

## Overview and Scrutiny Committee

### Work Programme – 2009/10

#### Overview and Scrutiny Committee – 27<sup>th</sup> May 2009

Pre Meeting Planning		Post Meeting Actions		
Subject and Witness	Issue	Outcomes and Actions Arising	Responsible Officer	Deadline and Status
Crime and Disorder Reduction Partnership – Genny Renard, Interim Head of Community Safety	Crime targets – This item should be considered by the Overview and Scrutiny Committee to give members an overview of the main issues in Brent for the police and the Crime and Disorder Reduction Partnership. This will include information on how the different partners in the CDRP work together to reduce crime in the borough. It is also now a requirement under the Police and Justice Act 2006 for councils to scrutinise the CDRP.	<p>The committee requested the following:</p> <p>Information on operation payback The project being run by the probation service to work with people sentenced to prison for less than 12 months.</p> <p>Information on Section 60, stop and search powers - how this works, when it's been used in Brent, including a breakdown of the age, gender and ethnicity of those people searched under S60 in the last 12 months.</p> <p>These issues should come back to the committee by December 2009. This will form part of its formal work as the Crime and Disorder Scrutiny Committee of the Council.</p>	Genny Renard, Interim Head of Community Safety	December 2009
Voluntary Sector Strategy – Linda Martin, Head of Service Development and	The Committee would like an update on the progress in preparing the Voluntary Sector Strategy. This work is likely to have been moved on following the	The Committee requested a progress update in 6 months focussing on:  the development of the voluntary sector strategy	Linda Martin, Head of Service Development and	8 <sup>th</sup> December 2009

Commissioning	Voluntary Sector conference held in Brent in March 2009, which was one of the task group's original recommendations.	relationships with the voluntary sector the use of Grant Tracker to avoid double funding organisations.  It was suggested that some voluntary sector representatives might also attend the committee for this item.	Commissioning	
Town Centre Regeneration Task Group Follow Up – Andrew Davies, Policy and Performance Officer	The Committee will follow up the recommendations made by the Town Centre Regeneration Task Group to ensure they have been implemented, or are being implemented where agreed.	The committee has asked for answers to the following questions:  1. What is the likely timescale for developing a protocol to agreeing priorities and respond to environmental issues raised by town centre managers?  2. Does the council have an existing town centre strategy and is it still relevant, as the development of a new strategy appears to be reliant on funding for an external consultant?  3. Are there still plans to review the possibility of introducing dual use of properties in town centres e.g. retail or residential through the LDF in 2010?  4. When are PCSOs to begin environmental monitoring as the introduction of this power for PCSOs was one of the reasons why members agreed to stop funding a street warden service?  These will be reported to the next meeting of the committee, in July 2009.	Andrew Davies, Policy and Performance Officer	9 <sup>th</sup> July 2009
Current Task Group Updates - Andrew Davies, Policy and Performance Officer	The Committee will be given progress reports on each of the task groups currently in progress. They are:	Reports noted		Completed. Task Groups will report in due course.

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

### Overview and Scrutiny Committee – 9<sup>th</sup> July 2009

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

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

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

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

### Overview and Scrutiny Committee – 13<sup>th</sup> October 2009

Pre Meeting Planning		Post Meeting Actions		
Subject and Witness	Issue	Outcomes and Actions Arising	Responsible Officer	Deadline and Status
Leader's Update on Council Priorities – Cllr Paul Lorber	Councillor Paul Lorber, leader of the council, has been invited to the Overview and Scrutiny Committee as he was unable to make the July meeting. The purpose of the invite is to provide an update on the work of the administration and to give the committee the chance to question him on performance and policy. Members have asked for an update on:			

	<ol style="list-style-type: none"> <li>1. The provision of school places in the borough</li> <li>2. The impact of the recession on local people and on the council.</li> <li>3. Efforts to recruit social care staff, especially in children's services.</li> <li>4. Shared services opportunities. Original request was to focus on adult social care, but the committee would like a general update on the progress made in this area.</li> </ol>			
Learning disabilities day centres – Lance Douglas, Assistant Director, Quality and Support	Consultation on learning disabilities day centres – Report on outcomes of the consultation and the way forward. This follows on from the committee item on this issue considered in March 2009. A visit to a day centre may also be organised to tie in with this item.			
Local Strategic Partnership Annual Report – Cathy Tyson, Assistant Director, Policy	Overview and scrutiny has a responsibility to bring democratic accountability to local strategic partnerships. Reviewing the LSP's annual report is a useful way of carrying out this role and assessing the impact the partnership has had on services, and the outcomes from those services.			
Local Strategic Partnership Self Evaluation – Cathy Tyson, Assistant Director, Policy.	LSP Self Evaluation / Assessment – review of LSP self assessment work as part of member involvement in partnership scrutiny.			
Tubbs Road Councillor Call for Action	Councillor James Powney has submitted a councillor call for action request regarding traffic and congestion concerns			

	at Tubbs Road, Kensal Green. The committee should consider whether it wishes to look at this issue in more detail at its meeting in December 2009.			
Recycling in Flats Task Group	Final report of the task group, for committee endorsement. The report will be sent to the Executive for approval, once recommendations have been agreed by the Overview and Scrutiny Committee.			

