in the items on this agenda and to specify the item(s) to which they relate.

4 Mayor's Announcements (including any petitions received)

To receive any announcements from the Mayor.

5 Appointments to Committees and Outside Bodies and Appointment of Chairs/Vice Chairs (if any)

To agree any appointments to Committees, Forums, Panels and Outside Bodies (if any) and the appointments of Chairs/Vice Chairs (if any) in accordance with Standing Order 30 (g).

6 Deputations (if any)

To hear any deputations received from members of the public in accordance with Standing Order 32.

7 Questions from Members of the Public & Brent Youth Parliament

6.1 To receive questions submitted from members of the public to Cabinet Members, in accordance with Standing Order 33.

Members are asked to note that no questions have been submitted for this meeting of the Council.

6.2 To receive questions submitted from members of the Youth Parliament to Cabinet Members, in accordance with Standing Order 33 (d)

Members are asked to note that no questions have been submitted

for this meeting of the Council.

8 Petitions (if any)

For Members to refer to petitions received and debate any petition with more than 200 signatures, where such a request has been submitted in accordance with the Council's petition rules and Standing Order 66.

9 Reports from the Leader and Cabinet 13 - 40

To receive the report from the Leader of the Council and Cabinet Members in accordance with Standing Order 31 setting out any key or significant issues arising from any matter within the responsibility of Cabinet.

10 Questions from the Opposition and other Non-Cabinet Members 41 - 50

For questions to be put to members of the Cabinet by opposition and non-Cabinet Members in accordance with Standing Order 35.

Details of the four questions submitted in advance have been attached along with the written responses provided.

Members are asked to note that this session will also include an opportunity (within the time available) for other non-Cabinet members to ask questions of Cabinet.

11 Report from Chairs of Scrutiny Committees

To receive reports from the Chairs of the Council's Scrutiny Committees in accordance with Standing Order 36. The reports have been attached as follows:

11.1 Community and Wellbeing Scrutiny Committee 51 - 62

11.2 Resources and Public Realm Scrutiny Committee 63 - 70

Members are asked to note that this session will include an opportunity (within the time available) for non-Cabinet members to ask questions of relevant Scrutiny Chairs in relation to the remits of their Committees.

12 Report from the Vice-Chair of the Audit & Standards Advisory Committee 71 - 76

To receive a report from the Vice-Chair of the Audit & Standards Advisory Committee in accordance with Standing Order 37.

13 Non Cabinet Members' Debate

To enable non Cabinet Members to debate an issue of relevance to Brent for which notice has been provided in accordance with Standing Order 34 and to receive any reports required from Cabinet members on issues previously raised.

14 Fire Safety & Housing in the London Borough of Brent

77 - 94

To receive a report from the Assistant Chief Executive updating Council about existing fire safety arrangements for housing in Brent and actions that the local authority has taken to improve fire safety in council-managed properties since the tragedy at Grenfell Tower in 2017. The report also provides an update about fire safety arrangements for the private sector and Registered Providers.

Ward Affected: All Wards

Contact Officer: Pascoe Sawyers,
Head of Strategy and Partnerships

Tel: 020 8937 1045

pascoe.sawyers@brent.gov.uk

15 Overview & Scrutiny Annual Report 2018-2019

95 - 108

To receive a report from the Assistant Chief Executive presenting the 2018-19 Annual Scrutiny Report.

Ward Affected: All Wards

Contact Officer: Pascoe Sawyers,
Head of Strategy and Partnerships

Tel: 020 8937 1045

pascoe.sawyers@brent.gov.uk

16 Motions

To debate the motions submitted in accordance with Standing Order 41.

Members are asked to note that the motions submitted will be circulated as a supplementary paper in advance of the meeting, in accordance with Standing Order 41(c).

17 Urgent Business

At the discretion of the Mayor to consider any urgent business, in accordance with Standing Order 37 (r).



Please remember to switch your mobile phone to silent during the meeting.

- The meeting room is accessible by lift and seats will be provided for members of the public.



LONDON BOROUGH OF BRENT

Minutes of the ORDINARY MEETING OF THE COUNCIL
held on Wednesday 1 May 2019 at 6.00 pm

PRESENT:

The Worshipful the Mayor
Councillor Ernest Ezeajughi

The Deputy Mayor
Councillor Lia Colacicco

COUNCILLORS:

Abdi	Aden
Afzal	Agha
Ahmed	Allie
M Butt	S Butt
Chan	Chappell
Chohan	S Choudhary
A Choudry	Colwill
Conneely	Crane
Daly	Dar
Denselow	Dixon
Donnelly-Jackson	Ethapemi
Farah	Gbajumo
Hassan	Hector
Hirani	Hylton
Johnson	Kabir
Kansagra	Kelcher
Kennelly	Knight
Lo	Long
Mahmood	Maurice
McLeish	McLennan
Miller	W Mitchell Murray
Naheerathan	Nerva
M Patel	RS Patel
Perrin	Sangani
Shahzad	Ketan Sheth
Krupa Sheth	Southwood
Stephens	Tatler
Thakkar	

1. **Opening of the Meeting**

Councillor Mahmood (as outgoing Mayor) opened the meeting by welcoming everyone and inviting Carolyn Downs (as Chief Executive) to outline the programme for the evening.

Before commencing the formal proceedings, the Chief Executive advised it was with sadness that she found herself having to ask those present to join the Council in remembering those affected by recent terrorist attacks, this time in both New Zealand and Sri Lanka. On behalf of the Council, the Chief Executive advised that the Council's thoughts were with those affected by these tragedies, including their families and friends, and as a mark of respect and remembrance ask all present to stand and observe a minute's silence.

A minute's silence was observed.

The Chief Executive then briefly outlined the programme for the evening.

2. **Apologies for Absence**

The Mayor advised that direct apologies for absence had been received from Councillors Mashari and Murray.

3. **To elect the Mayor of the Borough for the Municipal Year 2019/2020**

Councillor Mahmood asked Members for nominations to the Office of Mayor of the London Borough of Brent for the Municipal Year 2019/2020.

Councillor M Butt (Leader of the Council) proceeded to nominate Councillor Ernest Ezeajughi. In moving the nomination, he highlighted how pleased he was to be able to nominate Councillor Ezeajughi who he was sure would continue to be a hardworking and excellent ambassador for Brent.

Councillor McLennan (Deputy Leader of the Council) seconded Councillor M Butt's nomination for Councillor Ezeajughi to be appointed as new Mayor of Brent taking the opportunity to recognise his dedication and efforts as Deputy Mayor.

There were no other nominations and it was therefore **RESOLVED** that Councillor Ernest Ezeajughi be elected Mayor of the London Borough of Brent for the 2019/2020 municipal year.

Councillor Ezeajughi proceeded to sign the statutory Declaration of Acceptance of Office of Mayor and took over the chairmanship of the meeting from Councillor Mahmood.

4. **To appoint a Councillor of the Borough to be Deputy Mayor**

Councillor Ezeajughi, as newly elected Mayor thanked Members for his nomination and appointment as Mayor. He then announced that he had appointed Councillor Lia Colacicco as Deputy Mayor for the 2019/2020 municipal year.

Councillor Colacicco and her consort Mr Tom Evans then moved to the dais. The Mayor's robe and chain of office were then passed from Councillor Mahmood to Councillor Ezeajughi and the Mayoress' badge from Mrs Arshad to Mrs Ezeajughi. Councillor Mahmood was presented with the past Mayor's badge and ribbon and Mrs Arshad was presented with the past Mayoress' badge.

Councillor Ezeajughi, as newly elected Mayor, then formally returned thanks for his appointment and to everyone for attending the ceremony including the following as his special guests:

- Deputy Lieutenant Mei Sim Lei
- First Lady of Anambra State, Dr Mrs Ebere Obiano
- His Excellency Ambassador George Oguntande, Nigerian High Commissioner (represented by Special Advisor Minister Oludare E. Folowosele)

He began by stating what a huge honour and privilege it had been to have been nominated and elected to serve as Mayor. He thanked everyone for expressing their trust, confidence and faith in his ability to carry out the role, recognising the significant achievements of previous Mayors.

As background to his appointment, Councillor Ezeajughi highlighted his origins in Nigeria with him coming to the UK in 2004 and being proud to call Wembley and Brent his home and having represented Stonebridge ward from 2014.

In terms of his family, he highlighted that he had been happily married to Ijeoma for 15 years and had been blessed with 2 sons and 2 daughters whom he thanked for their support and was pleased had been able to join him for the ceremony.

The Mayor advised that his interest in politics had started at a young age following his late father (Sir Simeon Okeke Ezeajughi) having become the Deputy Chairman of Orumba North local government area in Anambra State after his career in education as a Head Teacher and Inspector of Schools. He highlighted how attending meetings with his father had inspired him to take an interest in local grassroots politics and had led to his interest and ambition to stand for various positions both within Nigeria and then the UK for which, he felt, his father would have been very proud.

The Mayor advised that he was delighted to have been joined by so many colleagues, friends and family from all over the UK and also Nigerian whom he thanked for their support. He pointed out that he was looking forward to working with all Members of the Council over the next year and also took the opportunity to pay tribute to his predecessor Councillor Mahmood for his hard work in flying the flag for the Borough and way he had conducted himself so diligently and responsibly during his time as Mayor. He was especially grateful for the generosity and support shown by Councillor Mahmood during the period of transition. He also acknowledged and thanked the former Mayoress, Mrs Arshad, and Councillor Mahmood's family for their excellent work and support they had provided to Councillor Mahmood as Mayor and in his fundraising activities. He also took the opportunity to specifically thank Councillors M Butt and McLennan for his nomination as Mayor.

The Mayor then moved on to thank Councillor Colacicco for accepting the position as Deputy Mayor and advised that he was looking forward to working closely with her to continue delivering positive outcomes for local communities and stakeholders across Brent. The opportunity was also taken to thank the Chief Executive her management team and the Mayor's Office for their ongoing support, with the Mayor advising that he would endeavour to continue the hard work of his predecessors and to capitalise on the strengths, attributes and talents of his colleagues in order to support the Council's ongoing vision, recognising the value of teamwork in all that he did and hoped to achieve.

On this basis, the Mayor then announced that he would be supporting the following charities in his role during the forthcoming year and looked forward to Members support in his fundraising efforts which would assist some of the most vulnerable in society and he hoped help to build a stronger community where no one suffered alone:

- Sickle Cell Society – a registered charity set up to support and represent people affected by sickle cell disorder and to improve their overall quality of life. He advised it was an honour to be able to select this particular organisation given that his close friend and former councillor Tayo Oladapo had passed away in January 2016 as a result of the disease. In addition, he was pleased to announce that the Sickle Cell Society would also be working in collaborative partnership during his term of office with the Caring Family Enhancement Initiative (CAFÉ) Project in Anambra State, Nigeria, spearheaded by Her Excellency Dr Mrs Ebere Obiano.
- The Jason Roberts Foundation (representing the anti-knife and gun crime charity) – the Foundation was established in 2007 by Jason Roberts (a former professional footballer) in order to underpin his belief in equal opportunities, rights and representation of individuals regardless of background or circumstances. Since then, he pointed out that the work of the Foundation had broadened to provide a support programme including mentoring, life skills, education and training projects within its wider sports activities and had worked with young people at risk of offending, those excluded from school or struggling in the school curriculum, and young people with physical and learning difficulties. The organisation also aimed to create a safe haven to engage with children at an early stage to prevent them pursuing crime, which he felt was particularly relevant given the impact of crime on the lives of so many young people across the country.

Finally, the Mayor outlined his intention to use the office of Mayor as a means of building on the success already achieved in uniting communities across a borough as diverse as Brent and for whom he was proud to have been elected to represent as First Citizen.

He also highlighted how much he was looking forward to hosting Brent's first ever Windrush Gala celebrations on 22 June 2019 and to Brent officially becoming the London Borough of Culture from January 2020. He was particularly excited to be able to lead the Borough in celebrating the programme of events and projects which had been focussed on Brent's heritage and people, highlighting all that was special, intriguing and ground-breaking in Brent.

He concluded by looking forward to the hard work ahead with the belief that being able to utilise the passion, dedication and commitment of all those around him and support of his family it would be possible to achieve excellent results for local communities across Brent.

He ended his vote of thanks with the following thought, it had been nearly 25 years to the day that Nelson Mandela had been inaugurated as South Africa's first black President. Highlighting how much of an inspiration his inauguration had been, he finished by referring to the following quote from Nelson Mandela, which he advised he would seek to use as inspiration during his year in office:

"There can be no greater gift than that of giving one's time and energy to help others without expecting anything in return."

5. **Vote of Thanks to the Outgoing Mayor**

The Mayor then invited Councillor McLennan to propose a vote of thanks for co-opted and other Members serving on the Council's Committees.

Councillor McLennan began by thanking Councillor Mahmood for the example he had set in terms of undertaking his civic duties during his time as Mayor, highlighting the number of engagements he had attended and fundraising activities in support of his charities. As this was the Annual Meeting of the Council she also advised it was an ideal opportunity to highlight the valued work of the Council's co-opted committee members, given the core role they played as critical friends in the Council's democratic process. She advised that their independence and objectivity were highly valued and integral to the role of the bodies on which they served including Scrutiny, Audit & Standards and various health and education bodies and concluded by thanking all of the co-opted Members (including the long serving but recently retired Sheila Dar) for their work in supporting the Council's drive towards continuous improvement.

The Mayor then invited Councillor M Butt to propose a vote of thanks to the outgoing Mayor, Councillor Mahmood.

Councillor M Butt began by congratulating Councillors Ezeajughi and Colacicco on their appointment as Mayor and Deputy Mayor. Given their qualities, he advised he was proud to have them representing the borough during such an important year and advised that he was always impressed at how the mayoralty seemed to bring the best out of its incumbent. Councillor M Butt felt this had definitely been the case in terms of Councillor Mahmood's year in office with the role transforming him from one of the more unassuming councillors into an open armed, warm hearted champion for the borough and its many varied communities. Commending Councillor Mahmood for his commitment and dedication during his time in office, he also highlighted the legacy he had left in relation to his charity and fundraising efforts in support of the READ Foundation and SUFRA. He highlighted the vital support both organisations provided for individual and local communities across the borough given the impact of the current Conservative Government's austerity measures, highlighting the important and invaluable role community leaders such as Councillor Mahmood played in terms of their continued work to support such organisations.

The selfless and diligent work and achievements by Councillor Mahmood would, he felt, raise the bar in terms of standards for civic duty. Councillor M Butt ended by asking everyone assembled at the meeting to join him in offering their sincerest thanks to the work of Councillor Mahmood as Mayor of Brent during the 2018/2019 municipal year.

The Mayor then invited Members to make additional contributions in thanking the outgoing Mayor.

Councillor Colwill (Leader of the Conservative Group) congratulated Councillor Ezeajughi on his election as the new Mayor and Councillor Colacicco on her appointment as Deputy Mayor and, on behalf of the Conservative Group, thanked Councillor Mahmood for his year in office. He praised the dignified way he had conducted himself and also the open and fair way he had conducted Full Council meetings during his time as Mayor and also took the opportunity to congratulate him for his significant fund raising efforts. He ended by extending his best wishes to Councillor Mahmood on the conclusion of his term of office.

Councillor Dixon also took the opportunity to congratulate Councillor Mahmood for the way he had conducted himself during his year in office, which she felt had demonstrated his hard work, diligence, commitment and compassion. Supported by his family, she felt it was no surprise Councillor Mahmood was held in such high esteem given his dedication to the role but also advised she would be delighted to welcome him back to his role as a fellow ward councillor.

The Mayor then invited Councillor Mahmood to respond and review his year in office.

Councillor Mahmood expressed his gratitude for having a final opportunity to give thanks and review his year in office and started by placing on record his appreciation for all the support received from both Officers and Members during his Mayoral year. Specific thanks were given to Councillors Butt (as Leader of the Council), McLennan (as Deputy Leader), Mei Sim-Lai (as the Borough's Deputy Lieutenant) and his fellow Dollis Hill ward councillors Dixon and Ahmed for all the support they had provided during his time as Mayor along with the following key individuals who he invited to come forward to receive a small token of his thanks:

- Carolyn Downs (Chief Executive); and
- Kim Gordon (Civic Support Officer).

In addition, he also took the opportunity to specifically thank Brian Kennedy for his support as Mayor's Attendant throughout the year; Regina McDonald who manages the Executive Support Team and also Thomas Cattermole for his invaluable advice, support and guidance.

He also thanked Councillor Ezeajughi for his support as Deputy Mayor and wished him well for his coming year in office, highlighting the commitment he knew he would bring to the role. He also wished Councillor Colacicco well in her role as Deputy Mayor, highlighting the fine support he felt she would be able to provide for the Mayor.

Looking back on his year in office, Councillor Mahmood reflected on the numerous events he had attended giving him an opportunity to meet many inspiring, talented and generous individuals. He advised it had been a real honour with highlights including the various visits to a wide range of community groups, faith groups and residents' associations; attending the New Year's Day London Parade and various other London Lord Mayor and London Mayoral events; hosting various international delegations including from Albania, China, India, Algeria, Romania and most recently the High Commissioner of Pakistan. He was also particularly pleased to have been able to promote the Borough internationally including on a recent personal visit to Pakistan where he had been able to meet the Mayors of Islamabad, Lahore, Rawalpindi, Sialkot and his own birth place – Gharmala Jhelum where he was able to meet many high ranking police officers, Deputy District Commissioners and his counterpart the Chairman of the City of Jhelum. He advised that everyone he had met had been impressed by the services the Council continued to deliver for its residents in challenging times. He also thanked the local press for their assistance in covering so many of these events and in helping to raise the profile of the Mayoralty.

Councillor Mahmood then moved on to reflect on his fundraising activities over the year in support of his two chosen charities – Sufra North West London and the READ Foundation. He highlighted the fantastic work carried by both organisations and advised he was proud and delighted to confirm that the final amount he had raised so far in support of both organisations was approaching £80,000. He thanked everyone who had been involved in supporting and sponsoring his fundraising efforts over the year including the following members of his charity committee – Berrun and Rajesh from Sufra and Asad from the READ Foundation. The Council paused to recognise the support and work undertaken by each organisation and Mayor's fundraising achievements with a round of applause.

Concluding, the outgoing Mayor highlighted how much he had enjoyed his time in office and what an honour and privilege it had been to represent the borough at so many events and welcome so many visitors to the Mayor's Parlour at the Civic Centre. He ended with a special thanks to his wife, children and grandchildren and other friends and family members for their continued love, patience and support throughout a year he had hugely enjoyed.

6. Mayors Announcement

Councillor Ezeajughi, as newly appointed Mayor, once again thanked Councillor Mahmood and advised that the ceremonial part of the meeting had now concluded.

Before moving on to deal with the remainder of the agenda he advised that he wanted to take the opportunity to congratulate all those involved in the Council once again having been awarded the Member Learning and Development Charter Award. He highlighted the significant effort which had gone in to the Council retaining its Charter Award and welcomed Councillor Andy Hull from the London Borough of Islington to the meeting who had carried out the assessment and was attending in order to officially present the Chief Executive and Leader of the Council with the Charter Award.

The award was then presented to the Leader of the Council and Chief Executive with all members joining a round of applause in congratulations.

7. **Declarations of Interest**

There were no interests declared by Members.

8. **Minutes of the Previous Meeting**

It was **RESOLVED** that the minutes of the previous Council meeting held on 25 February 2019 be approved as a correct record.

Before moving on Councillor Kabir, whilst not seeking to challenge the accuracy of the minutes, sought clarification from Councillors Abdirazak and Chan regarding their voting intention on the budget proposals given their absence at the time of the vote undertaken at the last meeting. The Chief Executive advised that as the minutes had been confirmed as an accurate record it would not be appropriate to consider this matter in any more detail at the meeting and the Mayor subsequently moved on to the next item.

