

## Appendix A

### Resources and Public Realm Scrutiny Committee (RPRSC) Scrutiny Tracker 2023-24

These tables are to track the progress of scrutiny recommendations to Cabinet, suggestions for improvement, and information requests made by the Resources and Public Realm Scrutiny Committee, with details provided by the relevant lead departments. It is a standing item on the Committee's agendas, so that the Committee can keep track of the recommendations, suggestions for improvement and information requests it has made, alongside the related decisions made and implementation status. The tracker lists the recommendations, suggestions for improvement and information requests made by the Committee throughout a municipal year and any recommendations not fully implemented from previous years.

The tracker documents the scrutiny recommendations made to Cabinet, the dates when they were made, the decision maker who can make each decision in respect of the recommendations, the date the decision was made and the actual decision taken. The executive decision taken may be the same as the scrutiny recommendation (e.g. the recommendation was "agreed") or it may be a different decision, which should be clarified here. The tracker also asks if the respective executive decisions have been implemented and this should be updated accordingly throughout the year.

Scrutiny Task Group report recommendations should be included here but referenced collectively (e.g. the name of the scrutiny inquiry and date of the agreement of the scrutiny report and recommendations by the scrutiny committee, along with the respective dates when the decision maker(s) considered and responded to the report and recommendations. The Committee should generally review the implementation of scrutiny task group report recommendations separately with stand-alone agenda items at relevant junctures – e.g. the Executive Response to a scrutiny report and after six months or a year, or upon expected implementation of the agreed recommendation of report. The "Expected Implementation Date" should provide an indication of a suitable time for review.

#### **Key:**

**Date of scrutiny committee meeting** - For each table, the date of the scrutiny committee meeting when the recommendation was made is provided in the subtitle header.

**Subject** – this is the item title on the Committee's agenda; the subject being considered.

**Scrutiny Recommendation** – This is the text of the scrutiny recommendation as it appears on the minutes.

**Decision Maker** – the decision maker for the recommendation, e.g. the Cabinet (for Council executive decisions), Full Council (for Council policy and budgetary decisions), or an NHS executive body for recommendations to the NHS. In brackets, (date), the date on which the Executive Response was made.

**Executive Response** – The response of the decision maker (e.g. Cabinet decision) for the recommendation. This should be the executive decision as recorded in the minutes. The Executive Response should provide details of what, if anything, the executive will do in response to the scrutiny recommendation. Ideally, the Executive Response will include a decision to either agree/reject/or amend the scrutiny recommendation and where the scrutiny recommendation is rejected, provide an explanation of why. In brackets, provide the date of Cabinet/executive meeting that considered the scrutiny recommendation and made the decision.

**Council Department/External Partner** – the Council directorate and/or external agencies that are responsible for implementation of the agreed executive decision/response.

**Implementation Status** – This is the progress of any implementation of the agreed Executive Response against key milestones. This may cross reference to any specific actions and deadlines that may be provided in the Executive Response. This should be as specific and quantifiable as possible. This should also provide, as far as possible, any evidenced outcomes or improvements resulting from implementation.

**Review Date** - This is the expected date when the agreed Executive Response should be fully implemented and when the scrutiny committee may usefully review the implementation and any evidenced outcomes (e.g. service improvements). (Note: this is the implementation of the agreed Executive Response, which may not be the same as the scrutiny recommendation).

**Recommendations to Cabinet from RPRSC**

None.

