



Resources and Public Realm Scrutiny Committee

Thursday 12 September 2019 at 6.00 pm
Boardrooms 3-5 - Brent Civic Centre, Engineers Way,
Wembley, HA9 0FJ

Membership:

Members

Councillors:

Kelcher (Chair)
Kansagra (Vice-Chair)
Aden
S Choudhary
Gbajumo
Johnson
Kabir
Mashari
Nerva
Stephens

Substitute Members

Councillors:

Afzal, S Butt, Ethapemi, Hector, Knight, Shahzad,
Ketan Sheth and Thakkar

Councillors:

Colwill, Maurice

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The press and public are welcome to attend this meeting

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 significant enough to affect your judgement of a public interest and either it affects a financial position or relates to a regulatory matter then 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 of 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 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 is the subject of a registrable personal interest.

Agenda

Introductions, if appropriate.

Item	Page
1 Apologies for absence and clarification of alternate members	
2 Declarations of interests	
Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary, personal or prejudicial interests in the items on this agenda and to specify the item(s) to which they relate.	
3 Deputations (if any)	
To hear any deputations received from members of the public in accordance with Standing Order 67.	
4 Minutes of the previous meeting	1 - 10
To approve the minutes of the previous meeting as a correct record.	
5 Matters arising (if any)	
To consider any matters arising from the minutes of the previous meeting.	
6 Chair's Report	11 - 14
7 Brent Statement of Licensing Policy	15 - 102
To consider the Statement of Licensing Policy in Brent as part of a pre-decision consultation.	
8 Carlton and Granville Centre Site	103 - 106
To receive the Executive's response to the Committee's recommendations made on 3 April 2019 and an update on the implementation of the Cabinet decisions made on 15 April 2019.	
9 Council Tax Support and Local Welfare Assistance	107 - 140
To consider the planned changes to Council Tax Support and Local	

Welfare Assistance, including pre-scrutiny of new plans and impact of current policies.

10 Knife Crime Scrutiny Task Group Report 141 - 174

To receive the final report of the Knife Crime Scrutiny Task Group.

11 Budget Scrutiny Task Group 175 - 180

To consider the establishment of a Scrutiny Task Group to review the Budget Outturn Performance for 2019/20; to review the implementation of the 2019 Budget Scrutiny recommendations (as agreed by the Council/Executive); and to review the Brent Council Budget Proposals for 2020/21

12 Recommendations Tracker 181 - 188

13 Any other urgent business

Notice of items to be raised under this heading must be given in writing to the Head of Executive and Member Services or his representative before the meeting in accordance with Standing Order 60.

Date of the next meeting: Wednesday 4 December 2019



Please remember to set 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.



MINUTES OF THE RESOURCES AND PUBLIC REALM SCRUTINY COMMITTEE Wednesday 3 July 2019 at 6.00 pm

PRESENT: Councillor Kelcher (Chair), Councillor Kansagra (Vice-Chair) and Councillors Gbajumo, Kabir, Mashari, Nerva and Stephens

Also Present: Councillor Tom Miller (Lead Member for Community Safety and Engagement)

1. **Apologies for absence and clarification of alternate members**

Apologies for absence were received from Councillors Aden, S Butt (substituted by Councillor Stephens) and Johnson.

2. **Declarations of interests**

No declarations of interests were made.

3. **Deputations (if any)**

None.

4. **Minutes of the previous meeting**

RESOLVED: that the minutes of the meeting held on 15 April 2019 be agreed as an accurate record of the meeting.

5. **Matters arising (if any)**

The following matters arising were raised in relation to the minutes of the last meeting:

Item 7 – Economic Impact of Wembley Stadium

Responding to members' concerns about providing feedback on the recommendations made at the previous meeting and ensuring continuity of agreed actions, Amar Dave (Strategic Director Regeneration and Environment, Brent Council) stated that officers from the Regeneration and Environment Department would be meeting with Wembley Stadium and Quintain representatives to discuss a number of key areas stemming from the report, including future regeneration of Wembley Park area, utilisation of resources and ways of working beyond Euro 2020. He assured the Committee that the matters raised in the minutes of the previous would also form a part in the discussion. With regards to members' comments on ensuring that information/insights provided in the report be taken into account and monitored going forward, it was explained that such reports were commissioned at the end of an entity's period of economic development in order to

provide an extensive, in-depth analysis on lessons learned and inform future projects. Due to the significant time and cost involved in commissioning such pieces of work, however, it was unlikely that further research would be commissioned by the Football Association in the near future. Nevertheless, Members were assured that any actions requested by the Committee were taken into account and discussed by the Council's Chief Executive and Senior Officers at their weekly meetings to ensure actions were followed through.

The Resources and Public Realm Scrutiny Committee requested that, following the joint meeting between the Council, Wembley Stadium and Quintain representatives:

- i. An update on the outcome of the above meeting and specific feedback on the actions agreed at the previous Committee meeting be shared with Members, and that
- ii. A follow up meeting between committee members and council officers to discuss the committee's priorities and agree on timelines for obtaining further information on the agreed actions be organised.

Following this item, the order of the agenda was amended as follows below:

6. Air Quality Scrutiny Task Group

The Chair introduced the item, proposing that Councillor Thomas Stephens be appointed to lead on this investigation. Councillor Stephens provided a brief outline of the report which detailed proposals for the Resources and Public Realm Scrutiny Committee to establish a Task Group on Air Quality. Referencing the broad remit of the task group's terms of reference, Councillor Stephens proposed that the group would focus on five strategic areas, encompassing both Brent as a whole but also other communities and neighbourhoods concerned about air quality. Adopting an evidence based approach, the group would seek to review examples of best practice, engage with a range of stakeholders and carry out analysis on the level of air quality in the borough. The group would have a wide membership, consisting of elected and co-opted members (including individuals from the wider Brent community) to ensure adequate representation and sharing of expertise on air quality. In particular, the group would be seeking to engage with young people and schools to ensure that their concerns were given sufficient prominence and acted upon.

Members unanimously welcomed the establishment of the air quality task group and pledged offers of support and contributions to the work of the task group by sharing information, providing evidence and facilitating visits in their respective wards. In the ensued discussion, they emphasised the overarching role of regeneration plans in this project, alongside strong leadership and accountability in order to ensure there was adequate structure in place to spearhead the implementation of any subsequent actions/recommendations to the Council. Members commended the idea for a wider membership composition and in particular the proposals to include the voice of residents on air quality, as set out in the task groups' terms of reference.

The Committee was particularly mindful of the fact that whilst overall air quality was improving, issues remained about the pace of change, inequality and compliance

around where improvements were taking place. In noting the important function task groups performed in general, the Committee expressed the view that, given the likely cross-cutting approach required covering areas beyond just environment, the work of the Air Quality Task Group in particular be prioritised from an early stage and an agreement for cooperation from the Local Authority be sought. Despite assurance given by officers that the project had already been discussed with the leadership team and some work had been done on exploring ways for embedding it within the relevant strategies, Members reiterated that significant consideration should be given on how wider Council plans such as the Council's Air Quality Plan 2017-2022, fit within the work of the task group to ensure that impact of the task group's work was maximised and that any actions resulting from the report were implemented in a timely manner.

RESOLVED:

- i. That an Air Quality Task Group be established in accordance with the terms of reference set out in the report and the following membership:
 - Cllr Thomas Stephens (Chair)
 - Cllr Elliot Chappell
 - Cllr Lia Colaccio
 - Cllr Janice Long
 - Cllr Michael Maurice
 - Cllr Neil Nerva
 - Fiona Mulaisho – co-opted Member (Clean Air for Brent)
 - Sue Caro – co-opted Member
 - Sylvia Gauthereau - co-opted Member (Campaign Coordinator, Brent Cycling Campaign).

- ii. That the senior leadership of the Council be asked to publicly buy into the work of the Task Group and see the Air Quality Task Group as a top priority and that, to this end, the Chief Executive of the Council emails all departments and partners to let them know that the work is happening and their full cooperation is expected.

7. The Safer Brent Partnership and Annual Report

Councillor Tom Miller (Lead Member for Community Safety and Engagement) introduced the item, which included the annual Safer Brent Partnership Report for 2018/19. The Annual Report provided the priorities of the Safer Brent Partnership 2018/21 and included a number of key priorities such as reducing domestic abuse, knife crime, vulnerability, number of offenders, anti-social behaviour and increasing safeguarding. The overall performance for the past year had been good, due to liaison and support between the Police, Local authority and community partners, with Brent's crime rate remaining below the London average of 94 crimes per 1000.

Karina Wane (Head of Community Protection, Brent Council) highlighted that amongst the main achievements for 2018/19 outlined in the report had been the decrease in domestic abuse offences with injury by 8%, the overall reduction in knife crime offences by 13% and a reduced risk of Community MARAC referrals by

53%. However, areas for further development remained and included early intervention of domestic abuse, reducing the impact of gangs/knives, more partnership working, more intervention for individuals exploited/ at risk of county lines and addressing issues of repeat ASC callers by utilising existing powers further and working proactively with neighbourhood managers.

The Chair thanked the Lead Member and Officers for the introduction to the report and subsequently invited questions from the Committee:

In noting reference in the report to domestic abuse women/men identified as “victims”, Members queried whether they should be portrayed as “survivors” instead, in order to help build their confidence. Referencing information in the report on the delivery of services to Brent’s diverse community, it was further queried whether any consideration for victims of social media abuse had been given. In response, Karina Wane stated that a number of services existed which were trying to reduce levels of victimisation. While acknowledging that subjects to domestic abuse were indeed “survivors”, she explained that from a Council perspective those individuals entered the service as “victims”. In terms of social media and hate crime, she explained that further work was needed in the area. Commissioning services had to adapt around the services provided and social influences had developed. The Council was working with a number of organisations which specialised in domestic abuse and child sexual exploitation.

Members further questioned the impact on partnerships, which intervention method had been the most successful and steps undertaken to increase prevention. Karina Wane advised that an annual strategic assessment had been completed, which provided a good way of measuring through an action plan and strategy. Whilst the plans were “top heavy”, the Safer Brent Partnership had a number of operational priorities and was being held to account by the strategic boards under Safer Brent Partnership. Specific training in working with victims and risk-assessing had also been carried out. Non-crimes were also addressed through early intervention and the Council was aiming to identify problems before they escalated. It was noted that the Council was working with nearly 300% more victims which had affected the balance of injury statistics. Nevertheless, Ms Wane confirmed that working with a larger pool of victims would continue and the Council had applied for more funding to home office to get more resources. The project was still on track and would aim at offering even further intervention.

Discussion moved on with Members spotlighting on the performance dashboard, set within the report. Referencing the priority on reducing gang related offending which required further work, the Committee enquired on common trends in gun crimes, further questioned how Brent compared to other boroughs, sought clarification on the number of repeated incidents and how they were recorded. In response, Karina Wane advised that it was difficult to have specific indicators around gang related offending and this was new trend seen in 2019. She noted that whilst flagged as “red” category, the numbers quoted were not considered high and there was an overall downward trajectory.

Supt Smith added that the number of cases referred to in the dashboard was considered small (31 cases for 2018/19) compared to crimes in other local authorities. He assured Members that measures were in place and criminals with guns, in particular street guns, were being targeted by the Police. In addition, Brent

had one of two available violent crime task forces. Actions taken may not necessarily lead to a percentage decrease but it was expected that overall trend line would decrease. Expressing his understanding of the gravity of issues at stake, Supt Smith assured members that guns were generally difficult to obtain in the UK and there was no gun culture. Councillor Miller clarified that the dashboard represented a flat rather falling under a specific statistic and the priority would be monitored.

A key line of enquiry for the Committee was the increase in ASB-related calls to the Brent Police and reporting of such behaviour across the borough. Members questioned the principle of reporting and stated that it may mislead the public who would expect specific actions to be taken. Councillors were mindful that by encouraging people to report the Council was raising expectations, without the ability to guarantee that specific actions would be taken, which in turn may result in complaints. Therefore, it was felt that further consideration should be given on how expectations were managed. Members further questioned why measures which are so flawed in principle are used and queried whether other, more targeted Key Performance Indicators could be used.

The Committee was assured that ASB was a priority for the Police across all boroughs. The number of high risk individuals committing ASB was relatively small, with the authorities focusing on personal ASB cases as a way of addressing long-standing/unresolved problems. Over the past 12 months the community in Brent had been actively encouraged to report more and in doing so allowed the Council to develop an evidence base as a way of resolving local issues. Nevertheless, it was explained that definitions of ASB were not universally agreed upon and with London expanding in size, issues were becoming more complex. While the rationale behind reporting of ASB was largely a political matter aimed at addressing increasing public pressures, the aim was to reduce the number of areas people were reporting on rather than the number of reports received. Members were advised that ASB served as a useful proxy measure for describing a wide range of behaviours, which were gathered under one statistics to demonstrate to the public what was being done about less serious crimes and communicate what was going on but was not always sufficient to describe the real world.

With regards to indicators used in the report, officers advised that these were included information to allow for a general oversight. However, they noted that crime related indicators were subjective and directly related to the level of cooperation between the LA and the Police. KPIs used in the report were seen as a baseline for comparison but the wider service had additional, more specific KPIs which were used for commissioning services and contract monitoring and could be disclosed if necessary.

Spotlighting further on the issue of ASB, the Committee suggested that the Police explores the possibility of applying a decapitation strategy by targeting gang leaders and getting them off the streets an example of implications of ASB and as a way of addressing issues of persistent ASB. In welcoming the suggestion, Louis Smith stated that any actions taken need to be evidence based. He advised that the police were working on a series of operations and trying to engage with the community and advise them on taking back control of their areas. Councillor Miller stated that the Council was nominated for an award last year for the joint actions taken with the Police. He noted that the most effective method so far had been the

utilisation of behaviour orders. The Committee heard that overall public confidence in the Police was at 75% approval rating with 67% customer satisfaction in relation to dealing with anti-social behaviour. Although it was on the right track further improvement was needed including review of the website and simplification of the processes.

Responding to question from a Member on whether statistic on burglaries had been included in the Annual Report, Karina Wane explained that while the Annual Report focused on 5 nominated priorities based on the strategic assessment carried out, the service would continue to take into account other areas including burglaries and monitor them. Supt Smith added that the Police was actively monitoring certain individuals/gangs involved in burglaries and assured Members of the high conviction rate. Although Brent a lower number of burglaries compared to Harrow and Barnet, Members were cautioned about the importance to avoid any displays of affluence and take measures towards guarding wealth and valuables. A point was raised by officers that going forward a different approach needed to be adopted when dealing with crime such as burglaries which focused not only on resolving the crime itself but also seeking to understand the needs of the person who had been burgled.

Discussions moved on to supporting sex workers and addressing the negative impact of criminalisation on them. Members were mindful of ongoing issues in the borough and felt that more could be done to support sex workers through further consultation and exploring alternative options such as “AA-style” meetings, installation of street lights, removal of phone boxes and identifying blind spots. Karina Wane stated that the Council commissioned an outreach service through MOPAC, which actively sought individuals who may need help through an intelligence approach. Sex workers were seen as vulnerable individuals – the intention was not to criminalise them but to engage with them through positive behaviour, raise awareness and help them develop a longer term plan. Majority of sex workers were women but there were some male workers as well. Through an audit-model approach it had been established that wider issues existed such as drugs and alcohol leading to the need to support such people and move them away of negative environment. In terms of sex workers in Brent, Karina Wane stated that there were a number of engrained issues and would take years to fully engage with these individuals. She noted that majority of sex works were not trafficked but were mostly local residents with local issues. The idea of carrying out a consultation on best approach had been considered but no specific actions had yet been taken. Whilst further work could be done, it was likely that it would be resource heavy task which needed to be offset by impact on available budget.

Data requests:

- Figures on net increase/decrease in total number of lethal gun crime be shared with committee members

RESOLVED:

The Resources and Public Realm Scrutiny Committee recommended:

- i. That data on: police performance; public satisfaction in policing; and confidence in partnerships be included in the next SBP Annual report

- ii. That the Council participate fully in the national debate and supports a Nordic legislative model for the sex industry to criminalise purchasers and protect workers by responding to Home Office consultations where possible.
- iii. That the Council undertake a borough-wide review of street furniture and makes every effort to “design out” parts of the street furniture that allows sex work to happen, for example by removing public phone boxes.

Following this item, the Committee adjourned for a short break. The meeting resumed at 7.40pm.

8. **Police Tri-borough BCU Reconfiguration (presentation)**

The Chair welcomed Louis Smith (Neighbourhood Superintendent, Met Police) to the meeting, noting that the Committee had before them an update on the Police Tri-borough merger and communication of Basic Command Units (BCU) reconfiguration. Introduced in November 2018, the changes resulted in the Met bringing together policing in Brent with Harrow and Barnet to form the North-West Area and deliver emergency response and safeguarding to residents through the sharing of police staff, buildings and resources across the three boroughs. The Committee subsequently received a short presentation highlighting a number of key points since the merger, namely the impact of the changes and communication with the local authority and the public.

Three main impact areas resulting from the merger were brought to members' attention:

- **Operational**: From an operational standpoint, a key problem was bringing together expertise and balancing the workload of BCUs. The introduction of the BCU had led to a number of changes such as decrease in number of police stations, the merging of safeguarding teams, carrying out more efficient investigations and expanding the remit of officers' responsibilities/areas of expertise. In addition, the post of a “borough commander” had been replaced with that of a single “BCU commander” responsible for all three boroughs and a new post of “inspectors” had been created. Amongst the most significant changes had been in the Central Records Division (CRD) which now included a much bigger safeguarding wing combining a range of difficulties and vulnerabilities response policing was no longer done along borough boundaries, with the A5 road serving as an approximate dividing line.
- **Partnerships**: - A further unintended consequence of the merger was liaison with the authorities and other partnerships, which had become more complicated due to the varying needs and lack of a clear linear progression
- **Performance**: - Supt Smith advised that there had been a number of structural changes, resulting from a nearly 40% reduction in the overall police budget and the need to reassess how policing was done. However, impact had been minimal and overall performance was stable with a reduction of knife crime between 0.2 and 7.5% compared with 12 months ago.

Presentation moved to communication between the Police, councillors and the Local Authority. A key measure in improving communication had also been the

establishment of Designated Ward Officers posts (DWOs). Amongst the main responsibilities of DWOs was to act as the default contact for all elected members on all policing related matters in the borough, maintaining regular contact with councillors and providing updates on any issues within their respective wards. In terms of communications with the public, the Committee heard that a decision following local consultation had been made to adopt a soft approach in order not to confuse the public with the move to BCUs, while also considering what should be communicated to the public and how. Finally, members were informed of the Online Watch Link (OWL) initiative, which had proven a popular approach and offered a platform for opportunities important to local residents.

The Chair thanked Supt Smith for his presentation and invited members' questions.

Members expressed their understanding of the impact of austerity on police but noted that problems of communication between the Police and Council remained. They were mindful of the need to improve communication further and enable councillors access to information on major incidents in a timely manner. It was noted that councillors often found out about events, particular knife crime or other serious assaults, through social media instead of directly from the Police which put them in a difficult position when dealing with residents' questions. Members also questioned the level of information the Police was allowed to share and their expectation from members – an area which they felt needed clarification. The Committee questioned officers over how they envisioned their partnership with councillors and challenged existing perceptions by reminding officers of the wealth of local knowledge and information members were exposed to and source of. Whilst members were understanding of the balancing valuable police resources, they requested that a better way of communicating with them be found in order to improve the process going forward.

In response, Supt Smith stated that there was a daily briefing between the LA and the Police with an opportunity for officers/councillors to dial in and be briefed on any issues around the borough. Robust processes and close cooperation was also in place between the Community Safety team and the Police, including daily risk management meeting to gather the latest local intelligence, alongside a monthly task-in meetings which provided an opportunity to note any trends and share information as partnership. However, it was stated that it would be challenging to take officers away from operational duties in order to ask them to do more administrative work/communication. In terms of social media, he stated that this was a sensitive platform to utilise when communicating on crimes and referred members to the DWOs as a first point of contact and added that they should have the mobile numbers of the sergeants. In terms of what can or can't be shared with members, Supt Smith stated that personal data could not be given until charges had been made and the case was in the public realm. Officers advised that a refresher of all DWOs numbers would be included in the next Member bulletin for information. Supt Smith explained that the Police seeks the role of councillors as part of the community safety partnership. However, he noted that these partnerships were different and did not share the same boundaries any more. Regardless of the size of the borough he reiterated the need for both police and councillors to work as partners. He emphasised that the answer to this closer partnership would be closer liaison with the DWOs.

Discussions moved on to the matter of local ward meetings, with members enquiring whether it was a requirement for every ward to have Senior Management Team (SMT) meetings with councillors present and noting that some wards had no such provision at all. The general view of the Committee was that ward panels had to be more uniform in their format and centrally accountable to the Police. It was explained that a key challenge for the ward meetings had been attendance by the Police, in particular sergeants, as well as knowing what the relevant report mechanisms were. It was added that some meetings were geographically well represented but more need to be done to promote this consistently across other wards in order to involve more people. A suggestion was also made that some ward meetings be held at Police stations or alternatively utilise existing Brent Connects meetings by asking police officers to attend and answer residents' questions. Supt Smith explained that the SMTs did not have a statutory membership and served as a consultation forum, intended to find solutions to local concerns. While ward meetings were generally Police-led, officers were open to the possibility of involving councillors and local community in shaping the discussions. He added that while each London ward had a panel meeting, the format often varied from face to face meetings to WhatsApp messaging groups which provided a degree of flexibility and opportunity to involve a range of people. Supt Smith further explained that there was no budget to utilise police stations for such meetings as room availability was limited. Instead, he advised that a broader approach was needed, one which made use of other spaces which came free of charge. He further emphasised the role of DWOs as key contacts for each ward but encouraged members and residents to engage with the directly. He stated that a balance between attending meetings where Police's input was required and addressing operational issues across the borough had to be found in order not to compromise on officers' duties.

Data requests:

- i. Details on designated ward officer numbers be shared with all councillors.

RESOLVED:

The Resources and Public Realm Scrutiny Committee recommended:

- i. That the Lead Member for Community Safety and Engagement request the Police to review the existing communication arrangements between the Police and elected representatives in order to ensure more effective liaison and sharing of information. That the result of this meeting is fed back to the committee in writing.
- ii. That the Lead Member for Community Safety and Engagement reviews and shortlists appropriate ward panel models in Brent and sets up a meeting to discuss best model to replicate.

9. **Knife Crime Scrutiny Task Group Interim Report**

Councillor Kabir introduced the item, which presented an interim report on the knife crime scrutiny task group for adoption by the R&PR Committee. She stated that 14 recommendations were being considered to be made to the Council, the Safer Brent Partnership and the NHS. Amongst some of the common issues raised as part of the research was the need for more collaboration between residents and the

police; between community and community organisations. Report findings provided reassurance about the progress made by the Police since work started on the task group but a more safeguarding approach towards knife crime was needed to break down some of the existing barriers.

Members and officers welcomed the interim report and its recommendations and provided the following comments.

- Referencing Recommendation 3, Supt Smith stated a safeguarding approach to knife crime was possible only on a case by case basis in order not to lose focus from policing itself. Instead, further work on effective risk management was needed.
- Referencing Recommendation 7, Supt Smith stated that establishing a single point of contact on knife crime would be challenging to implement, unless it was clear what the intention was and reminded Members that an internal leadership team on knife crime already existed.

Cllr Kabir stated that the Task Group would be sharing the draft recommendations with all parties involved and asking for their feedback. She commented on the good level of participation and thanked officers who had been involved in the project.

RESOLVED:

- i. That comments/feedback on the Knife Crime Scrutiny Task Group interim report be sent to the Chair of the Knife Crime Scrutiny Task Group via the Senior Policy and Scrutiny Officer Michael.Carr@brent.gov.uk by 15 August 2019.

10. Annual Overview and Scrutiny Report 2018-19

RESOLVED that the contents of the Annual Overview and Scrutiny Report 2018/19 be noted.

11. Resources and Public Realm Scrutiny Work Programme

RESOLVED that the contents of the Resources and Public Realm Scrutiny Work Programme 2019/20 be noted.

12. Any other urgent business

None.

The meeting closed at 8.50 pm

M KELCHER
Chair

 Brent	Resources and Public Realm Scrutiny Committee 12 September 2019
	Report from the Assistant Chief Executive
Chair's Report – report from the Chair of the Resources and Public Realm Scrutiny Committee	

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:	Appendix 1 - Chair's Report – report from the Chair of the Resources and Public Realm Scrutiny Committee
Background Papers:	None.
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Michael Carr - Senior Policy and Scrutiny Officer michael.carr@brent.gov.uk

1.0 Purpose of the Report

1.1 The purpose of this report is to present the Chair's Report; a report from the Chair of the Resources and Public Realm Scrutiny Committee.

2.0 Recommendation(s)

2.1 That the Chair's Report: report from the Chair of the Resources and Public Realm Scrutiny Committee be noted.

3.0 Financial Implications

3.1 There are no financial implications for the purposes of this report.

4.0 Legal Implications

4.1 There are no legal implications for the purposes of this report.

5.0 Equality Implications

5.1 There are no equality implications for the purposes of this report.

6.0 Consultation with Ward Members and Stakeholders

6.1 None for the purposes of this report.

7.0 Human Resources/Property Implications (if appropriate)

7.1 There are no Human Resources/property implications for the purposes of this report.

Report sign off:

PETER GADSDON
Assistant Chief Executive

Chair's Report

Resources and Public Realm Scrutiny Committee

September 2019

Good evening, and welcome to the September meeting of the Resources and Public Realm Scrutiny Committee. We have a very busy agenda, but I also think we have some really interesting and timely discussions.

Brent Statement of Licencing Policy

Every local councillor will know that the way a local authority sets its licencing policy is of huge interest to the local community. It is not just a technical decision, but a statement of principles that has a huge impact on the borough's public health, crime rate and night time economy.

This is why we were very keen, as a committee, to engage in a piece of pre-scrutiny on this issue. The document we will be scrutinising is a very early draft version of the council's policy. This means that scrutiny will have an excellent opportunity to influence the process at a very early stage. I will be directing the committee to particularly focus on the main principles they think should be reflected in the document, any areas they think are missing, or issues that are overlapped in the first draft.

The time to look at the specific details of how the policy will be implemented will come later in the process, though I am sure the committee might also ask if the council has resources to meet all of the commitments in the policy draft statement.