9. **Member Long Service Awards**

As the next item on the agenda, the Mayor announced that it gave him great pleasure to be able to present long service award to two councillors in recognition of their dedicated service as members of the Council for over 25 years.

The first award was to Councillor Reg Colwill. Before presenting him with the award, the Mayor invited Councillor Kansagra to pay a short tribute to Councillor Colwill. Councillor Kansagra advised that he was honoured to have known Councillor Colwill as a friend and colleague for over 30 years and took the opportunity to pay tribute to the work he had undertaken in representing the local residents of Kingsbury and Kenton as the wards he had served since being elected to the Council in 1994 and more widely across the borough as Leader of the Conservative Group. Acknowledging his dedication and public service, Councillor Kansagra advised he was also pleased to see Councillor Colwill's family at the meeting, recognising the support they had also provided during his time in office and finished by highlighting how deserved he felt the award had been.

The Mayor and Chief Executive then presented Councillor Colwill with his long service award with all members joining a round of applause in congratulations.

The Mayor then announced that the second award was to Councillor Janice Long. Before presenting her with the award, the Mayor invited Councillor Choudry to pay a short tribute to Councillor Long. Councillor Choudry began by highlighting the support he felt he had been fortunate to receive from Councillor Long as a fellow ward councillor and her hard work in representing local residents from the Mapesbury, Harlesden and Dudden Hill wards she had served since also being elected to the Council in 1994. Highlighting her friendship, advice and support, local knowledge, straight talking nature, energy and dedication he felt the award was well deserved.

With the approval of the Mayor, Councillor Knight also paid tribute to Councillor Long highlighting the support she had provided for her as a new councillor,

dedication and public service over the 25 years on which she had served as a member of the Council and for which she felt she had been rightly honoured.

The Mayor and Chief Executive then presented Councillor Long with her long service award with all members again joining a round of applause in congratulations.

10. **Changes to the Constitution**

The Mayor then moved on to invite Councillor M Butt to introduce the report from the Director of Legal and HR Services setting out a number of proposed changes to the Council's Constitution.

In introducing the report Councillor M Butt advised that the report set out a number of proposals designed to streamline and increase the openness of the Council's decision making arrangements including changes to committee memberships, officers delegated powers, the introduction of a specific financial threshold for key decisions and new category of recordable executive decision. The report also proposed a number of other minor updates to the Constitution arising from the annual review process.

The Mayor then invited any other Members to speak, with Councillor Abdirazak expressing concern regarding the frequency of changes being proposed to the Constitution and at what he felt to be the limited consultation with Members on them. In exercising his right of reply, Councillor M Butt highlighted the importance in ensuring that the Constitution was subject to regular review, reminding Members that the proposals being recommended for consideration had been designed to increase the transparency of the Council's governance arrangements whilst ensuring that the Council was able to undertake its business as efficiently and effectively as possible.

As there were no other Members who indicated they wished to speak on the report, the Mayor put the recommendations to the vote by a show of hands and they were declared **CARRIED**.

It was therefore **RESOLVED** that:

- (1) the changes to the Constitution proposed within the report be approved;
- (2) the Director of Legal and HR Services be authorised to amend the Constitution accordingly, including the making of any necessary incidental or consequential changes.
- (3) to note that, to the extent the changes related to executive functions of the Council, they had been approved by the Leader of the Council.

11. **Representation of Political Groups on Committees**

The Mayor then invited the Leader of the Council to briefly introduce the report from the Chief Executive, which Councillor M Butt advised fulfilled the Council's duty to review and determine the representation of different political groups on certain Committees at its annual meeting.

As there were no other Members who indicated they wished to speak on the report, the Mayor put the recommendations to the vote by a show of hands and they were declared **CARRIED**.

It was therefore **RESOLVED**:

- (1) that the size of each Committee be agreed, as detailed within the report;
- (2) that the allocation of seats on Committees to each of the Council's political groups (where the rules of political balance apply) be agreed as set out in the report with the Council making appointments to those committees in order to give effect to the wishes of the political groups allocated the seats;
- (3) to note that the political balance on their Sub-Committees would be reviewed at the first meeting of the General Purposes Committee and Licensing Committees.

12. **Appointment to Committees and Outside Bodies & Appointment of Chairs & Vice-Chairs**

The Mayor then moved on to invite the Leader to introduce the report from the Chief Executive, which Councillor M Butt advised set out the nominations for appointments to Committees, Joint Committees, Forums, Panels, Outside Bodies and nomination for Chairs and Vice Chairs, where necessary, for the 2019-2020 municipal year.

No Members indicated that they wished to speak and the proposed recommendations in the report were therefore put to a vote by show of hand and declared **CARRIED**.

It was therefore **RESOLVED** that:

- (1) the proposed appointments of Members, co-opted Members and substitutes to Council Committees, Joint Committees, Panels, Forums and Outside Bodies for the 2019-2020 municipal year be agreed, as detailed in Appendix A of the report;
- (2) the proposed appointments of Chairs and Vice Chairs to Council Committees, Joint Committees, Panels and Forums for the 2019-2020 municipal year be agreed, as detailed in Appendix A of the report;
- (3) Council confirm the following:
 - (a) the re-appointment of Mr David Ewart as independent chair of both the Audit and Standards Advisory Committee and Pension Board for a two-year term of office effective from 11 July 19;
 - (b) the appointment of Robert Wheeler as a replacement for Euton Stewart (following his retirement) as GMB Scheme Member representative on the Pension Board and to Chris Bala replacing Trevor Dawson (following his

term of office having expired) as the Pension Scheme Member representative on the Pension Board;

- (c) the appointment of Dinah Walker as a Parent Governor co-opted (voting) member on the Community and Wellbeing Scrutiny Committee for a three-year term of office effective from 1 May 2019.
- (4) Council note the appointments:
- (a) notified by the Leader of the Council in relation to the Cabinet and Cabinet Committees and their respective Chairs/Vice-Chairs for the 2019-20 municipal year, as set out in Appendix B of the report;
 - (b) to be confirmed by the General Purposes Committee to their Sub Committees for the 2019-20 municipal year, as set out in Appendix C of the report;
 - (c) to be confirmed by the Licensing Committee to their Sub Committees for the 2019-20 municipal year, as set out in Appendix D of the report.

(The full list of appointments can be found as part of the appendices to the [supplementary paper](#) which was circulated before the meeting)

13. **Calendar of Council Meetings for the 2019/2020 Municipal Year**

The Mayor then invited the Leader to introduce the report from the Chief Executive, which Councillor M Butt advised detailed the proposed calendar of meeting dates for Full Council and other meetings and major civic events during the 2019-2020 municipal year.

No Members indicated that they wished to speak and the proposed recommendations in the report were put to a vote and declared **CARRIED**.

It was therefore **RESOLVED** that:

- (1) the proposed dates for Full Council and other meetings to take place during the 2019-2020 municipal year be agreed as detailed within Appendix A of the report;
- (2) the Head of Executive and Member Services be granted the authority to make any alterations deemed necessary to the municipal calendar during the course of the municipal year having consulted the Leader of the Council; the Leader of the Opposition Group and the Chair of the affected meeting

14. **Urgent Business**

As there was no other urgent business to be transacted the Mayor declared the Annual Meeting closed and invited all those present to join him at his reception.

The meeting closed at 7.23 pm

COUNCILLOR ERNEST EZEAJUGHI
Mayor

	<p align="center">Full Council 08 July 2019</p>
	<p align="center">Report from the Leader of the Council</p>
<p>Update report from the Leader and Cabinet</p>	

Wards Affected:	All
Key or Non-Key Decision:	N/A
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
No. of Appendices:	Appendix 1 – Update reports
Background Papers:	N/A
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	N/A

1.0 Purpose of the Report

1.1 This report provides an update on the work being undertaken by the Leader and Cabinet, in accordance with Standing Order 31.

2.0 Recommendation(s)

2.1 Council is asked to note this report.

3.0 Detail

3.1 Council has agreed a series of revisions to the Constitution which changed a number of Standing Orders relating to the way that Full Council operated. Included as part of these, were changes to the way in which the update report from the Leader and other Cabinet Members would be considered.

3.2 The Leader and Cabinet Members are now required to present a written report to Council setting out any key or significant issues arising from their remits and that of the Cabinet. Up to 3 minutes is then provided at the Council meeting for the Leader, or any other Cabinet Member(s) identified to present the report highlighting any issues felt to be of significance.

3.3 Set out in Appendix One are the written updates provided.

4.0 Financial Implications

4.1 As the report is for information purposes there are no direct financial implications.

5.0 Legal Implications

5.1 As the report is for information purposes there are no direct legal implications.

6.0 Equality Implications

6.1 As the report is for information purposes there are no direct equality implications.

APPENDIX 1 – UPDATES FROM LEADER AND CABINET

1. Leaders Introduction – Councillor Muhammed Butt

- 1.1 As the following reports from my Cabinet colleagues outline, since our last meeting of Council, in which we welcomed our new Mayor and Deputy, we have been anything but quiet; as their civic year begins, the Cabinet's continues at pace. A limited summary of the Cabinet's work follows overleaf.
- 1.2 While the Government tries to agree on the exact shade of Brexit, normal life is not on hold. The effects of austerity keep marching on, with the rest of the country gazing on as our public services teeter further towards the edge. For local government, we are torn between impossible choices on a daily basis as our financial future lies in the hands of Parliamentarians that are impervious to the scale of need in our borough.
- 1.3 My colleague, London Councils Chair Peter John has highlighted, that the government's proposed blueprint for funding councils, that downplays the influence that levels of deprivation have in the running of services; does so at the expense of London, with eight out of twenty of the most deprived areas in the country. Between now and our next meeting later in the year, we hope once more that politicians in Westminster have the courage of their convictions to reverse cuts to essential public services' on which our residents rely.
- 1.4 To this end, we have continued to meet with representatives from across the political spectrum to reinforce the need for a step change in the way that we talk about councils, from the Shadow Communities and Local Government team through to the Minister of London Nick Hurd MP.

2. Deputy Leader – Councillor Margaret McLennan

2.1 Finance

A number of financial reports detailing past, present and future forecast projections and current budget state will be discussed at Cabinet on the 15th July. These reports are due to be published on the 5th July and though challenging, the Authorities financial outturn projections have proved correct and a balanced budget was produced for 2018/19. Areas of pressure are in Children and Adult Social Care and Temporary Accommodation, as projected.

2.2 Digital

Digital is now within a new department that includes Customer Services. A new updated and enhanced Digital strategy is being drafted for 2019 – 2023 by the Digital Transformation Team that sets out how new technologies and AI can better support access to residents to Authority services and better support staff in delivering more targeted services and support. The ICT and Transformation team has been put forward for several awards including at 'Connected Britain' and the MJ Awards.

2.3 Procurement

An 'Ethical Procurement and Social Value' strategy is being drafted by our teams. This document is set to drive our procurement processes and ensure wider gains, across all communities, is received from our Suppliers, outside the ones usually set within current contracts and leads on from the principles contained in the Social Value Act. The question will always be asked of 'What benefits will you bring to Brent residents?' This will be produced for consultation in late summer. Brent will be the only Council in the country to tease out higher levels of social value for our residents.

2.4 Equalities

The Authority's Equalities Strategy 2019 – 2023 is currently out to consultation during the period June to the end of August. The strategy is due to be published in September 2019. I urge all to complete the online and paper copy questionnaire and have your say, as we want to make sure everyone has a stake in the Equalities agenda in Brent. Help us to shape equable and equitable services.

3. Public Health, Culture and Leisure – Councillor Krupesh Hirani

- 3.1 Our Community Advisors have been going through the first round of 2020 Culture Fund applications and have decided on the final awards. Successful groups have been notified and unsuccessful groups have been offered constructive feedback to improve their bids to increase the chances of success for next time. The next round of the Culture Fund opened on June 13th and will be accepting applications until 12th August.
- 3.2 Our London Borough of Culture quarterly public meeting where the Artistic Director and myself give a public update to the community, was held at Kilburn library. Our Cultural Network event at the Granville was also a resounding success and we also had potential funders at the event such as the Arts Council so that people could learn more about grant opportunities. I hosted a visit from the Cabinet Member for Lewisham as they wanted advice on their London Borough of Culture bid in the future. I spoke at the Brent Pensioners Forum about the Borough of Culture. I met with academics from Kings College London who are interested in doing some research work around how we have involved people as part of our Year of Culture.
- 3.3 We hosted a warm up event for the Borough of Culture bringing together Councillors, our Young Ambassadors, staff, the Community Advisors and Trust members where the brand was revealed for LBOC2020. I met with the organisers for the Corner Space at the Wembley library regarding closer collaboration for events and public talks. I met a group interested in a music project with schools and nursing homes. I met with potential Borough of Culture funders and partners such as the Paul Hamlyn Foundation, Arts Council, GLA and Heritage Lottery. I met with the Neasden Temple regarding potential areas we could work together on in 2020. I also attended their health themed seminar. I also attended health Seminars at the Brent Indian Association building, held in partnership with the Nepalese community and also a health awareness day with the Oshwal Community.
- 3.4 The Journey to Justice exhibition which celebrates local and international struggles and campaigns against injustices was launched at Willesden Library. The exhibition will be open until 1st September.
- 3.5 I attended events promoting Mental Health Awareness Week hosted by Hestia at Kilburn Library and at the Stonebridge Hub. I also attended the programme of activities hosted at SEIDS hub in Wembley. The Cobbold Road Westminster Drugs Project (WDP) centre, which houses our drug and alcohol support services, hosted a delegation from Government departments as they recognise our work in this field as best practise.
- 3.6 I attended the screening of One Dynamic Act at Wembley Stadium which was organised by the Brent based organisation Slenky. The event looked at race relations in Brent in 1979 and delved into changes since then, 40 years on.

- 3.7 I attended the national holocaust commemoration event with the Mayor of London Sadiq Khan where all the different sects of the Jewish community come together to commemorate at the Memorial stone at Hyde Park.
- 3.8 I met the organisers of the Queens Park Book Festival to talk about closer working. We have agreed in principle to add their 2020 event to our London Borough of Culture programme and help with the promotion of their event. I attended the first ever production from Brent Youth Theatre 'Noise!'
- 3.9 I attended the charity fundraiser event hosted by Tamu Samaj who are based at Barham Park. I attended Vishnu prayers at the Damecha Centre along with other fellow Councillors. I attended the launch of the 1 in 4 photograph exhibition at the Brent Civic Centre which aims to promote awareness of prostate cancer among black men. I met an organisation interested in having a large scale outdoor entertainment event at Fryent Country Park over 2020. I met Koolcha based at Box Park who are drawing up a programme of summer events. I attended Inheritance Day at the Jewish Cemetery in Willesden and at the event officially opened the gate which divided the Orthodox and Liberal Jewish graves. I handed out awards and spoke at the Brent Schools FA awards night.
- 3.10 Initial talks have been held with Queens Park Councillors regarding the potential renaming of Kilburn library. We will also sound out local groups and library users as well as the History societies before we go any further.
- 3.11 I also held an initial meeting with Collaborate who will be looking at our outlook locally and recommending a way forward regarding our future relationship with the voluntary sector. A proposal to set up a local Brent lottery where the proceeds would be going to local Brent charities was agreed by Cabinet. There are 50 examples across the country where these have been set up and are bringing in additional income for the voluntary sector. I chaired CVS Brent's all day event on Social Prescribing which brought organisations together to find a way forward to progress social prescribing in Brent.
- 3.12 I have had the pleasure of joining Iftars at the Pakistan Community Centre and the Wembley Islamic Cultural Centre. I attended Eid celebrations at the Asian People's Disability Association's centre and at the St Raphaels Children's Centre. I attended a community day at the Willesden Baptist Church at St Mary's Church's annual fair. I contributed to the Scrutiny work plan for the Community Wellbeing Committee and offered my suggestions on what they could look into over the next municipal year.

4. Environment – Councillor Krupa Sheth

4.1 Bee Corridor

As part of our plan to create bio diversity in the borough, we sowed wildflower seeds in 24 of our meadows across Brent Parks. We have created a bee corridor. I went down to Woodcock Park and King Edwards Park to sow some seed. We have had some great coverage. I was on the on the BBC Radio breakfast show, and articles were published on BBC news and many other websites. The story has reached the national papers in Slovakia, Spain and Argentina. Wildflower meadows are in full bloom in some areas of the borough; with Tookey Close, Church Lane Recreation Ground and Barham Park looking particularly impressive. We have had very positive feedback from residents following the article on the bee corridor in the Brent Magazine and our social media stories.

4.2 King Edwards V11 Park

We are developing a project plan for improvements in King Edward VII park, due to the receipt of s.106 funding from The Hub, with a successful afternoon planting in an enhanced wildflower meadow, which is the first step in this summer's improvement programme.

4.3 Drinking Fountains in Parks

Our team put forward an application for the Mayor of London's Drinking Fountain for London Scheme. Our application was successful and the following locations have been approved, **Harlesden community garden, Harlesden Town Garden, Challenge Close; Willesden Green tube, Outside Willesden Green Tube Station, Walm Lane; Gladstone Park Gladstone Park, Dollis Hill Lane, by the crossroads next to the Children's playground.**

The other two projects for Barham Park and Northwick Park could not be approved at this stage because the water supplier in these locations is Affinity and this initial project is being supported by Thames Water.

4.4 Wildlife Photography Competition 2019

Our Wildlife Photography Competition for 2019 has been launched and we have already had over 25 entries. The link to the competition is below and the closing date is the 27th October. Please pass these details on:

<https://www.brent.gov.uk/services-for-residents/sport-leisure-and-parks/parks/biodiversity/wildlife-photo-competition/>

4.5 Recycling Awards

We have been selected as a Finalist for National Recycling Awards for Veolia's creative approach on reducing contamination in blocks of flats (awards being held on the 27th June). It involved targeted communication with residents in blocks of flats and working to increase the proportion of recycling bins compared

to general waste bins at flats to increase the capacity for recycling as well by changing the use of existing bins rather than just asking managing agents to pay for additional recycling bins. It has been carried out all across the borough where recycling problems have been highlighted by councillors and neighbourhood managers.

4.6 **Allotments**

Vacant plots are being filled through our allotments services and we hope to have all vacancies filled this year.

4.7 **Central Government Town Centre Cleaning Fund**

On 19th March, Neighbourhood Management received £57,000 from a Central Government Town Centre Cleaning fund, for additional cleaning in our High Streets. The grant has been provided to every local authority in the country. Brent used the grant to conduct a project in high profile town centres over 4 weekends. We commenced with this project on Saturday 23 March in Queensbury Station Parade. We have had a clean-up in some of our main town centres, Neasden, Wembley High Road, Ealing Road, Willesden High Road, Walm Lane and Kilburn High Road. In partnership with Veolia, we focused on jet washing pavements, graffiti and paan removal and removing both stickers and fly posting on the public highway.

4.8 **Tackling Paan Spitting**

Following a positive campaign on paan spitting with coverage from ITV last year, we did an action weekend in Wembley to tackle paan spitting. It was a community led campaign with the support from our officers, enviro enforcement officers and Veolia. BBC came down and did a story on our campaign and we had some positive coverage. The Brent Paan Action Network was launched by Neighbourhood Management earlier this year with the intention of bringing the community, local organisations and the Council together to develop sustainable solutions for tackling Paan spitting. This has now become fully independent and community led with the first resident chaired meeting held last week. A programme of campaigns and other initiatives is now being developed with an initial focus on the Ealing Road area with borough wide expansion to follow thereafter.

4.9 **Clean up Action Days**

The roll out of the borough wide community skip / community clean-up programme launched on the back of a successful pilot in the Queensbury area is currently underway with Neighbourhood Managers in the process of developing plans to launch events in their areas.