**Suggestions for improvement from RPRSC to Council departments/partners**

Meeting date and agenda item	Suggestions for improvement	Council Department/External Partner	Response / Status
6 Sept 2023 – <b>Planning Enforcement</b>	Undertake an audit to determine the wards with the highest amount of planning breach complaints, and the wards with the highest amount of enforcement activity. This intelligence should be used to develop a targeted strategy to prevent planning breaches e.g. targeted planning education and/or communications campaigns etc. The Audit should also categorise the types of breaches receiving enforcement notices.	Gerry Ansell – Director, Inclusive Regeneration & Employment, Neighbourhoods & Regeneration	<p><b>Response received on 24/10/23:</b></p> <p><del>We will look to do this but are currently waiting for our new software to be introduced. Currently scheduled for April 2024.</del></p> <p><b>Updated response received on 11/04/24:</b></p> <p>There has been a delay on the implementation of the new software. Testing is now not going to take place until June 2024 and go live is unlikely to take place until Autumn 2024. Therefore we will not be in a position to produce this information until February 2025.</p>
27 Feb 2024 – <b>Draft Property Strategy</b>	Share the final version of the Property Strategy with housing colleagues for best practice in respect of HRA, I4B and first wave non-housing assets for potential alignment purposes.	Tanveer Ghani – Director, Property & Assets, Finance & Resources	<p><b>Response received on 05/04/2024:</b></p> <p>The final version of the strategy will be shared once adopted by Cabinet. Officers are aiming to present the final version of the strategy to the June/July Cabinet.</p>
	Condense the final strategy into a short, easily digestible format for the benefit of residents.	Tanveer Ghani – Director, Property & Assets, Finance & Resources	<p><b>Response received on 05/04/2024:</b></p> <p>This is currently being progressed. A condensed version is expected to be presented to Cabinet in June/July.</p>
	Conduct rent reviews in line with lease agreements.	Tanveer Ghani – Director, Property & Assets, Finance & Resources	<p><b>Response received on 05/04/2024:</b></p> <p>Outstanding rent reviews are in the process of being actioned. The strategy is planning for the implementation of management systems and procedures to ensure rent reviews are carried out in a timely manner.</p>

	Actively explore additional opportunities for energy efficiency upgrades (e.g. solar panels, insulation etc.) in existing properties to generate additional income and cost savings.	Tanveer Ghani – Director, Property & Assets, Finance & Resources	<p><b>Response received on 05/04/2024:</b></p> <p>Additional opportunities will be explored and assessed following completion of the EPC assessment process by an energy assessor, which is underway. The EPC assessment process will provide officers with information on the current rating for each property being assessed, as well as the potential rating of the building.</p>
	Liaise with the Legal department to ensure the utilisation of all legal powers in the pursuit of developers building substandard properties in the borough.	Tanveer Ghani – Director, Property & Assets, Finance & Resources	<p><b>Response received on 05/04/2024:</b></p> <p>Officers will be initiating dialogue with the Legal department to explore and identify available legal avenues and powers that can be utilised to enhance our capabilities in this area. This will be done as expeditiously as possible.</p>
	Upon completion, sight the Committee on the draft Corporate Social Benefits Assessment Methodology for feedback.	Tanveer Ghani – Director, Property & Assets, Finance & Resources	<p><b>Response received on 12/04/2024:</b></p> <p>The Council is currently reviewing its social value approach at an organisational level and the property strategy will fit into the wider organisational approach to community wealth building and social value. This ensures consistency and enables the property strategy to align with broader council objectives. The development of the assessment methodology itself falls outside of the Property and Assets Team’s direct remit, consequently, at this stage we do not have immediate access to the specific details of the methodology. However, once the approach becomes clearer, we will get back in contact with further information about who can consider the recommendation.</p>
	Upon completion, publish the final Corporate Social Benefits Assessment Methodology for the benefit of residents, businesses, and community organisations.	<i>To be confirmed.</i>	<p><b>Response received on 12/04/2024:</b></p> <p>Please see above response.</p>