Council Tax Support and Local Welfare Assistance

This is a hugely important issue and now is the right time for scrutiny to look at it. When Council passed our latest two-year budget in February, this included provision to make reform to our system of Council Tax support. However, as evidence has emerged that the new system would unfairly impact on some of our most vulnerable residents it has now been dropped by the Cabinet and new ideas need to be considered. Simultaneously, as the borough continues to adapt to the roll out of universal credit it is vital that we look again at these important issues.

To prepare for this item, all members of the committee have been offered the chance to visit the Harlesden Hub, and talk to the charities and officers who work their every week offering support to residents in areas like Council Tax Support and welfare assistance.

Knife Crime Scrutiny Task Group Final Report

Following our preview of this task group's findings at our last full committee meeting, I am really pleased that this excellent report has now been published. I think it is particularly impressive that the report focuses on this issue as a social and public health matter, and suggests early intervention rather than trying to fix a problem after it has occurred.

I will also be supporting the chair of the task group, Cllr Kabir, in presenting these findings to Cabinet and Full Council, where I will give her some of the speaking time allotted to the Chair of this committee so that she can present these findings to the wider council and public.

Carlton and Granville Centre Site

Earlier in the year a Cabinet paper around the redevelopment of this site was called in to my Committee. This was an issue with huge public interest and we had a dozen people in support, and opposition, to the Cabinet policy.

At the time, the Committee agreed to send back this paper to be passed only if they took account of specific additional recommendations we made. This item is to investigate if these additional recommendations have been implemented.

Budget Scrutiny Panel

The final item on our September agenda will be to formally begin the work of the Budget Scrutiny Panel for this period.

As ever, this will be a cross-committee and cross-party panel which will look at the principles and priorities around the Cabinet's budget setting process (we leave it to the Audit and Standards Committee to take a look from an accountancy point of view).

We will look to publish our final report in January so that it can be presented to Cabinet and Full Council before the final vote in February.


Best wishes,

Matt

Cllr Matt Kelcher

Labour Councillor for Kensal Green Ward

Chair, Resources and Public Realm Scrutiny Committee

 Brent	Resources and Public Realm Scrutiny Committee 12 September 2019
	Report from the Strategic Director of Regeneration and Environment
Draft Statement of Licensing Policy 2020-2025	

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:	Appendix A: draft Statement of Licensing Policy. Appendix B: Cumulative Impact Zones proposed. Appendix C: consultation questionnaire.
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Yogini Patel - Senior Regulatory Service Manager Yogini.Patel@brent.gov.uk

1.0 Purpose of the Report

1.1 This briefing paper is to update and seek views from members of the Scrutiny Committee with regards to the proposed draft Statement of Licensing Policy.

2.0 Recommendations

2.1 Members note the draft Statement of Licensing Policy in **Appendix A**, Cumulative Impact Zones proposed in **Appendix B** and consultation questionnaire in **Appendix C**.

2.3 That Members note that once the public consultation period ends, the draft Policy may be the subject of change before it is reported to Full Council for approval on 23 November 2019.

3.0 Summary

3.1 The Council in its role as a Licensing Authority under the Licensing Act 2003 has a duty to determine, publish and keep under review its Statement of Licensing Policy which has a five-year shelf-life but can be replaced at any time during that five-year period.

4.0 Detail

- 4.1 The Council's current Policy came into effect on 7th January 2016 and is due to expire on 6th January 2021.
- 4.2 The review of the current Policy has been brought forward to take account the revisions to the Home Office Guidance issued under S.182 of the Licensing Act 2003 and also due to increase in alcohol fuelled crime and anti-social behaviour since the Policy was last reviewed in 2015. The source of alcohol is from off-licences across the Borough. The majority of the small groceries and newsagents survive through the sale of alcohol.
- 4.3 An evidence-based approach was adopted during the review of the current Policy, which included analysis of the following datasets:
- crime reports (all crime, alcohol related crime, violent crime & sexual offences);
 - health (alcohol related hospital admissions, alcohol related illnesses, ambulance call-outs and A&E attendances);
 - licensed premises (licences held, reviewed, revoked and refused).

Furthermore, views from responsible authorities such as the Police, Nuisance Control Team etc. were sought prior to formulating the Policy.

- 4.4 The draft Policy introduces 28 specific policies as well as measures that promotes the four licensing objectives; namely prevention of crime & disorder, prevention of public nuisance, public safety and protection of children from harm.
- 4.5 Proposed policies include introduction of ten cumulative impact zones where street drinking and alcohol related crime exist to prevent growth of more off-licences. It encourages applicants to include a voluntary condition that the applicants will not sell alcohol at a price under 70 pence per unit of alcohol as well as policies that encourages culture, arts and tourism.
- 4.6 In addition, since the publication of the last Statement of Licensing Policy the Mayor of London has outlined his vision for London as a 24-hour City and has also appointed a Night Czar and a Night Time Commission to encourage the development of London as a vibrant, diverse, cultural city with a Night Time Economy that is of global significance. The Policy supports 24-hour night time economy in Wembley and Kilburn in order to facilitate an enhancement of leisure and entertainment functions and the night time economy, with appropriate safeguards.

5.0 Consultation

- 5.1 In line with the Constitution, the Strategic Director for Regeneration & Environment gives approval for consultation on Draft Statement of Licensing Policy and the proposed cumulative impact zones after briefing the lead member for Community Safety & Engagement.

- 5.2 Before determining the Policy, the licensing authority must consult the persons listed in section 5(3) of the Licensing Act 2003. As is good practice, the licensing authority will consult widely and not limit it to the persons listed in section 5(3) of the Act.
- 5.3 Persons to be consulted include, Chief Police Officer, London Fire Brigade, Director of Public Health, local premises licence holders, club premises licence certificate holders as well as bodies representative of businesses, residents, Planning, Trading Standards, Children Safeguarding, Public Safety, Noise Team, Licensing Authority and Home Office.
- 5.4 Consultation will be undertaken with members of the Licensing Sub-committee, with members in areas where proposed cumulative impact zones are proposed as well as with Town Centre Managers.
- 5.5 The consultation will commence on 23rd August 2019 and end on 4th October 2019. Brent Forums will be consulted and their comments and views will be taken into account because the dates for the forums fall outside the period for on-line consultations.

6.0 Financial Implications

- 6.1 There are none arising from this report, any cost associated with publishing this policy would be contained within existing budgets.

7.0 Legal Implications

- 7.1 As set out in the report, the Licensing Act 2003 places a statutory duty on the Council as the Licensing Authority to determine, publish and keep under review a Statement of Licensing Policy, reviewed at least every five years.
- 7.2 Before determining the Policy, the licensing authority must consult the persons listed in section 5(3) of the Licensing Act 2003.
- 7.3 Full Council will make the decision on determining, approving and publishing the finalised Statement of Licensing Policy for 2020-2025 after the consultation process

8.0 Equality Implications

- 8.1 None for the purposes of this report.

9.0 Consultation with Ward Members and Stakeholders

- 9.1 As set out in section 5 of the report, the licensing authority will consult widely. Persons to be consulted include: Chief Police Officer, London Fire Brigade, Director of Public Health, local premises licence holders, club premises licence certificate holders as well as bodies representative of businesses, residents, Planning, Trading Standards, Children Safeguarding, Public Safety, Noise Team, Licensing Authority and Home Office. Consultation will be undertaken with members of the Licensing Sub-committee, with members in areas where proposed cumulative impact zones are proposed.

Report sign off:

AMAR DAVE

Strategic Director Regeneration &
Environment



London Borough of Brent

Statement of Licensing Policy (as amended)

2020 - 2025

APPENDIX A

Brent Statement of Licensing Policy

Part 1: Introduction, principles and context

1. Purpose of the Statement of Licensing Policy

The London Borough of Brent (“the Council”) is the licensing authority under the Licensing Act 2003 (“the Act”) and is responsible for granting premises licences, club premises certificates, temporary event notices and personal licences in the London Borough of Brent.

The purpose of this licensing policy is to outline the approach that Brent Licensing Authority will take to implementing the Licensing Act 2003. The policy will act as a guide for applicants, residents and Responsible Authorities under the Act.

This policy, along with current national guidance issued by the Home Secretary and primary legislation, forms the basis on which all licensing decisions are made.

The Council is required by primary legislation to promote through its actions the four licensing objectives. These are outlined in the Licensing Act 2003 and are:

- the prevention of crime and disorder;
- public safety;
- the prevention of public nuisance; and,
- the protection of children from harm.

Each of these objectives is of equal importance in terms of licensing actions and decision making.

The Licensing Act 2003 also outlines five other key aims that are important for all those involved in licensing to support and promote through good practice. These are:

- Protecting the public and local residents from crime, anti-social behaviour and noise nuisance caused by irresponsible licensed premises;
- Giving the police and licensing authorities the powers they need to effectively manage and police the night-time economy and take action against those premises that are causing problems;
- Recognising the important role which pubs and other licensed premises play in our local communities, and minimising the regulatory burden on business, encouraging innovation and supporting responsible premises;
- Providing a regulatory framework for alcohol which reflects the needs of local communities and empowers local authorities to make and enforce decisions about the most appropriate licensing strategies for their local area; and,
- Encouraging greater community involvement in licensing decisions and giving local residents the opportunity to have their say regarding licensing decisions that may impact upon them.

This policy:

- Outlines the legal framework and responsibilities under the Licensing Act 2003 and the associated Section 182 Guidance issued by the Home Secretary.
- Makes clear the expectations the Licensing Authority has for those engaging with the licensing system in Brent: including; licence holders, licence applicants, residents and Responsible Authorities.
- Makes clear the expectations that those engaging in the licensing system in Brent may have of the Licensing Authority and other licensing partners.

The aim is to make the Licensing system in Brent clear, simple and as effective as possible. The policy is set out as follows:

- A clear statement of the legal framework and linkages to other legal frameworks and strategies;
- The Brent context and the aspirations and intent of the policy within that context;
- The Licensing Objectives and the measures expected to promote them as required by the Licensing Act 2003;
- 26 specific policies that will provide more detailed guidance on the approach the Licensing Authority will take to specific issues and circumstances; and,
- Appendices that will provide useful further information.

Each new licence application or application for the variation of an existing licence will be considered on its own merits. This will include the proposed venue and its operation, or proposed change to an existing venue and/or its operation, as well as the context in which it operates.

Section 5 of the Licensing Act 2003 requires each licensing authority to prepare and publish a statement of its licensing policy every five years. The previous Brent Statement of Licensing Policy was published on 7 January 2016.

In drafting this Policy the Council has had regard for the Home Office Guidance issued under S.182 of the Licensing Act and has given appropriate weight to the views of consultees. When revisions of the guidance are published the Council will determine if revisions of this policy are appropriate.

Review of the Statement of Licensing Policy

Under the Act, the Licensing Authority must carry out a review of its Licensing Policy every five years. Prior to publishing the revised version, the Licensing Authority will consult fully with those individuals and organisations outlined under section 5 of the Act.

In addition, within the five-year period of the Licensing Policy the Licensing Authority will review the Licensing Policy whenever it feels that relevant issues have arisen or significant changes to the s. 182 guidance or the Act have occurred.

2. Scope of the policy

The scope of the policy is the oversight and management of the provision and holding of licences under the Licensing Act 2003. The Act regulates the following licensable activities:

- Retail sale of alcohol;
- Supply of alcohol to club members;

- Supply of hot food and drink between 23:00 and 05:00
- Provision of regulated entertainment to the public or club members or with a view to profit;
- Film exhibitions;
- Performances of a play;
- Indoor sporting events;
- A boxing or wrestling entertainment;
- Live music performances (see Appendix 11 relating to the Live Music Act);
- Playing of recorded music;
- Dance performances; and,
- Provision of dancing facilities.

There are a number of exemptions and details of these are set out in full in Part 2 of Schedule 1 of the Act.

The scope of these licensable activities are covered through application to the Council for a licence to undertake these activities. These applications include applications for new premises licences, club premises certificates, variations to these and reviews of licence/certificates.

The scope of the policy will be subject to revisions to the guidance issued by the Secretary of State from time to time. When revisions are issued, there may be periods of time where the Brent policy is inconsistent with the guidance. During such periods this Council will have regard, and give appropriate weight, to the revised guidance.

In the drafting of this policy the Council has had regard to Home Office Guidance issued under S.182 of the Licensing Act and has given appropriate weight to the views of consultees. When revisions of the guidance are published the Council will determine if revisions of this policy are appropriate.

Planning

It is understood that the Planning regime in Brent has an impact on the Licensing regime. It is also noted that each of these regimes is covered by a separate legislative framework and administered through separate parts of the Council, with separate Committees overseeing the processes. However, the Council commits to working in alignment with the Planning regime as closely as is possible.

The use of premises for the sale or provision of alcohol, provision of entertainment or late-night refreshment or indoor sports is subject to planning control. Such use will require planning permission or must otherwise be lawful under planning legislation. Planning permission is generally required for the establishment of new premises or the change of use of premises.

In general, all premises which are the subject of an application, should have the benefit of planning permission, or be deemed permitted development. Licensing and Planning are separate regimes, but consents from both must be in place to operate legally. If there is variance between the hours given under a licence and those permitted by the planning permission the earlier hours will apply.

Commercial premises need to have provision for collection of waste etc. Care should be taken to ensure that collection of rubbish and glass does not occur at unsocial hours.

The Mayor's Vision for London as a 24-hour City

We note that since the publication of the last Statement of Licensing Policy the Mayor of London has outlined his vision for London as a 24-hour City and has also appointed a Night Czar and a Night Time Commission to encourage the development of London as a vibrant, diverse, cultural city with a Night Time Economy that is of global significance.

The Council is focussing support for a 24 hour night time economy in two main areas. Wembley is designated by the Mayor as a night time economy area of international or national significance, and Kilburn as an area of more than local significance. The Council supports the Mayor's vision for these areas and will support applications which facilitate an enhancement of leisure and entertainment functions and the night time economy, with appropriate safeguards.

Brent has eight (8) priority town centres and wants to support businesses with a commercial food, drink, and entertainment offer, but with appropriate safeguards to maintain primary retail frontages and residential amenity.

Responsibilities under the Immigration Act 2016 and the Modern Slavery Act 2015

The Council has responsibilities that relate to the prevention of immigration crime, specifically the prevention of illegal working in licensed premises. These responsibilities are outlined in Section 5: Licensing Objectives, and the subsection on the Prevention of Crime and Disorder. The London Borough of Brent has a duty under the Modern Slavery Act 2015 to co-operate with the Independent Anti-Slavery Commissioner, the Council is also under this duty as part of the London Borough of Brent.

Health Act 2006

It is expected that all licence holders will be compliant with the Health Act 2006 and all sundry Smokefree Regulations that govern smoking in licensed premises.

3. Principles of the policy

This policy sets out the general approach the Council will take when considering applications for licences. When determining applications and reviewing licences, the Council will have regard to:

- the Act and related regulations; and
- Government guidance issued under section 182 of the Act and this Policy.

When determining an application under these considerations, the overriding principle adopted by the Council will be that each application will be determined on its merits.

Applicants will be expected to address the licensing objectives in their operating schedule with particular regard to the nature of the location, type of premises, entertainment to be provided, and operational procedures. It is important that all operating schedules should be precise and clear on the measures proposed to promote each of the licensing objectives.

Only conditions appropriate and proportionate to the promotion of the licensing objectives will be attached to any licence, and the Council will have regard to the individual style and characteristics of the particular premises and events concerned. Licence conditions will not be imposed where other regulations or legislation exists to provide sufficient protection.

Licensees will be expected to comply with the Code of Practice of the Portman Group or equivalent. If a valid complaint is received, the stocking or supplying of products featured in the Portman Group's "Retailer Alert Bulletin" could lead to review of the premises licence, and ultimately a

suspension or revocation of that licence if the Council considers that such action would undermine one or more of the licensing objectives.

Where there is a notification to hold a temporary event the Council will expect, where applicable, the holder of the event to comply with the relevant conditions attached to the premises licence where the event is to be held.

A notification of a temporary event should not be used to cover multiple events. The Council expects each notification to be for a single event, and the date and times that the event is to be held. One notification for 168 hours should not be used to cover more than one event.

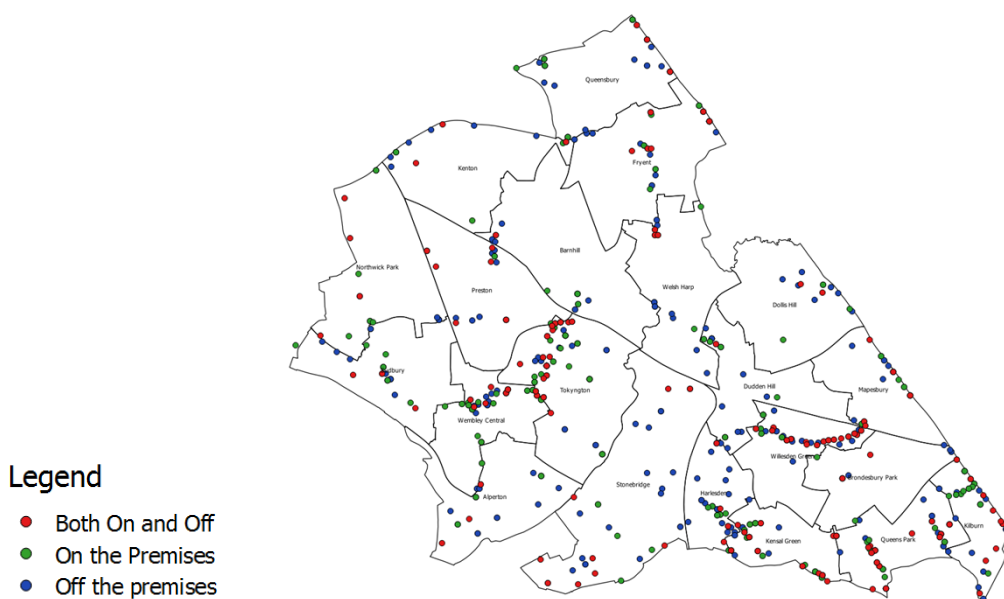
The Council recognises that, in addition to the licensing objectives, it also has a duty under section 17 of the Crime and Disorder Act 1998 to do all it reasonably can to prevent crime and disorder in the Borough.

The Council will not take “need” (commercial demand) into account when determining an application. This is not a matter for a licensing authority in discharging its licensing functions.

4. The local Brent context

Brent Licensed premises

Licensed Premises - Brent



Geography

Brent is a north west Outer London borough. The major areas are Kilburn, Wembley and Harlesden. Brent borders many Inner and Outer London boroughs including Harrow to the north-west, Barnet to the north-east, Camden to the east and Ealing, Hammersmith and Fulham, and Kensington and Chelsea to the south, and Westminster to the south-east. Brent is notably home to Wembley Stadium, one of the country's biggest landmarks, as well as Wembley Arena. These present challenges for the borough as both the Stadium and Arena are integral parts of the Brent and greater London night-time and entertainment economy. Brent's geographic position and historic connections to central London has made the area one of distinct contrasts combining urban and suburban features common to both inner and outer London.

The eight (8) priority town centres in Brent include:

- Kilburn
- Wembley
- Burnt Oak
- Colindale
- Ealing Road
- Harlesden
- Neasden
- Willesden Green

Diversity and demographics

Brent is the second most culturally diverse local authority in the UK and has a long history of ethnic and cultural diversity. Brent was the first local authority in the UK to have a majority black, Asian and minority ethnic (BAME) population. In the 2011 Census, 63.7% of the population were BAME. By contrast, 14% of people in England and Wales and 40% of people in London were BAME. Different ethnic groups are concentrated in distinct parts of the borough:

- Stonebridge and Harlesden wards have the highest concentration of black residents;
- Asian residents tend to live in the west of the borough; and,
- The white population is more concentrated towards the east of the borough - Kilburn, Mapesbury and Dollis Hill wards have the highest numbers of white Irish residents.

People belonging to the different ethnic groups in Brent vary with age. Among younger people (particularly those aged 5-15) the white population is lower and the black population is higher than for the borough as a whole. Minority language households or households unable to speak English are primarily concentrated in the far west and south of Brent.

Children and young people under the age of 18 constitute 25% of the population of Brent. The early years of a child's life are particularly important in shaping future health outcomes. Key factors, such as income, housing, education and other socioeconomic issues can particularly affect young people during their earliest years of life. The 2011 census showed that Brent has a young population as Brent's median age is 32 compared to the London average of 33. The underlying growth of the child population in Brent is a key factor which needs to be considered when designing and providing services to improve the health and wellbeing of children and tackling health inequalities.

Brent's resident population is estimated to be 338,760 in 2019 and is continues to grow. The borough population is dynamic and increasingly transient with significant numbers of people moving into the borough.

Certain groups and geographic areas in Brent may be more vulnerable to the effects of alcohol than others. These vulnerabilities and different ethnicities should be considered when reviewing licence applications. The Council encourages the collection of evidence of the negative effects of alcohol on vulnerable groups within Brent to determine suitable prevention and treatment measures consistent with existing Council and NHS health objectives. A vulnerable adult is a person aged 18 years or over who is or may be in need of community care services by reason of mental or other disability, age or illness and who is or may be unable to take care of or protect him or herself against significant harm or exploitation. Brent has a multi-agency procedure for responding to suspected abuse of vulnerable adults wherein Adult and Community Services coordinate the policy with the Police and NHS.

Town centres

Brent contains 16 defined town centres that vary in size and density. The different town centres within the borough are classified as Major, District, and Local Centres. These typologies are outlined in the Brent Core Strategy. Town Centres which share boundaries with neighbouring London Boroughs are indicated by an asterisk (*).

Major Centres	District Centres	Local Centres
Kilburn*	Burnt Oak*	Kensal Rise
Wembley	Colindale*	Kenton*
	Cricklewood*	Queen's Park
	Ealing Road	Sudbury
	Kingsbury	
	Harlesden	
	Neasden	
	Preston Road	
	Wembley Park	
	Willesden Green	

(Insert: Map of Licensed premises in Brent 2018/19)

There are significant differences between different town centres and other areas of the borough. The evidence shows that the borough's town centres accounted for approximately 15% of all alcohol-related crime and 7.5% of all alcohol-related ambulance callouts. This suggests that the large majority of alcohol-related crime and ambulance callouts is dispersed throughout the borough and not restricted to certain boundaries or town centres. This provides a challenge for licensing in the borough.

There are significant differences in the patterns of alcohol use and alcohol related harm between the north of Brent and the south of Brent. Town centres in north Brent have fewer licensed premises and experience less alcohol-related crime compared with town centres in south Brent.

North Brent: Areas in the north of the borough generally show lower concentrations of anti-social behaviour (ASB), alcohol-related crime, and activities that violate the four licensing objectives relative to the south of the borough. This area stretches in a curve from north of Sudbury Town Centre along north of Wembley Central and to the north of Kilburn High Road (approximately following the Metropolitan Line tracks. The key characteristics, relative to the south of the borough, are:

- Light foot-traffic
- Fewer licensed premises
- Lower concentration of licensed premises
- Fewer crime and anti-social behavior incidents recorded.

5. Brent as a London Borough of Culture in 2020

Brent has been selected as a London Borough of Culture for 2020. During 2020, Brent will establish a new trust for delivering culture in the area with 50 per cent of the trust's board being both from the local community and under the age of 30. Rather than adopting a top-down approach, Brent is working with young people to explore what culture means to them in the 21st century and allowing them to directly influence the design of their London Borough of Culture programme.

The Council is keen to support and encourage a diverse and lively night time economy that supports the 2020 London Borough of Culture programme and encourages the licensed trade to build on this to create an ongoing legacy of culture, particularly culture that is embedded in the local community and is driven by young people in the borough.

DRAFT

Part 2: Licensing objectives

The Act provides a clear focus on the four statutory licensing objectives which the Council must seek to promote when determining an application. These objectives are the prevention of crime and disorder, public safety, prevention of public nuisance, and protection of children from harm. Due to the wide variety of premises and activities to which this policy applies, applications will be expected to address all aspects relevant to the individual style and character of their premises and events. These objectives are set out in more detail in this section.

Those making representations to the Licensing Sub-Committee must base them on the four objectives. Therefore, how applicants communicate the promotion of the licensing objectives in their operating schedule and application is essential for the full consideration of the application by the Council.

Any licence application shall provide a full and detailed operating schedule which demonstrates how the applicant will promote the licensing objectives. Applicants are expected to:

- demonstrate knowledge of the local area when describing the steps, they propose to take in order to promote the licensing objectives;
- undertake enquiries about the area in which the premises are situated to inform the content of the application;
- obtain sufficient information to enable them to demonstrate, when setting out the steps they propose to take to promote the licensing objectives, that they understand:
 - a) the layout of the local area and physical environment including crime and disorder hotspots, proximity to residential premises and proximity to areas where children may congregate;
 - b) any risks posed to the local area by the applicants' proposed licensable activities;
 - c) any local initiatives (for example, local crime reduction initiatives or voluntary schemes including local taxi-marshalling schemes, street pastors and other schemes) they propose to put in place which might help to mitigate any potential risks.

Where specific policies apply in the area (for example, a cumulative impact policy), applicants are also expected to:

- demonstrate an understanding of how such a policy impacts on their application;
- any measures they will take to mitigate the impact; and
- why they consider their application should be an exception to the policy.

Demonstrated knowledge about the locality will assist applicants when determining the steps that are appropriate for the promotion of the licensing objectives. For example, premises within close proximity to residential premises should consider how this will impact on patrons smoking, noise management and dispersal policies, to ensure the promotion of the public nuisance objective. Applicants must consider all factors which may be relevant to the promotion of the licensing objectives, and where there are no known concerns, to acknowledge this in their application.

Applicants may consider canvassing the views of their neighbours and local residents as this can clear up any ambiguities and develop a relationship based on mutual cooperation before an application is made. This will assist the applicant by giving an understanding at the outset of what the community believe is acceptable in their area.

Lists of matters which should be addressed in operating schedules are included in the Appendices to this document. Whilst applicants are strongly encouraged to consider these they should not be regarded as standard conditions and should be used and modified according to the individual application and location and to inform the operating schedule. By setting out a carefully considered operating schedule applicants can demonstrate that they have given thought to their application and its impact on the local environment.

An operating schedule should contain details relating to the promotion of the licensing objectives that are capable of being translated into enforceable conditions as, if there are no representations against the grant of the licence these will form the basis of the conditions that will be placed on the licence.