The historically successful Community Payback scheme which makes use of offenders to clean up graffiti as well as overgrown and littered private alleys is in the process of being relaunched this summer. Discussions are also taking place to use Payback to litter pick parks as well.

Assessments are also now underway to recruit officers for the new Neighbourhood Patrol Team who will soon be focussing on on-street PSPO enforcement across the borough.

4.10 **Electric Vehicle Charge Points**

We now have electric Vehicle charging points in operation in many areas across Brent and we are working on installing more.

4.11 **Air Quality**

We are progressing with the two pilot school streets outside Harlesden and Wykeham Primary schools which should be implemented by the end of May.

Our Breathe Clean project is proving very popular with schools, air pollution workshops are being carried out and diffusion tubes installed to help identify hot spots in individual schools

No-idling signs are being installed outside schools and various other locations across the borough. Four Idling action events have been conducted to raise awareness of this with the support from an enforcement officer.

4.12 **Car Free Day**

We signed the Car Free Day pledge and will be hosting an event in Ealing Road on Sunday 22nd September. Residents are encouraged to host their own events and we will offer road closures free of charge if on car free day.

4.13 **Parking**

- We have installed a second re-mountable CCTV camera to enforce Keep Clear zones outside schools.
- We were shortlisted by the British Parking Association for their '*Team of the Year*' award
- We have signed up to Serco's '*Respect and Protect*' campaign to ensure the safety of their staff.
- A Harlesden resident has been hit with an unprecedented fine of over £2,000 for repeated Blue Badge fraud following action by Brent Council.
- As a key contribution to improving the borough's air quality we will be introducing a diesel surcharge on resident parking permits of £50 from June 3rd. This seeks to persuade motorists to switch to less polluting vehicles and other more sustainable modes of transport.
- Over-large vehicles are set to disappear from streets in CPZs, as we will no longer allow them.

- Our new moving traffic enforcement camera at High Street Harlesden has reduced traffic violations by 20% already, and we are expecting this improvement to continue. This is being complemented by joint Parking and Police patrols in Harlesden town centre to tackle illegal parking

4.14 **LED Street Lights**

- 21,000 LED street lights were installed during a 12month investment programme which was completed earlier this year. Our 21,000 street lights will save £850,000 every year.
- Conway have now taken over all lighting maintenance from Bouygues.

4.15 **Highways & Infrastructure**

There is a report scheduled for September regarding amendments to the Cycling in Parks Byelaw. We are currently out to consultation and the report will be drafted once consultation has finished.

4.16 **Trees**

Defra is making £10m available over 2019-20 and 2020-21 to support planting of street trees in towns and cities through a new Urban Tree Challenge Fund. The GLA will submit a London-wide bid to the fund for a London Street Trees project, working in partnership with boroughs and the London Tree Officers Association. This is the first opportunity which has arisen for street tree planting in 5 years – all other bidding rounds have been for parks, housing estates and green spaces. Match funding will be required from Brent which will be done through CIL.

5. Regeneration, Property and Planning – Councillor Shama Tatler

- 5.1 I am delighted to announce the first two School Streets at Harlesden Primary School and Wykeham Primary School have been implemented. Working with the Mayor of London and TfL this initiative addresses the issue of congestion and dangerous parking around schools. Using cameras, designated roads will only be accessible to pedestrians, cyclists during school drop-off and pick up times. Residents will also be access the roads. This has already seen a huge reduction in congestion around the schools and will see improvements in safety and air quality. In addition, it has encouraged more active travel to and from schools. We are now assessing other primary schools in borough so we can look to introduce this scheme elsewhere.
- 5.2 Injection patching for potholes has started in the borough. Velocity will be visiting every residential street in the Brent aiming to be in each ward for at least 2 weeks. Velocity can fill a pothole in 3mins rather than 15min taken by the current contractor. They will be ‘sweeping’ each road and fixing every pothole in a street rather than one. Along with the recently announced £20million investment for Brent’s footpaths, these initiatives will contribute to our commitment to our travel network.
- 5.3 There is a consultation for the whole borough about formalising arrangements for cycling in our parks. Currently, there is a bye-law in place that prohibits cycling in parks, but we all know that in most parks cycling actually does occur. This piece of work will allow officers to assess where cycling is suitable and what work (line markings etc) needs to be carried out.
- 5.4 We are delighted that on the 30th May, residents overwhelmingly voted in favour of a Harlesden Neighbourhood Plan I would like to thank the Harlesden Neighbourhood Forum and the planning policy officers for bringing this forward.
- 5.5 We are currently recruitment a planning enforcement officer to work solely on improving the look and cleanliness of buildings/shop fronts of our town centres. Work has already been piloted in Neasden to great effect and we are starting to roll out across the borough.
- 5.6 We are currently putting together a proposal for the Good Growth Fund for Harlesden and a bid for the ‘Future of the High Streets’ fund for Willesden. We have commissioned public art in Willesden, Church End and soon Kilburn funded through NCIL. In both Willesden and Church End artists were chosen by a panel of ward councillors and residents. The artists working with the community have designed art and will be completed over next couple of months. A piece in Church End has already been completed.
- 5.7 We are launching a programme of support, ‘Brent for Business’. A series of workshops to support Brent SMEs. For more information please use this [link](#). Small and medium-sized businesses are also set to benefit from more than £100 million in investment from the Mayor of London, Sadiq Khan. The Greater London Investment Fund that was announced by the Mayor is set up to specifically target businesses which have had difficulties in securing crucial investment.

Businesses can now apply for investment by contacting either of the independent fund managers – MMC Ventures and The FSE Group – directly. To apply for investment contact: Venture Fund: <https://www.mmventures.com/contact/> or Small and Large loans: <http://www.thefsegroup.com/>

6. Schools, Employment and Skills – Councillor Amer Agha

6.1 Schools:

6.1.1 As presented to Scrutiny, Brent Council continues to ensure that there is a clear strategic oversight of educational provision in Brent and over the last year we have worked in partnership with schools to address improvement priorities, support positive inspection outcomes and delivered improved academic results.

6.1.2 As a result, the overall effectiveness of Brent schools has remained high, with 96 per cent of Brent schools judged good or outstanding by Ofsted. Brent's margin above the London and national averages increased, with Brent ten percentage points above the national average of 86 per cent and four points above the London average of 92 per cent.

6.1.3 Schools Forum received an update from the Brent Schools Partnership (BSP) on the actions taken and progress made since September 2018 following the launch of the Schools Forum funded “**Raising the Achievement of Boys of Black Caribbean Heritage in Brent Schools**” programme. An investment of £564,750 is being made over a two-year period to commission the BSP to deliver the following products:

- A supported rigorous and robust analysis of the performance of pupils of Black Caribbean heritage, and the effectiveness of key aspects of schools' practice to ensure pupils of Black Caribbean heritage achieve well;
- The designation of a Black Caribbean Achievement (BCA) Champion in every school in Brent for a period of two years;
- A programme of half termly training for the BCA Champion to ensure high level of skills and competencies to deliver the role effectively leading to real impact on outcomes in schools;
- A programme of subsidised training for groups of staff and for school governors;
- The development of online resources for parents on strengthening their role and contribution to improving their children's learning and progress, and reducing the likelihood of their children being excluded from schools.

Schools Forum received an update from the Brent Schools Partnership (BSP) on the actions taken and progress made since September 2018 following the launch of the Schools Forum funded “**Leadership Development and Succession Planning in Brent Schools**” programme. An investment of £445,250 is being made over a two-year period to commission the BSP to deliver three products:

- A leadership development programme targeting 60 potential and current leaders, to engage in a development programme to prepare them for the next stage of their leadership career;
- A leadership development programme focused specifically on new headteachers in their first three years of headship;

- Building on the National Standards of Excellence for Headteachers, the development of a Leadership Charter

6.1.4 Over 70 applications were received for the leadership development programme. The applications were assessed for the applicant's level of experience, skills, competencies and attributes. 60 applicants were successful and 59 applicants have now commenced their bespoke leadership programmes.

Of the 32 new headteachers and heads of school in Brent who are in their first three years of headship, 24 are being actively engaged in this programme, accessing support and one to one coaching.

6.2 **Employment & Skills:**

6.2.1 **Supporting Brent residents into work and apprenticeships:**

- Brent Works and The Living Room delivered over 250 job and apprenticeship outcomes over the course of 2018-19 for Brent residents.
- The Living Room team have expanded their support beyond St Raphael's and are now operating from the Harlesden and South Kilburn Hubs. They were Highly Commended (i.e. 2nd Place) at the national Employment Related Support Association (ERSA) 2019.
- Over 90 apprentices have now been recruited at Wembley Park through construction and back-office roles, and the team is on track to deliver 136 apprenticeships across the Wembley Park Masterplan, as agreed in the Section 106 Planning Agreement.
- Brent Works won the Best Employment Initiative at the 2018 Place West London Awards.
- The team were also nominated in partnership with Wembley Park for the Best Partnership Initiative at the 2018 British Construction Awards and Best Work with Developers at the 2018 London Councils Apprenticeship Awards.
- The Council also won the Best Progression by Apprentices at the 2018 London Councils Apprenticeship Awards.
- During National Apprenticeship Week in March 2019, Brent Works co-hosted an apprenticeships and careers event with Prospects at the Civic Centre. Over 400 Brent Residents and School pupils attended.
- In May 2019 Brent Works organised the Wembley Jobs and Apprenticeship Show, with 100 employer and training provider stands, and over 3,000 people attending [note: if asked, over 2,000 of which were Brent residents].

6.2.2 Working with Creative, Tech and Digital growth sectors:

- Brent Works supported over 30 Brent residents into roles with Hyperoptic, paying the London Living Wage and are now working with Community Fibre who are also rolling out superfast broadband.
- The team will also be supporting Brent residents into 20 creative industry apprenticeships across London, as part of the London Borough of Culture 2020 programme.
- The borough's first 'Tech Camps and Awards' was delivered across 2018-19 as part of the Digital Programme. 100 people from Brent schools, the College of North West London as well as Jobcentre claimants took part in hackathon programmes to develop new mobile Apps.
- A tech event was hosted at the Civic Centre in March 2019 with over 450 residents coming to meet with tech industry employers and training providers, including Google who were present to provide a series of masterclasses (e.g. social media marketing and e-commerce).

6.2.3 New programmes to support Borough Plan priorities:

- A new project called *Bright Futures* to support ex-offenders launched on the 28th June with an employer roundtable. It was commissioned in partnership with Community Safety and Probation colleagues and includes helping ex-offenders into good quality jobs to prevent re-offending, as well as creation of a new peer and business mentor programme.
- A new project called *Moving On Up* is currently being commissioned, working with the Black Training and Employment Group (BTEG), funded by Trust for London [£220k and seeking to lever in further investment from funders such as the DWP]. It has been designed with significant input from a range of local partner organisations including the DWP, college, and voluntary and community sector organisations, as well as young black men themselves. An event was hosted earlier in 2019 with over 50 young black men attending to provide their feedback on their barriers to employment and what support they would like to receive. Businesses have been involved throughout to ensure that barriers can be broken down for this group of young people. The project will also establish a network of peer and business mentors.
- *The Work and Health Programme*, delivered by The Shaw Trust, received over 1,000 referrals from Brent in its first year of operation. Over 100 of the referrals to the programme have now started work, but it also supports progress through volunteering, training and confidence building. The support available is holistic and designed to overcome barriers to work through intensive 121 support. Some great stories of successes have come to light and a Celebration Event for West London was hosted in March 2019 at the Civic Centre.

- A new West London project has recently been launched to support people with substance misuse issues into work, which is being delivered by *Westminster Drug Project (WDP)*.

6.2.4 **Improving skills levels in Brent:**

- *Brent Start* performance continues to improve, with over 2,500 learners per annum, achieving over 89% Achievement Rate, above national and comparator averages. The aspiration is for achievement to surpass 90% this year, and for Brent Start to become an Outstanding provider of adult education.
- Brent Start launched its Digital Skills programme in November 2018, including Augmented Reality and Virtual Reality, embedded in learning for maths, English for Speakers of Other Languages (ESOL), and for residents with learning disabilities.
- Brent Start was shortlisted for the Best Digital Skills Award at the 2019 national Connected Britain Awards.

7. Community Safety – Councillor Tom Miller

7.1 Domestic abuse

There is no level of domestic abuse which is tolerable, but our recent numbers reassure me that we are headed in the right direction. Our early intervention workers seem to have led to an increase in reporting with a 9% decrease in DA related injuries over the last year.

As DA is such an under-reported crime, I feel that we should welcome both developments and appreciate the relationship between them – higher reporting and earlier identification help us make sure we bring down the number of people who suffer injuries at the hands of partners and family members.

In particular, I am pleased that our independent advocacy service has been paying attention to so called ‘non-crime’ DA incidents, where a person has not reported injuries as being related to a criminal act. We know there can be great difficulty perceived by many people who consider reporting, so it is right that services try to fill some of this gap.

The approach we have taken on these issues show that domestic abuse is a high priority for us at the Council, and something we won’t tolerate. The best way of seeing this into practice is to make sure that victims are identified as early as possible, protected and supported as appropriate. If we can sustain the improvements we are seeing in reporting and violence reduction, Brent will be entitled to call itself a leading borough on the issue of domestic abuse.

I would like to congratulate all of our IDVA frontline workers who helped to make this happen, and call on them to sustain these gains. If anyone deserves the credit, it is them.

7.2 OWL

Online Watch Link has now launched in the borough following successful work in Barnet and Tower Hamlets. The platform is aimed at supporting local Neighbourhood Watch activity and radically reducing the need for administration and recruitment work. The latter point is of particular use as we are able to sign up members of the public who are not members of a formal neighbourhood watch – though of course, all of our residents are encouraged to join one.

Using the platform we will increase the level of information received by residents from the Police and departments in the Council (primarily the community protection and regulatory teams). We should also be able to tackle rumour and speculation about crime and enforcement matters much more directly, by providing a source of information which can be absolutely trusted in terms of accuracy and security.

At the time of writing we are following a slow rollout, so we have around 2000 active users. I would strongly encourage residents to sign up for alerts in their patch.

www.owl.co.uk | www.nextdoor.co.uk

7.3 PSPOs

Following lengthy conversations with residents and other local stakeholders about the parks and cemeteries PSPO put forward in the Spring, by the time this report applies, the PSPO should be in force. We have made significant changes from the initial proposal because we are serious about listening to our residents through the consultation process. This has included measures to liberalise how the PSPO would apply to dog walkers, and the removal of measures relating to encampments in parks.

Residents and reporting - A reminder that our page for reporting crime and ASB is here:

<https://www.brent.gov.uk/your-community/crime-and-community-safety/antisocial-behaviour/>

Our Community Safety Strategy is available here:

<https://www.brent.gov.uk/your-council/about-brent-council/council-structure-and-how-we-work/strategies-and-plans/community-safety-strategy/>

7.4 Neighbourhood Patrols

This is the name we will be using for the new patrols we are bringing in to replace some of the function of the Police Partnership Targeting Team. It will consist of a small team of officers who will have the usual enforcement powers over issues like PSPO breaches or littering and flytipping, but they will also be security industry trained, uniformed, and are being hired with an emphasis on conflict management skills, so that we can use this team to crack down on anti-social behaviour in lieu of the budget previously allocated by the Met and the Council to the PTT.

The posts are currently recruiting, and new officers will initially serve alongside the existing PTT to give them a chance to embed and share experience with Police Officers.

7.5 Trading Standards and Food Safety

Council will have seen recent press material from the work our officers have undertaken to support National Trading Standards Week in June. With a much reduced team, we are still providing guidance and support to businesses who get it right, and enforcement against unscrupulous business and scammers. Our trading standards team are very happy to give members more information about their activities and how residents can protect themselves from scams, so please get in touch if this interests you.

I am also pleased to say that our food safety team have finally caught up with a large backlog in inspections dating back for the last 3-4 years. Where 81% of food businesses were broadly compliant two years ago, the figure has now risen to 88%. In that time we have gone from a 64% inspection rate to 92%, so it is clear that a more rigorous approach is making Brent a much better place for food and drink. This will be of particular importance given the approach of Borough of Culture and the work of my colleague Councillor Tatler in promoting and developing Brent's night time economy.

7.6 Third sector relationships and community engagement

I am pleased to be taking over political leadership of these functions from my colleagues Councillor Hirani and Councillor Butt, both of whom have done a fantastic job in remodelling how the Council works with residents, charities and social enterprise.

Brent has a fantastic civic society sector full of passionate and values driven people. The sector has however suffered with the impact of austerity on both Council and Central Government grants, confusion over the status of EU funding due to the Government's appalling handling of Brexit, and a general lack of coordination locally even where there are areas of overlap. In taking on these roles my focus will be on ensuring that the sector is skilled and coordinated enough to attract funding from trusts and small donors, and that there is strong development and support for inspirational leadership in the sector, especially when it comes to smaller charities or projects.

8. Children’s Safeguarding, Early Help and Social Care – Councillor Mili Patel

8.1 Pride of Brent Youth Awards

I am delighted to announce our borough’s first ever Pride of Brent Youth Awards to celebrate the contribution of young people across Brent. I want to recognise the young people who work hard to make a difference in their community, and those who often put others before themselves. Its high time we recognised our young people for their contributions in the same way we have done for older citizens for some time.

The awards will take place on 20th July and there will be a range of awards on the night from “Good Neighbour” to “Sports Team” to “Young Environmentalist”.

8.2 Brent Foster Care Fortnight

Brent Fostering celebrated the national Foster Care Fortnight, between 13-26 May. Our Foster Care Team did great work offline and online to demonstrate how fostering is changing local children’s future prospects for the better. They also highlighted the positive outcome of fostering for parents as part of a recruitment drive.

Activities included stalls in the Civic Centre, the Library at Willesden Green and the job and apprentice show. We also launched the #future4Brent campaign.

8.3 Brent Young Carers

Brent Young Carers hosted a screening of the film *Jellyfish* at the Lexi in May. This is an excellent, but deeply troubling film about the problems facing young people who care for their parents, from house work and paying bills, to taking on low paid part time work, and becoming a parent figure to younger siblings. It is made in a similar mode to *I, Daniel Blake* and I hope it gets as much attention.

Following this event, I have agreed to meet with Brent Young Carers regularly to understand the support these remarkable young people need and to campaign for action to meet these needs. The end goal must be to give young people the time they need to enjoy their childhoods.

8.4 Roundwood Youth Centre – Scrutiny Committee Call-in

It was good to attend a lively Scrutiny meeting which discussed my paper on the future of the Roundwood Youth centre. Several teachers attended the meeting to express concerns, and other local youth charities such as Bang EduTainment and Brent Youth Foundation attend to speak in favour.

I was pleased that the committee, after hearing a significant amount of evidence supported my original position.

As I set out in my speech, my policy is driven by three priority outcomes:

1. That we increase the provision of youth services in Brent – as this committee has recommended at previous meetings – and thereby secure the long-term future of Roundwood Youth Centre.
2. That we increase the services on offer to some of our key target groups – for example teenage boys of Black Caribbean and Black African heritage, as this committee has recommended at previous meetings – in the south of the borough where support is needed most.
3. That we stop the scandal of excluded pupils being forced to travel miles out of the borough to continue their education, if at all.

8.5 Safeguarding in Action event

The work I am doing around Roundwood Youth centre, leads me onto a recent panel I sat on. The event was hosted by Newman Catholic College and I was invited to participate in their public debate on “Safeguarding in Action” as the Council’s lead on safeguarding. I sat alongside representatives from the school, Ofsted, the police and local ward councillor colleagues.

I think this is a fantastic school who do a great amount of outreach in the community, and I have worked with their school council to campaign for better lighting in Roundwood Park.

At the meeting we heard about the impact police cuts have had on the ability of the local force to tackle problems, the additional work schools can do with policies like safety arches, and the importance of the community working together. I look forward to working with local schools much more in this area and offer support wherever possible.