27 Feb 2024– <b>Climate &amp; Ecological Emergency Strategy Update (Winter 2024)</b>	Establish a devolved climate advisory forum led by community organisations/residents to provide feedback on the Council’s climate initiatives and to monitor progress on the delivery of the Brent Climate & Ecological Emergency Strategy 2021-2030.	Oliver Myers – Head of Environment Strategy and Climate Change, Partnerships, Housing, & Residents Services	<b>Response received on 10/04/24:</b>  The Council does not have the capacity or resources to establish and support such a devolved climate advisory forum. This has been discussed with the Leader and Lead Member.  We will however continue to keep residents informed and engaged on our climate action work through our existing communication and engagement channels.
	Update the Brent Climate Action Data Dashboard to include: <ul style="list-style-type: none"> <li>• Comparable benchmarking for Theme 4 Nature and Green Space</li> <li>• Identify additional data points that illustrate a more complete picture than a comparison between Inner and Outer London</li> <li>• Healthy Streets Scorecard measures, such as the number of 20mph zones</li> <li>• The number of schools meeting EPC targets</li> </ul>	Oliver Myers – Head of Environment Strategy and Climate Change, Partnerships, Housing, & Residents Services	<b>Response received on 10/04/24:</b>  We have checked and there is no further benchmarking data available at present for the Nature & Green Space theme.  It is not clear what additional information is being requested in place of comparisons between Inner and Outer London and for what measures. Officers would be willing to explore this request on receipt of further clarification or requests for additional monitoring on specific areas of the strategy.  All Healthy Streets Scorecard data is available on the Healthy Streets <a href="#">scorecard website</a> which enables borough comparison. It is considered too lengthy to include all these measures in our Climate Action Data Dashboard, but we will include the Scorecard weblink in future iterations of our Dashboard so that it can be accessed in full.  Most schools do not have an EPC rating. However, all schools should have a Display Energy Certificate and we will explore obtaining information on these and whether benchmarking with other authorities are possible for our next iteration of the Dashboard.
	Explore whether the current controlled parking zones (CPZs) are assisting the Council to achieve its climate commitments, and if not, explore whether an expansion to the zones could in fact help achieve these goals.	Chris Whyte – Director, Public Realm, Neighbourhoods & Regeneration	<b>Response received on 05/04/24:</b>  Parking management is an important tool that contributes towards achieving the Council’s wider transport, economic and planning policy objectives, including the Brent Long Term Transport Strategy, Air Quality Action Plan, and Climate and Ecological Emergency Strategy. Parking policies and effective enforcement can influence travel patterns, sustain the local economy, balance competing

			<p>demands for road space, relieve congestion and contribute to sustainable outcomes.</p> <p>The purpose of CPZs is to protect parking for residents, businesses and their visitors through providing permit holder parking in the area. They also provide an opportunity to improve safety through regulating parking through introducing yellow lines in the area. CPZs were first introduced in the 1990's initially focusing on areas near stations to prevent commuter parking and encourage sustainable travel.</p> <p>New CPZ's are introduced where there is evidence of on-street parking pressure and of support from the local community, usually from a petition. This approach is to ensure the efficient use of resources in developing schemes for public consultation, the results of which are considered in the decision whether or not to implement a scheme.</p>
	<p>Explore whether an expansion to the CPZs in the borough is likely to result in additional income that could be used to fund freedom passes.</p>	<p>Chris Whyte – Director, Public Realm, Neighbourhoods &amp; Regeneration</p>	<p><b>Response received on 05/04/24:</b></p> <p>Local Authorities cannot legally introduce parking controls for the purpose of income generation. Parking controls must only be introduced to improve parking management. Where CPZs are introduced, the Council will receive additional income from the sale of permits, and also from the issuing of penalty charge notices for parking contraventions. However, there may also be increases in costs for enforcement.</p> <p>The use of any surplus in the parking account is governed by Section 55 of the Road Traffic Regulation Act 1984. The legislation specifies how the surplus may be used. The Council has designated the surplus to meet the cost of public passenger transport (freedom passes). Information is provided in the Annual Parking reports published on the Councils website: <a href="https://www.brent.gov.uk/parking-roads-and-travel/parking/parking-service-annual-report">https://www.brent.gov.uk/parking-roads-and-travel/parking/parking-service-annual-report</a></p> <p>For 2022/23 the total cost Concessionary Fares / Freedom passes was £10.096m which was fully funded from parking account income. We have been advised by London Councils that for 2023/24 the cost of Concessionary Fares / Freedom passes will be £10.53m, this will again be fully covered from parking account income. Although we have been advised that the cost of Freedom</p>