The failure by an applicant to clearly and fully demonstrate in the operating schedule that they have properly considered the promotion of the four licensing objectives is a legitimate concern should the application come before the Licensing Sub-Committee and may trigger a representation from the Council.

6. Measures for the prevention of Crime and Disorder

The prevention of crime and disorder is a licensing objective due to the link between alcohol and a range of problems, including:

- anti-social behaviour;
- violence, including sexual assault;
- crime and criminal damage;
- domestic violence and abuse;
- street drinking;
- public disorder and misadventure; and
- Resulting ambulance call-outs and A&E attendances.

The consumption of alcohol can increase the likelihood of an individual becoming a perpetrator or a victim of crime. A significant level of violence is linked to alcohol consumption, and the likelihood of being both a victim or perpetrator of property crime or criminal damage increase as a result of alcohol consumption. A compliant, well-regulated licensed premises with effective measures in place to reduce crime and disorder can make a difference. The Council expects existing licence holders and new applicants to be able to demonstrate the measures they use, or propose to adopt, to prevent and actively discourage the sale/supply of alcohol to children and to individuals who are already intoxicated and thus potentially pose a risk to themselves or others.

Applicants are advised that they should, in their operating schedules, focus on measures that will ensure that their proposals will not add to any existing problems with crime and disorder.

It is recommended that applicants undertake an assessment of the likely risks and causes for crime and disorder and include measures in the operating schedule that they will take to address these.

These may include:

- Completion of a risk assessment;
- Use of CCTV with appropriate storage of footage;
- Use of appropriate Security Industry Association (SIA) trained door supervisors;
- Membership of the Business Crime Reduction Partnership;
- Being aware of the potential for drug misuse within the premises and, where this is a risk, to introduce measures that can mitigate this risk;
- Consideration of schemes that may provide additional support for addressing crime and disorder, for example, Business Improvement Districts, Pub Watch, Best Bar None etc.

The Council would expect premises to cooperate with reasonable requests from Police following incidents, such as requests for CCTV footage or statements from staff members and have provisions in place to provide those without undue delay.

Licence holders are recommended to put measures in place to reduce gender-based violence, intimidation and harassment for all staff and customers. This may include 'Ask for Angela', WAVE and specific training for staff. Further details are available at the following links:

- Ask for Angela: <https://www.met.police.uk/AskforAngela>
- WAVE: <https://nbcc.police.uk/article/?id=b2cd2a7d17d92c915996003a0473a4b8>
- Safer Nightlife: http://newip.safernightlife.org/pdfs/digital_library/uk_safer_nightlife_guideline.pdf

Licence holders are recommended to put in place measures to address hate violence, intimidation and harassment for all staff and customers. This shall include zero-tolerance approaches to race, faith, or LGBTQI+ focused violence, intimidation or harassment.

The Council recognises that the Metropolitan Police are the main source of advice about crime and disorder, and that the Community Safety Partnership can also make a contribution. The Council will accept all reasonable and proportionate representations made by the Police unless there is evidence that suggests to do so would not be appropriate for the promotion of the licensing objectives.

The prevention of crime includes the prevention of immigration crime including illegal working in licensed premises. The Council will work with Home Office Immigration Enforcement, as well as the police, in respect of these matters. In addition, the Home Office Immigration Enforcement may instigate a review of a premises licence as appropriate. Where appropriate, the Council will consider imposing conditions directed at ensuring the prevention of illegal working in licensed premises, such as licence holders being required to undertake right to work checks on all staff and the retention of a copy of any document(s) checked as part of a right to work check on the premises for these purposes of inspection.

Events and risk assessment

Where an event that is promoted by the licence holder or an outside promoter, is to take place, premises operators are advised to undertake a risk assessment. Where this identifies a potential crime and disorder and/or a public safety risk linked to those providing the entertainment or to those attending the event, advice may be sought from the Council and Police on the following email addresses: NWMailbox.licensingbrent@met.police.uk, Business.licence@brent.gov.uk Where risk assessments are required, they should be submitted at least 14 calendar days before any proposed event and debrief forms submitted within 14 calendar days of the conclusion of the event.

Major events at Wembley Stadium

During major events at Wembley Stadium the following recommended conditions will be considered where there is a relevant representation:

- No sale of alcohol one hour before the event.
- Customers shall not be allowed to congregate outside the premises.
- No glass bottles shall be handed over the bar but shall be decanted into plastic vessels.
- The DPS shall work in partnership with the Police and comply with any direction given by the most senior Police Office on duty at the event.
- No alcohol of 'alcopop' type drinks shall be displayed or sold in glass containers with the exception of wines and spirits.
- No more than 4 cans of alcohol shall be sold per customer.

7. Measures to ensure Public Safety

The public safety objective is concerned with the physical safety of people using the premises. To ensure the safety of customers, applicants should be prepared to demonstrate that the premises comply with all health and safety regulations and that risk assessments, where required, are current.

The Act covers a wide range of premises and activities and each of these present a mixture of risks. Some of these risks will be common to most premises and others unique to specific operations. It is essential that premises are constructed or adapted and managed so as to safeguard occupants against these risks. The Council will expect operating plans to satisfactorily address the objective of public safety in their operating schedule.

Applicants should note that the public safety objective is concerned with the physical safety of the people using the premises and not with public health which is covered by other legislation. Applicants may consider seeking seek advice from Licensing Officers, Health and Safety Officers, Environmental Health Officers and Fire Safety Officers before preparing their operating schedules. All new applications and variations should be accompanied by a Fire Safety risk assessment as required under the Regulatory Reform (Fire Safety) Order 2005. This will reduce the likelihood of the Fire Authority making a representation against the application.

Premises or activities that present a risk to the public either because of the way they are designed as well as the large numbers expected to attend in comparison to the size of the venue will be required to provide a capacity specific risk assessment for those premises or activities. This assessment will include holding capacity, exit capacity and calculations to demonstrate how the capacity was reached, the lower of the two numbers shall be the final capacity. Examples of this are discos and other entertainment venues (which may include dance), music etc. which attract large numbers of people, public houses close to Wembley National Stadium where large numbers of people may attend on event days, and activities that involve entertainments such as novelty acts involving pyrotechnics and other special effects. Whilst the character and nature of the premises will determine capacity limits, the Council recommends that occupancy figures should be set at one person for every 0.3m² of available floor space for standing areas, one person for every 0.5m² for dance areas and one person for every 1m² for a seated area (although the final capacity may be curtailed by the number of fire exits).

A venue that intends to use special effects such as pyrotechnics, strobe lighting, haze or lasers must keep on record a site-specific risk assessment completed by a competent person. The use of such special effects must be conducted by a suitably professionally qualified competent person or company.

Where there is relevant representation and the Council considers that public safety has not been fully addressed in the operating schedule, it will consider attaching conditions to licences in order to achieve this licensing objective.

Special considerations will apply to night clubs and similar venues. Applicants should consider the Safer Clubbing Guide published by the Home Office and London Drug Policy Forum, which gives advice on these issues. Specific guidance on ensuring a safer nightlife is available at http://newip.safernightlife.org/pdfs/digital_library/uk_safer_nightlife_guideline.pdf

8. Measures to prevent public nuisance

The Council recognises that licensed premises, especially those operating late at night or in the early hours of the morning, can cause a range of nuisances that impact on people living, working or sleeping in the vicinity of the premises.

Public nuisance is the most common reason for complaints and representations made about applications. It is also the most common cause of complaints about existing premises. It can range from low-level nuisance affecting a few people to a major disturbance.

The potential for nuisance varies according to the nature of the premises. The Council will interpret nuisance in its widest sense and takes it to include such issues as noise (from patrons and music, both inside and outside the premises), light, litter, human waste (such as vomit and urine), fly-posting and anti-social behaviour.

Noise nuisance is the most common problem. It is particularly intrusive at night when ambient noise levels are lower, and residents are trying to sleep, and so it is essential that applicants demonstrate how they will effectively manage these issues. It can include issues such as:

- the exit and dispersal of patrons including patrons loitering;
- noise from patrons standing in queues or in smoking areas;
- patrons returning to cars parked in surrounding streets
- access to taxi marshals, ranks or services; and
- general noise of people arriving and leaving.

Applicants for licences which are proposed to run after midnight and for variations to extend existing hours are expected to prepare a detailed dispersal policy and submit it with the application.

Where applicants are completing operating schedules, they are expected to have regard to the location of the proposed or actual premises. In particular, consideration should be given to whether proposals may have a disproportionate impact in residential areas or near to sensitive premises such as nursing homes, older people's accommodation, hospitals, hospices, schools, childcare facilities or places of worship.

The use and management of outside spaces within the direct and to a degree in-direct control of the licensee and the associated behaviour of people using outside areas can be problematic. Applicants are expected to take all reasonable steps to prevent public nuisance outside their premises where these matters are within their reasonable control. Policy 5 outlines the Council's policy for the management of outside spaces.

Proximity to residential accommodation is a general consideration with regard to the prevention of public nuisance. The Council will treat each case on its individual merit; however, stricter conditions will be considered being applied on premises licences in areas that have denser levels of residential accommodation or residential accommodation in close proximity to the premises. This may include the Council considering an earlier terminal hour than that proposed by the applicant

9. Measures to protect children from harm

The Council takes the protection of children from harm very seriously and expects all licence holders and staff employed on licensed premises to do so as well. Applicants for new licences and variations are expected to address this in detail in their operating schedules. Existing licensees are advised to review their policies regularly to ensure that they are still relevant for the nature of the premises.

The wide range of premises that require licensing means that children can be expected to visit many of these, often on their own, for food and/or entertainment. Generally, the Council will not seek to limit the access of children to licensed premises unless it is appropriate to protect children from harm.

The Council will judge the merits of each application before deciding whether to impose conditions limiting access of children to individual premises. While the Council wishes to see the development of family friendly environments, it may consider imposing conditions in the following circumstances:

- Where adult entertainment is provided
- Where there have been convictions of current management for serving alcohol or with a reputation for allowing under-age drinking
- Where there is a strong element of gambling on the premises
- Where the exclusive or primary purpose of the service provided is the consumption of alcohol.

The Council will consider all or any of the following options when dealing with a licence application where limiting the access to children is considered appropriate to promote the protection of children from harm:

- Limitations on the hours when children may be present
- Limitations on ages below 18 years
- Limitations of exclusions when certain activities are taking place
- Presence of sufficient adults to control the access and egress of children and to ensure their safety
- Full exclusion of people under 18 years when any licensable activities are taking place
- Limitations to parts of the premises to which children may have access.

Where a significant number of children are likely to be present, a licensee should ensure that adequate number of staff are present to control their access, egress and safety. The number of staff required should be assessed by the licensee taking in to account the number of children to be present, the type of event, characteristics of the premises and any other relevant factor(s). The Council recommends that, while the aforementioned factors will determine the number of staff required, the sufficient number of adults present should be calculated at a rate of one adult for every 50 children or part thereof. Where there is a balcony the rate shall be one adult for every 30 children or part thereof.

Nothing in this policy shall seek to override or duplicate child supervision requirements contained in other legislation. However, the Council will take into consideration (where appropriate) the measures taken by applicants to ensure that staff who have any contact with children are appropriately checked to ensure that they pose no risk to children. It may be appropriate to obtain enhanced disclosure checks from the Criminal Records Bureau in some cases.

Brent Council supports the Challenge 25 Scheme, Brent's Age Restricted Goods Responsible Trader Scheme and similar proof of age schemes and will expect applicants to address this within their risk assessment in respect of determining access to premises or sale of alcohol to young persons.

Where entertainment includes the showing of any film the Council will impose conditions requiring licensees to restrict children from viewing age-restricted films classified according to the recommendations of the British Board of Film Classifications or by the Licensing Authority itself.

Where there is relevant representation and the Council considers that the licensing objective regarding protection of children has not been fully addressed in the operating schedule it will consider attaching conditions to licences and temporary event notices to protect children from harm.

Where licensees require identification to verify age, acceptable forms of ID include:

- Valid passport
- Proof of age card (with PASS hologram)
- Photo driver's licence card
- Armed Forces ID card.

The Council's Trading Standards Team work closely with the Police. They carry out regular operations using children aged under 18 to undertake test purchases for underage sales. Following any such sale, action will be taken. This may be a review of the licence, or a request to include additional conditions on the licence designed to assist the management to counter attempts by children wanting to buy alcohol. Any additional conditions felt appropriate will be subject to discussion with licence holders. It should be noted that Trading Standards may also take enforcement action where any underage sale takes place which may lead to prosecution for which the penalty is a fine. Evidence of any other sales of age restricted goods or any other illegal activity will be considered relevant. If a review of a licence does follow and the committee considers that the necessary safeguards, training or commitment to the protection of children are inadequate, then additional conditions, restrictions or, in appropriate cases, revocation of the licence may follow.

The Council recommends that staff in licensed premises are made aware of information, training and the appropriate contact points to help them identify and raise any issues of child exploitation which they note in the licensed premises.

The Council strongly recommends applicants and existing licence holders take into account the Safeguarding Children Policy for Licensed Premises available at http://www.londoncp.co.uk/chapters/sg_licensed.html. Licensees and licence applicants are also required to be aware of matters and warning signs relating to Child Sexual Exploitation and to take these matters seriously. The Metropolitan Police Service's Make Safe website, at <https://www.met.police.uk/police-forces/metropolitan-police/areas/about-us/about-the-met/campaigns/operation-makesafe/>, has useful information and materials which all prospective and existing licence holders are expected to familiarise themselves with.

The majority of specific matters relating to licensing are dealt with through individual policies in this section.

Policy 1: Process for applications

- **Policy:** the process for applications set out in this section will be followed in all cases of applications for licences.

The Council recommend that applicants, where possible and appropriate, consider submitting a provisional application early in the process. This allows early engagement and discussion and can improve the quality of the subsequent application.

Applications will be progressed in accordance with procedures laid down by the Act. Prospective applicants should refer to the separate relevant guidance documents for further details. Where reference is made to applications in this policy this should be taken as referring to applications for new premises licences, club registration certificates, variations to these and reviews of licence/certificates.

Once an application is made and received electronically by the Brent Licensing Authority it will be provided to all Responsible Authorities by the Licensing Authority. The public will also be notified via the Brent Council website.

Applications for all licences and consents available under the 2003 Act must be made on the relevant form prescribed under secondary regulations. Applications will not be progressed until the form has been completed in full, together with the relevant fee and all other required information, including a detailed premises plan, by the licensing authority and the relevant responsible authorities.

In accordance with the Provision of Services Regulations 2009, electronic application facilities are available. Electronic application facilities for premises licences may be found on Council's own web site. Electronic applications for other categories of licence and consent are also available on this web site. Where electronic applications are made, the application will be taken to 'be given' when the applicant has submitted a completed application form Together with all other relevant documentation and fees.

The Metropolitan Police Service provide up to date crime data for postcode areas in Brent through both www.mps.police.uk and www.police.uk. Both of these websites can provide applicants with a better understanding of the crime and disorder characteristics for the area in which they are applying for a licence, and this understanding can help inform applications and operating schedules.

The Responsible Authorities are:

Responsible Authority	Contact
Licensing Authority	business.licence@brent.gov.uk
Environmental Health Authority	ens.noiseteam@brent.gov.uk
Trading Standards	TradingStandardsBrent&Harrow@brent.gov.uk
Child Protection Authority	brent.lscb@brent.gov.uk
Planning Authority	planningnorth@brent.gov.uk ; planningsouth@brent.gov.uk
Health and Safety	ens.publicsafety@brent.gov.uk
Metropolitan Police	NWMailbox.LicensingBrent@met.police.uk
London Fire Brigade	FSR-AdminSupport@london-fire.gov.uk
Director of Public Health	publichealthlicensing@brent.gov.uk
Home Office (Immigration Enforcement)	Alcohol Licensing Team Lunar House 40 Wellesley Road Croydon CR9 2BY • Email: Alcohol@homeoffice.gsi.gov.uk

The steps for consideration of a licence application, a licence variation and a club premises certificate are:

- a) If no representations are made to an application, the Council must grant it in full.
- b) When an application is made, and relevant representations are received by the Council it must hold a hearing of the licensing sub-committee (unless those who have made representations agree this is unnecessary or unless the applicant or objectors request a date beyond the twenty days period for specific reasons).
- c) The sub-committee will then consider the evidence provided by applicants and those making representations, the Guidance, this Statement of Licensing Policy and any other relevant data.
- d) The sub-committee will determine the application and will take any steps it considers appropriate for the promotion of the licensing objectives. The steps undertaken will be fair, relevant and proportionate.
- e) Conditions on the licence, additional to those voluntarily sought by the applicant, may be considered. Appropriate conditions will focus on matters which are within the control of individual licensees and which also relate to the premises or places being used for licensable activities and the impact of the resulting activities in the vicinity. If situations arise where the licensing objectives are compromised but cannot be dealt with by the use of appropriate conditions the Licensing Authority will consider whether it is appropriate for a licence to be granted or continue to operate.

Individuals applying for a personal licence must be entitled to work in the UK. The Immigration Act 2016 amended the Licensing Act 2003 with effect from 6 April 2017 so that an application made on or after that date by someone who is not entitled to work in the UK must be rejected. Licences must not be issued to people who are illegally present in the UK, who are not permitted to work, or who are permitted to work but are subject to a condition that prohibits them from doing work relating to the carrying on of a licensable activity. In order to discharge this duty, the Council must be satisfied that an applicant has the right to work in the UK and should require applicants to submit one of the documents listed at Appendix 10, to show that the applicant has permission to be in the UK and to undertake work in a licensable activity. This also applies to individuals who apply for premises licences. The purpose of this is to prevent illegal working in the UK.

A person is also disqualified from holding a licence if they are subject to a condition on their permission to be in the UK preventing them from holding a licence, for example they are subject to an immigration restriction that does not permit them to work.

Policy 2: Licensing fees

- **Policy:** Licensing fees are set nationally and are due for payment on the anniversary of the licence, if the Licensing fee is not paid on time the licence will be suspended until fees are paid.

Licence fees are set in alignment with business rates (rateable value) and the Council expects licence holders to pay the required licence fee when it is due. The licensing fees are set out on this web page <https://www.brent.gov.uk/business/licences/licence-fees/>.

If Licence fees are not paid at the time they are due suspension for non-payment of fees will be in force two days after the Council notifies the Licence holder. The Council will notify the Licence holder the day after the payment is due if it is not received.

The suspension will cease to be in place when the payment is received.

It is the Licence holder's responsibility to pay their fees, the Council will not issue a reminder of fees when they are due. This is a matter for Licence holders and the Council expects Licence holders to take responsibility for ensuring their fees are paid when they are due.

There are some exemptions to this policy. Where late payment or non-payment is due to administrative error or if the fee is disputed prior to the date it is due for payment the licence will not be suspended.

Licensing fees can be found on the Brent Council website here: <https://www.brent.gov.uk/business/licences/licence-fees/>.

Policy 3: Partnership Working

- **Policy:** The Council aims to work in partnership where and when it is possible and reasonable to do so. This includes aiming to work with: other Responsible Authorities and enforcement agencies within Brent; regional or national authorities and bodies outside of Brent; and, the trade, trade representative organisations, and schemes such as PubWatch and Best Bar None.

Partnership with responsible authorities and enforcement agencies

The Council is committed to working collaboratively and as seamlessly as possible with the Responsible Authorities and enforcement agencies within Brent and more widely as appropriate.

In particular, this will include:

- **Tasking meetings:** Tasking meetings forms the basis for partnership working within the wider Council and local partnership.
- **Joint enforcement approaches:** The Council will work closely with the local police, licensing Police and the Fire Authority on enforcement issues to avoid duplication and to provide for the most efficient deployment of Council, Police and Fire Authority officers in respect of inspection of licensed premises and the enforcement of licensing law. Contact is also maintained with the Security Industry Authority (SIA) in relation to checks on door supervisors. Multi agency announced and unannounced inspections and visits are and will be undertaken.
- **Joint approach to representations:** The Council will communicate with the Responsible Authorities to ensure that a partnership approach is taken in consideration of applications and any representation to be made to them where appropriate.
- **Information sharing:** Brent is committed to open data principles. Subject to the provisions of the Data Protection Act 1998 and General Data Protection Regulation the Council will share information about licensees, licensed premises and activities associated with them to all partners. Operating schedules, results of compliance checks, and details of enforcement action may also be shared.

Partnership working with licensees, trade and residents

The promotion of the licensing objectives and achieving common aims relies on a partnership between licence holders, authorised persons, interested parties, responsible authorities and the Council. The Council is keen to work in partnership with licensees and with bodies such as licensee forums, pub watches, business groups, tenants and resident's groups and those representing such groups to develop a prosperous and well managed economy whilst promoting the licensing objectives.

By working closely with trade and resident's groups the Council aims to develop a preventative or early intervention approach to problems that may arise. To do this the Council will:

- Be accessible to these groups.
- Regularly consider and/or canvas the views of Brent business and resident's groups as and when appropriate.

Policy 4: Enforcement approach

- **Policy:** The Council supports compliant, well-regulated businesses, and as such will operate a clear two step enforcement approach within the circumstances and context of each individual requirement for enforcement action.

The Council prefers a targeted approach to enforcement, where compliant, well-regulated licensed businesses are not generally a focus of enforcement and where licensed businesses that do not meet this standard are supported to become compliant, well-regulated business. Where this is not possible or successful, they will be subject to appropriate and proportionate enforcement measures.

The Council will aim to give licence holders early warning of any concerns/ problems identified at any licensed premises and identify the need for improvement. Repeated or cumulative breaches of licences will potentially lead to a review where the full history of the venue will be examined.

Where a test purchasing exercise is undertaken by the Police and/or Trading Standards for age restricted goods, all licenced premises will be targeted equally.

An intelligence led approach will be adopted and information regarding incidents of violent crime, disorder and nuisance in and around licensed premises will be collated to provide a risk-based approach for inspection and, where appropriate, surveillance.

Enforcement action will be taken in accordance with the principles of the Regulatory Compliance Code, requirements of the Licensing Act and the associated section 182 Guidance.

The Council will consider the fundamental principles recommended by the Better Regulation Task Force for good enforcement and the Hampton report:

- **Targeting:** for example, focusing on activities that give rise to the most serious risks or where hazards are least well controlled;
- **Consistency:** for example, similar approaches in similar circumstances to achieve similar ends;
- **Transparency:** for example, helping duty holders to understand what is expected and distinguishing between statutory requirements and guidance;
- **Proportionality:** for example, action taken should be proportional to the risk presented;
- **Necessity:** for example, no inspection to take place without a reason.

For more information on the Council's Enforcement Strategies please go to the following Council web page: <https://www.brent.gov.uk/enforcement>.

Policy 5: Opening hours

- **Policy:** The Council expects and strongly encourages applicants applying to operate between the hours of midnight and 10:00 am to consider and assess the potential risks in the locality and the premises operation against the licensing objectives as part of their application.

International evidence shows that in case of alcohol the hours and days of sale is related to the harm that can be caused by excessive and risky consumption of alcohol. Evidence also indicates that certain hours of sale impacts on certain types of alcohol related harm.

Accordingly, venues which seek to open between midnight and 10:00 am are expected to risk assess their proposals, having regard to risks in the locality and those arising from their operation itself, and propose measures to promote each of the licensing objectives. Applicants will be expected (but are not legally bound) to supply such risk assessments alongside their operating schedule to demonstrate compliance with this policy. If they do not do so, it is likely that representations will be received, and that the application may be refused or stringent conditions placed on any licence granted.

Venues operating within these hours will also be expected to consider public nuisance caused by potential noise, anti-social behavior and crime, particularly in relation to the use of outside spaces and during entry, exit and dispersal from the premises.

Policy 6: Temporary Events

- **Policy:** The Council expects that all Temporary Events Notices (TENs) are submitted at least 10 days prior to the event and provide sufficient accompanying information to allow due consideration, including evidence of permission to use space if it is public or council land/venue. It is expected that any existing conditions on a licence will be maintained for the purposes of a TEN. It is also recommended that TENs are submitted as early as possible prior to the event to allow relevant responsible authorities to have appropriate time to consider the TENs.

Temporary Events Notices are intended to allow licensable activities without a premises licence. Only the Police or Environmental Health can object to a TEN. The Licensing Authority will intervene if the statutory limits on the number of TENs are exceeded.

It is recommended that TENs are submitted as early as possible prior to the event to allow for the relevant responsible authorities to have sufficient time to consider the notice.

If an objection to a late TEN (given with between 5 and 10 working notice) is received a counter notice will be served and the event will not be allowed to go ahead. A late TEN will, in normal circumstances, be objected to.

When a TEN is submitted the Council expects that the following information will be provided:

- Evidence of permission to use outside space for an event, specifically where the outside space is Council or public land;
- A risk assessment and capacity determination;
- Evidence of consultation with the Brent Safety Advisory Group.
- Any other information that is relevant or pertinent to the TENs.

If this information is not provided it is more likely that an objection will be forthcoming.

Risk Assessments

Where an event involves live performers (for example, musicians, DJs, MCs and other artists) at a licensed premises that is promoted by the licence holder or an outside promoter the Police may require that a risk assessment be completed and submitted in advance to the satisfaction of the Police. This may also include the completion of an after event debrief form. This is to ensure that any crime and disorder, public safety matters or concerns are identified and addressed satisfactorily. Where risk assessments are required, they should be submitted at least 14 days before any proposed event.

The Safer Sounds programme run by the Safer Business Network and supported by the Mayor of London can provide more information around running safe events. The website, which will go live in 2019 is www.safersounds.org.uk.

Policy 7: Reviews

- **Policy:** Where a valid and reasonable request for a review of a licence is made to the Council, the Council will initiate a process to consider the review application

Responsible Authorities, residents or businesses or a representative of these may ask the Council to review a premises licence because of concern(s) about the premises in connection with any of the four licensing objectives.

Any request for a review of a premises licence is required to be accompanied by evidence to substantiate the allegations.

When a request for a review is initiated by other persons, the Council is required to first consider whether the representation made is relevant to the any of the four licensing objectives and that is not vexatious or frivolous. Where a Responsible Authority requests a review it is expected that licensing objectives are considered prior to the review application.

Representations must relate to particular premises for which a premises licence is already held and must be relevant to the promotion of the licensing objectives. The review process is not an opportunity to revisit earlier representations made when the original application for a premises licence was determined, unless these relate to different circumstances.