8.6 Local Authority Special Educational Needs and/or Disability (SEND) re-visit outcome

It is important that Brent Council gives all children and young people the opportunity to succeed and realise their aspirations in a supported environment.

Therefore, I am pleased to report that following a recent visit, Ofsted and the Care and Quality Commission decided that Brent Council and the local CCG have made sufficient progress in its work in SEND. As part of the revisit, inspectors met with children and young people with SEND, parents and carers, and local authority and NHS officers. Inspectors met with leaders and practitioners from the local area for education, health and social care. They considered 89 responses to the online survey for parents and reviewed a range of information about the effectiveness of Brent’s SEND arrangements.

Here are some of the things the inspector said in her letter:

“They have fully embraced the spirit of the SEND reforms and worked together in partnership to make a positive difference to the lives of children and young people with SEND in Brent”

“Through strong governance structures and increased accountability, they have made sure that the health needs of children and young people with SEND remain high on the agenda.”

“The joint commissioning partnership group also provides a forum for stakeholders, including parents, to identify any concerns or areas of best practice that they would like the local area to discuss with providers.”

“EHC plans that have been written recently show that when a child or young person is accessing support from more than one therapy service, those teams work together to provide coordinated advice with integrated targets.”

“Everybody knows who leads each aspect of the work because leaders have established clear lines of accountability. This ensures that no group of children falls through the net.”

It is satisfying to note the significant progress we have made in this area but we should not be complacent. I will ensure the partnership with the local CCG remains strong and continues to make a positive difference to the lives of children and young people with SEND.

8.7 **Multi-agency safeguarding children arrangements in Brent, 2019 onwards**

On 17 June Cabinet were presented with a proposed model on partnership safeguarding oversight arrangements for Brent’s children and young people.

Under The Children and Social Work Act 2017, the new safeguarding oversight arrangements replace the Local Safeguarding Children Boards with the new arrangements to be delivered by the local authority, CCG and police. The new model requires partners to have a shared and equal duty to make arrangements to work together to safeguard and promote the welfare of children.

Cabinet approved this new model and you can read the draft arrangement report [here:](http://democracy.brent.gov.uk/ieListDocuments.aspx?CId=455&MId=5263&Ver=4)
<http://democracy.brent.gov.uk/ieListDocuments.aspx?CId=455&MId=5263&Ver=4>

8.8 **The Family Hub Model**

At the moment, Brent has a number of Children’s Centres, which deliver services for 0-5 year olds. I want to move to a more comprehensive model which delivers wraparound services right up to the age of 18 (and up to 25 for people with disabilities). This should deliver better outcomes for residents who

will be able to access all of the support they need in one clear location in each community.

9. Adult Social Care – Councillor Harbi Farah

9.1 Safeguarding Adults Peer Review June 2019

The Association of Directors of Adult Social Care (ADASS) undertook a Peer Review of Brent's Safeguarding Adult Services between Wednesday 19 and Friday 21 June. A Peer Review is not an inspection, but it does provide external scrutiny of services, and ideas about how you can improve practice and outcomes.

9.2 Outcomes

The Peer Review team were very positive about our dedicated and engaged staff, particularly the central Safeguarding Adults Team. They were clear that our approach is fundamentally sound – that they found evidence that safeguarding alerts are responded to in a timely fashion, effective arrangements are made for investigations, and the safeguarding process helps to mitigate risk for vulnerable adults.

They were also positive about the leadership in Brent - that there is a strong voice across the Council in ensuring parity of esteem for adult safeguarding, and that there are particularly strong links between housing, health and care, and with social care providers.

9.3 Social care green paper delayed yet again.

Once again, the Government has missed its self-imposed deadline for publishing the social care green paper. Health Secretary Matt Hancock had promised in January that it would be published "before April". This failure to publish is the fifth occasion that the green paper has been delayed in just over two years.

The green paper has become an object of ridicule, but the Government's constant foot-dragging is no laughing matter. Ongoing prevarication has already created serious problems and is storing up more for the future. It is impossible to plan effectively for the future without clarity about the funding. But while the government delays, we still have to meet the ever increasing demand. We have seen over the last three years

9.4 We continue to do what we can to meet the needs of our residents in the most efficient and effective way possible.

9.5 Our integrated reablement and rehabilitation services continues to provide people with greater independence – last year 88% of people who used it didn't need support afterwards.

9.6 Our New Accommodation for Independent Living (NAIL) programme delivered 180 new homes for people last year (more independence at a lower cost for the Council), and in the last 6 months we have reduced delayed transfers of care significantly, benefitting Brent residents, and saving the health service money.

However, we cannot keep doing more and more with less and less, especially as demand continues to grow.

- 9.7 Social care has reached a crisis point, with funding failing to keep pace with the rising needs of people in England. We are living longer but have more complex care and support needs, which is to be celebrated, but once those needs used to be met by the NHS, more and more the pressure is on local government, families and communities. The latest delay must be the last.
- 9.8 More than 64,000 vulnerable older people have died since the Government first announced it would publish a green paper on social care to tackle the care crisis, which has been delayed six times, according to analysis by Age UK. Since March 8 2017, the number of over-65s to have died after making a request for support but before receiving services stands at 64,367 equal to 77 a day. The Department of Health and Social Care could not say if the document would be published in the next six months. The LGA said since 2010 councils have had to bridge a £6 billion funding shortfall just to keep the adult social care system going and estimates adult social care services face a £3.6 billion funding gap by 2025, just to maintain existing standards.
- 9.9 Finally, I very much look forward to working with all our partners in Brent to perform our local commitments. I am committed to listening and taking forward collective actions to improve services. In particular, I would like to see that our services are embedded with our needs and values.

I am proud that Brent has achieved so much despite devastating central government cuts since 2010. As a cabinet member, my main priorities will focus on how to bring our services closer to our residents, while making sure our residents feel our system is ready to help, is respectful, and fair.

I look forward to meeting and hearing from you all in the coming days, weeks, months and year.

10. Housing and Welfare Reform – Councillor Eleanor Southwood

10.1 Housing Allocations Policy

10.1.1 Cabinet has agreed changes to the policy that defines how we allocate the very limited amount of social housing that we have access to. These changes do nothing to increase supply and is basically a response to a broken housing market. Setting priorities is therefore extremely difficult.

10.1.2 Our commitment is to take every opportunity to increase supply of affordable housing and reduce the number of families in TA – especially annex and B&B – whilst keeping Brent’s communities together.

10.1.3 As at 5th April 2019, there were 3,300 households in priority Bands A-C on the Council’s Housing Register, 2,500 of whom were living in TA. During 2017/18, only 618 units of social housing were available to meet this demand, almost half of which were 1 bed properties when our overwhelming need is for family homes.

10.1.4 In the past year, homelessness applications have increased by 52% and, with rising rents, job insecurity and a welfare system that will leave many worse off, more people are likely to need our help in coming years.

10.1.5 Following extensive consultation, the following changes have been made:

- Giving priority to victims of domestic abuse
- Adopting the policy for Displaced Tenants and Leaseholders in Regeneration Schemes which was consulted on in autumn 2018
- Removing quotas for social housing for particular groups and replacing with a Service Level Agreement covering children and young people, with all other cases going to the Allocations Panel
- Giving priority to households who need a transfer to bid for new accommodation that becomes available on their current estate
- Giving priority to accepted homeless households living in Temporary Accommodation on an estate that is being regenerated for social housing that becomes available on that estate

10.2 Consultation on extending licensing

10.2.1 On June 10th 2019, consultation began on:

- Renewing our borough-wide additional licensing scheme, which expires in Dec 2019. This will be a Cabinet decision
- Renewing selective licensing in Harlesden, Wembley Central and Willesden Green, which expires in Dec 2019. This is an MCLG decision
- introducing a selective licensing scheme to cover most of the rest of the borough, which is an MHCLG decision

10.2.2 The consultation will run for 10 weeks and the issue will be discussed at Brent Connects.

Have your say at: <https://consultation.brent.gov.uk/chief-executive-department/private-rented-sector-licensing/>

10.3 Support for people at risk of rough sleeping

We're establishing a service to provide low level floating support to ex rough sleepers and people at risk of rough sleeping. This is a joint initiative of the 7 boroughs that make up the West London Housing Partnership. The service is entirely funded by MCLG and will provide over 300 people with a few hours support each week in their own homes. The support is designed to enable people to sustain their tenancies and remain independent by building skills in financial management, independent living, building social relationships and networks. For now, the funding is only guaranteed for 2019/20 but this is a great opportunity to offer support to people who are often at risk of returning to sleeping rough.

10.4 Increasing supply of affordable housing

The only way to ease the pressure on Brent residents who are struggling to find affordable homes is to increase supply and I wanted to update on a couple of areas of work:

- Building council homes – the London Mayor has agreed to a £65m part funding package for us to build 817 homes at social rent. Some of these developments are underway and conversations with residents and Cllrs will take place as we look at sites across the Borough. It's an ambitious plan but we're determined to deliver
- We've had the inaugural meeting of Capital Letters, a not-for-profit company jointly owned by 13 London boroughs, including us. The company will contract with owners of private housing to increase supply, improve quality and prevent competition. Currently, we often find ourselves being beaten to Brent property so this is also a way to keep our residents closer to Brent. Capital Letters will be a PRS landlord and, by collaborating in this way, we'll have a much stronger position in the market. The first tenancies are expected in summer.

10.5 The future of St Raphael's Estate

Over the past few months, conversations have been taking place with residents on St Rapses about how they would like their estate to look and feel in future. Last October, Cabinet agreed to start a largescale engagement programme, led by residents, to explore options. Residents have selected an organisation to act as an independent advisor during this process and work is underway to appoint a design team.

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Questions from the Opposition and Other Non-Cabinet Members

Full Council – 8 July 2019

1. Question from Cllr Daniel Kennelly to Cllr Amer Agha, Lead Member for Schools, Employment and Skills:

Can the Lead Member for Schools, Employment and Skills set out the measures that the Department for Education published in its statutory guidance on the teaching of Relationships Education?

Response:

The Department for Education has announced that from 2020, relationships education will be compulsory for all primary school children and relationships and sex education will be compulsory for all secondary school children. The Department for Education published on the 25th February 2019 draft regulations and statutory guidance on Relationships Education, Relationships and Sex Education and Health Education, setting out what the requirements will be from 2020. This statutory guidance sets out what schools should do and sets out the legal duties with which schools must comply when teaching Relationships Education, Relationships and Sex Education (RSE) and Health Education.

This comes 20 years after the government last made changes to health, relationships and sex education and is in the context of a world that looks significantly different to children from 20 years ago, with significant changes for how children develop their relationships, including understanding the risks for children online and the development of social media as a key feature in the majority of children's lives.

The guidance states that from September 2020 all schools must have in place a written policy for Relationships Education and Relationships and Sex Education. Schools must consult parents in developing and reviewing their policy. Schools should ensure that the policy meets the needs of pupils and parents and reflects the community they serve. The policy should set out the subject content, how it is taught, who is responsible for teaching it and how the subject is monitored and evaluated.

For primary education, the Policy should define Relationships Education and include information to clarify why parents do not have a right to withdraw their child. For secondary education, the policy should define Relationships and Sex Education and include information about a parent's right to request that their child be excused from sex education within RSE only.

The guidance sets out what by the end of primary school pupils should know about under the headings “families and people who care for me”, “caring friendships”, “respectful relationships,” “online relationships” and “being safe.” The guidance also sets out what in addition pupils should know by the end of secondary school under the headings “families”, “respectful relationships”, “online and media”, “being safe” and “intimate and sexual relationships including sexual health”.

There are a number of myths being circulated regarding the 2020 changes. The first is that schools will from 2020 be required to teach concepts and values that are contradictory to some religious beliefs. This is not the case. Schools are required to comply with relevant requirements of the Equality Act 2010 and the Public Sector Equality Duty, which means, in making decisions, having due regard to the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act, and to advance equality of opportunity and foster good relations between people who share a relevant protected characteristic and people who do not share it. The guidance states that “the religious background of all pupils must be taken into account when planning teaching.”

A second myth is that these changes will conflict or compromise parents’ ability to educate their children according to their own religious or philosophical beliefs. How this curriculum will be taught will be a matter for individual schools, who will consult with parents before the introduction of the new relationships education and will listen to their views. Governing Boards, which will include parent Governors as members, will then work with their teaching staff to deliver the most age appropriate elements of the new curriculum to the pupils. Schools will have the ability to amend their approach if they believe it is necessary to support pupils and families at the school.

Brent is home to one of the most diverse communities in the UK and this is one of our strengths. We strive to be an inclusive society and to ensure that everyone in the borough feels welcome and included. This means embracing the modern world we live in, and understanding and celebrating our various differences and addressing the context in which our children are growing up.

2. Question from Cllr Faduma Hassan to Cllr Krupa Sheth, Lead Member for Environment:

With the borough-wide roll-out of LED street-lights nearing completion, can the Lead Member for the Environment enlighten Council on the scale of carbon reduction across the lifetime of the project?

Response:

The LED and CMS programme will save the borough £850,000 a year on energy costs, the highest saving achieved from LED street lighting in any of London's 32 boroughs.

It will also address the climate emergency by reducing our carbon emissions from street lighting by 60%.

3. Question from Cllr Saqib Butt to Cllr Margaret McLennan, Deputy Leader of the Council:

Can the Lead Member for Resources set out the amount of annual council-tax arrears and others debts that are non-recoverable and what measures this council and partner agencies have taken to help early-intervention and support for residents struggling with payments and charges?

Response:

The table below reflects the breakdown of outstanding debt amounting to c£139m as at the end of 2018/19. It is assumed that a proportion of this debt would be recovered and a bad debt provision to fund write-offs for debts which are unrecoverable and this provision is estimated at c£65m and is set aside in the accounts.

TOTAL DEBT		
Categories	Outstanding debt 31/03/2019	Bad Debt Provision 31/03/2019
	£m	£m
Council Tax	47.5	(22.8)
Council Tax (court costs)	7.4	(5.5)
Business Rates	8.6	(2.0)
Business Rates (court costs)	0.2	(0.1)
Housing Benefits Overpayment	42.4	(18.9)
Sundry Debt	14.3	(2.3)
Adult Social Care	10.4	(5.1)
Temporary Accommodation (BDL properties)	0.9	(0.9)
Temporary Accommodation (Housing Needs Service)	2.6	(2.6)
Council Properties Rent Collection	4.2	(4.2)
Total	138.7	(64.6)

The details below reflect the measures that Council takes regarding early intervention and supporting residents.

Council Tax

There are 120,000 domestic properties and 8,500 non-domestic properties within Brent and the Revenues service is responsible for collecting Council Tax and Business Rates due for each of these properties.

The Revenue generated from Council Tax collection forms a significant proportion of the Authority's overall Revenue budget and as such we recognise our responsibility to maximise collection to protect the overall financial health of the Authority, particularly at a time when the Council is faced with substantial cuts in funding from central government. The diverse nature of Brent as a Borough, means there are pockets of affluence and large areas of deprivation. We take account of differing customer needs and circumstances and to reflect these in our policies for recovering Council Tax. In overall terms, we deal robustly with those who are willful non payers and deal sensitively with those who are willing to pay but are experiencing difficulties in doing so and to ensure that payment arrangements are fair. All recovery action is in line with the Revenues and Benefits Anti-Poverty policy, which seeks to ensure that entitlement to benefit is identified wherever possible and those with genuine hardship have the opportunity to discuss and review their payment arrangement.

Changes were introduced in 2013/14 which enabled council taxpayers to pay their Council Tax by 12 instalments should they opt to do so. The default continues to be 10 instalments; however, accounts in receipt of Council Tax Support (CTS) have been given 12 instalments in order to spread the amount due over the full year.

The following documents are currently used for Council Tax Recovery up to bailiff stage:

- Reminder (s)
- Pre Summons Letter for CTS accounts
- Summons for a Liability Order Hearing
- Pre Enforcement Letter including a means enquiry form and debt leaflet giving help and advice if customers are in debt

All of the above notices have been reviewed during 2015 after consulting with focus groups and voluntary organisations in order to make them clearer and easier to understand.

Reminder letters are issued immediately after 14 days of an instalment becoming due where full payment of the instalment has not been received. If the instalment is not paid within 10 days, then the right to pay by instalments is lost and the full unpaid balance for the year becomes due. At the start of the financial year when volumes of reminders are highest, the issue of reminders will be prioritised with those not in receipt of Council Tax support having highest priority.

The pre-summons process has been established to ensure that Taxpayers are not summonsed whilst they have genuine outstanding matters with us. A pre summons list is produced containing the names and addresses of potential summons cases. The list is then cross checked against the items of work appearing in workflow including outstanding benefit claims, benefit appeals, complaints and Council Tax correspondence. Where appropriate a summons is not issued giving the Benefits Department/Capita time to resolve the enquiry.

This process does not mean that a summons cannot be issued to a taxpayer that has an outstanding matter with us. A summons will still be issued in the following circumstances:

- there has been a delay by the taxpayer in providing the necessary supporting documentation with their benefit or Council tax discount application or information required to assess the claim
- the taxpayer is late in making an application and therefore all the arrears would not be cleared by an award of benefit
- where it appears that there will not be any or full entitlement to benefits
- the issue raised is vexatious with the intention of delaying the payment of Council Tax
- the issue raised is not connected to the Council Tax liability.

In accordance with the Anti-Poverty strategy any accounts where the tax payer has been identified as vulnerable will usually be excluded from summons action. Where appropriate a summons will be issued to enable recovery by attachment of earnings or benefits, for which a Liability Order is required. Summons costs will be reviewed in these cases.

Potentially vulnerable customers include but are not limited to:

- Customers who are 80 years or more in age
- Customers with physical disabilities that significantly impair their mobility
- Customers who may find it difficult to manage their own affairs because of mental health difficulties or substantial literacy difficulties.
- Homeless customers
- Customers with severe/registered sensory impairments

Housing Benefits Overpayment

Overpayment notifications issued to advise customers of overpaid entitlement encourages immediate contact with the Council for engagement as well as immediate signposting to varied advice agencies including CAB, local clinics, Brent Community Law Centre and Age Concern.

The recovery team are committed to engaging with customers providing help and advice to those unable to repay or who may have fallen into arrears with an existing arrangement as experiencing financial difficulty. Officers will offer advice around

ways of potentially reducing the overpayment by submission of reconsideration or dispute if not in agreement with the calculation.

The officers encourage customers to determine whether they're able to increase their income through existing or new employment opportunities, often signposting to the local or partner employment advice services or agencies.

The Council's literature, notifications and digital pages encourages customers to promptly report changes of circumstances reducing the likelihood of inflated overpayments. Following the success of the Harlesden Hub, the recovery team will seek to participate in the boroughs hubs to work with and assist customers with overpayments providing financial advice and support.

The implementation of a corporate recovery system provides a single view of debt, enabling a holistic approach to the recovery of monies owed to the Council. Opportunities will arise to create resource and costs efficiencies by avoiding duplication of recovery attempts by multiple departments. Agreement of sustainable repayment arrangements will relieve pressures on customers, enabling Council focus on aged recoverable or non-compliant customers.

Adult Social Care (ASC)

Key stakeholders including ASC Commissioning, Client Affairs, Debt recovery and Legal have commenced dialogue and review of existing processes within each area. Our key objective is prevention of accrual of debt by identifying unnecessary procedural steps which may contribute to delays in the issue or determination of correct care package contributions.

Early intervention prevents debt from accumulating, the ASC service improvement team are currently working with the Client Affairs Team to implement earlier financial assessment during re-ablement; correct evaluation of the clients' contribution to care provision enables the Council to determine and implement appropriate system flags and timescales to identify, intervene and provide assistance to customers who may be falling into arrears with their care package contributions.