			<p>Passes for 2024/25 will increase to £14.15m, with operational efficiencies introduced with the new Parking Services contracts, it is envisaged that this will be covered by the parking surplus.</p>
	<p>Explore ways to reduce the timeframes of implementing CPZs in the borough.</p>	<p>Chris Whyte – Director, Public Realm, Neighbourhoods &amp; Regeneration</p>	<p><b>Response received on 05/04/24:</b></p> <p>The process for the development and introduction of CPZ schemes involves many stages; scheme approval, site investigations, preliminary design, public consultation and exhibitions, consultation analysis, scheme approval, detailed design, cost estimates, programming and delivery of works. There is also a prescribed legal process for the making of Traffic Management Orders which involves advertising of legal notices and consideration of objections, which can take a few months to complete.</p> <p>If the CPZ is being funded by a development, there is also the need to secure the funding from the developer in accordance with the terms of the S106 agreement.</p> <p>Officers always endeavour to complete the process expeditiously.</p>
	<p>Review parking charges and, if possible, introduce variable charging that accounts for the size, weight and emissions of vehicles to encourage sustainable travel.</p>	<p>Chris Whyte – Director, Public Realm, Neighbourhoods &amp; Regeneration</p>	<p><b>Response received on 05/04/24:</b></p> <p>The Council introduced emission-based parking permit charges around 2012, with 7 emission bands and this was later simplified in 2016 to 3 emission bands. Details of current emission based charges are available on our website: <a href="https://www.brent.gov.uk/parking-roads-and-travel/parking/parking-permits/parking-permit-costs">https://www.brent.gov.uk/parking-roads-and-travel/parking/parking-permits/parking-permit-costs</a></p> <p>In April 2019, the Council increased charges for second and third permits and also introduced a diesel surcharge of £50 per annum, increasing to £75 per annum in April 2020 and £100 per annum from 2021. These charges were introduced to support the Air Quality Action plan to reduce air pollution to encourage vehicle owners to switch to less polluting vehicles, given the health risks caused by air pollution from vehicles with diesel engines.</p> <p>Following the establishment of the new Parking Services contracts introduced in July 2023, officers will be reviewing the Parking Policy in 2024/25 and this</p>

			will include consideration of alternative parking permit tariffs to support strategic objectives.
--	--	--	---

**Information requests from RPRSC to Council departments/partners**

Meeting date and agenda item	Information requests	Council Department/External Partner	Responses / Status
19 July 2023– <b>Shared Service Performance &amp; Cyber Security</b>	Provide further detail on how the Council is ensuring third party suppliers are adhering to Brent's cyber security strategy and requirements. This should be inclusive of the findings from the third-party supplier survey currently underway.	Madeleine Leathley – Head of Digital Transformation, Partnerships, Housing, & Residents Services	<p><del>Initial response received on 24/08/23:</del></p> <p><del>We have developed a third party assurance framework and security board who will oversee deployment and actions coming out of the framework, an assessment report will be shared with the Committee in six months' time.</del></p> <p><b>Updated response received on 15/01/24:</b></p> <p>A data gathering and analysis for 3rd party supplier assurance is underway. This activity includes all suppliers receiving a Data Protection Impact assessment to review and complete. Information Governance then evaluates the response in collaboration with Shared Technology Services to assess and agree cyber resilience.</p> <p>As part of phase 1 of this programme we have prioritised 44 of the tier 1 and 2 applications that are hosted outside of Brent Network and/or are a hybrid solution. The reason for this is that any applications hosted by us (around 83 applications) is covered by Brent's cyber security framework and measures. Out of the 44 suppliers a detailed assessment has been completed for 20. There were no risks identified for them and a few of the suppliers require the processing agreement to be reviewed by legal. This is now underway.</p> <p>We have also contacted 63 tier 3 suppliers to complete the assessment framework. This activity is due to be concluded by Jan/Feb and a final report with the outcome and next steps will be shared by March 24.</p>

			<p><b>Additional response received on 12/04/2024:</b></p> <p>A data gathering and analysis for approx. 80 3rd party suppliers assurance was completed in March 2024. This activity includes all suppliers receiving a Data Protection Security Assessment to review and complete on the OneTrust portal. The Information Governance team (LBB IG) then evaluates the response in collaboration with Shared Technology Services (STS) to assess and agree cyber resilience.</p> <ul style="list-style-type: none"> <li>• As part of this programme we have contacted and created assessments for almost 80 tier 1, 2 and 3 applications/ suppliers</li> <li>• Out of those 80, a detailed assessment has been completed fully for 51</li> <li>• Of the remaining, most of which are in progress (started but not submitted and completed), of which it's important to note that there are NO Tier 1 suppliers, there were no risks identified for them</li> <li>• A few of the suppliers require the processing agreement to be reviewed by legal</li> <li>• Of those remaining, LBB IG have supported and liaised with the relevant service areas and have identified that the pending sections in the assessment require completion by the external supplier</li> <li>• LBB IG are going to report to CMT the service areas/ teams/ departments which have not yet fully completed the assessments</li> </ul>
<p>6 Sept 2023– <b>Planning Enforcement</b></p>	<p>Provide a breakdown of: 1. Planning breach complaints by ward and; 2. Types of breaches that have received enforcement notices by ward</p>	<p>Gerry Ansell – Director, Inclusive Regeneration &amp; Employment, Neighbourhoods &amp; Regeneration</p>	<p><b>Response received on 24/10/23:</b></p> <p><del>Need to await for new software to be installed. This is scheduled for April 2024.</del></p> <p><b>Updated response received on 11/04/24:</b></p> <p>There has been a delay on the implementation of the new software. Testing is now not going to take place until June 2024 and go live is unlikely to take place until Autumn 2024. Therefore we will not be in a position to produce this information until February 2025.</p>