Where the Council receives a request for an expedited review in accordance with the closure procedures described in Part 8 of the Act, the Council will arrange a hearing in accordance with the regulations set out by the Secretary of State.

The licensing committee, in determining a review application, may exercise the range of powers given to them to promote the licensing objectives.

These include:

- modify conditions of the premises licence (which includes adding new condition(s) or any alteration or omission of an existing condition temporarily or permanently);
- exclude a licensable activity from the scope of the licence;
- remove the designated supervisor;
- suspending the licence for a period not exceeding three months;
- revoke the licence; or,
- to take no action.

The Council will seek to establish the cause or causes of the concern issues and action will be targeted at such causes. Any action taken will be proportionate to the problems involved.

Where a Magistrates Court makes a Closure Order under part 8 of the Licensing Act 2003 (on grounds of disorder) the Council must carry out a review of the licence.

Where a Magistrates Court makes a Closure Order under part 4 of the Anti-Social Behaviour, Policing and Crime Act 2014 (on grounds of the use, supply or production of Class A drugs associated with disorder or serious nuisance) the police will request a review or ask the Council to carry out a review of the licence.

Where a closure order has been made under part 4 of the Anti-Social Behaviour Act 2003 (on grounds of noise) the Council's Environmental Health section will normally request a review of the licence.

Offences under the Licensing Act 2003 include the serving of alcohol to unaccompanied persons under 18. The consumption of alcohol by minors impacts on the health, educational attainment, employment prospects and propensity for crime of young people. The sale of alcohol to persons who are intoxicated is also an offence under the Licensing Act 2003. The Council will treat representations that these offences have occurred seriously when they arise in connection with the granting or review of a premises licence. It will also have regard to other criminal activities which may take place in some types of licensed premises such as:

- sale or distribution of drugs;
- sale or distribution of stolen or counterfeit goods or weapons sale of smuggled tobacco and alcohol;
- prostitution, pimping or procuring;
- use as a base for criminal activity, particularly gangs, organisation of racist activity, unlawful gaming and gambling; and,
- employment of those who do not have the right to work in the UK.

Where reviews arise and the Council determines that the crime prevention objective is being undermined through the premises being used to further crimes, it is expected that the revocation of the licence- even in the first instance - will be seriously considered (s182 Guidance, paragraph 11.26). Revocation also remains an option if other licensing objectives are being undermined.

Comments about applications and reviews are made by way of representations. These can be from a Responsible Authority (such as the Police) or other persons (such as a local resident or residents' group). A representation can be an objection to an application or part of an application or can be in support of an application. Guidance on making representations and applying for a review is available on the Council's website.

The review process is integral to the operation of the Licensing Act 2003.

The Government's intention is for a light touch regulatory regime with regard to the granting of new licences and variations. If problems arise in connection with a premises licence, it is for the responsible authorities and the other persons to apply for a review of the licence. Without such representations, the Council cannot review a licence. Proceedings under the Licensing Act 2003 for reviewing a premises licence are provided as a key protection for the community where problems associated with crime and disorder, public safety, public nuisance or the protection of children from harm are occurring.

Policy 8: Impact of major entertainment venues

- **Policy:** The Council will continue the policy of imposing special conditions in Wembley for dealing with alcohol-related issues during major events.

Brent hosts two large-scale entertainment venues of international and national importance. Wembley Stadium and Wembley Arena are major sources of tourism and regeneration within the Wembley area. Thousands of people enter Wembley on event days and people consume alcohol as a part of their entertainment

The Council will continue the policy of imposing special conditions in Wembley for dealing with alcohol-related issues during major event days. The conditions acknowledge the unique role alcohol plays in the overall enjoyment, social and economic activity associated with Wembley Stadium and Wembley Arena whilst balancing the four licensing objectives and the safety and concerns of local residents. These are included earlier in the Policy and include:

- No sale of alcohol one hour before the event.
- Customers shall not be allowed to congregate outside the premises.
- No glass bottles shall be handed over the bar but shall be decanted into plastic vessels.
- The DPS shall work in partnership with the Police and comply with any direction given by the most senior Police Officer on duty at the event.
- No alcohol of 'alcopop' type drinks shall be displayed or sold in glass containers with the exception of wines and spirits.
- No more than 4 cans of alcohol can be sold to a customer.

Policy 9: Cumulative Impact

- **Policy:** The Council will consider evidence of cumulative impact in areas across the borough. Where the evidence indicates a Cumulative Impact Assessment is appropriate the Council will undertake one. Where a Cumulative Impact Policy is in place a Cumulative Impact Assessment will be conducted every 3 years to assess whether the evidence supports a continuation of the Cumulative Impact Policy or whether the evidence supports a discontinuation. The Council has identified evidence to support the application of Cumulative Impact Policies for the following areas: Harlesden; Wembley Central; Ealing Road; Kilburn High Road; Willesden High Road; Neasden Town Centre; East Lane; Kingsbury, Queensbury Station Parade, Sudbury Town – Harrow Road and Watford Road.

As part of this Statement of Licensing Policy the Council is establishing ten (10) new Cumulative Impact Zones (CIZs) in Brent. The purpose of these CIZs is to address levels of crime and disorder, and anti-social behaviour, particular that associated with street drinking. Therefore, the CIZs will specifically relate to applications and variations for off-licences.

It is important to note that the CIZs adopted will not cause any existing licences to be changed. It can only apply to new applications and variations of existing licences. It is also not an absolute policy and where an applicant can satisfactorily evidence that their application or variation will not negatively impact on the licensing objectives the Council may be minded to grant the application.

The CIZs do not address the matter of the need for a premises. The need for premises is a commercial matter and is not a consideration for the Council in the discharge of its functions

and this policy. Need is a matter for the planning authority and market forces.

It is also important to note that Policy 11: Voluntary ban on high strength sales is a separate policy and adoption of the voluntary condition(s) supported and encouraged in Policy 11 will not necessarily address the requirements under a Cumulative Impact Zone. Any licence application in a CIZ area will need to demonstrate with evidence that its operation will not add to any cumulative impacts that the CIZ is seeking to address.

See Appendix 6 for further details.

Cumulative impact outside of Cumulative Impact Policy areas

The Council recognises that the cumulative impact of licensed premises can be experienced by residents in areas where there is no current cumulative impact policy. Cumulative impact is not defined in the Licensing Act 2003 but is addressed in national guidance which defines it as “the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area”. The guidance goes on to state that the cumulative impact of licensed premises on the promotion of the licensing objectives is a proper matter for a licensing authority to consider in developing its licensing policy statement.

The Council will consider any representation that refers to the impact of a number of premises in an area. The absence of a special policy in an area will not prevent any Responsible Authority or other person from making representations on the grounds that the premises will give rise to a negative cumulative impact on one or more of the licensing objectives in the area in question. Representations referencing cumulative impact need to be evidence based and show how the present number of licensed premises are impacting on the objectives and demonstrate how a specific licensed premises in a particular area will add to those problems.

Policy 10: Public Space Protection Orders

- Policy: Brent has Public Space Protection Order for street drinking covering the whole borough and therefore it is an offence to drink alcohol in any public place.

The Public Space Protection Order for street drinking was applied Borough wide in October 2017. This means that it is an offence for any person to drink alcohol in public place within the borough. If a police officer reasonably believes that a person is, or has been, consuming intoxicating liquor within these areas, the officer may require the person concerned:

- a) not to consume in that place anything which is, or which the officer reasonably believes to be, intoxicating liquor
- b) to surrender anything in his/her possession which is, or which the officer reasonably believes to be, intoxicating liquor or a container for such liquor (other than a sealed container)
- c) An officer may dispose of anything surrendered to him/her as above.
- d) Issue fixed penalty notices on offenders
- e) Prosecute persistent offenders

Policy 11: Voluntary ban on high strength sales

- **Policy:** The Council strongly encourages applicants to implement a voluntary ban on the sale of high strength alcohol.

The Council supports and encourages licensees implementing a voluntary ban on high strength alcohol sales. These voluntary bans are aimed to tackle the problems associated with street drinking by removing from sale low price, high-strength alcohol products through voluntary bans implemented by local retailers. Street drinkers often consume high strength alcohol. The scheme follows increasing evidence of the harm caused by this type of alcohol to vulnerable drinkers, and also the crime, disorder and nuisance caused by street drinkers. The models used vary from place-to-place but tend to target alcohol products above 6% alcohol by volume (ABV) as well as sale of minatures, although some have focused on a slightly lower ABV or lower cost products.

The Council encourages and supports applicants to outline any voluntary ban in their operating schedule or voluntary conditions offered as part of their licence application.

Policy 12: Street drinking

- **Policy:** In areas where street drinking has been identified as a problem by the Council new applicants and those applying for variations are required to demonstrate how their premises will not contribute to street drinking in those areas.

Applicants may wish to seek guidance from Licensing, Community Safety and Police partners as to specific measures that may be appropriate for their specific location. However, some general examples of good practice include:

- Reducing the strength approaches having voluntary bans on high strength low cost alcohol.
- Visible labels identifying the premises.
- Use of different coloured or labelled bags for sales of alcohol.
- Ensuring street drinkers do not congregate outside the premises.
- Ensuring drinkers do not consume alcohol on the premises, also not having the paraphernalia to allow that (e.g. Single plastic drinking vessels or bottle openers near the till area).
- No sale of miniatures.
- Keeping the premises locality clear of litter.

Policy 13: Culture, arts and tourism

- **Policy:** The Council encourages the development of culture, the arts and tourism in the borough and will be more likely to positively consider applications that add to culture, arts and tourism in the borough.

In 2020 Brent will be a London Borough of Culture. The Council supports and encourages culture, arts and tourism in the borough and is supportive of a licensed trade that promotes and provides these in Brent. Culture, arts and tourism play an important economic role in Brent and are integral to the identity of the area. Area attractions such as Wembley Stadium and Wembley Arena are nationally and internationally renowned and encourage locals and tourists to come and visit Brent. Similarly, Kilburn High Road and southern areas of the borough are starting to experience growth as part of London's overall entertainment and night time economy

There is a strong relationship between alcohol consumption and tourism (particularly around major events). The Council wants to encourage tourism to the borough and consumption of alcohol when done so safely and appropriately. The Council believes any licence application or renewal review should look to acknowledge the economic importance and attraction of local culture, arts, and tourism with safe and appropriate alcohol consumption.

The Council recognises the need to encourage and promote live music, dance and theatre for the wider cultural benefit of the community, particularly for children. Live performance is central to the development of cultural diversity and vibrant, exciting communities, particularly traditional entertainment such as circus and street arts.

When reviewing applications for such events and the imposition of conditions on licences or certificates, the Council will carefully consider the cultural benefit to the community when seeking to promote the licensing objectives.

Consideration will be given to the particular characteristics of any event including the type, scale, duration and regularity of the proposed entertainment, especially where there is little likelihood of nuisance being caused.

The Council also supports premises that promote a 'taste' and appreciation approach to the consumption of alcohol, such as micro-brewery tap-rooms, tasting offers and other approaches that promote the responsible appreciation of alcoholic beverages for their taste and quality, rather than for volume and intoxication.

Policy 14: Late Night Refreshment

- **Policy:** The sale of hot food and refreshments between 11 pm and 5 am are licensable activities under the Act and will require a licence.

Under the Licensing Act 2003, the sale of hot food and non-alcoholic drink for consumption on or off the premises to the public between the hours of 11pm and 5am is a licensable activity. This includes premises that provide equipment for food and non-alcoholic drink sold to the public to be heated up prior to being consumed.

The Council advises any applicants for a premises licence who provide hot food and non-alcoholic drink after 11 pm to give a detailed account of how they will promote the four licensing objectives and, in particular, the prevention of crime and disorder and the prevention of public nuisance.

This Council will have due regard to any representations from Responsible Authorities and "other persons" to the grant or variation of a licence to provide hot food and non-alcoholic drink to the public. It will also look particularly closely at any measures proposed by the applicant to promote the licensing objectives.

Policy 15: Shisha

- **Policy:** Conditions to promote the licensing objectives will be considered for Late Night Refreshment Licences specifically where shisha is also sold.

A number of shisha premises have Late Night Refreshment Licences which permit the sale of hot food and hot drinks between the hours of 11pm and 5am. Currently, there is no strong evidence to support limiting LNRL's in shisha premises however evidence is being collected to determine the suitability of licence conditions on such places in the future.

Where an applicant, for either Late Night Refreshment or the sale of alcohol, is also planning to sell shisha for consumption on the premises the Council expects that the application will evidence how they will address any potential public nuisance caused by shisha smoking and also to demonstrate compliance with other regulatory regimes (e.g. Smokefree Regulations).

The licensing objectives still apply in these circumstances and the Council expects applicants to provide clarity on the measures that they will take to ensure that the licensing objectives are upheld.

Policy 16: Venue capacity limitations

- **Policy:** Venue capacity will be considered as part of wider consideration for licence applications

When determining applications for a licence, consideration of venue capacity will be taken into account. This is to help the Council limit the potential for large venues becoming problem hot spots. This will apply to those venues that fit or likely to fit within the description of high-volume vertical drinking establishments where applicable. Applicants are required to submit robust crime & disorder proposals in their operating schedules as well as noise dispersal policies.

The Council accepts that a lot of the problems that may occur in large premises may be controlled by good management practices. However, controlling the numbers of customers allowed into the premises may also assist in promoting all of the licensing objectives, primarily crime & disorder.

The Council will consider capacity conditions where this may be beneficial in promoting the licensing objectives.

Policy 17: Voluntary schemes

- **Policy:** The Council encourages applicants to consider the range of voluntary schemes available and appropriate for their premises and operation.

The Drink Wise Self-Assessment Framework suggests voluntary agreements with licensed premises helps to reduce alcohol related harm. However, this requires willing participation on the part of premises owners and operators. As such, the availability and sale of high-strength beer and cider can be inconsistent and sporadic.

Voluntary measures include setting a minimum unit price, code of good conduct schemes run by local industry, local authority, and policy partnerships has been adopted by over 100 towns and cities across the UK and has the support of the Home Office.

Pubwatch is a voluntary scheme with the aim of achieving a safer drinking environment in all licensed premises. Pubwatch can be an invaluable resource for licensees. It enables them to share information, intelligence and advice about crime, disorder and ASB in the area with each other, the Council and the Police. This includes sharing information such as photographs of offenders and the "Barred from One, Barred from All" scheme. This can in turn assist with dispersal because known troublemakers cannot gain access to licensed premises in the first instance.

Policy 18: Health

- **Policy:** The Council will consider the impact on the health and public health of Brent residents as part of its considerations and duties relating to the sale and supply of alcohol.

Health is not a licensing objective, but the Council is aware that there is a significant negative impact on the health of our residents caused by alcohol, reflected in hospital admissions and deaths from alcohol related illnesses, alcohol induced violence and domestic violence. Significant alcohol related hospital accident and emergency admissions and ambulance pick-ups are indicative of problems and may result in reviews of premises licences where these can be related to specific premises.

The evidence base for the impact alcohol has on the health and wellbeing of local areas is strong. For a full review of the evidence the Public Health England evidence review is available here: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/583047/alcohol_public_health_burden_evidence_review.pdf

Since 2012 the Brent Director of Public Health has been a Responsible Authority and is able to make representations on applications and initiate reviews. The Brent Director of Public Health has access to data and evidence that is useful and informative for the, development of policy, the consideration of applications and the conduct of reviews. This includes:

- evidence on the impact of alcohol on the physical and mental health of residents, particularly children;
- data on hospital admissions for alcohol related illness and injury;
- data from London Ambulance Service on alcohol related ambulance attendances; and,
- data and evidence from local alcohol services, such as out-reach and treatment services.

When such evidence and data is presented it will be considered and where links are made to any of the four licensing objectives it will be taken into account by the Licensing Sub-Committee in reaching its decision if applicable.

Policy 19: Outside spaces

- **Policy:** Beer gardens, roof terraces, pavements and other outdoor areas in licensed premises are expected to comply with appropriate conditions to ensure there is minimal disruption to residents in proximity to the licenced premises.

Outside spaces are an increasingly popular part of licensed premises, particularly in summer where there is more demand for outside drinking and eating. The outside spaces that are also used by patrons who smoke must comply with Smokefree regulations. These outside spaces at premises need robust management to reduce the potential nuisance being caused to others located in proximity to the venue.

Where smoking, eating and drinking takes place outside, the Council expects applicants to provide comprehensive details in their operating schedule on:

- the location of outside areas to be used;
- how the outside areas will be managed to prevent:
 - a) noise;
 - b) smell; and,
 - c) pavement obstructions.

- the arrangements for clearing, tables and chairs; and,
- preventing nuisance from smoke fumes to residents living in close proximity to smoking areas.

Where outside spaces are used for eating, and where children may be present, the Council expects applicants to provide detail on how smoking areas will be segregated from the general use areas.

Where the use of outside spaces by the patrons of a licensed premises is unplanned and makes use of the pavement there is need for specific consideration. Members of the public can sometimes feel intimidated and crowds of drinkers spilling out onto the street may cause obstruction. Safety issues can arise with drinkers and members of the public being forced to use the road. Wherever, possible drinking should be contained within areas that are part of licensed premises, such as beer gardens, terraces or, where a street trading licence has been granted by the Council for tables and chairs, on the public highway.

Applications for the use of tables and chairs on the highway are not within the remit of this policy. In the event that the hours under any such licence do not match those on a licence issued under the Licensing Act 2003 the earlier hours will apply.

Where applicants wish to place tables and chairs on a public highway, they will require to be licensed for such an activity by the Council.

Where applicants intend to use private land for alfresco meals or refreshments, they will be required to explain how possible nuisance or crime and disorder from late night use of table and chairs will be controlled. This may include such matters as restricting music or other forms of entertainment, providing additional supervision or installing CCTV. Police recommend in general that outside areas (e.g. beer gardens) should not be used after 23:00 hours.

Policy 20: Dispersal and entry

- **Policy:** Licensed premises should take all reasonable measures to ensure that dispersal of patrons from the premises, and entry of patrons into the premises uphold the licensing objectives.

Section 182 guidance makes it clear that licensing should not be seen as the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from licensed premises and therefore beyond the direct control of those with responsibility for managing and controlling licensed premises. However, licensees should take all reasonable steps to prevent the occurrence of crime and disorder and public nuisance immediately outside their premises, for example on the pavement, in a beer garden or in a smoking shelter to the extent that these matters are within their control.

Licence holders should also consider the impact that patrons or others congregating around entry points to their premises have on the licensing objectives, particularly in relation to the general public. Licence holders should take all reasonable measures to ensure that both dispersal from their premises and entry into the premises uphold the licensing objectives.

The Council recognises that it is difficult for licence holders to have influence over their patrons once they have left the immediate vicinity of their premises, however, disturbance caused by patrons, if linked to the operation of the premises can be a reason for the Council to take action.

Policy 21: Delivery Services

- **Policy:** The Council expects licence applications for delivery services that include the delivery of alcohol to take into account issues relating to reducing public nuisance related to delivery vehicles, ensuring the security of premises and delivery drivers, and protecting children by applying rigorous age checks at both purchase point and at point of delivery.

Since the last Statement of Licensing Policy there have been an increasing number of applications for licences relating to delivery services, these tend to fall into three groups:

- Premium specialist product mail-order type services;
- Food delivery services (both meal and grocery) that include alcohol delivery but are primarily food lead; and,
- Convenience type alcohol delivery services that are targeted at convenience for those drinking at home.

Although these types of services are not provided for in the Licensing Act 2003 or in the s182 guidance in any way differently from other licensed premises they do provide their own unique circumstances that need to be addressed. In particular, the Council has concerns with the potential for the following:

- Age verification at both purchase point and delivery point;
- The safety of delivery drivers at point of delivery;
- Safety of the premises from which orders are taken and sent out for delivery; and,
- Possible public nuisance caused by delivery drivers collecting deliveries from the licensed premises.

The Council is likely to place the following conditions on to a premises licence for delivery services where it is appropriate and relevant to the individual licence application:

- A standard age verification check shall be undertaken on entering the website.
- A signature at the point of delivery **must** be obtained. No delivery shall be left without a signature.
- Alcohol shall only be delivered to a residential or business address and **not** to a public place.
- Every third-party courier delivery box shall be labelled with the words "Age Restricted Product".
- Any delivery driver or third-party courier will be required to have appropriate age verification training, particularly they will be required to have training on refusal of supply where age verification is not provided. This will need to be demonstrated by the applicant at application stage, and at any point where the delivery driver or courier service is changed.
- A refusals log will be maintained for deliveries and be available to the Council on request.
- A log of all deliveries shall be maintained and be available to the Council on request.
- Appropriate security will be in place at the premises as agreed with Police.
- Measures for minimising noise and disturbance caused by the dispatch of deliveries to be identified in the operating schedule.

Each of these measures will need to be demonstrated to the Council as part of the application.

Policy 22: Age verification and test purchasing

- **Policy:** The Council expects all licenced premises to have the specific age verification measures outlined below in place and will conduct test purchasing operations to test and assure compliance with the minimum purchase age requirements. If sales to children are made action will be taken by the Council.

Age-verification measures, and test purchasing to assure these are robust and well-operated by licenced premises are the core measure to ensuring the licensing objective for the protection of children is met.

To support the age-verification process the Council strongly recommended that premises have the following measures in place to ensure age verification for sales:

- That “Challenge 25” is supported as part of the age verification scheme established. The scheme requires the production of evidence of age (comprising any PASS accredited card or passport or driving licence) from any person appearing to staff engaged in selling or supplying alcohol to be under the age of 25 and who is attempting to buy alcohol.
- That evidence of the scheme (in the form of documented procedures) is maintained and made available for inspection by authorised officers.
- That all staff involved in the sale of alcohol shall be trained in the age verification scheme and records of such training shall be retained on the premises and made available for inspection by authorised officers.
- That an incident log shall be maintained, and details of all age-related refusals recorded. This book shall be reviewed monthly by the DPS and any actions taken recorded in the book and signed off by the DPS. This log shall be retained on the premises and made available for inspection by authorized officers.
- That a personal licence holder shall be on the premises at all times that alcohol is supplied.
- That the DPS shall ensure that, as far as is reasonably practical, alcohol is displayed in an area which can be constantly monitored or supervised by staff, separate from goods likely to be purchased by persons under 18.

Brent Trading Standards operate a policy of carrying out test purchasing for under age sales of alcohol. If sales are made to children action will be taken. This may be a review of the licence, or a request to include additional conditions on the licence designed to assist the management to counter attempts by children to buy alcohol. Any additional conditions felt appropriate will be subject to discussion with licence holders. The Council may also, as a Responsible Authority, apply for reviews of premises licences when appropriate. If deficiencies in operating schedules of current licences become apparent the Council will initially usually ask the licence holder to remedy this by way of an application for a minor variation. If this is not undertaken, then a review may be necessary to impose conditions on the licence. This process does not preclude prosecutions for offences under the Licensing Act.

Policy 23: Authority and Designated Premises Supervisor

- **Policy:** Every supply of alcohol under a premises licence must be made or authorised in writing by someone holding a personal licence. Every premises with a licence must have one person holding a personal licence specified as the Designated Premises Supervisor (DPS).

The Council recommends that all persons employed on licenced premises who are engaged in the sale and supply of alcohol be encouraged to attend regular training programmes to raise awareness of their responsibility and particularly of the offences contained within the Act. Training programmes that raise awareness of the issues relating to drugs and violence in licenced premises are necessary. Suitable training should be extended to all staff involved in managing or supervising the premises. All training undertaken should be recorded and signed by the designated Premises supervisor.

It is recommended that persons employed on premises providing entertainment for children shall be trained in basic child protection and safety, and if appropriate have the necessary CRB checks.

Every supply of alcohol under a premises licence must be made or authorised by a person who holds a personal licence. The Licensing Act does not require the presence of a personal licence holder at all material times but if any sales are made when a personal licence holder is not present, then they must have been authorised by somebody who holds a personal licence.

Every premise licenced for the sale of alcohol must have one personal licence holder specified as Designated Premises Supervisor (DPS). This will normally be the person with day-to-day responsibility for running the premises.

The Council recognises that there is no requirement for the DPS to be at the premises throughout the hours of licensable activities, however, the DPS must be able to ensure that all four licensing objectives are properly promoted and that each premise complies with licensing law and licence conditions. The Council expects that a DPS will be able to demonstrate knowledge of both the local geographic area and the patrons the premises attracts. The DPS should be sufficiently conversant in English to be able to properly communicate with patrons.

The Council expects that when the DPS is not present on the premises written authorisation will have been given to other members of staff, and that one of these members of staff will be on the premises. Such authorisation should be in writing and be displayed with the premises licence.

It is considered good management practice to ensure that a personal licence holder/DPS is available at all hours that the premise is open to the public. It is regarded as good management practice that a personal licence holder/DPS be physically on the premises from 23:00 onwards.

Policy 24: Minimum Unit Pricing

- **Policy:** The Council has a preference that applicants include a voluntary condition that they will not sell alcohol at a price under 70 pence per unit of alcohol.

There is significant research evidence, including modelling research and real-life research examples, to show that a Minimum Unit Price can have a significant positive benefit for the health and wellbeing of the population and of communities. These positive benefits have an impact on promoting each of the licensing objectives.

As such, the Council strongly encourages applicants to consider including a voluntary condition of a Minimum Unit Price in their application and will more positively consider applications that include a voluntary condition of a Minimum Unit Price for all sales of alcohol.

Where a licence does not include a voluntary condition of a Minimum Unit Price and a review is undertaken the Council will apply a condition of a Minimum Unit Price of 70p.

This is additional to the current legal minimum price for the sale of alcohol. A ban on selling alcohol below a “permitted price” has been in place since 28 May 2014. This was introduced through the Licensing Act 2003 (Mandatory Conditions) Order 2014. The permitted price is defined as the level of alcohol duty plus VAT.

All premises are required on request by the Licensing Authority to demonstrate that any alcohol is being sold at a price not less than the permitted price: i.e. the level of alcohol duty plus VAT.

Premises are expected not to offer or publicise irresponsible promotions which encourage irresponsible drinking.

Where any relevant representations which shows a clear causal link between sales promotions or price discounting and levels of crime and disorder on or near the premises the Licensing Authority will consider the imposition of a new condition prohibiting irresponsible sales promotions or the discounting of prices of alcoholic beverages at those premises. Each case will be considered on its own merits.