Sundry Debt

Dependent on the type of commercial debt, assistance is usually sought from customers experiencing economic or financial difficulty. Where customers engage with the Council to advise of financial difficulty, the recovery team will engage and provide flexible repayment arrangements or extension of instalment plans for example. Where appropriate, in support of business the Council may refrain from referring a particular debt to Legal for recovery, opting to seek alternative remedy to recover the debt.

Write Offs

Aged debt reports for each portfolio are produced for identification of amounts which are determined as non-recoverable. In respect of sundry debt, following dialogue, officers will recommend accounts for write-off where initial approval is sought from the service areas where the invoice was raised. Accounts proposed for write off will be actioned quarterly with an audit trail of approvals documentation and system amendment retained.

4. Question from Cllr Michael Maurice to Cllr Shama Tatler, Lead Member for Regeneration, Property & Planning:

We have been informed by traders who have stands at the Civic Centre that the charges are deemed to be excessive.

We understand that it costs £120 per day to exhibit and trade using two long tables outside the red lifts at The Civic Centre.

This equates to £720 per week (based on 6 days a week) or £37,440 per year.

This would be more than renting a small shop unit including business rates in the borough.

How can the Council justify these exorbitant charges to small traders when, as a council, we should be encouraging and supporting the entrepreneurs of the future like Sir Alan Sugar, who started as a market trader from a wheelbarrow.

Response:

The Civic Centre foyer is primarily used by council departments and partner organisations to promote initiatives or campaigns that are of benefit, or of interest, to Brent residents and are in-line with the council's objectives.

The foyer of the civic centre was not designed as a market and therefore we only have some businesses there. When we receive a request, we work with traders to identify when the building will be busiest to ensure best return for money invested. We make sure they understand terms and conditions including any charges. The rates charged have not increased over the past four years.

The council helps small traders in many ways for example we have recently launched our Brent for Business events programme, which started with a workshop for Small and Medium Enterprises (SMEs) on June 24. This is the start of a calendar of a dozen events across 2019 and 2020 including a Business Expo, Business Awards, Supply Chain business to business events, and other business support such as international trade and access to finance. Businesses can sign up to our *Brent for Business* e-newsletter, with over 1,000 SMEs currently registered and membership growing. This is monthly, updating businesses on news, events, and opportunities. Our Town Centres Managers are also supporting nine priority high streets across the borough, supporting local business partnerships and encouraging investment to deliver improvements in each town centre.

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	<p align="center">Full Council 8 July 2019</p>
	<p align="center">Report from the Assistant Chief Executive</p>
<p align="center">Community and Wellbeing Scrutiny Committee Chair's Report</p>	

Wards Affected:	All
Key or Non-Key Decision:	Non-Key Decision
Open or Part/Fully Exempt:	Open
No. of Appendices:	Appendix 1: Committee Work Programme Appendix 2: JHOSC Work Programme
Background Papers:	None
Contact Officers:	<p>Pascoe Sawyers, Head of Strategy and Partnerships 020 8937 1045 pascoe.sawyers@brent.gov.uk</p> <p>James Diamond, Scrutiny Officer, Strategy and Partnerships 020 8937 1068 james.diamond@brent.gov.uk</p>

1.0 Purpose of the Report

- 1.1 To update Council with the 2019/2020 work programme for the Community and Wellbeing Scrutiny Committee, information about meetings, and other activities by the scrutiny committee since the Annual Meeting on 1 May 2019.

2.0 Recommendation

- 2.1 To note the report, including the committee's work programme and work plan for the North West London Joint Health Overview and Scrutiny Committee.

3.0 Detail

- 3.1 The Community and Wellbeing Scrutiny Committee's work programme sets out the areas of decision-making, which are the responsibilities of the Cabinet, and the policy areas that the committee will review and scrutinise during the municipal year. It also states the scrutiny task groups which it will set up as in-

depth reviews. The committee's work plan is set out in Appendix 1. A scrutiny committee's work plan may change during the municipal year as new issues arise and items are added. Council will be informed of any changes in the future by a report of the scrutiny committee chair.

- 3.2 The work plan also set out the policy areas and decision-making of external partner organisations to be scrutinised at committee or by task groups. As part of its remit set out in the constitution, the Community and Wellbeing Scrutiny Committee can scrutinise, and make recommendations, to NHS organisations. It reviews the provision and operation of health services in the borough and can make reports or recommendations to NHS bodies or Full Council.
- 3.3 The Council has also established the North West London Joint Health Overview and Scrutiny Committee, which has a specific remit focused on North West London and the Sustainability and Transformation Plan for North West London; and the implementation of plans and actions by the North West London Collaboration of Clinical Commissioning Groups. Its remit has a particular focus on decisions affecting all of north-west London. Councillor Ketan Sheth is Brent Council's representative on this joint health scrutiny committee. The work plan for this joint health scrutiny committee is in Appendix 2. Similarly, this work plan may be subject to change, which will be reported to Council.
- 3.4 While a scrutiny committee can look at anything which affects the area or its inhabitants, subject to certain limitations, scrutiny committee members will often find it difficult to effectively scrutinise a large number of items across their remit. The new statutory guidance on overview and scrutiny recommends that a committee concentrates on fewer significant topics which it reviews effectively. As part of setting the work plans, committee members were asked, in consultation with Cabinet members and representatives from NHS organisations, to prioritise the policy issues and decision-making items which they felt to be the most significant as part of the committee's work planning for 2019/2020.
- 3.5 There have been two meetings of the committee since the Annual Council Meeting on 1 May. On 9 May there was a call-in by non-executive members of a decision by the Cabinet of approval to establish an Alternative Provision Free School with Integrated Youth Offer from the Roundwood Youth Centre. The scrutiny committee agreed at that meeting that it did not wish to refer the decision back to Cabinet. The second meeting was on 11 June, at which the committee discussed a report on the findings and recommendations of the Adult B Safeguarding Adult Review (SAR). The committee made two recommendations to the Cabinet on the basis of the discussion and report.
- 3.6 On 21 June there was a meeting of the North West London Joint Health Overview and Scrutiny Committee which was attended by Councillor Ketan Sheth as Brent Council's representative on the joint committee. The meeting focused on a discussion document, published on 28 May 2019 by the North West London Collaboration of Clinical Commissioning Groups, which proposes the merger of the eight clinical commissioning groups in north-west London by April 2020, and the creation of a single clinical commissioning group for the area. As a result of the meeting, members of the joint health scrutiny committee are considering organising a separate meeting to discuss

an updated version of the document which is expected over the summer. Council should note that the proposal will also be discussed at a meeting of the Community and Wellbeing Scrutiny Committee on 4 September 2019.

4.0 Financial Implications

4.1 There are no financial implications arising from this report.

5.0 Legal Implications

5.1 There are no legal implications arising from this report.

6.0 Equality Implications

6.1 There are no equality implications.

7.0 Consultation with Ward Members and Stakeholders

7.1 Non-executive members are involved in the scrutiny committee and task groups which are set up by the committee.

Report sign off:

Peter Gadsdon
Assistant Chief Executive

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Appendix 1: Community and Wellbeing Scrutiny Committee Work Programme 2019-20

Tuesday 9 July 2019

Report	Cabinet Member/s	Strategic Director/s	External	Cabinet Forward Plan Item	School Education Item	Health/NHS Item **
1. Substance Misuse: Treatment, Recovery and Wellbeing Service	Cllr Krupesh Hirani, Lead Member for Public Health, Culture and Leisure	Dr Melanie Smith, Director of Public Health		No	No	No
2. Palliative and End of Life Care	Cllr Harbi Farah, Lead Member for Adult Social Care		Brent Clinical Commissioning Group	No	No	Yes
3. Urgent Care Centre, Central Middlesex Hospital	Cllr Harbi Farah, Lead Member for Adult Social Care		Brent Clinical Commissioning Group	No	No	Yes
4. Childhood Obesity: Members' Task Group Scoping Paper	Cllr Krupesh Hirani, Lead Member for Public Health, Culture and Leisure	Dr Melanie Smith, Director of Public Health		No	No	Yes

** Delegated health scrutiny under part 4 of the Local Authority Regulations 2013

Wednesday 4 September 2019

Report	Cabinet Member/s	Strategic Director/s	External	Cabinet Forward Plan Item	School Education Item	Health/NHS Item **
1.Home Care Recommissioning	Cllr Harbi Farah, Lead Member for Adult Social Care	Phil Porter, Strategic Director Community Wellbeing		Yes	No	No
2. Proposal for Single North West London CCG	Cllr Harbi Farah, Lead Member for Adult Social Care		Brent Clinical Commissioning Group	No	No	Yes

** Delegated health scrutiny under part 4 of the Local Authority Regulations 2013

Wednesday 27 November 2019

Report	Cabinet Member/s	Strategic Director/s	External	Cabinet Forward Plan Item	School Education Item	Health/NHS Item **
1. Brent Safeguarding Adults' Board Annual Report	Cllr Harbi Farah, Lead Member for Adult Social Care	Phil Porter, Strategic Director Community Wellbeing	Independent Chair, Brent Safeguarding Adults' Board	No	No	No
2. Peer Review: Adult Safeguarding	Cllr Harbi Farah, Lead Member for Adult Social Care	Phil Porter, Strategic Director Community Wellbeing	Independent Chair, Brent Safeguarding Adults' Board	No	No	No
3. Brent Local Safeguarding Children Board Annual Report	Cllr Mili Patel, Children's Safeguarding, Early Help and Social Care	Gail Tolley, Strategic Director Children and Young People	Independent Chair, Brent Local Safeguarding Children Board	No	No	No
4. Overview and Scrutiny Task Group Report: Childhood Obesity	Cllr Krupesh Hirani, Lead Member for Public Health, Culture and Leisure	Dr Melanie Smith, Director of Public Health		No	No	Yes

** Delegated health scrutiny under part 4 of the Local Authority Regulations 2013

Tuesday 4 February 2020

Report	Cabinet Member/s	Strategic Director/s	External	Cabinet Forward Plan Item	School Education Item	Health/NHS Item **
1. Single Homeless Prevention Service	Cllr Eleanor Southwood, Lead Member for Housing and Welfare Reform	Phil Porter, Strategic Director Community Wellbeing		No	No	No
2. Brent Council Housing Management Services	Cllr Eleanor Southwood, Lead Member for Housing and Welfare Reform	Phil Porter, Strategic Director Community Wellbeing		No	No	No
3. Brent Council Housing Repairs	Cllr Eleanor Southwood, Lead Member for Housing and Welfare Reform	Phil Porter, Strategic Director Community Wellbeing		No	No	No

** Delegated health scrutiny under part 4 of the Local Authority Regulations 2013

Monday 16 March 2020

Report	Cabinet Member/s	Strategic Director/s	External	Cabinet Forward Plan Item	School Education Item	Health/NHS Item **
1. Early Intervention to Reduce Youth Crime	Cllr Mili Patel, Children's Safeguarding, Early Help and Social Care	Gail Tolley, Strategic Director Children and Young People		No	No	No
2.Contextual Safeguarding Task Group: One-Year Update	Cllr Mili Patel, Children's Safeguarding, Early Help and Social Care	Gail Tolley, Strategic Director Children and Young People		No	No	No

** Delegated health scrutiny under part 4 of the Local Authority Regulations 2013

Wednesday 22 April 2020

Report	Cabinet Member/s	Strategic Director/s	External	Cabinet Forward Plan Item	School Education Item	Health/NHS Item **
1. School Standards and Achievement Report 2018-19, including Achievement of Boys of Black Caribbean Heritage	Cllr Amer Agha, Lead Member for Schools, Employment and Skills	Gail Tolley, Strategic Director Children and Young People		No	Yes	No

** Delegated health scrutiny under part 4 of the Local Authority Regulations 2013

APPENDIX 2:**North West London Joint Health Overview and Scrutiny Committee Work Plan 2019-2020**

Date	Host Borough	Agenda Items
21 June	Hounslow	1. Case for a single CCG and borough arrangements 2. Development of NW London Integrated Care System
September date TBC	Hammersmith and Fulham	1. North West London Finance Committee, including GP at hand funding issues 2. North West London Financial recovery
10 December	Kensington and Chelsea	1. NHS Long-Term Plan submission 2. Estate Strategy for NHS London
February date TBC	Richmond	1. Patient Transport

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	<p align="center">Full Council 8 July 2019</p>
	<p align="center">Report from the Assistant Chief Executive</p>
<p>Resources and Public Realm Scrutiny Committee Chair's Report</p>	

Wards Affected:	All
Key or Non-Key Decision:	Non-Key Decision
Open or Part/Fully Exempt:	Open
No. of Appendices:	Appendix 1: Committee Work Programme
Background Papers:	None
Contact Officers:	<p>Pascoe Sawyers, Head of Strategy and Partnerships 020 8937 1045 pascoe.sawyers@brent.gov.uk,</p> <p>Michael Carr, Senior Scrutiny Policy Officer, Strategy and Partnerships 020 8937 2855 michael.carr@brent.gov.uk</p>

1.0 Purpose of the Report

- 1.1 To update Council with the 2019/2020 work programme for the Resources and Public Realm Scrutiny Committee, information about meetings, and other activities by the scrutiny committee since the Annual Meeting on 1 May 2019.

2.0 Recommendation

- 2.1 To note the report, including the Committee's work programme for 2019-2020.

3.0 Detail

- 3.1 The Scrutiny Committee's work programme sets out the issues that the Committee will consider during the municipal year. It also states the Scrutiny Task Groups which it will set up to consider in-depth reviews. The Committee's work plan is set out in Appendix 1. A scrutiny committee work plan may change during the municipal year as new issues arise and items are

added. Council will be informed of any changes through a report of the scrutiny committee chair.

- 3.2 The work plan includes issues for consideration that may require the involvement or decisions by external partner organisations. As part of its remit set out in the constitution, the Resources and Public Realm Scrutiny Committee can scrutinise and make reports and recommendations to the authority on community safety partnership (the Safer Brent Partnership) crime and disorder issues.
- 3.3 Whilst a scrutiny committee can look at anything which affects the area or its inhabitants, subject to certain limitations, members will often find it difficult to effectively scrutinise a large number of items across its remit. The new statutory guidance on overview and scrutiny recommends that a committee concentrates on fewer significant topics so that it may review these effectively. As part of setting the work plans, Committee members were asked, in consultation with Cabinet members and officers, to prioritise the policy issues and decision-making items which they felt to be the most significant as part of the committee's work planning for 2019/2020.
- 3.4 There will have been one meeting of the Committee since the Annual Council Meeting, on 3 July 2019 at which the committee was due to consider crime and disorder issues, including the Safer Brent Partnership, the Met Police BCU reconfiguration and an update Knife Crime scrutiny inquiry from the Chair of the Task Group due to report on this issue. The Committee was also to establish a new Task Group to consider the issue of Air Quality in Brent.

4.0 Financial Implications

- 4.1 There are no financial implications arising from this report.

5.0 Legal Implications

- 5.1 There are no legal implications arising from this report.

6.0 Equality Implications

- 6.1 There are no equality implications.

7.0 Consultation with Ward Members and Stakeholders

- 7.1 Non-executive members are involved in the scrutiny committee and task groups which are set up by the committee.

Report sign off:

Peter Gadsdon
Assistant Chief Executive

Appendix A: Resources & Public Realm Scrutiny Committee Work Plan 2019-2020

Wednesday 03 July 2019

Report	Cabinet Member/s	Strategic Director/s	External	Cabinet Forward Plan Item	Community Safety Scrutiny*
1. Air Quality (Scrutiny Task Group)	CLlr Krupa Sheth - Cabinet Member for Environment	Amar Dave - Strategic Director Regeneration & Environment	Clean Air For Brent	No	No
2. The Safer Brent Partnership (including the Annual Report)	CLlr Tom Miller – Cabinet Member for Community Safety	Carolyn Downs Chief Executive Brent Council – Chair of the Safer Brent Partnership	MET Police - Sara Leach -NW BCU Commander (responsible for all 3 Boroughs). Inspector Lynne Forster	Yes	Yes
3. Police Tri-borough BCU Reconfiguration	CLlr Tom Miller – Cabinet Member for Community Safety	Carolyn Downs Chief Executive Brent Council – Chair of the Safer Brent Partnership Amar Dave - Strategic Director Regeneration & Environment	MET Police - Sara Leach -NW BCU Commander (responsible for all 3 Boroughs). Inspector Lynne Forster	No	Yes
4. Knife Crime Scrutiny Task Group Report	CLlr Tom Miller – Cabinet Member for Community Safety	Carolyn Downs Chief Executive Brent Council – Chair of the Safer Brent Partnership Amar Dave - Strategic Director Regeneration & Environment	MET Police - Sara Leach -NW BCU Commander (responsible for all 3 Boroughs). Inspector Lynne Forster	Yes	Yes

*Section 19 of the Police and Justice Act 2006

Thursday 12 September 2019

Report	Cabinet Member/s	Strategic Director/s	External	Cabinet Forward Plan Item	Section 19 Police & Justice Act
1. Alcohol Licencing Strategy	Cllr Tom Miller – Cabinet Member for Community Safety Cllr Shama Tatler - Cabinet Member for Regeneration, Highways, Planning	Amar Dave - Strategic Director Regeneration & Environment		Yes	No
2. Council Tax Support and Local Welfare Assistance	Cllr Eleanor Southwood - Cabinet Member for Housing and Welfare reform	Peter Gadsdon – Strategic Director Policy and Performance		No	No
3. Budget Scrutiny (Scrutiny Task Group) Membership and Terms of Reference	Cllr Margaret McLennan - Deputy Leader of the Council	Conrad Hall - Chief Finance Officer Peter Gadsdon – Strategic Director Policy and Performance		No	No
4. Annual Complaints Report	Cllr Margaret McLennan - Deputy Leader of the Council	Peter Gadsdon – Strategic Director Policy and Performance		Yes	No

Wednesday 04 December 2019

Report	Cabinet Member/s	Strategic Director/s	External	Cabinet Forward Plan Item	Section 19 Police & Justice Act
1. Data Led Service Delivery	<p>ClIr Muhammed Butt- Leader of the Council</p> <p>ClIr Tom Miller – Cabinet Member for Community Safety</p>	Peter Gadsdon – Strategic Director Policy and Performance		No	No
2. Tourism in Brent	ClIr Shama Tatler - Cabinet Member for Regeneration, Highways, Planning	Amar Dave - Strategic Director Regeneration & Environment		No	No
3. Air Quality Scrutiny Task Group Report	<p>Chair of Task Group to present</p> <p>ClIr Krupa Sheth - Cabinet Member for Environment to respond</p>	Amar Dave - Strategic Director Regeneration & Environment		Yes	No

Wednesday 29 January 2020

Report	Cabinet Member/s	Strategic Director/s	External	Cabinet Forward Plan Item	Section 19 Police & Justice Act
1. Budget Scrutiny Task Group Report	Cllr McLennan - Deputy Leader of the Council	Conrad Hall - Chief Finance Officer		Yes	No
2. Property and Capital Strategy	Cllr Margaret McLennan - Deputy Leader of the Council	Conrad Hall - Chief Finance Officer		No	No
3. Pensions Policy	Cllr Margaret McLennan - Deputy Leader of the Council	Conrad Hall - Chief Finance Officer Amar Dave - Strategic Director Regeneration & Environment		No	No
4. Violence Against Women (Task Group) Membership and Terms of Reference	Cllr Tom Miller – Cabinet Member for Community Safety	Amar Dave - Strategic Director Regeneration & Environment		No	No

Thursday 12 March 2020

Report	Cabinet Member/s	Strategic Director/s	External	Cabinet Forward Plan Item	Section 19 Police & Justice Act
1. Brent Parks	Cllr Krupa Sheth - Cabinet Member for Environment	Amar Dave - Strategic Director Regeneration & Environment		No	No
2. Brent Cycling Strategy	Cllr Krupa Sheth - Cabinet Member for Environment	Amar Dave - Strategic Director Regeneration & Environment	The London Cycling Campaign	No	No

Tuesday 21 April 2020

Report	Cabinet Member/s	Strategic Director/s	External	Cabinet Forward Plan Item	Section 19 Police & Justice Act
1. Review of The Use of Food Banks in Brent Scrutiny Recommendations	Cllr Eleanor Southwood - Cabinet Member for Housing and Welfare reform	Peter Gadsdon – Strategic Director Policy and Performance			

 Brent	<p align="center">Full Council 8 July 2019</p>
	<p align="center">Report from Councillor Choudry (Vice-Chair Audit & Standards Advisory Committee)</p>
<p>Update Report from Vice-Chair of the Audit and Standards Advisory Committee</p>	

Wards Affected:	All
Key or Non-Key Decision:	Non-key
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
No. of Appendices:	None
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Michael Bradley, Head of Audit & Investigations Tel:020 8937 6526 Email: michael.bradley@brent.gov.uk

1. Purpose of the Report

- 1.1 This report provides a brief summary of the activities carried out by the Council's Audit and Standards Advisory Committee since the last written update in November 2018. Members have met four times since then.