<b>Overview and Scrutiny Committee – 8<sup>th</sup> December 2009</b>				
<b>Pre Meeting Planning</b>		<b>Post Meeting Actions</b>		
<b>Subject and Witness</b>	<b>Issue</b>	<b>Outcomes and Actions Arising</b>	<b>Responsible Officer</b>	<b>Deadline and Status</b>
Tubbs Road Councillor Call for Action	The Overview and Scrutiny Committee has been asked by Cllr Powney to investigate the traffic issues at Tubbs Road. The committee should call witnesses to the meeting to outline the problem and agree recommendations for a way forward.			
Neighbourhood Working – Christine Collins, Neighbourhood Working Manager	Neighbourhood Working – Feedback on key issues: member engagement, commitment and satisfaction with the process and new ways of involving residents and presentation of Annual Report.			
CAA result – Cathy	CAA Report – To highlight areas for			



Tyson, Assistant Director, Policy	attention that Overview and Scrutiny may wish to include in its work programme.			
Crime and Disorder Issues follow up – Genny Renard, Interim Head of Community Safety	<p>In May 2009 the committee requested the following:</p> <p>Information on operation payback The project being run by the probation service to work with people sentenced to prison for less than 12 months.</p> <p>Information on Section 60, stop and search powers - how this works, when it's been used in Brent, including a breakdown of the age, gender and ethnicity of those people searched under S60 in the last 12 months.</p> <p>These issues should come back to the committee by December 2009. This will form part of its formal work as the Crime and Disorder Scrutiny Committee of the Council.</p>			
Services for women exiting prostitution task group	Final report of the task group, for committee endorsement. The report will be sent to the Executive for approval, once recommendations have been agreed by the Overview and Scrutiny Committee.			
Voluntary Sector Strategy – Linda Martin, Head of Service Development and Commissioning	<p>In May 2009 the Committee requested a progress update focussing on:</p> <ul style="list-style-type: none"> <li>• the development of the voluntary sector strategy</li> <li>• relationships with the voluntary sector</li> <li>• the use of Grant Tracker to avoid double funding organisations.</li> </ul>			

	It was suggested that some voluntary sector representatives might also attend the committee for this item.			
Joint Commissioning Registered Social Landlord Performance report	This item will give members of the Overview and Scrutiny Committee an opportunity to question RSLs in the borough on their performance during the past 12 months. Information will be sought from all RSLs with housing stock in Brent.			
Review of Fees and Charges for Adult Social Care – Gordon Fry, Assistant Director, Finance and Resources	The chair of the committee has asked that this report be included on the committee’s work programme. She wants members to monitor the implementation of the new fees and charges for adult social care, and in particular consider the impact on service users and carers.			
Authority to Award Direct Payments Support and Advice Service Contract - Beverleigh Forbes Contracts Manager	The chair of the committee has asked that this report be included on the committee’s work programme. She wants members to monitor the implementation of this contract and consider the impact on service users.			
Climate Change Task Group	Final report of the task group, for committee endorsement. The report will be sent to the Executive for approval, once recommendations have been agreed by the Overview and Scrutiny Committee.			
Safeguarding Adults Annual Report – Martin Cheeseman, Director, Housing and Community Care	Safeguarding Adults Annual Report – Partner organisations will be invited			

## Overview and Scrutiny Committee – 9<sup>th</sup> February 2010

Pre Meeting Planning		Post Meeting Actions		
Subject and Witness	Issue	Outcomes and Actions Arising	Responsible Officer	Deadline and Status
Crime Reduction Initiatives – Genny Renard, Interim Head of Community Safety and Christine Collins, Neighbourhood Working Manager	Ally gating schemes – How effective are these crime reduction schemes, what evaluation takes place, how sustainable are they, how are these schemes are designated and followed up? These are issues that O&S could look at, which would also help the committee meet its requirements under the Police and Justice Act 2006.			
Business Transformation: progress check on transformation projects – Graham Ellis, Director of Business Transformation	At the committee meeting in July 2009, members asked for a progress report on the council's transformation programme in February 2010.			
One Stop Service Redesign – Sandra Walker, Assistant Director, Customer Services	The Overview and Scrutiny Committee have considered two reports previously on the redesign of the one stop service. They are keen to follow up on the reasons why the numbers of clients using the service is reducing (as reported in July 2009), and the implications this has.			

## Overview and Scrutiny Committee – 23<sup>rd</sup> March 2010

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

### Outstanding items – committee date still to be allocated.

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

## **Task Groups**

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