Any future legislation or legislative guidance on minimum unit pricing per unit of alcohol sold will apply.

Policy 25: Provision of licences at schools, community halls and other venues that are used for child-care purposes

- **Policy:** Where schools and other child related facilities seek licences, additional conditions will be considered to uphold the licensing objective to protect children from harm.

An increasing number of applications are being received for premises that are primarily places of education, community or child-care. The Council understands that schools, community centres and child care facilities may wish to allow the use of halls or venues on their property for outside licenced events. Where schools, community centres and child care facilities seek licences, it is important for the applicants to consider a wider range of potential impacts in terms of the protection of children. In particular, it is important to consider the impacts that come from sharing facilities and to ensure that the use of the facilities for licensable activities have no impact on their purpose for child care and education. As such, the Council expects that that these applicants consider the following matters and address them in their operating schedule:

- Ensuring appropriate time for cleaning and making good of the venue by not having licensable activities taking place on a day or evening when there are school or child care activities taking place the next day.
- Setting a cleaning and tidying protocol that ensures that no materials or waste are left behind in the venue that could be exposed to children at the school or child care facility at a later point. This would include drugs, drug use paraphernalia, alcoholic beverages or empty containers, and adult materials etc.
- Making clear areas that are part of the venue and areas that are not open or accessible to patrons and ensuring staff and security staff enforce this.

The Council expects that applicants give specific consideration to reducing public nuisance, as many of these premises are in residential areas. The Council also expects that these are for occasional events for the community or for fundraising. As such applications for these types of premises need to consider including submitting an events schedule every six months.

Policy 26: No provision of credit for alcohol sales

- **Policy:** The Council expects that credit should not be offered to clients by licence-holders for alcohol sales.

The provision of credit for clients on alcohol sales is related and significantly contributes to specific harms in relation to alcohol misuse and dependence. Not offering credit on alcohol sales will have a benefit to reducing some types of alcohol related harm and is unlikely to impact adversely on the business. The Council encourages applicants to consider this as a voluntary condition.

Policy 27: Compliance with existing regulatory regimes

- **Policy:** The Council expects all applicants to be able to evidence, upon application, lawful compliance with all other relevant regulatory regimes.

It is expected that any licensee will be operating in full compliance with all relevant regulatory regimes. To avoid any overlap between regulatory regimes the Council expect that all applicants can

evidence that they are in full compliance with other relevant regulatory regimes and to undertake that they will remain so as responsible operators.

Policy 28: Gaming machines

- **Policy:** An automatic entitlement of two (2) gaming machines is available to all licensed premises, where this entitlement is available where the licensed premises meets certain conditions and the Council is notified. More than two (2) gaming machines will require a separate licensed premises gaming machine permit.

Certain premises which are subject to premises licences with a licence to supply alcohol are entitled to have one or two gaming machines available for use within their premises. To do this the licence-holder needs to notify the Licensing Authority.

The automatic entitlement is only available to licensed premises if they satisfy all of the following requirements:

- the premises are licensed to supply alcohol, for consumption on those premises
- the premises contain a bar
- the premises are not subject to any licence conditions limiting the supply of alcohol to people having meals on the premises.

Gaming machines are categorised according to how much they can gamble and the maximum prize available.

The automatic entitlement allows a maximum of two gaming machines from categories C and D available for use.

If more than two gaming machines are required at a premises, an Alcohol Licensed Premises Gaming Machine Permit must be obtained. The licensee must ensure they have adequate space within the premises and the machines must be located in clear site of staff.

Applicants may wish to view the codes of practice for more information.

<https://www.gamblingcommission.gov.uk/PDF/LCCP/Licence-conditions-and-codes-of-practice.pdf>

Policy 29: Scheme of delegation

Delegations of functions under Licensing Act 2003

The Council's Licensing Committee is responsible for discharging the majority of the Council's licensing functions under the Licensing Act 2003. The notable exceptions are the final approval of the Council's Statement of Licensing Policy which is reserved for Full Council.

In practice, and in accordance with relevant statutory provisions, all those decisions which can be, have been delegated to officers. Further, the Alcohol and Entertainment Licensing Sub-Committee is responsible for considering and determining applications and other matters which cannot be determined by officers. That Sub-Committee can also consider and determine any other matters referred to it for determination by officers (e.g. matters which can be considered by officers but which is considered more appropriate for the Sub-Committee to do so).

Part 4: Appendices

Appendix 1: Measures to promote the prevention of crime and disorder

Appendix 2: Measures to promote public safety

Appendix 3: Measures to prevent public nuisance

Appendix 4: Measures to promote the protection of children from harm

Appendix 5: What to expect from a Licensing Sub-Committee hearing

Appendix 6: Cumulative Impact Zones

Appendix 7: Pool of model conditions

Appendix 8: Documents which demonstrate entitlement to work in the UK

Appendix 9: Women's Night Safety Charter

Appendix 10: Glossary of Licensing terms

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Appendix 1: Measures to promote the prevention of crime and disorder

The following lists suggestions that should be considered, although they will vary according to the use of each premise. The list is not exhaustive and is intended to act as a prompt for matters to consider. Licensees/applicants should use their own experience and knowledge of their customers and location to add or amend these and formulate them into an operating schedule.

The content of an operating schedule subsequently becomes the basis of conditions on the licence and should be in a form that can be expressed as an enforceable condition. Failure to do this may lead to a representation from the Council, a Responsible Authority or other person.

- Is there CCTV, and, if so, what are the areas covered, does it have the ability to see clear full-face recording of patrons entering, does it record the patron search area at the entrance as well as the till or servery area;
- What is the retention period for recordings and the provision of instant access to Police and Authorised officers. Does it have an ability to produce copies or download images;
- Are SIA door staff employed, numbers of door supervisors, use of search arches/wands, location of such searches, all such staff to have their details recorded and checks made with SIA website to ensure that licences are current, staff to sign in when commencing work and sign out when they leave. Any induction/training given to new door staff;
- Do door staff receive any venue specific training to enable them to deal effectively with the clientele of the venue;
- Is there use of ID scanning and recording systems, if so, what are the hours during which such systems will be in place, that all patrons will be required to use the system;
- Will there be a "No ID No entry" policy, or use of Clubscan;
- Any measures proposed to prevent possession, supply or consumption of illegal drugs and possession of weapons. For example, designing out areas or surfaces where there is a likelihood of drug use;
- Is there a clear written policy regarding persons caught using/supplying, provision of safe storage for any seized drugs;
- Has the use of plastic or toughened glass for the serving of alcohol been considered, will glass bottles be handed across the bar;
- Any restrictions on patrons taking drinks outside the premises;
- Any restrictions on numbers of patrons using outside smoking areas;
- Are patrons searched on re-entering from smoking areas if there is the potential for patrons to have contact with non-patrons;
- Location of lighting inside/outside the premises;
- Is there a proof of age scheme to be used, if so what? Is there any dress code used at the premises;

- How are the numbers of patrons in the premises managed, including reference to any capacity restriction;
- The means by which the capacity is counted if appropriate;
- What is the frequency of staff training, what training is given. Will training records be available for Police and Authorised officers. Will the content of training be made available?
- What measures will be used to manage queuing;
- Detailed, achievable dispersal policy;
- Is there a drinking up time or quieter music before the terminal time of the licence?
- Are staff aware of how to respond to and record incidents of crime on their premises? Are incidents logged and reviewed in order to identify recurring issues?

For premises selling alcohol for consumption off the premises the following should be considered:

- Should beers, ales, lagers and ciders and anything similar that are sold/ supplied in a can only be sold in multiple packs in order to discourage street drinkers?
- Will there be a restriction on the sales/supplies of beers, ales, lagers or ciders or anything similar of 6% ABV or above, excluding the sale of specialist branded alcoholic beverages?
- Will there be a restriction on the sale/supply of miniature bottles of spirits of 50ml or less at any time?
- Will ales, lagers and cider be supplied only in bottles of 2 litres and above?

Appendix 2: Measures to promote public safety

The following suggestions should be considered but will vary according to type of premise. The list is not exhaustive and is intended to act as A prompt for matters to consider.

Licensees/applicants should use their own experience and knowledge of their customers and location to add or amend these and form them into an operating schedule. The content of an operating schedule subsequently becomes the basis of conditions on the licence and should be in a form that can be expressed as an enforceable condition. Failure to do this may lead to a representation from the Council, a Responsible Authority or other person.

- What staff training is going to be provided? Will it include an awareness of selling alcohol to those already drunk?
- The potential impact of drunkenness on levels of violence;
- For premises operating until later hours what is the availability of taxis and public transport?
- Is a scheme such as 'TfL Cabwise' promoted?
- Is a telephone available inside the premises for patrons to call taxis?
- Are staff given training to recognise and deal with any harassment experienced by customers and is there a written policy?
- Does publicity material both inside the venue and on any website exist in relation to combating harassment?
- Any measures to combat drink spiking?
- Is there a dispersal policy to reduce queuing for taxis and transport?
- Is relevant and regular training provided to staff (e.g. 'Ask for Angela') in relation to safety, and in particular the safety of women patrons and staff?
- Has the premises and its staff (including door security staff) signed up to any relevant voluntary Charters in relation to keeping staff and patrons safe?
- Are all staff including door staff trained to recognise and assist vulnerable patrons, such as those who are leaving alone and/or appear to be under the influence of alcohol or drugs?

Appendix 3: Measures to promote the prevention of public nuisance

The following suggestions should be considered but will vary according to the type of premise. The following list is not exhaustive and is intended to act as prompt for matters to consider. Licensees/applicants should use their own experience and knowledge of their customers and location to add or amend to these and form them into an operating schedule. Applicants will be expected to demonstrate in their operating schedule, that nuisance arising from noise, light, smoke odour, litter, anti-social behaviour, human waste, fly posting, highway/footway disruption, can be minimised. The content of an operating schedule subsequently becomes the basis of conditions on the licence and should be in a form that can be expressed as an enforceable condition. Failure to do this may lead to a representation from the Council, a Responsible Authority or other person.

- Is an acoustic report needed where an application involves live or recorded music and later hours?
- Can details of the location and types of any schemes designed to attenuate noise from the premises be provided?
- Can details of any measures to minimise the noise caused by patrons outside the premises be provided?
- The location and availability of any taxi ranks, bus stops, train or tube stations in relation to the premises which are operational at or just after the terminal hour of the licence; Provide details of the location and management of any outdoor areas within the property boundary for use by patrons drinking, eating, smoking, queuing or congregating outside, and the hours of use of such areas. The hours of use should also be included;
- Include details of dispersal policies, and consider the role of door supervision and winding down periods;
- Will you reduce music sound levels and tempo towards the end of the evening? Will lighting be increased towards the end of the evening?
- Will there be an area for patrons to use whilst waiting for taxis? Any wind down/chill out areas?
- Any use of outside areas such tables and chairs on the highway or smoking areas?
- If the operation of the venue will attract additional litter such as food cartons or publicity flyers what measures will be put in place to deal with this?
- Will there be litter patrols for takeaways?

Appendix 4: Measures to promote the protection of children from harm

The following suggestions should be considered but will vary according to the use of each premise. The following list is not exhaustive and is intended to act as prompt for matters to consider.

- Adoption of a proof of age scheme, details of which should be provided; Details of which proofs of age will be accepted;
- Any regular training of all staff, details of which should be recorded; Will new staff be trained on induction?
- Will on-line training be used, if so, provide details of the training and who has completed this? Is further or refresher training required - If so, how often is it scheduled?
- Who ensures that training takes place and proper records are kept and regularly updated?
- Will a refusals register be kept on the premises and used to record instances when sales have been refused?
- The frequency with which the refusals register will be checked to see if it is consistently used;
- Are there any restrictions on the hours that children may be present in the premises?
- Are there any requirements for accompanying adults to be present?
- If applicable, how will compliance with the British Board of Film Censorship (BBFC) film classification system be ensured?

Licensees/applicants should use their own experience and knowledge of their customers and location to add or amend to these and form them into an operating schedule.

The content of an operating schedule subsequently becomes the basis of conditions on the licence and should be in a form that can be expressed as an enforceable condition. Failure to do this may lead to a representation against the application from the Council, a Responsible Authority or other person.

We recommend that off-licences consider the Guidance from the Association of Convenience Stores on their obligations in relation to underage sales. This guidance can be found at <https://www.acs.org.uk/advice/age-restrictions>.

Venues that are family friendly are particularly welcome, applicants are encouraged to make this clear in their application, and to make this explicit in the operating schedule.

Appendix 5: What to expect from a Licensing Sub-Committee Hearing

Hearing procedure for Licensing Sub-Committee

Full information on the procedure is sent to all parties prior to the hearing. The information below is a summary of that information.

Parties to the hearing must notify the Council's Licensing team within prescribed timescales (these vary according to the type of hearing) that they intend to attend and/or be represented at the hearing and whether any witnesses will be attending on their behalf.

The hearing will operate as follows (subject to the discretion of the Chair of the Licensing Sub-Committee)

1. A total of 5-10 minutes speaking time is normally allowed for each party. Any preliminary points will be treated separately.
2. In the form of a discussion led by the Committee; cross examination will not normally be permitted.
3. Where there is more than one representation raising the same or similar grounds, those parties should consider nominating a single representative to address the Sub-Committee on their behalf at the hearing.
4. Parties to the hearing may be permitted to ask questions of any other party or witness.
5. Parties to the hearing may be required to answer specific questions from members of the committee, objectors and responsible authorities seeking clarification of information.

The typical order of the hearing is as follows:

1. Chair will ask all parties and witnesses to introduce themselves and this should include a brief explanation of the purpose of their attendance.
2. Officers present the report.
3. Committee members ask questions of officers.
4. Applicant speaks.
5. Applicant's witnesses speak (with permission of Chair).
6. Committee members ask questions of applicants and their witnesses (only applies to witnesses who have been given permission to speak).
7. Other parties speak.
8. Other parties' witnesses speak (with permission of Chair).
9. Committee members ask questions of the other parties to the hearing and their witnesses (only applies to witnesses who have been given permission to speak).
10. Applicant (with exception and with permission of Chair) asks questions of the other parties to the hearing and their witnesses.
11. Other parties to the hearing (with exception and with permission of Chair) ask questions of the applicant/other parties to the hearing and their witnesses.
12. Closing remarks from all parties.
13. Committee retires to make their decision.
14. Legal adviser informs the hearing of any advice that they have given to the committee during the decision-making process.
15. Committee announces decision and gives reasons.
16. After the hearing, officers will write to all parties to confirm the committee's decision.

Appendix 6: Cumulative Impact Zones

The Council has determined that issues relating to the sale of alcohol from off-licences, specifically relating to crime and anti-social behaviour linked with street drinking, necessitate the introduction of Cumulative Impact Zones (CIZs). The areas in which these specific issues have been identified are:

- Harlesden;
- Wembley Central;
- Ealing Road;
- Kilburn High Road;
- Willesden High Road;
- Neasden Town Centre;
- Kingsbury Road and Queensbury Station Parade
- East Lane; and,
- Sudbury Town – Harrow Road and Watford Road.

What is a CIZ?

Cumulative Impact Zones are a tool outlined in the Licensing Act 2003 to address specific issues where the authorising of further licences in a specific area may be inconsistent as well as undermine the promotion of the licensing objectives.

A CIZ creates circumstances in which any new licence or variation to an existing licence that increases the scope for the sale of alcohol within the specified area will not be granted unless the applicant can evidence that the operation of the licence or licence variation will not contribute to the issues identified to be addressed by the CIZ.

The effect of adopting a CIZ is to “create a rebuttable presumption” that applications for licences which are likely to add to the existing cumulative impact will normally be refused (or subject to certain limitations) unless the applicant can demonstrate that there will be no negative cumulative impact on the licensing objectives. CIZs have proved to be a useful tool for tackling alcohol related crime and anti-social behaviour for other licensing authorities. In May 2017, Parliament noted that there are now over 200 Cumulative Impact Zones (CIZs) in England and Wales.

Why have CIZs in Brent?

The Council’s current Licensing Policy came into effect 10 January 2016 at this time no CIZs were identified. Since 2016 there has been a significant and notable increase in alcohol related crime and anti-social behaviour which is having an adverse impact in some areas and neighbourhoods generating complaints from residents, councillors and the Police. This is undermining the licensing objectives and also has potential to undermine the vitality of Brent’s town centres and neighbourhoods.

Data captured from various sources including alcohol related police and ambulance call outs have been mapped and have shown suitable evidence to implement CIZs in the specified areas. In particular crime data and evidence shows a correlation between concentrations of off-licences and alcohol related anti-social behaviour, particularly that associated with street drinking.

In areas which benefit from 24-hour tube service the Council not only has to ensure a safe environment that also supports a vibrant, diverse and successful night time economy in Kilburn and Wembley. This involves promotion of on-licences for restaurants, music venues etc that support the culture and economy of these areas, whilst tackling the negative impacts created by too many off-licences in any given area.

Which types of licences will this effect?

The proposed CIZs will only effect applications that relate to off-licences or variations to existing off-licences. This is specifically to address the public nuisance and crime and disorder (violence crimes in particular) that are caused through activities such as street drinking

The proposed CIZ areas

Harlesden

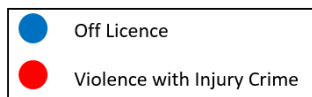
Harlesden town centre consists of a series of parades of shops that run along Craven Park, Craven Park Road, Park Parade and High Street Harlesden. The town centre falls between, Harlesden and Kensal Green ward and is one of the most deprived areas in the borough.

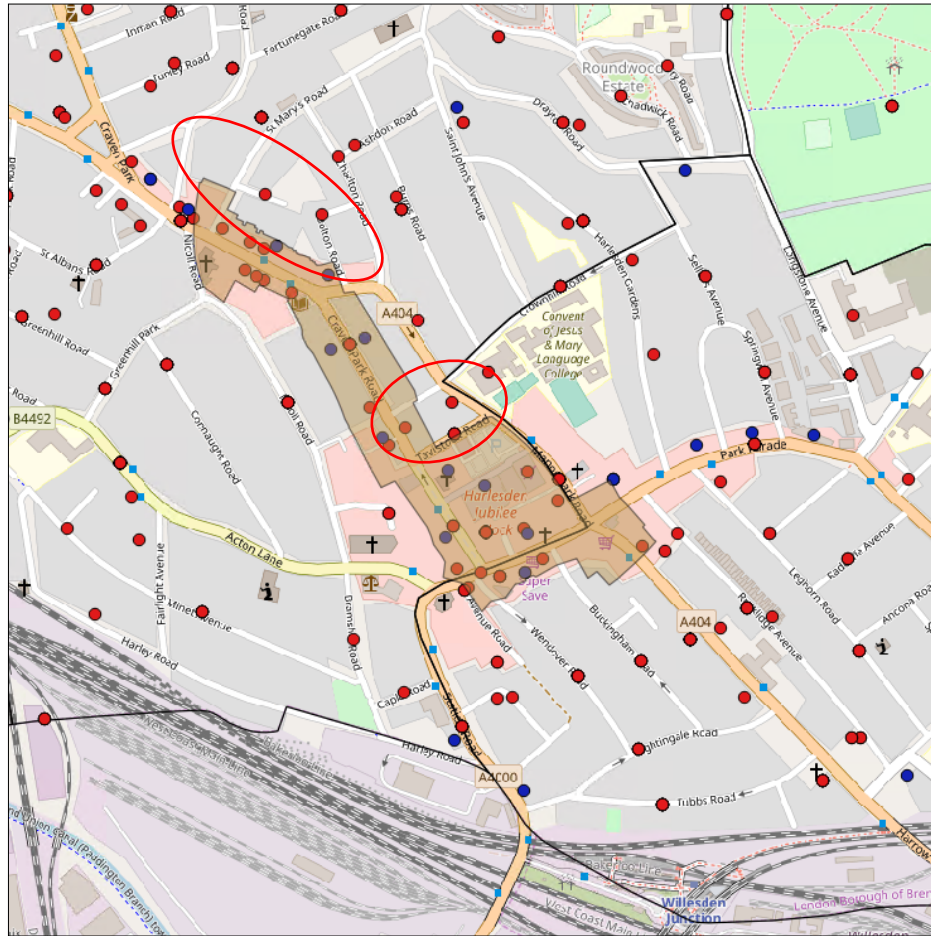
Harlesden Town Centre is a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour. It is also a hotspot for ambulance calls where the victim has sustained an injury. The data shows the whole of the town centre suffers from high levels of alcohol related issues, including residential streets off the main town centre such as Rucklidge Avenue, Wendover Road, Buckingham Road and St Albans Road.

In the last 2 years there have been 156 violence with injury crimes in Harlesden Town Centre at an average of 6.5 crimes per month. This number counts only the incidents within the town centre as illustrated below. There are many more crimes around the perimeter of this area.

Harlesden Town Centre is also the primary hotspot for reports of street drinking to police. All other town centres in Brent suffers from street drinking; however, in parts of Harlesden such as Craven Park Road and High Street, the street drinking interrelates with street prostitution, drug misuse and violent crime.

The below map shows violence with injury crimes, and off licences in Harlesden (01/06/2017 to 31/05/2019):





The upper area highlighted in red show clusters of violent crimes around off licences on Craven Park and Craven Park Road. The lower highlighted area shows a high concentration of off licences in the High Street area and violent crimes around them.

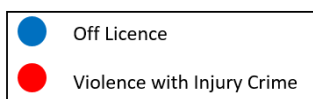
Wembley Central (Wembley High Road/North End of Ealing Road)

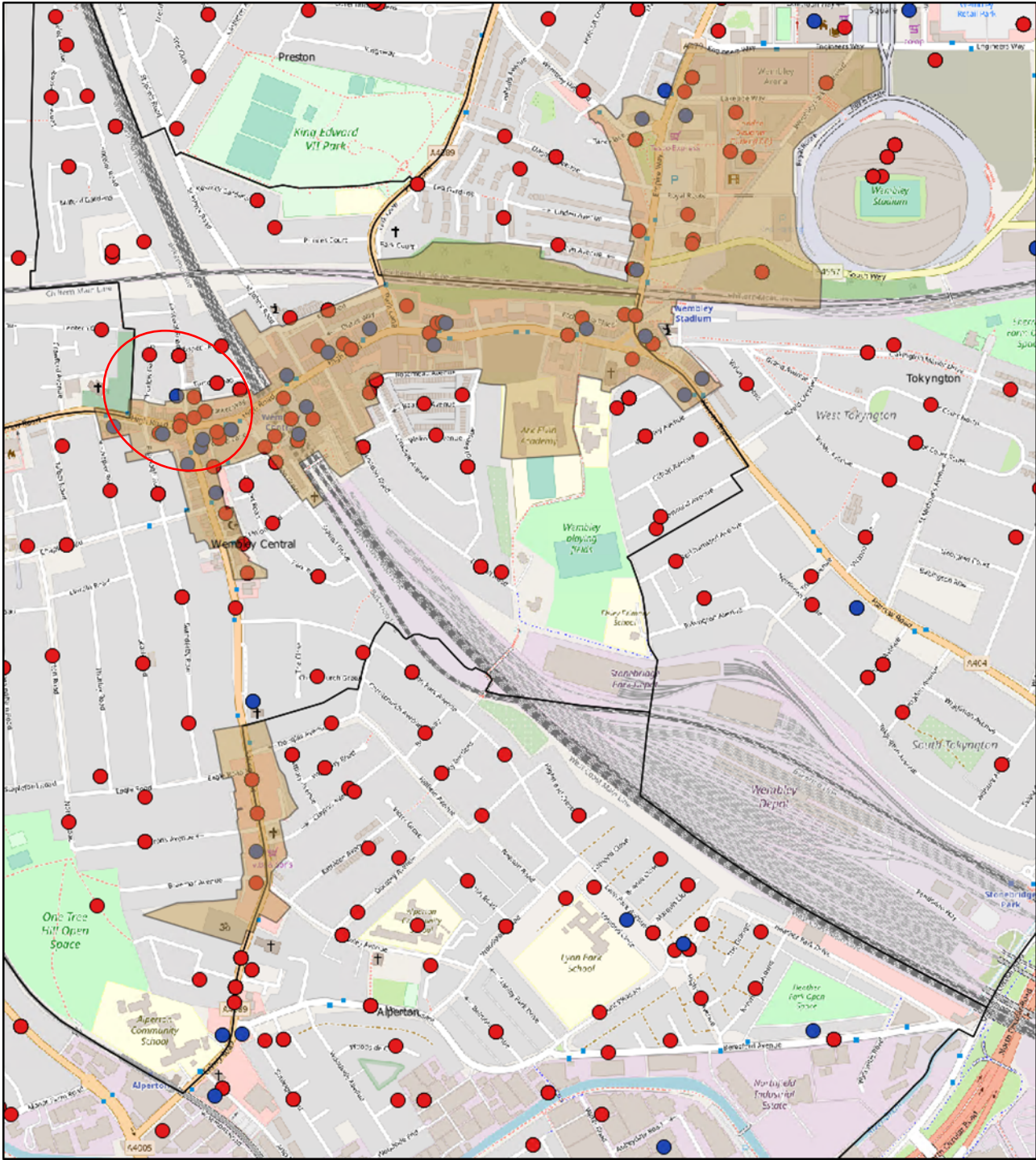
Wembley Central is a ward which includes two busy shopping parades on Wembley High Road and the north end of Ealing Road. Wembley central has areas of low to medium levels of deprivation.

Wembley Central is a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour, and to the ambulance service for call outs. The data shows the whole of the High Road from Ealing Road to Wembley Triangle experiencing high levels of alcohol related issues.

In the last 2 years there have been 267 violent crimes in Wembley Central at an average of 11 crimes per month.

The below map shows violence with injury crimes, and off licences in Wembley (01/06/2017 to 31/05/2019)





The area highlighted in red shows clusters of violent crimes around off licences around the junction of Wembley High Road and Ealing Road. This is an area known for problematic street drinkers. It also has a high concentration of off licences.