2. Recommendations

- 2.1 Full Council is asked to note the contents of the report.

3. Detail

- 3.1 The brief details are as follows:

Audit and Standards Advisory Committee – 11 December 2018

Quarterly Update on Gifts and Hospitality

The report updated the Audit and Standards Advisory Committee on gifts and hospitality registered by Members and a recent case involving the Freedom of Information Act and Independent Persons.

Planning Code of Practice Review update

The report updated the Committee on the outcome of the Independent Review, and the consequential recommended changes in relation to the Planning Code of Practice. This review was required under the Constitution.

External Audit Progress Report

The paper provided the Committee with a report on progress in delivering Grant Thornton's responsibilities as the Council's external auditors. It also included a summary of emerging national issues and developments.

Internal Audit External Quality Assessment

The report provided an update to the Committee on the findings of an external quality assessment that was carried out of the Brent Internal Audit Service.

Audit and Standards Advisory Committee – 5 February 2019

Emergency Preparedness Update

The report outlined the progress made since an update to the Committee in July 2018. It detailed the type and number of incidents in Brent and provided information around initiatives and programmes of work under way to enhance resilience and response arrangements.

External Audit Plan

This document provided an overview of the planned scope and timing of the statutory audit of Brent Council for those charged with governance.

Accounting Policies

This report set out the accounting policies the Council was required to adopt each year in terms of producing the Statement of Accounts.

Local Audit Quality Forum

The Vice Chair reported on various seminars attended, including Practical Help for Audit Committees, which had allowed him the opportunity to focus on: Compliance, Productivity, Outputs, Quality and Added Value. Details of this are due be discussed at the next Audit Committee in July.

2019/20 Treasury Management Strategy

The report presented the draft Treasury Management Strategy for 2019/20 for consideration by the Committee.

Report on i4B Holdings Ltd

This report provided the Committee with an update on i4B Holdings Ltd's (i4B) recent performance, proposed 2019/20 Business Plan, audit arrangements, and risk register. (Copy attached)

Report on First Wave Housing Limited

The report provided the Committee with an update on First Wave Housing Ltd's recent performance, 2019/20 Business Plan, audit arrangements, and risk register.

Annual Review of the Internal Audit Charter

The report set out the revised Internal Audit Charter.

Internal Audit Progress Report for the period September 2018 to January 2019

This report provided an update on progress against the Internal Audit Plan for the period 1 September 2018 to 30 April 2019. There were no material issues to report.

Counter Fraud Quarterly Progress Report 2018-19

The report provided an update on the counter fraud work undertaken for the period 1 April 2018 to 31 December September 2018.

Audit and Standards Advisory Committee - Self Assessment options

The report provided options for the conduct of an assessment of the performance of the Audit and Standards Advisory Committee.

Audit and Standards Advisory Committee – 20 March 2019

Annual Review of the Member Development Programme and Members' Expenses

The purpose of this report was to provide members of the Committee with a summary of the Member Development Programme since last reported to Committee, and to provide information regarding the Members' Expenses Scheme.

Annual Standards Report (including quarterly update on Gifts & Hospitality)

This was the Monitoring Officer's Annual Report to the Committee for 2018. It provided an update on Member conduct issues, the work of the Committee, the Audit and Standards Committee and the Monitoring Officer during 2018.

Draft Internal Audit and Investigations Annual Plan 2019/20

This report set out the draft Internal Plan for 2019/20 and the basis on which the plan had been prepared.

In accordance with the terms of reference for the Committee and in accordance with the Public Sector Internal Audit Standards, the Committee reviewed and approved the 2019/20 Internal audit plan.

Annual Report and Certification of Grants and Returns 2017/18

This report summarised the results of work carried out on the Authority's 2017/18 grant claims and returns. This included the work completed under the Public Sector Audit Appointment (PSAA) certification arrangements, as well as the work on other returns under separate engagement terms.

Review of the Use of the Regulation of Investigatory Powers Act (RIPA) Powers in 2018

The report explained the Council's use and conduct of covert surveillance techniques when investigating serious criminal offences relying on the powers made available to local authorities in Part II of the Regulation of Investigatory Powers Act 2000 (RIPA).

Corporate Risk Register Update

This report provided an updated Corporate Risk Register, which is reviewed by the Cabinet and following a review of the effectiveness of the Risk Management approach and a series of workshops with departmental management teams. In accordance with the terms of reference for the Committee, the report was presented to 'enable the Committee to monitor the effective development and operation of risk management and corporate governance in the Council. It is also important that other member review this report and forward their comments to the Audit Committee / Internal Audit.

In addition to this, there are inherent risks which the Council faces which are owned and monitored at departmental level. These have previously been identified as:

- Safeguarding (Children and Adults);
- Business Continuity;
- Information Governance;
- Legislative Compliance;
- Fire safety;
- Emergency planning;
- Fraud and Corruption;
- Financial Stability, and
- Health and Safety.

London Counter Fraud Hub

This report provided a briefing to the Committee on the "London Counter Fraud Hub" noting that, subject to comments made, the Council was considering entry into the contract as a Participating Authority, which would be by way of an individual Cabinet Member decision.

Internal Audit External Quality Assessment update

This report provided an update on an external assessment of internal audit that was conducted during October 2018 in accordance with Standard 1312 of the UK Public Sector Internal Audit Standards (PSIAS). The principal objective of the assessment was to assess internal audit's conformance to the PSIAS.

Update on Financial and Procedural Rules Governing the Mayor's Charity Appeal

The purpose of this report was to update the Committee on the recommended changes to be made to the financial and procedural rules for governing the Mayor's Charity Appeal; and seek the Committee's approval of the same.

Audit and Standards Advisory Committee – 20 April 2019

External Audit Progress Report and Sector Update

The paper provided the Committee with a report on progress in delivering Grant Thornton's responsibilities as the Council's external auditors. It also included a summary of emerging national issues and developments that may be relevant to Brent as a local authority.

Annual Governance Statement

The paper presented the Annual Governance Statement for consideration, prior to formal approval by the Leader and Chief Executive. This was a very detailed document which included some changes from prior years.

Committee Self-Assessment Workshop

At the closing of this Committee session, an independent facilitator and governance expert from CIPFA undertook a well-attended workshop with members of the Audit and Standards Advisory Committee. This focused on key areas of the Committee's activities and asked for feedback on areas of strength as well as opportunities to strengthen the framework and performance for the committee. A list of proposed actions for the Committee's consideration will be presented to the next meeting in July.

The meeting was well received by all members of the Committee and allowed opportunity for the External colleagues to express their views. Similar meetings of this kind are planned in the future.

Audit and Standards Advisory Committee – Activity in June 2019

Member Learning and Development session

A Learning and development session was held for all members of the Audit and Standards Advisory Committee on 17th June 2019. This was an annual event intended to advise and prepare the members of the Committee for the wide-ranging and often complex issues that are presented to them. Presentations were made by senior officers on the following topics: Committee purpose and structure; Treasury Management; Financial Governance and position; Internal Audit and Counter fraud.

The session was attended by some members and was well received.

3.2 As mentioned above, a lot of procedural work has been completed by both Internal and External Audit groups which have been presented to the Audit & Standards Advisory Committee. Internal Audit will need to revisit certain areas where internal controls needed to be reappraised to ensure risks and control exposures are well maintained and where possible appropriate measures are in place.

- 3.3 Overall, at this stage the Audit & Standards Advisory Committee is satisfied with the progress of work on both the Internal and External Audit Programmes. The next meeting in July will highlight any Audit issues but an early review of the Statement of Accounts (2018/19) do not show any exceptional issues to the report.
- 3.4 After the formal review of the Statement of Accounts (2018/19), the Audit Committee will sign off the Accounts.

Report sign off:

Councillor M.Aslam Choudry
Vice-Chair Audit & Standards
Advisory Committee

	<p align="center">Full Council 8 July 2019</p>
	<p align="center">Report from the Assistant Chief Executive</p>
<p align="center">Fire Safety and Housing in the London Borough of Brent</p>	

Wards Affected:	All
Key or Non-Key Decision:	Non-Key
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
No. of Appendices:	One: Appendix 1: Response to Fire Safety and Grenfell Tower since 2017
Background Papers:	N/A
Contact Officers:	<p>Pascoe Sawyers, Head of Strategy and Partnerships 020 8937 1045 pascoe.sawyers@brent.gov.uk</p> <p>James Diamond, Scrutiny Officer, Strategy and Partnerships 020 8937 1068 james.diamond@brent.gov.uk,</p>

1.0 Summary

- 1.1 This report updates Council about existing fire safety arrangements for housing in Brent and actions that the local authority has taken to improve fire safety in council-managed properties since the tragedy at Grenfell Tower in 2017. It also updates Council about fire safety arrangements for the private sector and Registered Providers.

2.0 Recommendation

- 2.1 Council to note the report, including the appendix which sets out fire safety arrangements for housing in the borough.

3.0 Background

- 3.1 On 14 June 2017 a fire broke out at Grenfell Tower, a multi-storey block of flats, in the Royal Borough of Kensington and Chelsea. In the aftermath of the tragedy at Grenfell Tower, Brent Council immediately took part in the pan-London response to support the Royal Borough and affected residents. This support from Brent Council ranged from the Chief Executive overseeing all aspects of the response with other Chief Executives in London, through to 105 staff who volunteered for shifts at the assistance centres which were set up.
- 3.2 Brent Council also responded to residents' immediate concerns in the London Borough of Brent about fire safety. Immediate actions included a dedicated webpage with updates on high-rise blocks, guidance from the London Fire Brigade, and a discussion about fire safety at meetings of Brent Connects residents' forums; the local authority also supported three community meetings for residents which were chaired separately by the borough's MPs.
- 3.3 On 10 July 2017, Council discussed the local authority's response to fire safety following the tragedy at Grenfell Tower, and fire safety measures in its housing stock. An outline programme of works for council housing was presented to a Cabinet meeting on 24 July 2017. Following that meeting on 13 November 2017 Cabinet agreed proposals for managing fire safety and delivering fire safety works in the council's housing stock, at an estimated cost of £10million. This decision was subject to approving the works programme in the report. This included a programme of Type 4 Intrusive Fire Risk Assessments (FRA) to be undertaken in every high-rise block. The FRA programme concluded in December 2018. As well as a high-rise fire safety works programme, there has also been the development of a low and medium-rise fire safety works programme for Brent Council's housing stock.
- 3.4 In addition to the fire safety works programmes, Brent Council's housing service is reviewing council housing management fire safety systems, standards and procedures. This review will look at how fire safety is embedded across operational and strategic issues, and will set out how fire safety is dealt with across the housing management function. A Brent Fire Safety Group has been set up and includes representatives from relevant services within the local authority and external partners such as the London Fire Brigade, Police and major Registered Providers. The council has also formed a sub-group for housing that focuses on the operational aspects of fire safety.
- 3.5 The local authority is also carrying out active fire management and prevention, including a zero tolerance policy in communal areas of its housing stock. For example, officers have informed all tenants and leaseholders about the dangers of leaving items in communal areas, and any items identified during inspections are removed without further notice to the owners.
- 3.6 Brent Council is active in the regulation of Private Rented Sector housing through licensing schemes for houses in multiple occupation (HMOs). The local authority manages three licensing schemes of private landlords in Brent. Two

are borough-wide, Mandatory Licensing schemes for houses in multiple occupation (HMOs), and there is an Additional Licensing Scheme which incorporates a wider pool of smaller HMOs. In addition, Brent Council has designated the wards of Harlesden, Willesden Green, Wembley Central, Dudden Hill, Mapesbury, Kilburn, Kensal Green and Queens Park as subject to Selective Licensing which means that, subject to some exemptions, all private landlords in these areas must obtain a licence.

- 3.7 Landlords of privately rented properties in Brent must comply with Brent licensing conditions which underpin existing health and safety laws. All premises must be fully compliant with the current Local Authorities Coordinators of Regulatory Services (LACORS) Fire Safety Guidance. The Housing Health and Safety Rating System (HHSRS) made under Part 1 of The Housing Act 2004 requires that all properties are free from serious hazards.
- 3.8 The London Borough of Brent has a number of Registered Providers operating in the borough, and there are approximately 17,000 general needs rented homes managed by Registered Providers. These are regulated by the Homes and Communities Agency (HCA). Registered Providers are required to carry out Fire Risk Assessments and operate in a similar way to Brent Council's housing service in managing fire safety in relation to the housing they manage.
- 3.9 There are also a number of private and commercial residential buildings in the borough. Brent Building Control has been working with building owners, the London Fire and Emergency Planning Authority and the Ministry of Housing, Communities and Local Government to make sure all residential buildings (including hotels and student accommodation) 18 metres or taller with aluminium composite material (ACM) cladding are safe. From the original list of buildings of potential interest in 2017, there are seven remaining and four of these are in the process of making arrangements to have the cladding removed. All seven have enhanced fire safety arrangements, agreed with the London Fire Brigade, in place until the remedial works are complete.
- 3.10 Since 10 July 2017 fire safety actions by the Cabinet were monitored by the Housing Scrutiny Committee. On 27 July 2017, the Housing Scrutiny Committee discussed a report which set out the work being done around fire safety measures in Brent. On 14 September 2017, the Housing Scrutiny Committee set up a task group chaired by Councillor Long to review fire safety; the completed report which contained 11 recommendations, was agreed by the committee on 16 January 2018. Councillor Long formally presented the scrutiny report to the Cabinet on 12 March 2018. On 29 November 2018 there was a progress update about the recommendations in the task group report. On 25 April 2019 the scrutiny committee was given an update about progress with fire safety in Brent, which reviewed the task group's recommendations.
- 3.11 On 15 June 2017, the Prime Minister announced there would be a public inquiry into the tragedy at Grenfell Tower, and it was formally set up with a terms of reference on 15 August 2017. The independent public inquiry, chaired by Sir Martin Moore-Bick, formally opened on 14 September 2017. The Inquiry will prepare a report for the Prime Minister which will be sent to Parliament and

published in full. As stated below, the Phase 1 report of the Grenfell Tower Inquiry is likely to be published in October 2019. The Chief Executive of Brent Council, Carolyn Downs, has provided a witness statement to the inquiry in relation to her role in London Gold Command, as referenced in 3.1. The Government also commissioned Dame Judith Hackitt to lead the Independent Review of Building Regulations which published a final report in May 2018. The Hackitt Review made 53 recommendations; in response the Government published an Implementation Plan in December 2018 to put the recommendations into effect.

- 3.12 Phase 1 of the Grenfell Tower Inquiry is limited to finding out exactly what happened on 14 June 2017. The Phase 1 Inquiry report is, at this stage, likely to be published in October 2019, according to the Grenfell Tower Inquiry website. Phase 2 of the Grenfell Tower Inquiry is focused on establishing how Grenfell Tower came to be in a condition that allowed a tragedy of that scale to occur. The Grenfell Tower Inquiry is currently planning for Phase 2 hearings to commence in January 2020.

4.0 Financial Implications

- 4.1 On 13 November 2017 Cabinet agreed that the expenditure for the fire safety programme for the local authority's housing stock be integrated within the Housing Revenue Account capital investment programme. This expenditure for 2018/19 as part of the 2018/19 to 2020/21 Capital Programme was set out in the Budget and Council Tax 2018/19 proposals which were agreed by Council on 26 February 2018.

5.0 Legal Implications

- 5.1 Owners and landlords of buildings have to comply with various legal obligations to ensure the safety of others, including occupiers, and to discharge the duty they owe. There are further legal duties which landlords of residential properties owe to their tenants, some of which are covered in section 11 of the Landlord and Tenant Act 1985 in relation to keeping properties in repair. The local authority also has specified statutory duties and powers to take action against those, including owners of properties of residential accommodation, who expose others to hazardous or dangerous living conditions due to safety risks which include fire safety, most of which are covered in the Housing Act 2004. In June 2017, the Government issued a protocol to owners, landlords and managers of private residential blocks in England regarding safety checks on private residential blocks and the sampling of aluminium composite material (ACM) cladding, including identifying and testing ACM cladding.

6.0 Equalities Implications

- 6.1 There are no direct equalities implications arising from this report.

7.0 Consultation with Ward Members and Stakeholders

- 7.1 Member briefing sessions about fire safety took place in 2017. Members have reviewed fire safety at scrutiny committee meetings as set out in the report.

Report sign off:

Peter Gadsdon
Assistant Chief Executive

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APPENDIX 1

Local Authority's Response to Fire Safety and Grenfell Tower Since 2017

1. Brent Council Housing

Brent Council is responsible for the homes of approximately 9,500 tenants and 3,000 leaseholders. Since the tragedy at Grenfell Tower, an extensive programme of fire safety action and works have been developed and implemented. This has included:

- active fire management and prevention, including a zero tolerance policy in communal areas
- a comprehensive fire risk assessment programme
- Type 4 fire risk assessments to high-rise properties
- development of a low and medium-rise fire safety works programme
- development of a high-rise fire safety works programme
- engagement with the London Fire Brigade
- specialist surveys and investigations into complex property matters.

Fire management and protection

Officers have informed all tenants and leaseholders about the dangers of leaving items in communal areas and any items identified during inspections are removed without further notice to the owners. This zero tolerance approach is enforced by housing management who are currently utilising the cleaning company for the purposes of identifying any unauthorised items in communal areas and removing them. In addition, fire safety awareness training has been given by a registered training provider to staff.

Fire Risk Assessments review

An ongoing cycle of Fire Risk Assessments has been put in place. The frequency is determined by the inherent risk level of the property type.

Table 1: Fire Risk Assessments by Property Type

Risk Level	Property Type	Inspection Frequency
high	high-rise	12 months
high	converted street properties	24 months
medium and low	low-rise and medium-rise	36 months

Hunters carried out Fire Risk Assessments to the 39 (14 of which are 12 storeys or higher) high-rise blocks in August 2017. The fire safety recommendations and remedial works identified in the Fire Risk Assessments have been completed. These assessments are now informing the high-rise safety works programme.

A significant investment in the compartmentation of the high, medium and low-rise purpose-built blocks was previously undertaken in Brent. This primarily focused on installing Gerda fire-rated doors to front entrance doors and communal areas of flats. This was a good approach to protecting the communal areas of the properties. The street conversion properties were not addressed.

Block cleaning and caretaking

This function is coming back in-house and should be completed in the next six months. This will facilitate a more hands-on approach to protecting blocks and maintaining a zero-tolerance approach to communal areas.

Fire safety systems review

Brent Council's housing management leadership team is undertaking a review of all council-housing management fire safety systems, standards and procedures. This will review how fire safety is embedded across all teams and job roles, considering both operational and strategic issues. The review will set out how fire safety is dealt with across the housing management function. The outputs for the review will include:

- A fire safety strategy for the housing management service and council housing
- A staff practice manual on fire safety and tenancy and estate management.