<p>24 Jan 2024 – <b>Safer Brent Partnership Annual report 2022-23</b></p>	<p>The timeframe for implementing the response at Wembley Stadium and Wembley Arena to support the victims of sexual violence.</p>	<p>Kibibi Octave – Director, Communities &amp; Partnerships, Partnerships, Housing, &amp; Residents Services</p>	<p><b>Response received on 15/02/24:</b></p> <p>A meeting was held with the Football Association (FA), the Police and the Community Safety Team in November 23 to discuss better supporting victims of sexual violence. One of the key initiatives was to train Wembley Stadium stewards to better understand the behaviours associated with sexual violence.</p> <p>The department is awaiting a follow up meeting from the FA to develop the initiatives and timeline for completion (likely to be June 2024).</p>
<p>27 Feb 2024– <b>Draft Property Strategy</b></p>	<p>Provide information regarding the number of i4B and first wave (commercial/non-housing) voids.</p>	<p>Emily-Rae Baines – Head of Affordable Housing &amp; Partnerships, Neighbourhoods &amp; Regeneration</p>	<p><b>Response received on 11/04/2024:</b></p> <p>First Wave Housing owns one void commercial property; address details have been shared privately with members. This information is confidential on the basis that of exemption section 31 of the Freedom of Information Act 2000 applies. The Council does not provide addresses/details of empty commercial properties in the public domain as it considers disclosing this information would make them a target of crime. Pursuant to Section 31(1)(a) of the Freedom of Information Act 2000 (FOI Act), public authorities are not obliged to release information that would be likely to prejudice the functions of law enforcement—namely the prevention and detection of crime. The release of this type of information where buildings are situated would increase the potential for buildings to be targeted by squatters, buildings to be targeted by criminals or terrorists’ intent on hiding or depositing proceeds of crime or terrorist materials, premises to be identified as short-term hiding places by criminals or terrorists, premises to be targeted by vandals or street artists. Taking into account the public interest test, there is no over-riding public interest in releasing this information as disclosure of the information would be likely to prejudice the prevention of crime by enabling or encouraging the commission of offences.</p> <p>Officers in the Strategic Housing service are working with Property Team colleagues to engage with organisations and explore options for re-letting the property. There are no void commercial properties in the i4B portfolio.</p>

<p>27 Feb 2024– <b>Climate &amp; Ecological Emergency Strategy Update (Winter 2024)</b></p>	<p>Provide detail on the Council's pension fund investments in water companies (if any), and information on whether these investments are worthwhile.</p>	<p>Rav Jassar – Deputy Director of Finance, Finance &amp; Resources</p>	<p><b>Response received on 09/04/2024:</b></p> <p>The Brent Pension Fund Sub-committee has chosen to invest on the basis of best practice and external expert advice received from our advisors on strategic asset allocation and investment manager selection. This is supported by the London CIV.</p> <p>The Brent Pension Fund has not invested directly in water companies in England. Water companies in Scotland and Northern Ireland are in public ownership. Welsh water does not have any shareholders as a not-for-profit company.</p> <p>Most water companies in England are not publicly listed companies. They are private companies owned by private investors, infrastructure fund managers or pension schemes. None of Brent Pension Fund's investment managers are invested in private water companies in England. 2 English water companies (Severn Trent and United Utilities Group) are listed on the London Stock Exchange and are part of the FTSE100.</p> <p>The Brent Pension Fund is invested in passive or tracker funds which holds equal shares in all of the companies in, for example, the FTSE100, a practice encouraged by government due to the low fees paid to investment managers.</p>
---	---	---	---