Neasden Town Centre

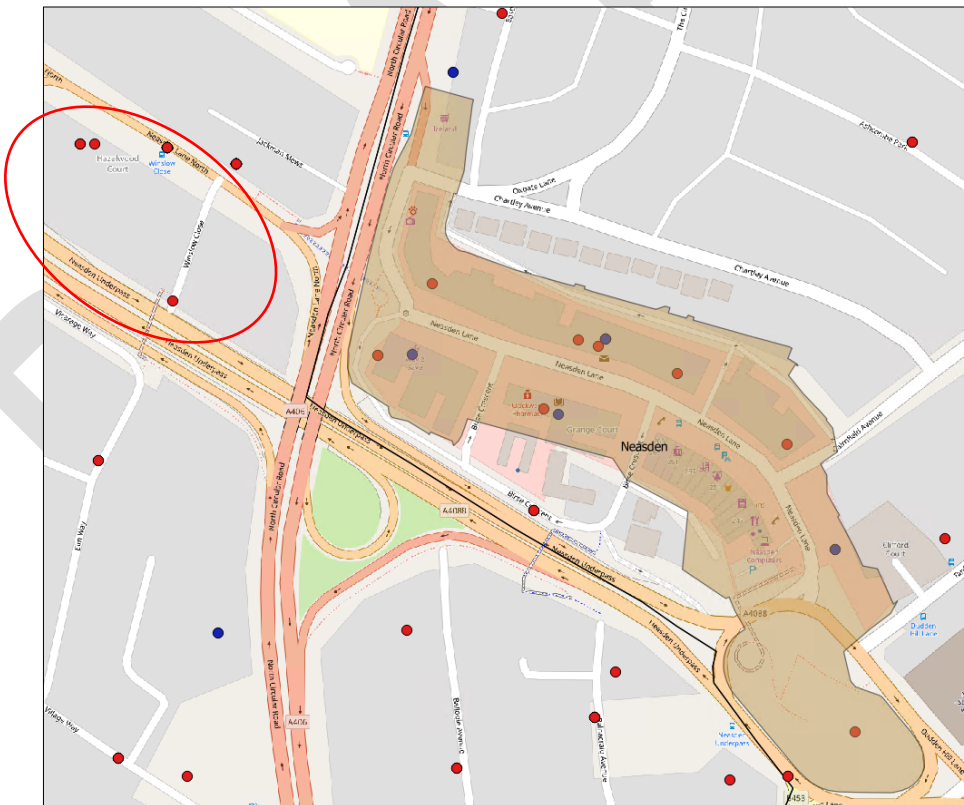
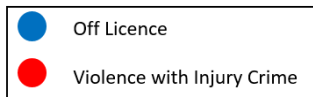
Neasden town centre consists of a medium sized parade of shops that run along Neasden Lane which is just off the North Circular Road. The town centre is primarily in Dudden Hill ward and in an area of medium to high levels of deprivation.

Neasden Town Centre is a hotspot for alcohol flagged calls to the Police but not for crime and anti-social behaviour. However, Neasden Lane North, just outside the town centre, is a hotspot for both.

In the last 2 years there have only been 9 violence with injury crimes in Neasden Town Centre at an average of less than 1 crime per month. However, there have been many more violent crimes in the areas surrounding the town centre such as Neasden Lane North.

Changes in demographics in Neasden have seen a change in the street drinking profile, which ranges from social to problematic street drinking.

The below map shows violence with injury crimes, and off licences in Neasden (01/06/2017 to 31/05/2019)



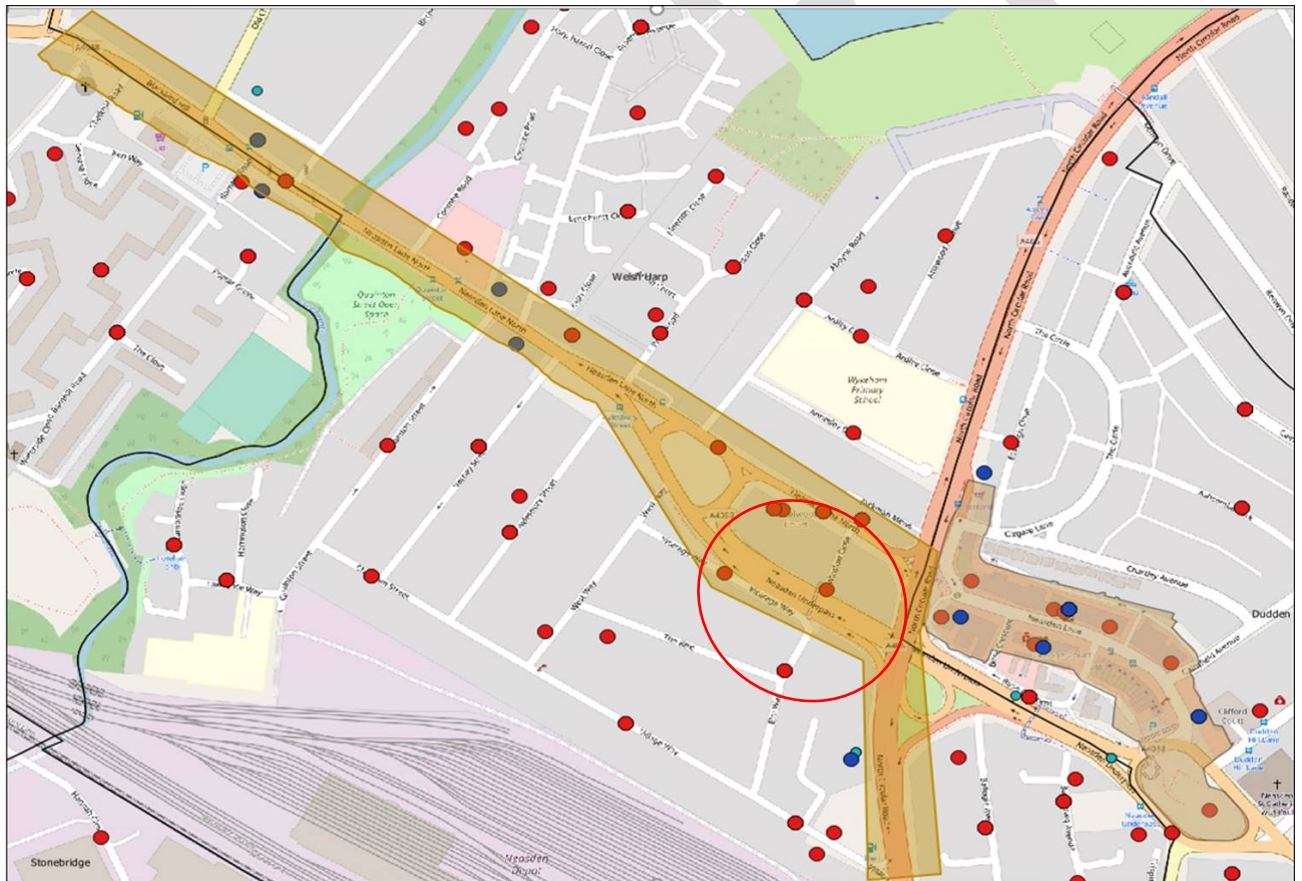
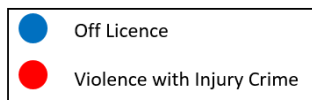
Kilburn High Road

Kilburn High Road is a busy large shopping parade, which runs along the border of Brent and Camden. Kilburn High Road is predominately in an area of medium levels of deprivation apart from South Kilburn Estate, which has high levels of deprivation

Kilburn High Road is a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour, and to the ambulance service for call outs. The data shows the alcohol related issues are primarily between the junctions of Willesden Lane and Victoria Road with Kilburn High Road and where high numbers of Police and ambulance calls are present.

In the last 2 years there have been 36 violence with injury crimes in Kilburn High Road at an average of 1.5 crimes per month.

The below map shows violence with injury crimes, and off licences in Kilburn (01/06/2017 to 31/05/2019)



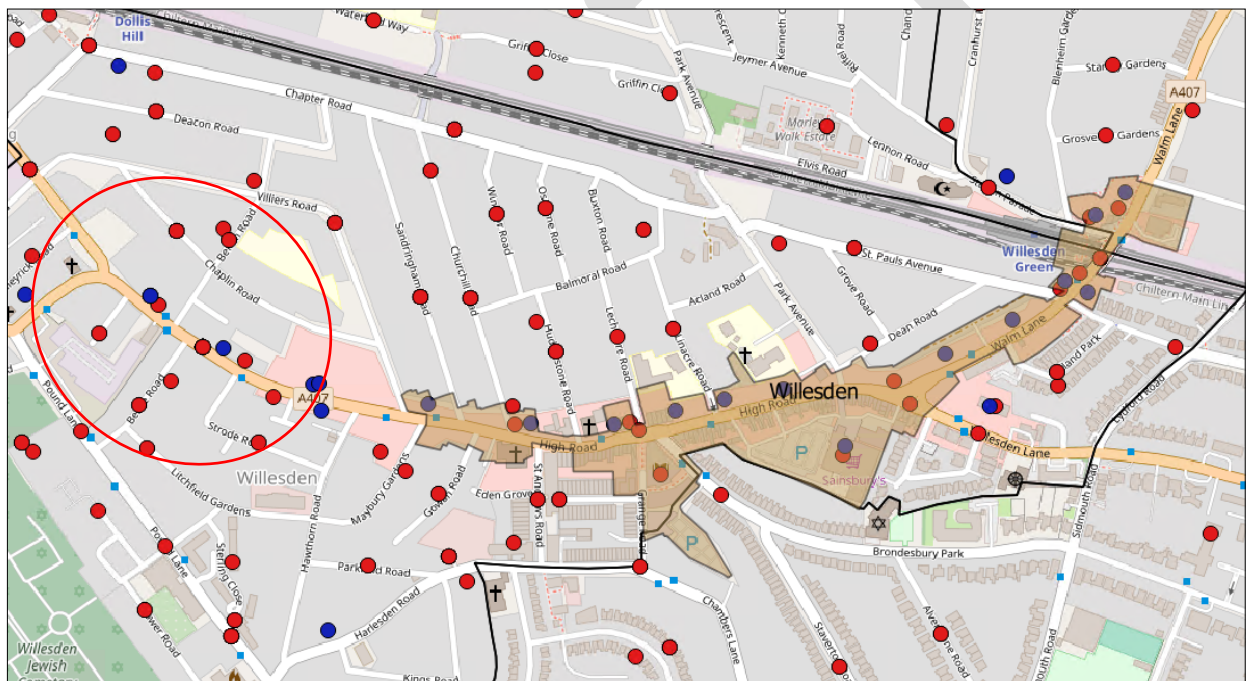
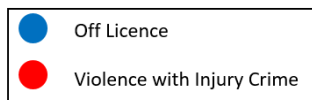
High Road, Willesden

High Road, Willesden is busy large parade of shops in Willesden Green Ward. High Road, Willesden is in an area of medium to high levels of deprivation.

High Road, Willesden is a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour, and to the ambulance service for call outs. The data shows the alcohol related issues are primarily just outside the town centre around the junction of High Road, Willesden and Pound Lane where high numbers of alcohol related police calls are present.

In the last 2 years there have been 37 violent crimes in High Road, Willesden at an average of 1.5 crimes per month.

The below map shows violence with injury crimes, and off licences in Willesden (01/06/2017 to 31/05/2019)

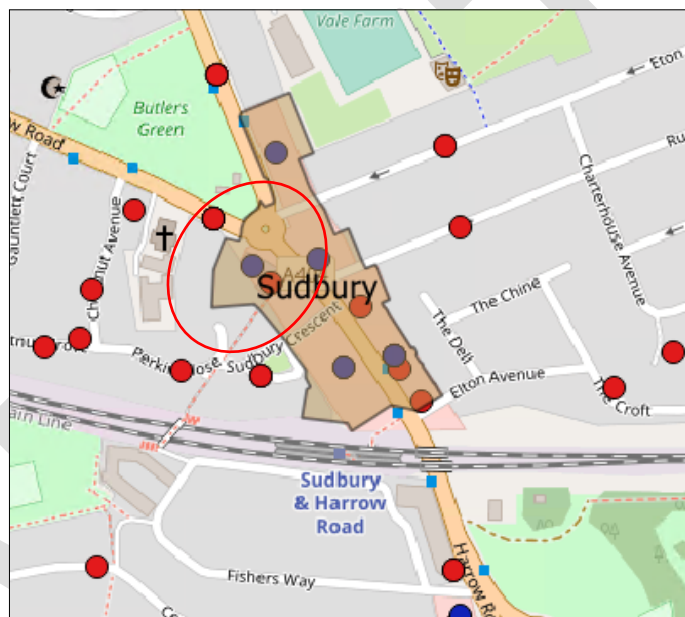
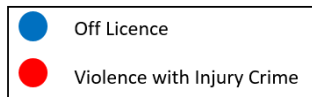


Sudbury Town Centre

Sudbury Town Centre is a medium sized shopping parade in an area of low levels of deprivation. Sudbury Town Centre is a minor hotspot for alcohol related police calls within Brent. Calls are generally related to the area from the roundabout at Butler's Green to the junction of Sudbury Crescent and Harrow Road.

High harm crime is low, in the last 2 years there have been 4 violence with injury crimes in Sudbury Town Centre.

The below map shows violence with injury crimes, and off licences in Sudbury (01/06/2017 to 31/05/2019)

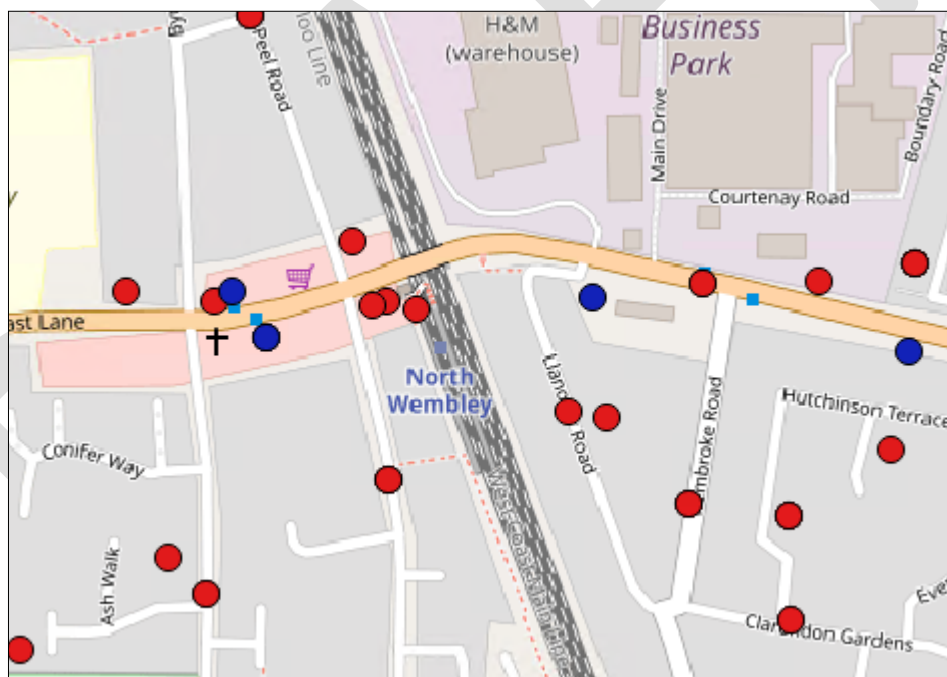
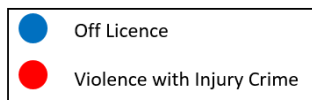


East Lane in North Wembley is a small sized shopping parade in an area of Medium levels of deprivation.

East Lane is not a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour or alcohol related ambulance call outs within Brent.

The area has seen an increase in groups socially drinking in the area, particularly in the summer months.

The below map shows violence with injury crimes, and off licences in East Lane (01/06/2017 to 31/05/2019):



Kingsbury

Kingsbury town centre is busy shopping parade on both sides of a main road in an area of low to medium levels of deprivation.

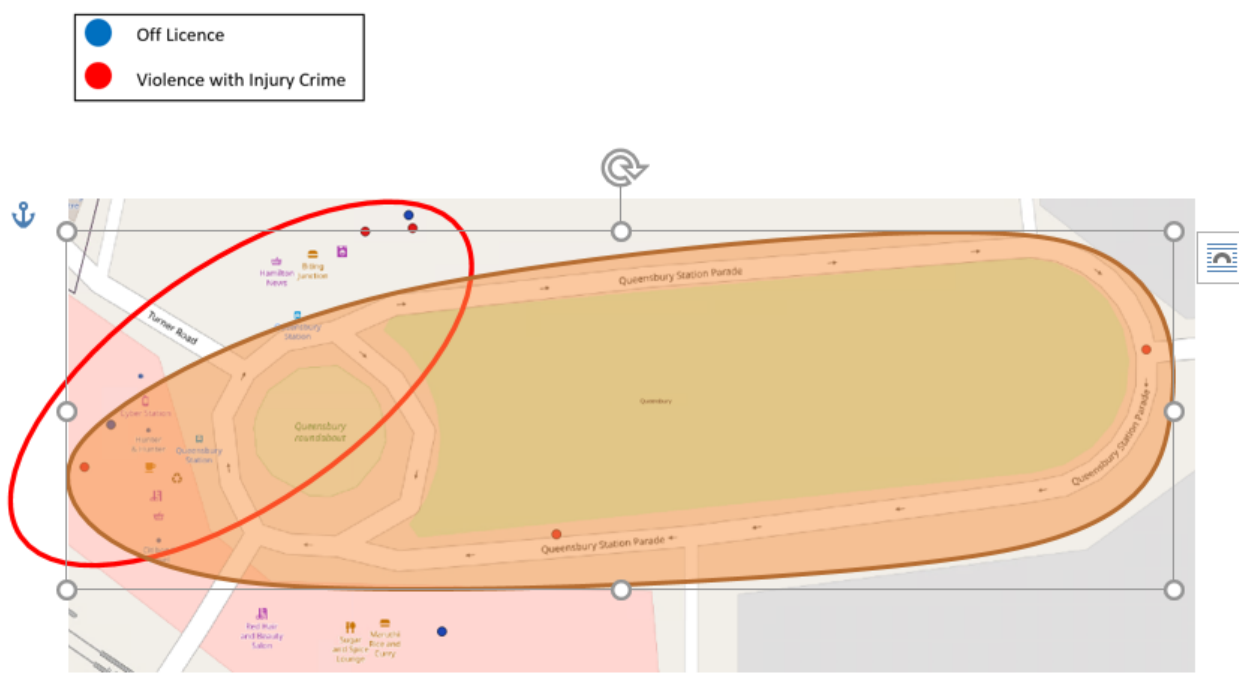
Kingsbury is a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour and alcohol related ambulance call outs within Brent. The hotspot area circled is around the London Underground station.

The below map shows violence with injury crimes, and off licences in Kingsbury Town Centre (01/06/2017 to 31/05/2019):



Queensbury

Queensbury Station Parade is a parade of shops, businesses and restaurants surrounding the green in an area of Medium levels of deprivation (Index of Multiple Deprivation 2015 Map 1). There are 10 licensed premises in this small parade. Residents, commuters and those using the area are confronted by large numbers of individuals drinking on the green for long periods resulting in individuals, shouting, littering and urinating in front of young children attending the local nursery etc. A large number of people looking for day labouring work congregate on Honeypot Lane. Those individuals who are not successful in securing work for the day buy drinks from off-licences and drink on the green throughout the day. Reports of street drinking and unpleasant environment created by large number of individuals has had an impact on the vitality of this small area which is surrounded by residential premises. Anecdotally, incidents of street drinking are high but this is not reflected in calls to police. The area is not a hotspot for violent offences but there was a murder in the reporting period. The area highlighted contains Queensbury and most offences have happened in and around this location.



Appendix 7: Pool of model conditions

Please see www.brent.gov.uk/modelconditions

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Appendix 8: Documents which demonstrate entitlement to work in the UK

Applicants may be asked to demonstrate that they have the right to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They can do this by providing with their application, copies or scanned copies of the documents listed below (which do not need to be certified). The documents that demonstrate an entitlement to work in the licensing regime are based on existing prescribed document lists for checks undertaken by employers. They are set out in the following regulations: The Immigration (Restrictions on Employment) Order 2007 and the Immigration (Restrictions on Employment) (Codes of Practice and Amendment) Order 2014.

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK. See note below about which sections of the passport must be provided].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK.
- A current passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A current Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A full birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

- A certificate of registration or naturalisation as a British citizen, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A current passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relating to the carrying on of a licensable activity.
- A current Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- A current Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity. when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, less than 6 months old, issued by the Home Office under regulation 17(3) or 18A(2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of an European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office, such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including: -
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
- evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - a) working e.g. employment contract, wage slips, letter from the employer,
 - b) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - c) studying e.g. letter from the school, college or university and evidence of sufficient funds, or
 - a) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:

- any page containing the holder's personal details including nationality;
- any page containing the holder's photograph;
- any page containing the holder's signature;
- any page containing the date of expiry; and
- any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

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Appendix 9: Women's Night Safety Charter

Women have the right to socialise and work in safety in our borough. That means they should be able to enjoy a night out or be able to work in a venue without danger, fear or harassment. Sexual comments from a stranger and uninvited touching or contact are never acceptable.

The Council takes the safety of women at night extremely seriously and therefore it is essential that measures are taken to provide a safe environment for women. The Council is one of the first signatories of the Mayor's Women's Night Safety Charter and we are committed to delivering these important pledges to make Brent's even more welcoming at night.

More information is available at the following link: <https://www.london.gov.uk/press-releases/mayoral/pledge-to-improve-womens-safety-at-night>

Appendix 10: Glossary of Licensing terms

DPS	The Designated Premises Supervisor (DPS) is the personal licence holder specified in the premises licence. All premises licensed to sell alcohol will have an identified personal licence holder, known as the DPS. The purpose of the DPS is to ensure there is always one specified individual who can be identified as a person in a position of authority at a licenced premises. The DPS does not have to be on the premises at all times.
Late TENS	Late Temporary Event Notices. These refer to TENS applications received less than 10 full working days of the proposed event. If there is an objection to a late TEN, the event will be immediately vetoed. There is no option for a hearing, nor to appeal against the decision.
Licensable activities	Licensable activities are the sale of alcohol, the supply of alcohol by or on behalf of a club to, or to the order of, a member of the club, the provision of regulated entertainment and the provision of late night refreshment. Any of these activities is likely to require prior authorisation (a premises licence, a club premises certificate or a temporary event notice).
Licensing authority	Licensing authorities are usually local authorities and are responsible for licensing functions under the Licensing Act 2003.
Licensing Committee	Licensing Committees are appointed to carry out the functions of licensing authorities. They are made up of Local Authority Councillors. The Committees delegate a number of their functions to sub-committees and to Licensing Authority officers.
Licensing objectives	The Licensing Act 2003 sets out four licensing objectives which must be taken into account when a Local Authority carries out its functions. They are: <ol style="list-style-type: none">1. the prevention of crime and disorder,2. public safety,3. prevention of public nuisance, and4. the protection of children from harm
Live Music Act	The Live Music Act 2012 regulates live performances, not recorded music. According to the Licensing Act 2003 (Descriptions of Entertainment) (Amendment)_Order 2013)

	<p>A licence is not required for the following:</p> <ul style="list-style-type: none"> • activities provided they take place between 08:00-23:00 on any day; • performance of a play in the presence of any audience of no more than 500 people; • an indoor sporting event in the presence of any audience of no more than 1,000 people; • most performances of dance where the audience comprises no more than 500 people
Statement of Licensing Policy	<p>Section 5 of the Licensing Act 2003 requires each Licensing Authority to prepare and publish a Statement of its Licensing Policy every five years. The Policy has full regard to the Act, secondary regulations made under the Act and section 182 Guidance issued under S182 of the Licensing Act 2003, as issued from time to time by the Home Office.</p> <p>A Licensing Authority may depart from its own policy if the individual circumstances of any case merit such a decision in the interests of the promotion of the licensing objectives.</p>
Operating schedule	<p>An Operating Schedule is required as part of an application for a Premises Licence or Club Premises certificate. The Operating Schedule sets out:</p> <ul style="list-style-type: none"> • What licensable activities will take place • Days of the week and hours when these will take place • The steps undertaken to promote the licensable activities <p>If the license is granted, the information in the Operating Schedule becomes the conditions of the licence.</p>
Review	<p>The Licensing Act 2003 offers the ability to bring a premises to review where they are operating in a manner which is in contravention of one or more of the licensing objectives.</p> <p>The application for the review may be made by 'responsible authorities' such as the Police, Fire Authority, or the Council's Noise team, or 'other persons', for example people who live or work near a venue and are affected by it. The individual or organisation applying for the review must demonstrate how the operation of the individual premises is in contravention of one or more of the Licensing objectives.</p> <p>The application for the review will trigger a Hearing of the Licensing Committee, unless an agreement is reached by all parties on the future operation of the premises, and the Licensing Authority agrees to waive the requirement for the Hearing as a result.</p>
Section 182 Guidance	<p>Section 182 of the Licensing Act 2003 provides that the Secretary of State must issue and, from time to time, may revise guidance to Licensing Authorities on the discharge of their functions under the Act.</p>

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APPENDIX B

Brent Cumulative Impact Zone proposals

Purpose of the paper

This paper outlines proposals for Cumulative Impact Zones (CIZs) in Brent. It consists of two sections

- Section 1 outlines the proposals, rationale and the process that is required for the implementation of the CIZs;
- Section 2 provides the background and summary document to be used as part of the proposed public consultation (which will take place as part of the public consultation for the Statement of Licensing Policy).

Section 1: Outline for implementing Cumulative Impact Policies in Brent

Cumulative Impact Zones are a tool outlined in the Licensing Act 2003 to address specific issues where authorising of further licences in a specific area may undermine the promotion of the licensing objectives. As part of the review of the current Licensing Policy the Council is proposing to introduce ten (10) CIZs to address anti-social behaviour related to the sale of alcohol through off-licences.

To implement a CIZ the proposal must contain the purpose of the CIZ, the evidence to support this purpose, and clarity as to which forms of licence it relates to. There also must be a consultation with stakeholders outlined in the Licensing Act 2003 covering the following:

- (a) the reasons why it is considering publishing a cumulative impact assessment;
- (b) a general indication of the part or parts of its area which it is considering describing in the assessment;
- (c) whether it considers that the assessment will relate to all relevant authorisations or only to relevant authorisations of a particular kind.

Proposal

It is proposed that the Council implements CIZs in the following areas (more detail for these areas and maps outlining the specific areas are in Section 2 of this paper):

- Harlesden;
- Wembley Central;
- Ealing Road;
- Kilburn High Road;
- Willesden High Road;
- Neasden Town Centre;
- Kingsbury
- Queensbury Station Parade
- East Lane; and,
- Sudbury Town – Harrow Road and Watford Road.