This review will be reinforced by the Brent Fire Safety Group, which has been set up and includes representatives from relevant services within the local authority and external partners such as the London Fire Brigade, Police and major Registered Providers. The outputs from this are expected to be available at the end of September 2019.

Fire Risk Assessments

A major procurement exercise for a long-term contract with a suitable experienced Fire Risk Assessment consultancy is currently under way. This will be an up to 10-year term contract which will cover the four Fire Risk Assessment types and will include intrusive and destructive surveys. This is expected to be in place by the end of 2019.

Pending the procurement of this contract, there is an ongoing cycle of batched fire risk assessment re-assessments being carried out to ensure that the council remains Fire Risk Assessment compliant. New assessments will also consider the fire implications of any adjacent or attached residential or commercial properties.

The following work programmes are being delivered in addition to the general capital works programme.

Low and medium-rise fire safety works programme

The low and medium-rise fire safety works programme consists of 654 street properties comprising 1,608 dwellings; 673 of these dwellings are leasehold, and 454 purpose-built low and medium-rise blocks comprising 4,606 dwellings; 1,872 of these dwellings are leasehold.

The works specification is listed below. This has been derived via the Type 1 Fire Risk Assessment and a site survey of each block.

Converted street properties:

- class 0 fire retardant paint finish to communal areas
- refurbishment of communal areas
- fire stopping

- new fire-rated entrance doors to flats
- new fire-rated fan lights and side lights to flat entrance doors where required
- master key lock replacement to communal front entrance doors
- electrical meter enclosures
- upgraded domestic smoke alarms
- communal alarm system
- emergency lighting with motion sensors
- non-slip Altro flooring to common areas where required.

Purpose-built blocks:

- class 0 fire retardant paint finish to communal areas
- refurbishment of communal areas
- fire stopping
- repairs to existing fire rated entrance doors to flats
- repairs to existing fire rated communal doors
- upgraded domestic smoke alarms
- emergency lighting with motion sensors
- replacement of intake cupboard doors with fire rated doors
- new fire rated entrance doors to flats if not already done.

The fire safety programme is integrated with a communal parts refurbishment programme for converted properties. The programme budget is £4.3million for converted street properties and £2.3million for purpose-built blocks, totalling £6.6million, and assumes all leasehold work in the home will be completed within programme. The conversions should be completed this financial year. The purpose-built blocks will be completed in the next financial year. Officers are currently exploring options for addressing necessary fire safety-related works within the demise of the leasehold properties.

High-rise fire safety works programme

Type 4 Fire Risk Assessments have been carried out on all of the high-rise blocks (twelve floors and above). This concluded in December 2018. The Type 4 assessments are the best way to understand all of the risks in a building. Type 4 assessments require a degree of 'destructive' inspection, in both the common parts of the building and the flats themselves. Dwelling surveys were carried out on a sampling basis. They are essential to ascertain the fire integrity of the building and in particular compartmentation. It is the only way to establish long-term robust fire safety strategy and systems. The findings of the Type 4 surveys have a significant bearing on the fire strategy of the building and the prioritisation of the improvement works.

Within flats a Type 4 survey gives consideration to the integrity of compartmentation around openings in walls and floors for services such as gas, water, electricity, telecommunications and drainage. These may be present where such services enter from the common parts or pass between flats. In most cases, the extent of any openings and the extent of fire stopping may require opening up panels in kitchens, bathrooms and other areas.

From the surveys it was apparent the local authority has previously invested in fire safety measures previously with Gerda fire doors being fitted throughout the blocks to flat entrances, cross corridors and stairs. In addition to the installation of fire doors, certified fireproofing and stopping works have also been carried out to the large majority of accessible risers to corridors and lobbies within communal areas.

The compartmentation in the common areas was to a good standard with no major breaches in compartmentation identified to common areas nor any trends in compartmentation deficiencies in the blocks.

However, the assessments have identified the following areas for investigation and/or remedial action. These will be actioned under our programme for Type 4 Fire Risk Assessment High-Rise Remedial Works (Tower Block Fire Safety Improvement Programme). These include:

- local management actions i.e. removing obstructions in communal areas
- investigation and possible replacement of spandrel panels, window panels and infill panels
- higher category dwelling smoke and fire alarms
- ventilation ducting and redundant flues
- assessing the need for common area ventilation systems
- any remaining compartmentation issues within dwellings and common areas
- common area and flat front door repairs to maintain compartmentation.

Fire improvement works have generally been integrated with the planned works programme as it is more cost-effective to do one set of works on a building, and not all residents may appreciate the fire safety works, which may be unsightly, so doing them alongside planned works should see an overall improvement in the building.

Our approach to prioritising the blocks has been threefold. Firstly, given the lack of national guidance, the best estimate of future regulation is the current regulation for new buildings. Therefore, the proposal is to focus in the first instance on buildings that are 12 storeys and above, which would currently require sprinklers if they were newly built. Secondly, the original FRA1s provided risk ratings, and so those where there is the greatest risk (after all the recommended actions have been completed) would be prioritised. Thirdly, the planned works already in the programme, for example Kilburn Square.

There are 14 tower blocks which are over 12 storeys high. Eight of the tower blocks are part of the South Kilburn Regeneration programme. Hence the decision to refurbish the six non-regeneration blocks in the first instance. The first phase of the Tower Block Fire Safety Improvement Programme is a programme of fire safety improvement and major works to six tower blocks, and is currently in design and procurement. This will include the installation of sprinkler systems. It is expected that this programme will also be delivered via the construction partner Wates.

The work to install sprinklers within tower blocks will be integrated with other major works that have been identified from the stock condition survey. The reason for integrating fire improvement works with the planned works programme is it will be

more cost-effective to do one set of works on a building, and not all residents may appreciate the fire safety works, which may be unsightly, so doing them alongside planned works, should see an overall improvement in the building.

The works will include refurbishments such as external repairs, window replacements, lift replacements, (as will be the case on Kilburn Square) and a heating system replacement (as will be the case on Lodge and Manor Courts). This may make it more palatable for leaseholders as an improvement would mean an increase in the quality and value of their property.

The expected start on-site dates for the works to the tower blocks we are retaining currently are:

- The Oaks, Windmill and Watling; November 2019
- Manor and Lodge; January 2020
- Kilburn Square; February 2020

Sprinklers

It is proposed to install sprinklers to all flats within the council's high-rise blocks that are not proposed for demolition. These blocks are:

- Watling Gardens
- Lodge Court
- Manor Court
- Windmill Court
- Kilburn Square
- The Oaks.

Spandrel panels and cladding

Brent Council has no blocks with Aluminium Composite Material. However, a number of blocks have isolated areas of external wall panels. The panels in these blocks will be tested and if necessary replaced in conjunction with the capital works programme.

Some newer blocks have isolated areas of timber cladding. Where timber cladding is structural it should be treated with a fire retardant treatment. Blocks with timber cladding will be investigated and treated with a fire retardant treatment if necessary.

Block ventilation

A specialist report has been commissioned to review the ventilation requirements of several blocks. Once finalised, appropriate works will be carried out. This will ensure that blocks will effectively disperse smoke in the event of a fire.

Joint working with partners including the London Fire Brigade

The council has formed a Strategic Fire Safety Group that includes representatives from within the council, external partners and senior officers of the London Fire Brigade. The council has also formed with the London Fire Brigade a sub-group for housing that focuses more on the operational aspects of fire safety matters within the borough. It is attended by senior managers from the council, representatives from

Housing Associations and senior officers from the London Fire Brigade. Recent meetings have been useful in reinforcing the working relationships as follows:

- communication of the London Fire Brigade's property inspection programme in Brent.
- shared knowledge.
- understanding of team work streams.
- dialogue regarding risk management, specifications and prioritisation.
- identification of key contacts in each team.

Council officers are working closely with the London Councils' Engagement Best Practice Group. This is enabling the council to become a major contributor in the sharing of learning and one of the first to learn about new findings, changes and government updates relating to fire safety. The asset compliance manager attends the London Housing Director's Fire Safety Group meetings. Officers also participate in the Ministry of Housing, Communities and Local Government Building Safety Programme.

Hackitt Review

Officers are currently developing the recommendations from the Hackitt report. These include:

- greater focus on multi-occupancy higher-risk residential buildings (HRRBs) that are 10 storeys or more in height
- stronger change control processes
- a clear and identifiable duty holder function with responsibility for building safety
- delivering building safety as a system rather than by considering a series of competing or isolated objectives via the creation and maintenance of building safety cases for existing buildings
- non-use of combustible products where alternatives exist
- closer working with Building Control and Planning, the London Fire Brigade, and other agencies
- more rigorous inspection and checking regime
- not using desktop and global assessments
- greater involvement and information exchange with residents.

2. Registered Providers

There are approximately 17,000 general needs rented homes managed by Registered Providers (RPs) in the borough. Registered Providers are regulated by the Homes and Communities Agency.

Registered Providers (RPs) are required to carry out Fire Risk Assessments and operate in a similar way to the council in managing fire safety in relation to the housing they manage. The council in 2017 wrote to 14 Registered Providers operating within Brent asking them to confirm their Fire Risk Assessments were up to date for their properties and to identify any high-rise blocks they were responsible for managing in the borough.

However, Building Control has no statutory power in respect of Fire Risk Assessments and therefore cannot insist that they are carried out. Fire Risk Assessments are the responsibility of the building owner and the body with enforcement powers is the London Fire and Emergency Planning Authority (LFEPA). Building Control has no involvement.

In 2017 the Ministry for Housing, Communities and Local Government, and the Homes and Community Agency was working with Registered Providers to identify high-rise blocks with cladding and the local authority asked that this information was shared with the authority when it was available.

3. Private Sector Buildings Residential and Commercial

In the case of privately owned high rise blocks, the council's power to act is limited. However, in order to raise the issue of the serious risks involved Brent's Building Control service in 2017 wrote to owners, architects and managing agents to advise on the information we have so far and the checks landlords can make to establish the risk level in their buildings.

Building Control, in addition to being carried out by the local authority, can also be carried out by Private Approved Inspector Companies, appointed by Client, Contractor or design Team. In these cases we are not permitted to request information direct from the Approved Inspector. In essence, the Building Control function on some high-rise buildings in Brent, has not been administered by Brent Council's Building Control and we therefore have no powers to investigate via the Approved Inspector.

The way the Building Control procedure works is in two main stages. The first involves checking of the detailed drawings, specifications, calculations, fire strategies and including statutory consultation with the London Fire Brigade. The proposals are then either approved, conditionally approved or rejected.

The second stage is to carry out inspections of the works on site on a risk assessed basis balanced against available resources. We are not on site every day and therefore do not see all details of the build. Once the building is complete, a completion certificate is issued and Building Control's involvement is over.

The options for direct action on existing buildings, where new work is not being carried out is beyond the scope of the Building Regulations. Building Regulations are not retrospective. While, Brent Council is the planning authority for most new building

works, our Building Control service competes with the private sector for the building regulations work. Additionally, Building Control services operate strictly within the building regulations and cannot withhold approval on materials that have been tested as suitable or adequately assessed.

Owners are required to carry out Fire Risk Assessments and spot checks are carried out by the London Fire Brigade. However, these are restricted, checking that fire doors, risers, and alarms are fully functional within the fabric of the building and therefore would not pick up faults in cladding systems or fire compartmentation outside the main structure.

It should be noted that Building Control have no statutory power in respect of Fire Risk Assessments and therefore cannot insist that they are carried out. Fire Risk Assessments are the responsibility of the Building Owner and the body with enforcement powers is the London Fire and Emergency Planning Authority. Building Control has no involvement.

In 2017 Brent Council identified a number of privately owned buildings with cladding from its planning and building control records, and has issued an advice note to the owners and managers of these buildings. The Government has also issued advice to owners of private residential accommodation and offered assistance with the testing of cladding. This was disseminated via representative bodies for the private residential sector. In 2017, the Construction Industry Council also issued instructions to approved Building Control inspectors to check their records for buildings with cladding; this was to ensure that buildings not inspected by local authority building control teams are identified.

Since 2017, Brent Building Control have been working with building owners, the London Fire and Emergency Planning Authority and the Ministry of Housing, Communities and Local Government to make sure all residential buildings (including hotels and student accommodation) 18 metres or taller with aluminium composite material (ACM) cladding are safe. From the original list of buildings of potential interest, there are currently seven remaining and they are at various stages of implementing a remedial works programme:

- Four are in the process of making arrangements to have the cladding removed and have schemes agreed.
- Two are about to undergo assessments or studies with the Building Research Establishment (BRE) to check the proposed solution is adequate.
- One has completed its final investigation report and is putting forward proposals to remove the cladding.
- One is awaiting test results to identify the grade of aluminium composite material (ACM).

All seven have enhanced fire safety arrangements in place whilst until the remedial works are complete.

4. Private Sector Residential Landlords

Brent Council recognises the positive contribution made to local housing by private landlords and works with them to make sure their properties are adequate, safe and meet legal requirements.

To help do this, the council manages three licensing schemes of private landlords in Brent. Two are borough-wide, Mandatory Licensing schemes for houses in multiple occupation (HMOs), and an Additional Licensing Scheme which incorporates a wider pool of smaller HMOs. In addition, Brent Council has designated the wards of Harlesden, Willesden Green, Wembley Central, Dudden Hill, Mapesbury, Kilburn, Kensal Green and Queens Park as subject to Selective Licensing which means that, subject to some exemptions, all private landlords in these areas must obtain a licence.

The local authority is just about to embark on a consultation process that is recommending the renewal of the Additional Licensing scheme and Selective Licensing scheme in the wards of Harlesden, Willesden Green and Wembley Central as well as proposing to extend Selective licensing to other areas in the borough.

Landlords of properties covered by the schemes have a duty to apply for a licence for their properties. Following receipt of an HMO licence application and fee the council issues a licence with specific management and improvement conditions and inspects the property within the lifetime of the licence.

Landlords of privately rented properties in Brent must comply with Brent licensing conditions which underpins existing health and safety laws. All premises must be fully compliant with the current Local Authorities Coordinators of Regulatory Services (LACORS) Fire Safety Guidance. The Housing Health and Safety Rating System (HHSRS) made under Part 1 of The Housing Act 2004 requires that all properties are free from serious hazards. Licensing of HMOs under Part 2 of the Act makes a specific duty of the licensing scheme to ensure that there is no HHSRS action to be exercised by the council.

For instance, rented HMO properties must have:

- smoke alarms on every floor and a carbon monoxide alarm in every area where there is a solid fuel source
- fire blankets and heat detectors in kitchens
- adequate means of escape in case of fire and that fire precautions e.g. fire doors, automatic fire alarms, emergency lighting etc are maintained.

And landlords must ensure:

- all residents are fully aware of the procedures to follow in the event of a fire and display a clearly worded fire notice in a prominent places in the property
- a certified gas safety check at least annually
- periodic electrical inspections and appliances checks (recommended every 5 years or before the start of every tenancy) though under licensing we may

demand an electrical installation condition report and Portable Appliance Tests at any time

- they carry out a fire safety risk assessment of their properties.

Inspections are made to ensure compliance with these conditions and where the relevant standards are not met the appropriate enforcement action is taken. Where landlords fail to license or manage their premises the appropriate enforcement action is taken.

After the introduction of Additional and Selective Licensing, there have been several instances where Brent has prosecuted landlords for safety matters in contravention of the Housing Act, HMO Management Regulations and the licensing scheme conditions. In the penalties imposed by the Magistrates and in total 160 landlords and agents have been prosecuted with fines totalling just over £1,500,000. In addition, the council has issued over 100 Civil Penalty Notices against landlords and agents for Housing Act offences.

The council also deals reactively with any complaints regarding privately rented accommodation. On inspection an assessment is made under the HHSRS.

The local authority also works closely with the London Fire and Emergency Authority (LFEPA). The council has a joint protocol with the LFEPA detailing the local authority's responsibilities and those of the LFEPA. Where there is an overlap a decision is made about who the most appropriate enforcing authority is.

5. Non-Residential Council Property

Commercial portfolio

The council's commercial portfolio is largely occupied on the basis that responsibility for safety lies with the tenants as they control the premises. The local authority's duty is to monitor whether tenants are carrying out this responsibility.

Property department will be issuing a revised questionnaire to all tenants to check they are complying with statutory requirements during Quarter 3 of 2019. The results of this questionnaire will be analysed and any tenants who are falling short of their duty will be issued with default advice and offered assistance to implement any necessary measures during Quarter 4 of 2019.

Multi-tenanted buildings

Whilst there are individual tenants who are responsible for safety within their demised areas, in some circumstances the local authority will retain an overall responsibility for compliance.

A review of Fire Risk Assessments is being undertaken by qualified fire risk assessors, which will be completed Quarter 3 of 2019. Where a requirement for a revised assessment is identified following these reviews these will be carried out in Quarter 4 of 2019. Reviews of the assessments will be carried out annually.

Schools

Community schools are responsible for commissioning Fire Risk Assessments and ensuring all actions identified are carried out. All schools have an assessment and are responsible for ensuring it is reviewed annually and perform evacuation drills per term. The council's Property Department continues to monitor that the schools are undertaking these duties.

Operational properties

All operational properties have Fire Risk Assessments which are being reviewed by qualified fire risk assessors by the end of Quarter 2 in 2019. Where new assessments are required these will be undertaken. All Fire Risk Assessments will be reviewed annually by competent personnel going forward.

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	<p align="center">Full Council 8 July 2019</p>
	<p align="center">Report from the Assistant Chief Executive</p>
<p>Overview and Scrutiny Annual Report 2018-2019</p>	

Wards Affected:	All
Key or Non-Key Decision:	Non-Key Decision
Open or Part/Fully Exempt:	Open
No. of Appendices:	Appendix 1: Annual Report
Background Papers:	None
Contact Officers:	Pascoe Sawyers, Head of Strategy and Partnerships 020 8937 1045 pascoe.sawyers@brent.gov.uk

1.0 Purpose of the Report

- 1.1 To provide Council with the Annual Report 2018-2019 for the scrutiny committees.

2.0 Recommendation

- 2.1 That the Annual Scrutiny Report 2018-2019 be noted.

3.0 Detail

- 3.1 Brent Council's Constitution requires that an Annual Report be provided each year. The report for 2018/2019 covers the activities of the Community and Wellbeing Scrutiny Committee, Housing Scrutiny Committee and Resources and Public Realm Scrutiny Committee during the 2018-2019 municipal year. The report has been agreed by the Chairs of the respective scrutiny committees for that year.
- 3.2 The Annual Report summarises the key activities and scrutiny inquiries undertaken within the remit of each scrutiny committee in 2018-2019. The Community and Wellbeing Scrutiny Committee discharges part of the Council's

health scrutiny function and scrutinises NHS organisations and reviews the provision and operation of health services in the borough, and can make reports or recommendations to NHS bodies or Brent Council's Cabinet. The Resources and Public Realm Scrutiny Committee includes discharge of the statutory functions of the local authority's 'crime and disorder committee' which can make reports or recommendations to the Council based on scrutiny of Brent's Community Safety Partnership.

3.3 The Annual Scrutiny Report sets out the policy areas and decision-making of external partner organisations which were scrutinised at committee or task groups set up by each committee. The full details of committee meetings, including minutes and recommendations, have been published on the council's website where they are available to view and download. Similarly, the Scrutiny Task Group reports are also published on the council's website.

3.4 Council has also established the North West London Joint Health Overview and Scrutiny Committee, which has a specific remit focused on North West London and the Sustainability and Transformation Plan for North West London; and the implementation plans and actions by the North West London Collaboration of Clinical Commissioning Groups. This remit particularly focuses on decisions affecting all of north-west London. Councillor Ketan Sheth is Brent Council's representative on this joint health scrutiny committee, and there is an update included about its activities during 2018/2019.