The Council will implement CIZs that covers:

- New applications for off-licences; and,
- Applications for variations for off-licences that lead to increased availability of alcohol (e.g. longer hours of operation, or larger premises, amongst other matters to be determined by the Council on a case by case basis).

Rationale

The Council's current Policy came into effect 7th January 2016 at this time no Cumulative Impact Zones were identified. Since publishing the Policy there has been a significant and notable increase in alcohol related crime and anti-social behaviour which is having an adverse impact in some areas/neighbourhoods generating complaints from residents, councillors and the Police. This is undermining the licensing objectives. In addition, it has potential to undermine the vitality of Brent's town centres.

Data captured from various sources including alcohol related police and ambulance call outs has been mapped and shown sufficient evidence to implement CIZs in the specified areas.

In particular crime data and evidence shows a correlation between concentrations of off-licences and alcohol related anti-social behaviour.

The Licensing Policy is now being reviewed to help address the increase in alcohol related crime and harms. This provides an opportunity to implement and consult on new CIZs. Therefore, the proposal for the areas affected is to implement CIZs specifically covering the application for new off-licences or variations to existing off-licences.

Summary of each proposed CIZ

Harlesden

Data shows that this area has high levels of alcohol related crime and disorder and ambulance call outs. Therefore, it is proposed that a CIZ be introduced for off-licences for the following streets; Craven Park, Craven Park Road, Park Parade and High Street Harlesden.

Wembley Central

Data highlights the level of alcohol related issues associated with street drinking and anti-social behaviour in this area. The presence of large capacity major events and venues can exacerbate these issues and also make the need to address them more important for the benefit of visitors and residents in this area. It is proposed that a CIZ be introduced for off-licences on Harrow Road and Wembley High Road from Waverley Ave junction of Harrow Road up the junction of Napier Road.

Ealing Road

There are low level anti-social behaviour issues related to street drinking such as urination, defaecation etc. in this area. It is one of the areas where highest number of warning letters and fixed penalty notices have been issued to street drinkers. Further evidence has been provided by residents in the form of petition received during one of the licensing hearings. Therefore, it is proposed that a CIZ be introduced for off-licences on Ealing Road from the junction of High Road Wembley up to the junction of Bridgewater Road. The CIZ area includes Atlip Road, Mount Pleasant Road up to the junction of Orchard Close, Montrose crescent, Union Road and Coronet Parade.

Kilburn High Road

This area is a hot spot for alcohol flagged Police call outs and high levels of alcohol related crime. Therefore, it is proposed a CIZ for off-licences be introduced along Kilburn High Road & Cricklewood Broadway from the junction of Temple Road to the junction of Cambridge Avenue.

Willesden High Road

This area has high levels of alcohol related ambulance call outs as well as associated crime along its entire length. Therefore, it is proposed that a CIZ be introduced for off-licences on High Road, Willesden, NW10 from the junction of Church Road up to the junction of Walm Lane and Willesden Lane.

Neasden Town Centre

There is a suitable level of evidence and justifies introducing a CIZ for off-licences. It is an area of high harm crime. It is proposed that a CIZ be introduced for the whole of the Neasden Town Centre, including Neasden Lane North, Neasden Lane and Blackbird Hill.

East Lane

This area generates a large volume of complaints from residents and ward members regarding street drinking and the associated litter. In addition, there are 5/6 off-licences in a relatively

small parade of shops adding to the concentration of issues. The introduction of a Public Space Protection Order for street drinking has not addressed the street drinking issues experienced by local residents. Therefore, a CIZ for off-licences is proposed for East Lane from the junction of Watford Road to the junction of Preston Road.

Sudbury Town – Harrow Road and Watford Road

This relatively small town centre has a relatively high number of alcohol related ambulance call outs and anti-social behaviour. The Licensing service also receives high volumes of calls regarding street drinking. It is proposed that a CIZ be introduced for off-licences on Harrow Road from the junction of Sudbury Roundabout (adjacent to District Road) up to the junction of Chestnut Avenue, along Watford Road up to the junction of Homefield Avenue

Kingsbury

Kingsbury town centre is a busy shopping parade on both sides of a main road.

Kingsbury is a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour and alcohol related ambulance call outs within Brent. Recently, there has been an increase in criminality in the area where groups of people drink on the street, resulting in threatening and intimidating behaviour. This has resulted in high volumes of complaints from local residents and businesses. Therefore, it is proposed that CIZ be introduced for Kingsbury Road from Kingsbury Roundabout (including small stretch of Fryent Way) to the junction with Church Lane.

Queensbury Station Parade

Queensbury Station Parade is a parade of shops, businesses and restaurants surrounding the green in an area of Medium levels of deprivation (Index of Multiple Deprivation 2015 Map 1). There are 10 licensed premises in this small parade. Residents, commuters and those using the area are confronted by large numbers of individuals drinking on the green for long periods resulting in individuals shouting, littering and urinating in front of the public (including young children attending the local nursery) etc. A large number of people looking for casual labouring work congregate on Honeypot Lane. Those individuals who are not successful in securing work for the day buy drinks from off-licences and drink on the green throughout the day. Complaints of street drinking and an unpleasant environment created by a large number of individuals has had an impact on the vitality of this small area which is surrounded by residential premises. Complaints of street drinking are high but this is not reflected in calls to police. The area is not a hotspot for violent offences but there was a murder in the reporting period.

Next Steps

The next step is for the following section to be included as part of the public consultation on the Statement of Licensing Policy. The next section is also included in the Statement of Licensing Policy as Appendix 6.

Section 2: Proposed Cumulative Impact Policies for Brent (Consultation document)

Introduction

The Council has determined that issues relating to the sale of alcohol from off-licences, specifically relating to crime and anti-social behaviour linked with street drinking, necessitate the introduction of Cumulative Impact Zones (CIZs). The areas in which these specific issues have been identified are:

- Harlesden;
- Wembley Central;
- Ealing Road;
- Kilburn High Road;
- Willesden High Road;
- Neasden Town Centre;
- Kingsbury
- Queensbury Station Parade
- East Lane; and,
- Sudbury Town – Harrow Road and Watford Road.

What is a CIZ?

Cumulative Impact Zones are a tool outlined in the Licensing Act 2003 to address specific issues where the authorising further licences in a specific area may undermine the promotion of the licensing objectives.

A CIZ is an area in which any new licence or variation to an existing licence that increases the scope for the sale of alcohol within the specified area will not be granted unless the applicant can evidence that the operation of the licence or licence variation will not contribute to the issues identified in the CIZ.

The effect of adopting a CIZ is to “create a rebuttable presumption” that applications for licences which are likely to add to the existing cumulative impact will normally be refused (or subject to certain limitations) unless the applicant can demonstrate that there will be no negative cumulative impact on the licensing objectives. CIZs have proved to be a useful tool for tackling alcohol related crime and anti-social behaviour for other licensing authorities. In May 2017, Parliament noted that there are now over 200 cumulative impact policies in England and Wales.

Why have CIZs in Brent?

The Council’s current Licensing Policy came into effect 7th January 2016. Crime and complaints assessments in 2015, did not identify any requirement for a CIZs. However, since 2016 there has been a significant and notable increase in alcohol related crime and anti-social behaviour which is having an adverse impact in some areas and neighbourhoods generating complaints from residents, councillors and the Police. This is undermining the licensing objectives and also has potential to undermine the vitality of Brent’s town centres.

Data captured from various sources including alcohol related police and ambulance call outs have been mapped and have shown suitable evidence to implement CIZs in the specified areas. In particular crime data and evidence shows a correlation between concentrations of off-licences and alcohol related anti-social behaviour, particularly that associated with street drinking.

Which types of licences will this effect?

The proposed CIZs will only affect applications that relate to off-licences or variations to existing off-licences. This is specifically to address the public nuisance and crime and disorder objectives that are caused through activities such as street drinking

The proposed CIZ areas

Harlesden

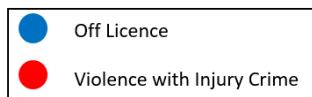
Harlesden town centre consists of a series of parades of shops that run along Craven Park, Craven Park Road, Park Parade and High Street Harlesden. The town centre falls between, Harlesden and Kensal Green ward and is one of the most deprived areas in the borough.

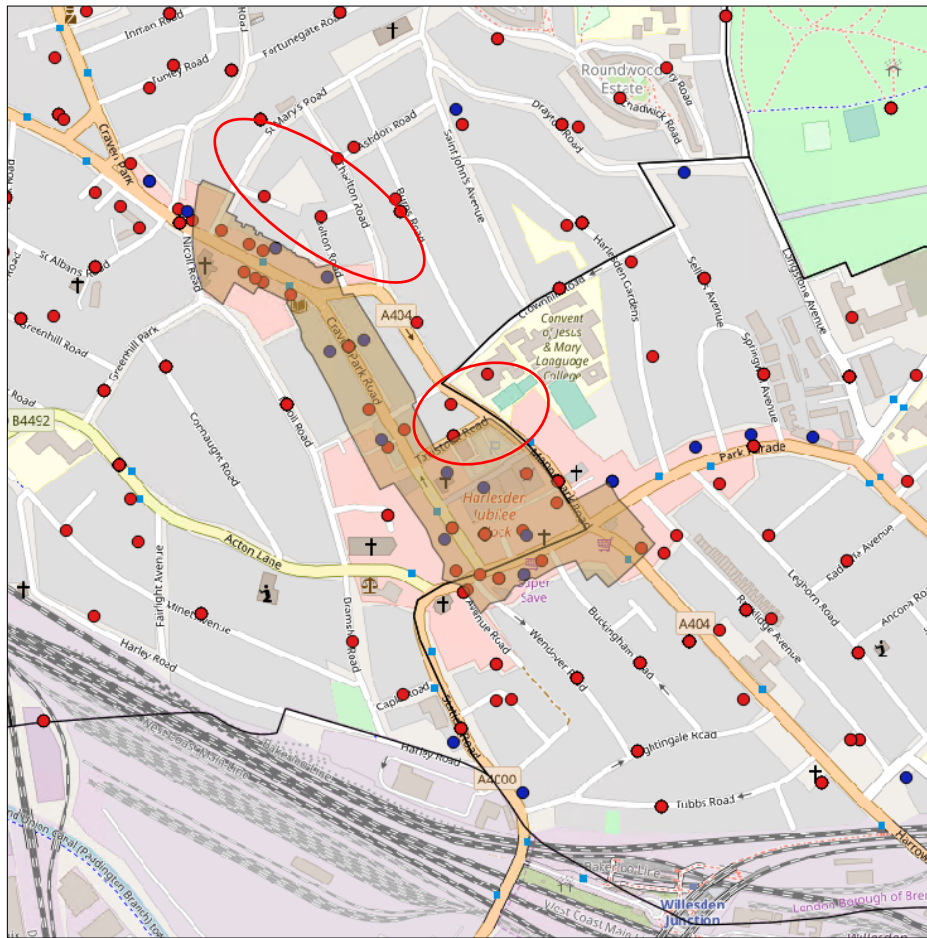
Harlesden Town Centre is a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour. It is also a hotspot for ambulance calls where the victim has sustained an injury. The data shows the whole of the town centre suffers from high levels of alcohol related issues, including residential street off the main town centre such as Rucklidge Avenue, Wendover Road, Buckingham Road and St Albans Road.

In the last 2 years there have been 156 violence with injury crimes in Harlesden Town Centre at an average of 6.5 crimes per month. This number counts only the incidents within the town centre as illustrated below. There are many more crimes around the perimeter of this area.

Harlesden Town Centre is also the primary hotspot for reports of street drinking to police. All other town centres in Brent suffers from street drinking; however, in parts of Harlesden such as Craven Park Road and High Street, the street drinking interrelates with street prostitution, drug misuse and violent crime.

The below map shows violence with injury crimes, and off licences in Harlesden (01/06/2017 to 31/05/2019):





The upper area highlighted in red show clusters of violent crimes around off licences on Craven Park, Craven Park Road, Park Parade, Station Road, Manor Park Road, Harlesden High Street, Harrow Road up to the junction of Kilburn Lane. The lower highlighted area shows a high concentration of off licences in the High Street area and violent crimes around them.

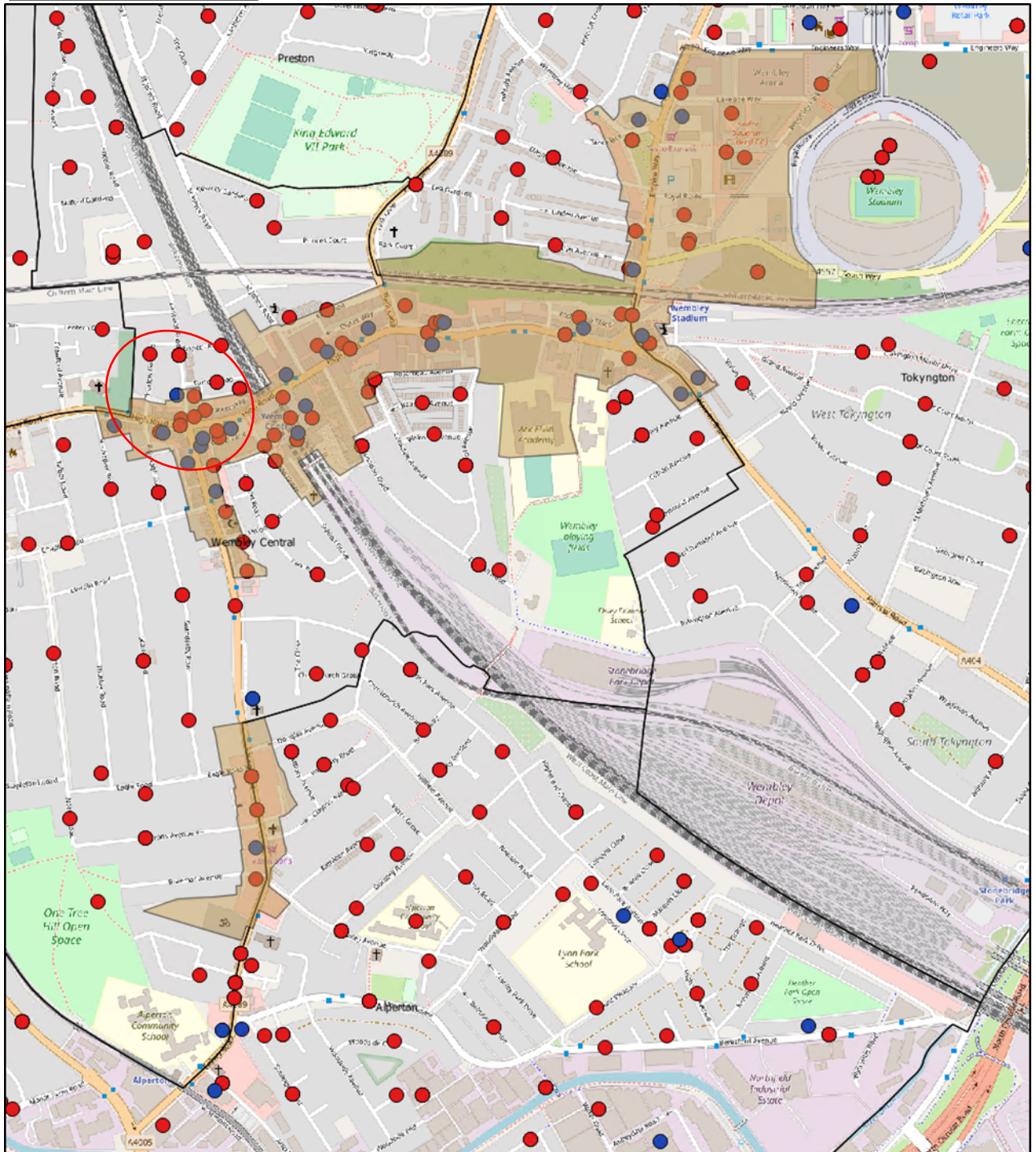
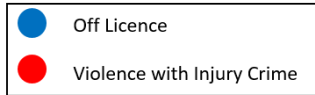
Wembley Central (Wembley High Road/North End of Ealing Road)

Wembley Central is a ward which includes two busy shopping parades on Wembley High Road and the north end of Ealing Road. Wembley central has areas of low to medium levels of deprivation .

Wembley Central is a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour, and to the ambulance service for call outs. The data shows the whole of the High Road from Ealing Road to Wembley Triangle experiencing high levels of alcohol related issues.

In the last 2 years there have been 267 violent crimes in Wembley Central at an average of 11 crimes per month.

The below map shows violence with injury crimes, and off licences in Wembley (01/06/2017 to 31/05/2019)



The area highlighted in red shows clusters of violent crimes around off licences around the junction of Wembley High Road and Ealing Road. This is an area known for problematic street drinkers. It also has a high concentration of off licences.

Neasden Town Centre

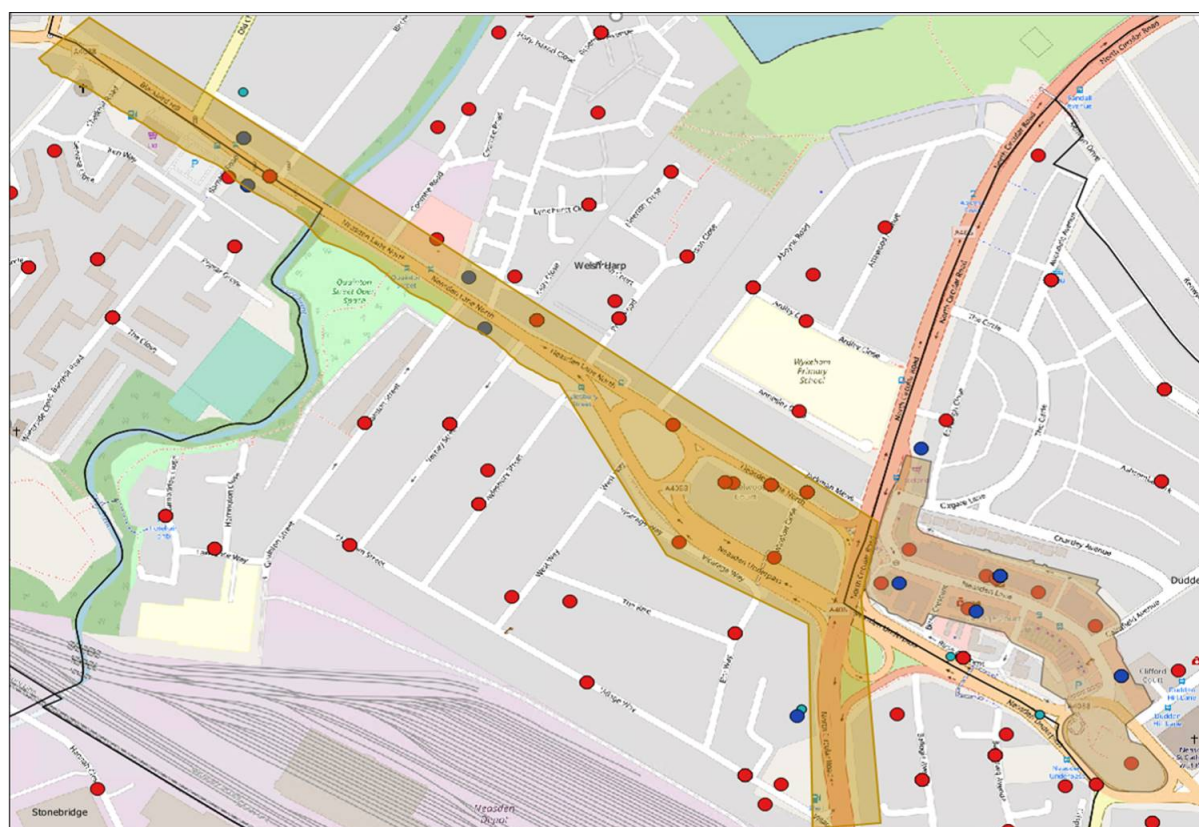
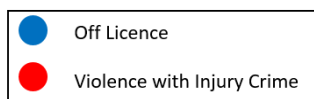
Neasden town centre consists of a medium sized parade of shops that run along Neasden Lane which is just off the North Circular Road. The town centre is primarily in Dudden Hill ward and in an area of medium to high levels of deprivation.

Neasden Town Centre is a hotspot for alcohol flagged calls to the Police but not for crime and anti-social behaviour. However, Neasden Lane North, just outside the town centre, is a hotspot for both.

In the last 2 years there have only been 9 violence with injury crimes in Neasden Town Centre at an average of less than 1 crime per month. However, there have been many more violent crimes in the areas surrounding the town centre such as Neasden Lane North.

Changes in demographics in Neasden have seen a change in the street drinking profile, which ranges from social to problematic street drinking.

The below map shows violence with injury crimes, and off licences in Neasden (01/06/2017 to 31/05/2019)



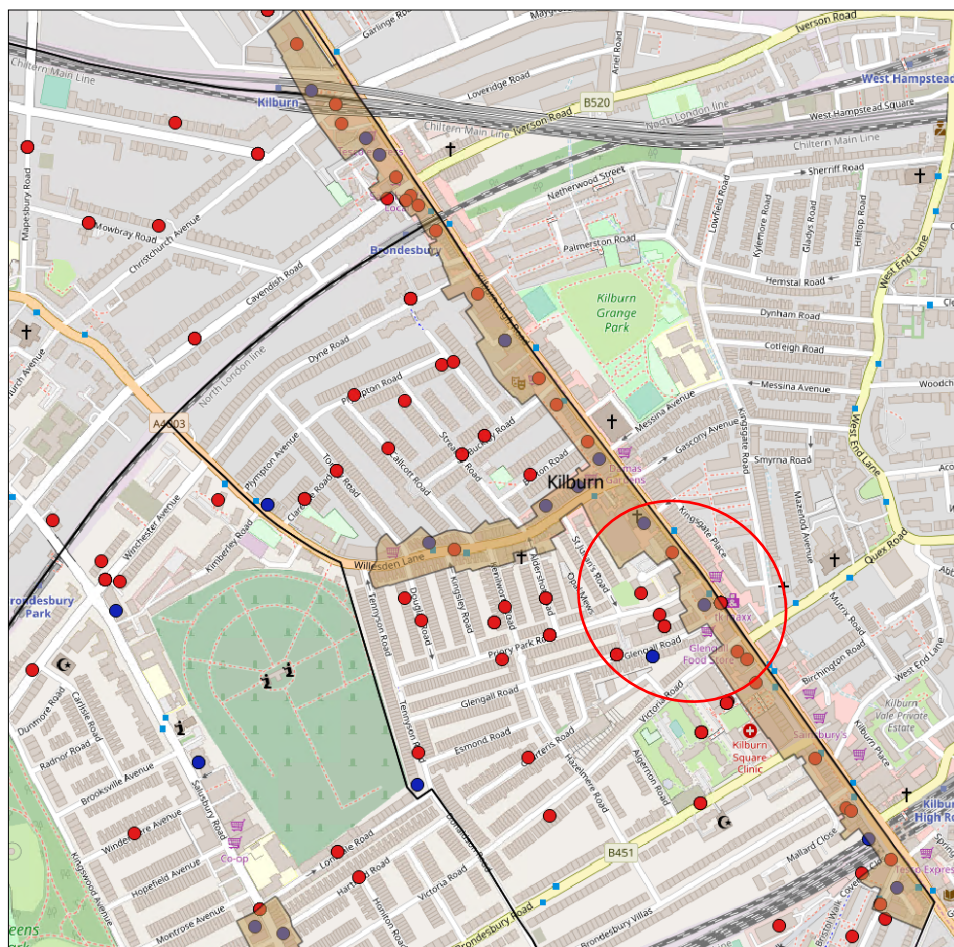
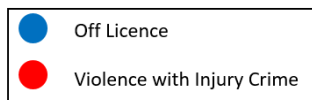
Kilburn High Road

Kilburn High Road is a busy large shopping parade, which runs along the border of Brent and Camden. Kilburn High Road is predominately in an area of medium levels of deprivation apart from South Kilburn Estate, which has high levels of deprivation

Kilburn High Road is a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour, and to the ambulance service for call outs. The data shows the alcohol related issues are primarily between the junctions of Willesden Lane and Victoria Road with Kilburn High Road and where high numbers of Police and ambulance calls are present.

In the last 2 years there have been 36 violence with injury crimes in Kilburn High Road at an average of 1.5 crimes per month.

The below map shows violence with injury crimes, and off licences in Kilburn (01/06/2017 to 31/05/2019)



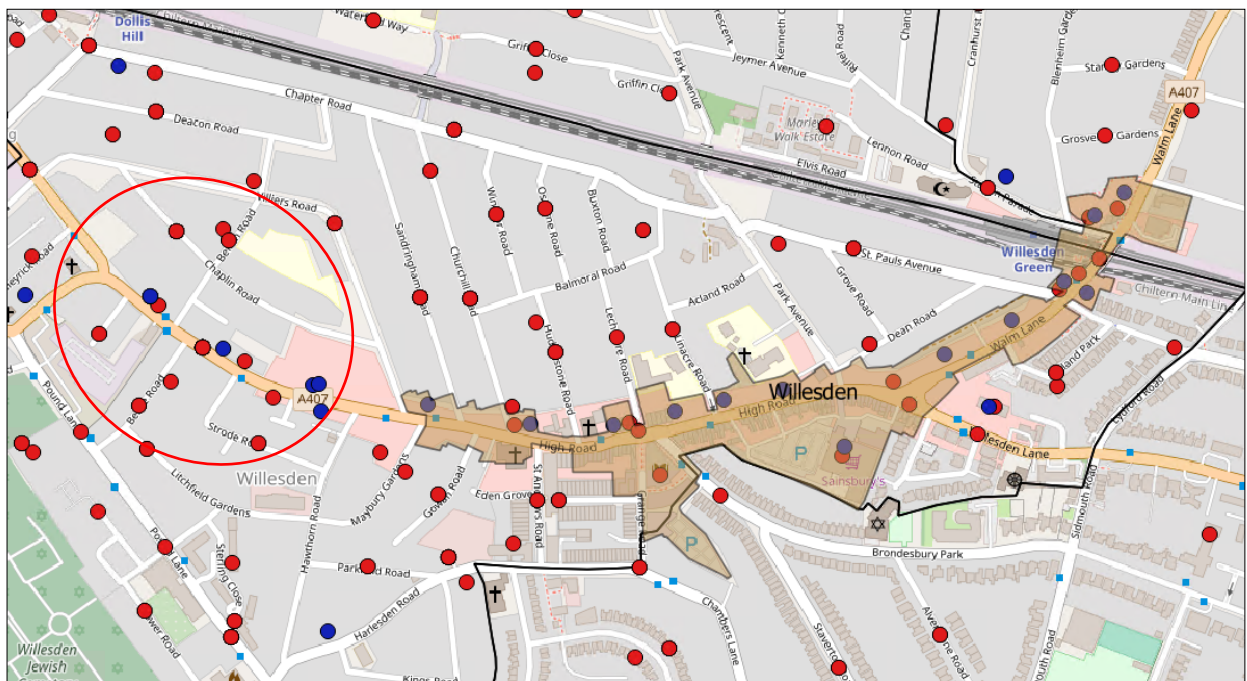
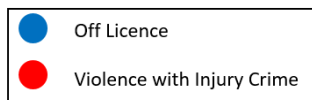
High Road, Willesden

High Road, Willesden is busy large parade of shops in Willesden Green Ward. High Road, Willesden is in an area of medium to high levels of deprivation.