4.0 Financial Implications

4.1 There are no financial implications arising from this report.

5.0 Legal Implications

5.1 There are no legal implications arising from this report.

6.0 Equality Implications

6.1 There are no equality implications arising from this report.

7.0 Consultation with Ward Members and Stakeholders

7.1 Non-executive councillors are involved in the scrutiny committees and task groups which are set up by the committees.

Report sign off:

Peter Gadsdon
Assistant Chief Executive



Overview and Scrutiny Annual Report 2018/19

Contents

Membership

1. Community and Wellbeing Scrutiny Committee 2018/2019

2. Housing Scrutiny Committee 2018/2019

3. Resources and Public Realm Scrutiny Committee 2018/2019

4. North West London Joint Health Overview and Scrutiny Committee 2018/2019

Scrutiny Committee Contacts:

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All task group reports, agenda papers, and minutes of scrutiny committee meetings for 2018/2019 are published on Brent Council's webpages, which also have full details of minutes, attendees at a committee meeting and recommendations made by the scrutiny committees.

Membership 2018/2019

Community and Wellbeing Scrutiny Committee

Councillor Ketan Sheth, Chair
Councillor Reg Colwill, Vice-Chair
Councillor Ihtesham Afzal
Councillor Rita Conneely
Councillor Claudia Hector
Councillor Promise Knight
Councillor Ahmad Shahzad OBE
Councillor Anita Thakkar
Alloysius Frederick, Roman Catholic Diocese Schools, Co-Opted
Helen Askwith, Church of England Schools, Co-Opted
Simon Goulden, Jewish Faith Schools, Co-opted
Sayed Jaffar Milani, Muslim Faith Schools, Co-opted
Iram Yaqub, Parent Governor Representative Primary Schools, Co-Opted

Housing Scrutiny Committee

Councillor Janice Long, Chair
Councillor Michael Maurice, Vice-Chair
Councillor Abdi Aden
Councillor Tony Ethapemi
Councillor Faduma Hassan
Councillor Robert Johnson
Councillor Daniel Kennelly
Councillor Thomas Stephens
Michele Lonergan, Brent Leaseholders, Co-Opted
Karin Jaeger, Brent Tenants, Co-Opted

Resources and Public Realm Scrutiny Committee

Councillor Matt Kelcher, Chair
Councillor Suresh Kansagra, Vice-Chair
Councillor Neil Nerva
Councillor Kieron Gill
Councillor Saqib Butt
Councillor Erica Gbajumo
Councillor Sandra Kabir
Councillor Roxanne Mashari

1. Community and Wellbeing Scrutiny Committee

Public Health and Culture

On 10 July 2018 the committee reviewed the work by Public Health England and **childhood immunisation** programmes for school-age children in the borough during 2017/18. The report by Public Health England also looked at immunisation programmes for children aged 0-5 years under the national Routine Childhood Immunisation Schedule. The committee was told that in line with other London boroughs, Brent had not achieved the World Health Organisation recommended 95% uptake coverage for the primaries and Measles, Mumps and Rubella (MMR); however, the borough's rates were one of the highest in north-west London. Two recommendations were made by the committee to Public Health England.

A special committee was organised on 21 November 2018 to review the vision and strategic objectives of the **London Borough of Culture 2020 Programme**. The report presented by the Lead member highlighted that winning the bid for being the London Borough of Culture in 2020 had provided an opportunity to invest in the Brent's rich cultural heritage, arts and young people. In addition, young people had been at the heart of the bid which demonstrated the importance the local authority put on young people's futures. The London Borough of Culture in 2020 will also provide an opportunity to improve the lives of residents in the Borough and engage the diverse communities living in Brent. Seven recommendations were made by the committee.

Diabetes rates are high in Brent and a significant health challenge, according to a report presented to the committee on 10 July 2018. Brent Clinical Commissioning Group and the Lead Member discussed with the scrutiny committee the local response in Brent, including addressing high-risk factors, prevention, diagnosis and treatment initiatives and the system-wide approach for helping people who are managing diabetes. Two of Brent's Diabetes Community Champions spoke about their experiences of engaging people at various events, and there was also a contribution from the Chief Operating Officer of diabetes.co.uk at the committee meeting. Three recommendations were made by the committee.

Health

The committee has found that a significant issue for the NHS and local authority social care is planning and managing **winter pressures**. A report to committee on 30 January 2019 updated members about learning from the previous winter and set out a system-wide approach to winter preparedness in Brent for the winter of 2018/19 by the NHS, and social care. Joining the discussion at committee on 30 January 2019 were leadership representatives from London North West Healthcare Trust, Imperial Healthcare Trust and Brent Clinical Commissioning Group.

On 13 December 2018 there was a committee meeting with the leadership team of London North West Healthcare NHS Trust to update members about the inspection report by the **Care Quality Commission (CQC)** which was in the summer of 2018 and which examined services provided by the London North West Healthcare NHS Trust.

On 28 November 2018 there was a discussion of the **Child and Adolescent Mental Health Services (CAMHS)** offer in Brent, and the improvements and investments identified in the CAMHS Local Transformation Plan. The report, presented by Brent

Clinical Commissioning Group, updated the committee on progress against the recommendations made by the scrutiny committee's task group, chaired by Councillor Shahzad, in 2017 which reviewed Child and Adolescent Mental Health Services. The committee was told that work on developing a programme of peer and staff support in schools was ongoing as well as the engagement and recruitment of community champions. One of the recommendations from the task group was a joint engagement event for parents by the local authority and Brent CCG. This took place on 12 February 2019 at Brent Civic Centre.

Brent Healthwatch attended for the discussion on health items at the committee in 2018/2019.

Adult Social Care

On 17 April 2019 the Committee discussed an Update on Transforming Care Programme: Learning Disabilities. The report gave a background to why the Transforming Care programme was developed and an update on Brent's progress against national and regional requirements and priorities. It also set out the priorities for this year agreed at the Health and Wellbeing Board in January 2019. Brent Healthwatch attended for the discussion as well.

Children's Services

The **Annual School Standards and Achievement Report 2017/18** was reviewed by committee on 18 March 2019. At the meeting to discuss the issues set out in the report alongside the Lead member were three head teachers from Brent schools. Linked to this item at the same committee meeting was a discussion of a separate report about the **underachievement of boys of Black Caribbean heritage**.

On 28 November 2018 the committee discussed a report on the **Youth Offer in Brent**, including details on the delivery of services such as Connexions, Brent Youth Parliament, services delivered from Roundwood Youth Centre, and the Brent Youth Zone website. On 28 November 2018 there was a report looking at the development of **family hubs** in Brent. The report provided information about children's centres in Brent and an overview of family hub models and their potential to improve the wellbeing of children and young people. In advance of the meeting, members of the committee visited a family hub in Pimlico run by Westminster Council.

In 2018/19 the committee set up a task group to review **contextual safeguarding**, which was chaired by Councillor Hylton. The five recommendations made by the task group, agreed by the scrutiny committee, were presented to Cabinet on 17 June 2019.

Safeguarding Boards

Members scrutinised the annual reports of the borough's two statutory safeguarding boards to review multi-agency partnership work. The annual report of the **Brent Local Safeguarding Children Board (LSCB)** was presented on 8 October 2018 by the Independent Chair. The report outlined the activities of the Brent LSCB from 1 April 2017 to 31 March 2018. The committee also reviewed the report of the **Brent Safeguarding Adults' Board**. The report was presented by the Independent Chair who introduced the report which provided a summary of safeguarding activity carried out by Brent Safeguarding Adults' Board and its partner organisations across social care, health and criminal justice, in line with the priorities of the Board.

2. Housing Scrutiny Committee

The Housing Scrutiny Committee undertook a range of activity over the past year. Its focus was on those areas that matter greatly to local people.

Housing Estates

An important area of focus for the Housing Scrutiny Committee in 2018/19 was reviewing **housing estates** in Brent. On 12 July 2018 there was a discussion about the Estate Parking Project, commissioned by Housing Management and working in collaboration with the Parking and Highways teams in Environmental Services, to consider the introduction of more effective parking controls. No scheme has yet been introduced.

There was a timely look at grounds maintenance at the committee meeting on 13 September 2018. The report provided an overview of the **grounds maintenance** arrangement across the Housing Revenue Account (HRA) land as well as an outline of the contract management arrangement, and the council's approach to tree management. The committee resolved that Housing Management Team shares data on the consistency of grounds maintenance across estates and any planned improvements and that the Housing Management Team considers the possibility of extending the Community Infrastructure Levy bid scheme to include estates.

The Housing Scrutiny Committee also set up a task group in 2018-19 to review **service provision on housing estates**. The scrutiny review focused on three housing estates: Chalkhill, Stonebridge and Church End. These estates were among the earliest regeneration areas in the borough, and the estates are now managed by Registered Providers. Recommendations from the task group included – consistency – the introduction of a Brent Standard, providing accessible information, waste management and external cleaning, complaints and service requests, transparency of service charges, parking, roads and pavements and grounds maintenance design. The report was presented to Cabinet in June 2019.

On 25 April 2019 there was a discussion on tackling **anti-social behaviour**. This report provided the Housing Scrutiny Committee with an overview of the handling arrangements for anti-social behaviour complaints perpetrated or affected by resident living in homes and/or estates managed by the council. In particular, it provided clarity surrounding cases managed by Brent Housing Management and those referred to the Council's Community Protection Team. The committee recommended that officers review the process of reporting ASB to Registered Providers and seek to standardise the processes in line with the council's.

On 29 November 2018 the committee received a paper on the draft Asset Management Strategy. Officers stated that the strategy was aimed at building long term commitment including future opportunities over a period of time ranging from 1 to 30 years. There was a robust discussion which focused on the future and the demands on housing such as climate change, bike storage and digital provision. The strategy is due to be presented to Scrutiny Committee in November 2019. Due to the importance of the strategy the committee resolved that an additional housing scrutiny meeting be convened to discuss the first draft of the asset management strategy. This will need to be factored into the work programme going forward.

Housing Policy

The committee looked at the draft Allocations policy on 13 September and an update on 29 November. Discussions included waiting lists for housing and what criteria was applied. The Allocations policy is used to allocate the limited supply of housing and the committee debated the options presented. The report went to Cabinet after a public consultation.

Finance and Performance

On 29 November 2019 the Housing Scrutiny Committee discussed the **Housing Revenue Account (HRA)** within a local and national policy context, along with the key challenges for the borough and how they are being managed. The report provided members of the Housing Scrutiny Committee with an overview of the Housing Revenue Account budget, focusing in particular on specific aspects of the Housing Revenue Account such as ring-fenced funding, self-financing arrangements and impact on the Housing Revenue Account as a result of the lifting of the borrowing cap, which was announced by the Government in 2019.

At committee on 6 February 2019 there was a review of the 2017/18 **Complaints Annual Report** with a particular focus on complaints performance for housing issues by the Community Wellbeing Department. The report included a summary of the root cause of complaints and improvement actions in the Housing Directorate during 2017/18. The Housing Scrutiny Committee took a particular look at the performance of Brent Council's housing management at a separate meeting on 6 February 2019. The report outlined the current performance for Brent Housing Management from April to December 2018 in key improvement areas and highlighted performance targets alongside monitoring data, commentary and progress against the improvement plan work.

At 27 March there was a report on the Customer Relationship Management System (CRM) system being introduced as part of the Transformation programme into housing management. The system was being rolled out with the customer portal due in late 2019. The meeting recommended that a report on progress and satisfaction of the CRM be provided at an appropriate committee meeting in autumn of 2019 to ensure targets were being met and that a Member Development session be organised on the completion of the Customer Portal.

On 25 April 2019 there was also a look at Rent Arrears. This report had an analysis of the Council's rent collection and arrears. It provides detail on rent collection performance for 2018-19. The report outlines some of the key factors influencing rent collection and arrears recovery and describes what action is being taken to maximise collection. Specific focus is given to describing what constitutes technical arrears, small arrears/low levels of debt and how these are managed. Amongst the recommendations was that DWP representatives be invited to attend a future Scrutiny meeting to answer any questions in relation to Universal Credit.

6 February 2019 saw a review of Welfare Reform and Homelessness (including the Homelessness Reduction Act. The report provided information about the impact of Welfare Reform on housing services and homelessness in the borough, feedback on the impact of the Homelessness Reduction Act 2017 as well as an overview of how challenges and outstanding risk have been managed. On 25 April 2019 the Committee scrutinised the draft **Tackling Financial Exclusion Strategy** and delivery plan and

discussed the proposed next steps in the process. The strategy is developed in recognition of the fact that some people, either by choice or lack of access, find themselves excluded from mainstream financial products and services. It also recognises the importance of helping people to build their financial capability, financial literacy and financial health. This strategy is supported by a delivery plan that details the actions that the council will deliver in partnership. These actions are based on the strategic objectives of:

- Help residents to move from benefits to sustainable employment,
- Help residents overcome high levels of debt and promote responsible borrowing,
- Encourage residents to build their awareness of financial services and make appropriate choices with their finances.

The committee proposed some work on younger workers, more publicity for Credit Unions and better debt advice from the Councils employment advisers.

Fire Safety

Housing Scrutiny Committee spent a significant amount of time monitoring fire safety in the borough in response to the tragedy at Grenfell Tower in June 2017. On 29 November 2018 there was a progress update on the recommendations in the task group report on fire safety in low rise domestic properties. On 25 April 2019 the scrutiny committee was given an update about progress made with fire safety in the borough, which also reviewed the task group's recommendations and the progress to date with implementing them. Although noting the report on fire safety in the borough the committee resolved that the fire safety programme should be kept under continuous review.

Private Rented Sector

The Housing Scrutiny Committee reviewed the Private Rented Sector and Brent Council's schemes for **landlord licensing** in 2018/19. On 13 September 2018 there was a report providing an outline of the council's landlord licensing scheme within the context of private rented housing in Brent. The report included an overview of its financing, impact on landlords and tenants as well as challenges and future strategies. This looked at the impact of the different licensing schemes introduced in the borough to date. The committee recommended that Housing Management Team reviews content and layout of current landlord licensing webpages, and ensures sufficient level of information and advice is available and accessible to residents. In addition, throughout the year there were questions raised about the backlog of applications for licences which did result in the backlog being cleared.

Scrutiny Café

In October 2018 the Chair undertook a scrutiny café at Willesden Library. The 29 November Committee discussed the findings from this event. Licensing issues and inspections were a particular theme raised by residents. Committee members emphasised the need for proactive inspections.

3. Resources and Public Realm Scrutiny Committee

The committee considered a range of issues within its remit during 2018-2019 and heard evidence from Brent Cabinet and executive officers and external stakeholders. This included two in-depth scrutiny inquiries which were undertaken through Scrutiny Task Groups, one on **affordable housing**, looking at ways of increasing affordable housing in new developments and another set up to consider **knife crime** in Brent and possible further actions the council and partners could take to reduce knife crime.

In July 2018 the Committee considered **Brent Council Priorities for 2019** onwards and how the council would deliver its policies and priorities of the administration, with evidence from the Leader of the Council and the Chief Executive. The Committee also considered **Council property and assets** and the new assets strategy, including an examination of how Brent could use its properties to generate workspace and office space for local small and medium-sized enterprises (SMEs). Evidence was heard from the Deputy Leader, the Strategic Director for Resources and the Interim Director of Property.

In September 2018 the committee considered a report on progress with the implementation of the **Digital Strategy**, including an examination of the protections afforded to vulnerable residents. Evidence was received from the Deputy Leader and the Head of Transformation. The Committee considered the **highways contract performance**, including surfacing and repairs, with evidence from the Cabinet Member for Regeneration, Highways and Planning, the Strategic Director of Regeneration and Environment, the Operational Director of Environment Services and the Head of Highways and Infrastructure. The committee also considered **area based working**, with evidence from Cabinet Member for Regeneration, Highways and Planning on the Council's area based approach and the progress of the new Town Centre Managers and Neighbourhood Managers.

In January 2019 the Committee considered the draft **Local Plan**, which was in development for launch in 2020 and due for consultation during 2019, with evidence from Cabinet Member for Regeneration, Highways, Planning, the Strategic Director of Regeneration and Environment, the Operational Director Regeneration and the Head of Planning, Transport and Licensing. It also heard an update from the Deputy Leader and officers on **food banks** and the Cabinet actions following the Food Banks Scrutiny Task Group report recommendations made in 2017-2018 and received a report from the **Affordable Housing Task Group**.

In January 2019 the Committee received a report from the Budget Scrutiny Panel, which had been convened following the publication of the Cabinet's **Draft Budget Proposals for 2019-20 and 2020-2021**, which were considered further in February 2019, including the Council Tax Support scheme and potential impacts of Council Tax collection moving in-house. In February 2019 the Committee also considered the **Annual Report on Complaints 2017-2018**, with evidence from the Deputy Leader of the Council.

In March 2019 the Committee considered **Contracts 2023 and the merits and obstacles of bringing services back in-house** and examined the feasibility and options for bringing the Business Rates service back in-house when the existing contract expires. It considered the Council's **Air Quality** Pledges and how the council

is progressing with local air quality action plan measures, with evidence from the Cabinet Member for Environment, the Strategic Director of Regeneration and Environment and the Operational Director of Environment Services. It also considered initiatives to reduce barriers and increase **recycling in flats**, including current challenges with regards to increasing recycling and what steps are being taken to develop the best possible recycling service for residents.

At its April meeting the Committee considered the **Economic Impact of Wembley Stadium** with oral and written evidence from the Head of Operations of the Football Association, the Senior Manager of Deloitte Sport Business Group and an Assistant Manager of Deloitte. It also considered Tackling **Illegal Rubbish Dumping** on Non-Council Land, with evidence from the Cabinet Member for Environment, the Head of Neighbourhood Management, as well as a report **on street parking management of larger vehicles** and an update on **Electric Vehicle Charging**, with evidence from the Cabinet Member for Regeneration, Highways and Planning.

4. North West London Joint Health Overview and Scrutiny Committee

Overall, members focused on **Shaping a Healthier Future** (SaHF), the North West London Joint Committee, **Continuing Healthcare** and **Health Based Places of Safety** as the main areas of scrutiny in 2018/2019 for the North West London Joint Health Overview and Scrutiny Committee (JHOSC). There was a particular focus on the future of Shaping a Healthier Future (SaHF) and the proposed reconfiguration of acute hospitals (SOC 1). It was confirmed to members during 2018/2019 that the NHS would no longer be taking this programme forward.

Some topics are still dealt with and reviewed by local health scrutiny committees. The JHOSC does not need to deal with all issues but sought to be strategic in its selection of topics. The test for selecting a topic is based on whether it impacts or affects all or most local authorities who are members of the JHOSC. In 2018/2019 the members of the JHOSC were Brent, Ealing, Hammersmith and Fulham, Harrow, Hounslow and Westminster. Richmond is a co-opted member of the Joint Committee. There was also an approach to Hillingdon Council to ask if they wanted to take part in the North West London JHOSC in the future.

The NW London JHOSC held three meetings in 2018/2019. Full details of the minutes and agenda item papers are available on Brent Council's website. The agenda items for 2018/2019 included:

- Shaping a Healthier Future (SaHF)
- Sustainability and Transformation Plan (STP)
- The proposed reconfiguration of acute hospitals (SOC 1) and the compliance with reconfiguration test
- North West London Joint Committee of CCGs
- Winter Plans
- Patient Transport Strategy
- Health-Based Places of Safety
- NWL CCG's use of consultants
- Congenital Heart Disease standards implementation in London
- Integrated Care Systems and the NHS Long-Term Plan in North West London
- Continuing Healthcare Policy.

The North West London JHOSC is not the only joint health scrutiny committee in London; others have also been established including Inner North East London JHOSC, North Central London JHOSC, South West London JHOSC, and South East London JHOSC.

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