High Road, Willesden is a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour, and to the ambulance service for call outs. The data shows the alcohol related issues are primarily just outside the town centre around the junction of High Road, Willesden and Pound Lane where high numbers of alcohol related police calls are present.

In the last 2 years there have been 37 violent crimes in High Road, Willesden at an average of 1.5 crimes per month.

The below map shows violence with injury crimes, and off licences in Willesden (01/06/2017 to 31/05/2019)



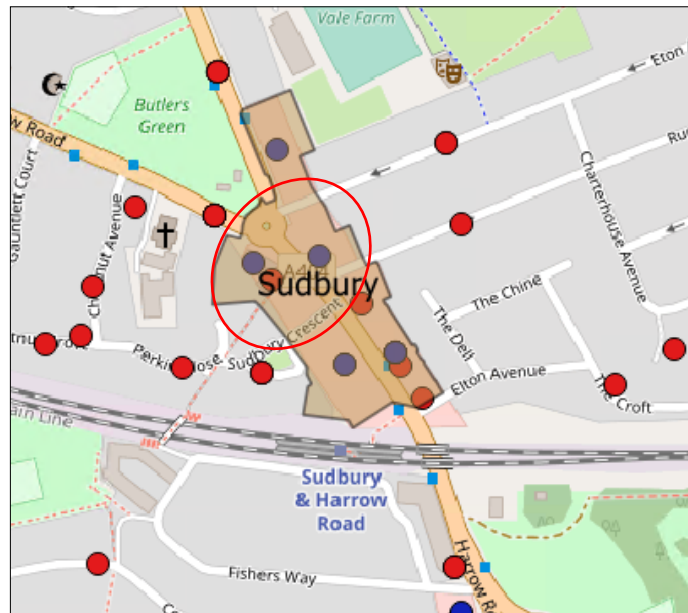
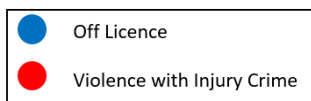
Sudbury Town Centre

Sudbury Town Centre is a medium sized shopping parade in an area of low levels of deprivation.

Sudbury Town Centre is a minor hotspot for alcohol related police calls within Brent. Calls are generally related to the area from the roundabout at Butler's Green to the junction of Sudbury Crescent and Harrow Road.

High harm crime is low, in the last 2 years there have been 4 violence with injury crimes in Sudbury Town Centre.

The below map shows violence with injury crimes, and off licences in Sudbury (01/06/2017 to 31/05/2019)



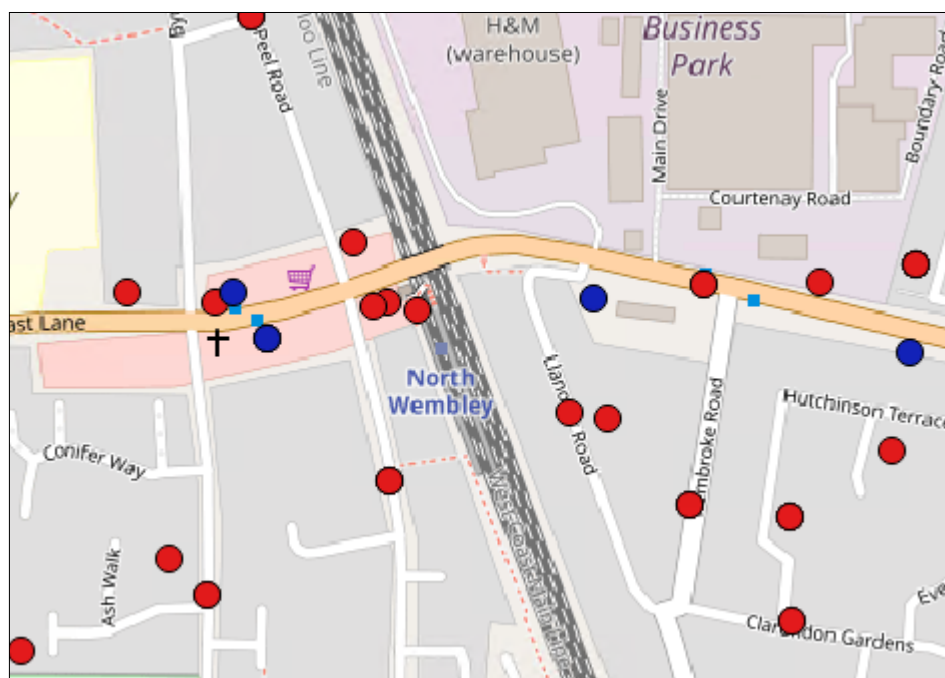
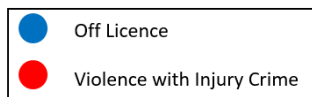
East Lane

East Lane in North Wembley is a small sized shopping parade in an area of Medium levels of deprivation.

East Lane is not a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour or alcohol related ambulance call outs within Brent.

However, the area has seen an increase in groups drinking in the area, particularly in the summer months causing anti-social behaviour.

The below map shows violence with injury crimes, and off licences in East Lane (01/06/2017 to 31/05/2019):

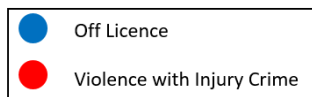


Kingsbury

Kingsbury town centre is busy shopping parade on both sides of a main road in an area of low to medium levels of deprivation.

Kingsbury is a hotspot for alcohol flagged calls to the Police for crime and anti-social behaviour and alcohol related ambulance call outs within Brent. The hotspot area circled is around the London Underground station.

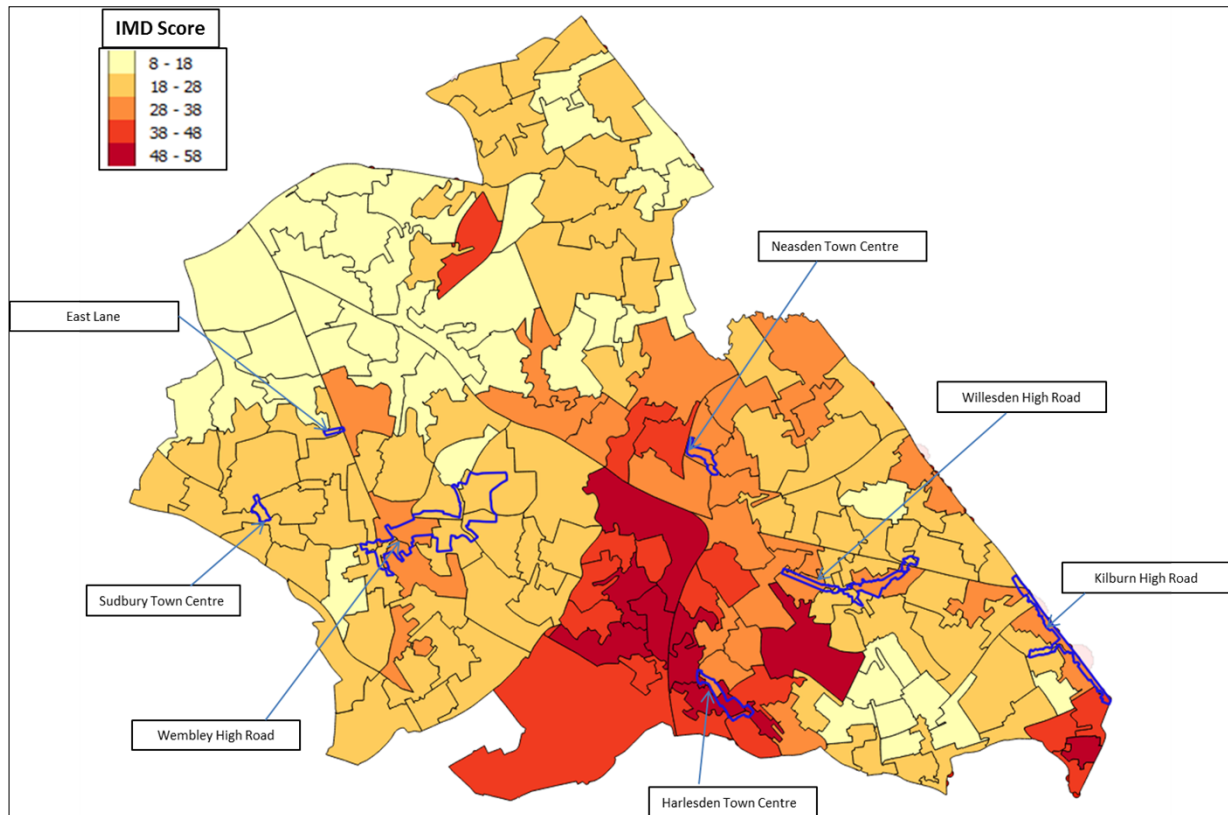
The below map shows violence with injury crimes, and off licences in Kingsbury Town Centre (01/06/2017 to 31/05/2019):



Appendix: Reference maps

Map 1

Brent Index of Multiple Deprivation (IMD) score 2015 by Lower Super Output Areas in comparison to the discussed areas.



Map 2

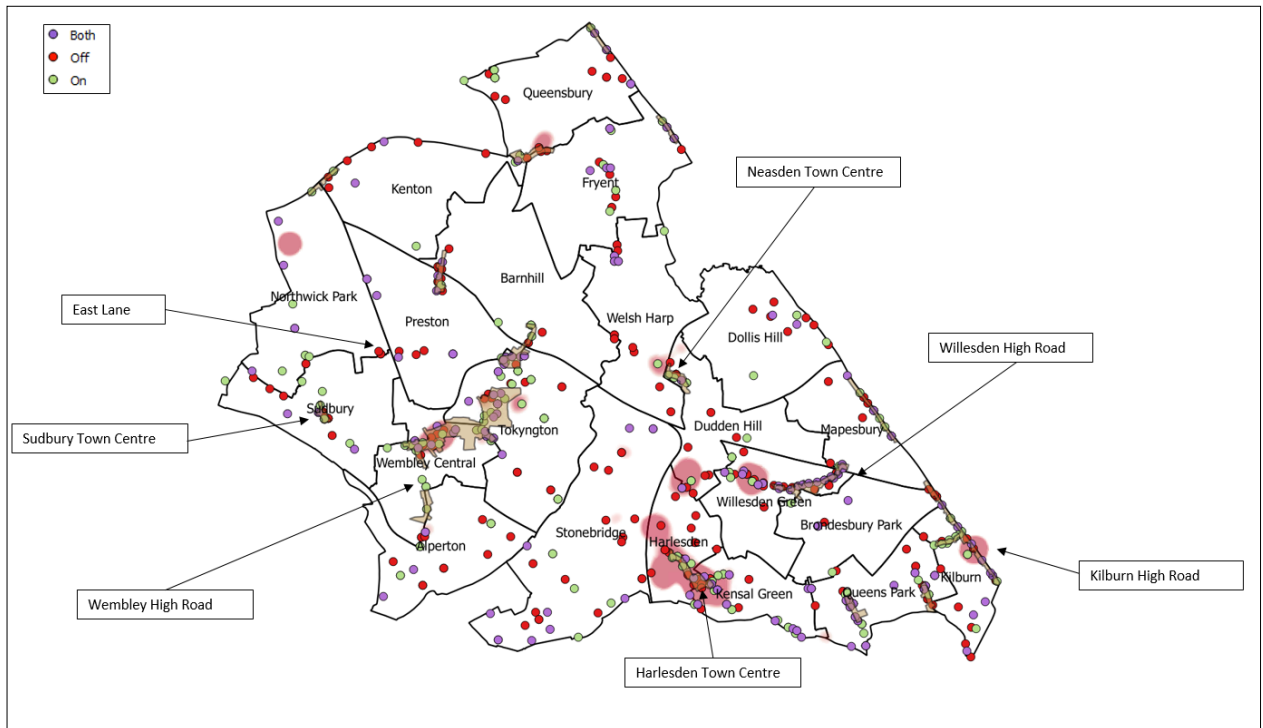
Hotspots in Brent in Ambulance and Police alcohol flagged call out data in comparison to Brent's town centres.



Alcohol-related ambulance and Police calls between 01/06/2017 to 31/05/2019

Map 3

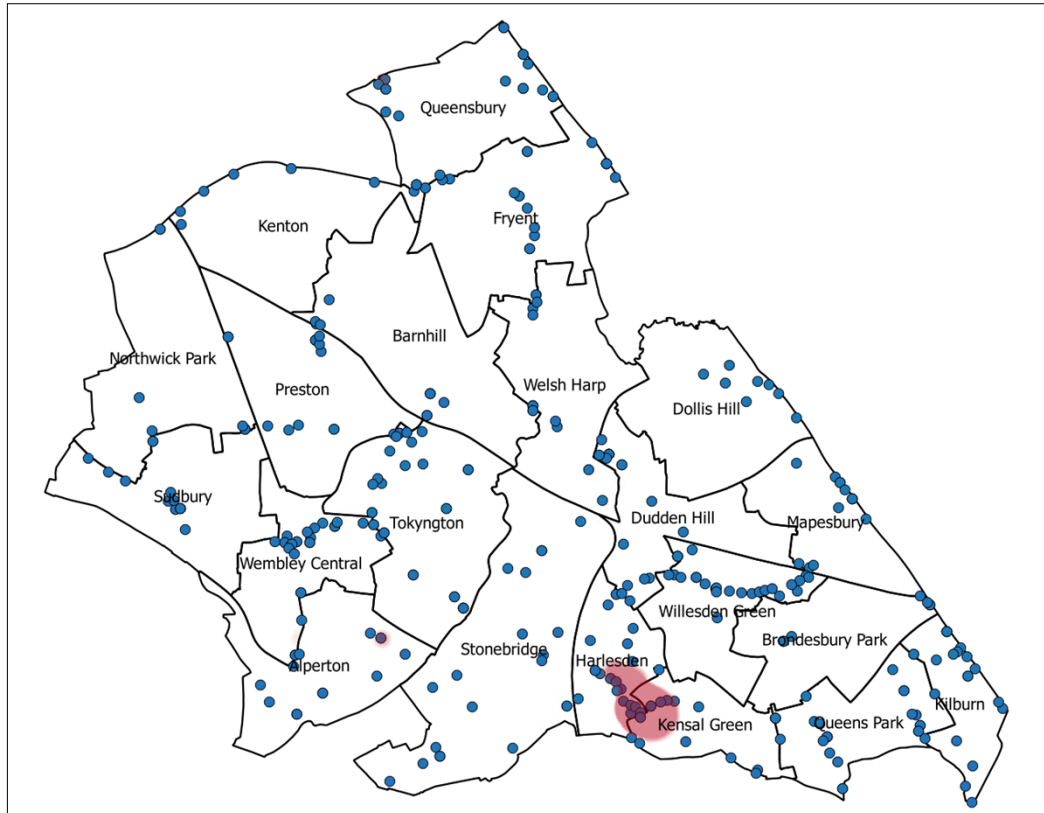
Hotspot of violence with injury crimes compared to discussed areas and licensed premises.



All violence with injury crimes between 01/06/2017 and 31/05/2019

Map 4
Street Drinking Hotspots

There are relatively few calls to police specifically about street drinking. This may be because they are recorded as other ASB types such as littering or noise. Between 01/06/2017 and 31/05/2018, there were only 53 calls to police. The following year, there were 142. This represents an increase of 168%. Part of this increase may be attributed to callers being aware of the borough wide PSPO on drinking in public which came into effect in October 2017.



Calls to police specifically related to street drinking between 01/06/2017 and 31/05/2019

APPENDIX C

Statement of Licensing Policy Questionnaire

1. Are you a:

- Brent resident
- Owner / manager / employee of a licensed premises
- Owner / manager / employee of a non-licensed premises
- Brent business
- Other, please specify: _____

2. Please give your postcode:

.....

Other, please specify: _____

Through the Licensing Policy, the Council sets out to promote the four licensing objectives of the Licensing Act 2003, which are:

- The prevention of crime and disorder
- Public safety
- The prevention of public nuisance
- The protection of children from harm

3. Agree/disagree statements

- Brent has a good balance between the regulation of licensed business and the needs of residents.
 - *Strongly Agree/Agree/Neither Agree nor Disagree/Disagree/Strongly Disagree*
- Brent has a diverse, cultural entertainment offer to its residents and visitors.
 - SA/A/NAD/D/SD
- The Licensing Policy will address the licensing objectives of
 - the prevention of crime and disorder;
 - public safety;
 - the prevention of public nuisance; and,
 - the protection of children from harm.
 - SA/A/NAD/D/SD
- The Licensing Policy will contribute to Brent's aspirations and Brent as a London Borough of Culture in 2020.
 - SA/A/NAD/D/SD
- The 10 proposed Cumulative Impact Zones will help to reduce crime, nuisance and anti-social behaviour.
 - SA/A/NAD/D/SD
- The Licensing Policy is accessible and easy to read.
 - SA/A/NAD/D/SD

- The Licensing Policy is clear on the connections with the Mayor's Vision for London as a 24-hour City.
 - SA/A/NAD/D/SD
- The Licensing Policy is clear on the process for applications.
 - SA/A/NAD/D/SD
- The Licensing Policy is clear on the expectations of the Council regarding Temporary Events, particularly those in public spaces.
 - SA/A/NAD/D/SD
- The Council's preferred hours are a good fit for Brent.
 - SA/A/NAD/D/SD

4. Open questions

- Do you feel that the Licensing Objectives and the measures outlined to promote them are clear and achievable for applicants?

- Is the draft Licensing Fees Policy reasonable and clearly stated?

- Is the Council approach regarding Temporary Events Notices outlined in the draft Licensing Policy reasonable and likely to promote the Licensing Objectives?

- Does the draft Policy 12 on street drinking address issues of public nuisance in a reasonable and effective way?

- Does the draft Policy 21 on delivery services address issues of crime and disorder, public nuisance and the protection of children in a reasonable and effective way?

- Does the draft Policy 24 on a minimum unit price address issues of crime and disorder, public nuisance, and protection of children in a reasonable and effective way?

- Does the draft Policy 25 on the provision of licences for schools and community centres address issues of public nuisance in a reasonable and effective way?

- Is the draft Policy 20 on dispersal and entry to licensed premises sufficient to address issues created by dispersal and entry into licensed premises?

5. Cumulative Impact Zone questions

- The CIZ areas include (list of the 10 areas), do you feel that the evidence provided sufficiently outlines the issues to be addressed in terms of crime and disorder and anti-social behaviour?

- Given the issues and the purpose of the CIZs do you feel the purpose is appropriate to reduce the impact of crime and disorder and anti-social behaviour in the proposed CIZ areas is appropriate?

- The CIZs relate to applications for off-licences, do you feel this is the most appropriate way to use the CIZs to address the issues?

- Do you feel that all other efforts that could reasonably be made to address the issues have been made?

6. Attachments

Please attach any written submissions or additional evidence you would like to be considered as part of the consultation process.

7. About you

So we can best understand our service users and residents please complete this optional information about you. All information is used under the strict controls of the 1998 Data Protection Act:

Gender:

Male/Female

If you prefer to use your own term please provide this here: [.....]

Is your gender identity different to the sex you were assumed to be at birth?

Yes it's different No it's the same

Age: what is your age group?

Under 16 16-17 18-24 25-34 35-44

45-54 55-64 65-84 85+

Disability: Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? Yes No

Caring responsibilities: A carer is someone who spends a significant proportion of their time providing unpaid support to a family member, partner or friend who is ill, frail disabled or has mental health or substance misuse problems.

Do you regularly provide unpaid support caring for someone? Yes No

Ethnicity: Are you...

Asian or Asian British Black or Black British Mixed background

White or White British Other ethnic group

Other (please state if you wish)

Religion or belief: Are you or do you have...

Atheist/no religious belief Buddhist Charedi

Christian Hindu Jewish

Muslim Secular beliefs Sikh


Other (please state if you wish)

Sexual orientation: Are you...

Bisexual Gay man Lesbian or Gay woman Heterosexual

Other (please state if you wish)

Thank you for taking part in this questionnaire.

 Brent	Resources and Public Realm Scrutiny Committee 12 September 2019
	Report from the Strategic Director of Regeneration and Environment
Carlton and Granville Phase 2 - Update	

Wards Affected:	Kilburn
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>	Alice Lester Operational Director Regeneration Growth and Employment Alice.lester@brent.gov.uk

1.0 Purpose of the Report

1.1 To update the Committee on the decision of the Cabinet following the referral back to Cabinet following consideration by the Scrutiny Committee.

2.0 Recommendation(s)

2.1 To note the report

3.0 Detail

3.1 On 11 March 2019 Cabinet decided to continue with the Carlton and Granville Phase 2 proposals. This decision was called in for consideration by the Resources and Public Realm Committee in accordance with Standing Order 14.

3.2 The Scrutiny Committee considered this on 03 April 2019 and referred the decision back to the Cabinet, with some recommendations.

3.3 The Cabinet re-considered the matter on 15 April.

- 3.4 In confirming its decision, Cabinet supported the following recommendations made by the Resources and Public Realm Scrutiny Committee:
- a) In terms of the recommended design option, the 23 units of housing be provided as social housing. In recognising the need to address issues in relation to viability, Cabinet will explore a predominance of three or four bedroom 'family sized' accommodation.
 - b) Appropriate noise-reduction safeguards be provided for tenants within the new housing units in order to manage the relationship between the mixed residential and community use on the site. Such a provision is to ensure that noise concerns do not limit the use of the facility by the community.
 - c) A minimum level of local social enterprise provision is guaranteed within the Enterprise Hub.
 - d) Community governance options being developed in terms of future management of the site must be based around the Key Stakeholder Group and involve a broader local community membership. Such governance options must have open membership to locals, with democratic processes for the selection of people and positions.
- 3.5 In response to these matters
- a) The unit mix has been re-considered in favour of larger family units. The scheme now being considered by planning officers is for 18 units, comprising 4 x 1 bed, 3 x 2 bed, 4 x 3 bed, 7 x 4 bed.
 - b) Noise has been well considered, the design has been adjusted to support the various activities on site. The large hall, likely to accommodate the noisiest activities, includes a comprehensive ventilation system which does not rely on opening windows thus keeping the noise pollution to a minimum. The application being considered by planning officers contains a comprehensive noise impact assessment. Recommendations from this report will continue to be implemented through specification details as the scheme develops.
 - c) The level of Social Enterprise will be developed into the lease at the point of occupation however the current set up is focused on local small businesses. The ethos behind the Granville is that the small businesses 'give back' to the community so, social enterprise is at the heart of The Granville.
 - d) Members of the wider community have been invited to express an interest in joining the membership of the Key Stakeholders Group. The invite was sent to all addresses in South Kilburn w/c 7 May 2019 and has been available online since. To date 2 applications have been received; the invite will close by the next meeting (11 September 2019). The terms of reference and accountability of this group is in development and will be concluded with the new members.

4.0 Financial Implications

4.1 None

5.0 Legal Implications

5.1 None

6.0 Equality Implications

6.1 The Council must, in the exercise of its functions, have due regard to the need to:

- a) eliminate discrimination, harassment and victimisation
- b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it, pursuant to s149 Equality Act 2010. This is known as the Public Sector Equality Duty.

6.2 The Public Sector Equality Duty covers the following nine protected characteristics: age, disability, marriage and civil partnership, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

6.3 The purpose of the duty is to enquire into whether a proposed decision disproportionately affects people with a protected characteristic. In other words, the indirect discriminatory effects of a proposed decision. Due regard is the regard that is appropriate in all the circumstances.

6.3 This report is for noting not for a decision.

7.0 Consultation with Ward Members and Stakeholders

7.1 Ward members were able to attend the Cabinet meeting where the recommendations from Scrutiny were considered.

8.0 Human Resources/Property Implications (if appropriate)

8.1 None

Related documents: Summary of decisions taken by Cabinet on 15 April 2019

Report sign off:

AMAR DAVE

Strategic Director of Regeneration
and Environment.

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	<p align="center">Resources and Public Realm Scrutiny Committee 12 September 2019</p>
	<p align="center">Report from Strategic Director Customer and Digital Services</p>
<p align="center">Proposals and Public Consultation on new Council Tax Support scheme for 2020/21</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:	<ul style="list-style-type: none"> • Appendix A – details of other London Councils' current CTS schemes and plans for 2020 • Appendix B – Principles governing new CTS scheme design, with pros and cons • Appendix C – Proposed new CTS scheme • Appendix D – Draft Communications plan • Local Welfare Assistance Scheme Review 2020/21 • Link to CTS consultation webpage: www.brent.gov.uk/ctsconsultation
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	<p>Peter Gadsdon, Strategic Director of Customer and Digital Services Peter.Gadsdon@brent.gov.uk</p> <p>David Oates, Head of Customer Services Operations David.Oates@brent.gov.uk Tel: 0208 937 1931</p>

1.0 Summary

1.1 Over recent months, the Council's Local Council Tax Support¹ (CTS) scheme has been reviewed, by officers working in conjunction with a Member Working Group, and

¹ In legislation, the scheme is referred to as a Council Tax Reduction Scheme (CTRS). Council Tax Support (CTS) is the name given to Brent's current local scheme.

a new draft scheme developed, intended to take effect from 1 April 2020. The proposed change requires a public consultation.

1.2 This report summarises the proposed scheme which has been developed and which is currently subject to public and stakeholder consultation until 10 October 2019. It also sets out the reasons why it is necessary to change the scheme.

1.3 The proposed scheme has two key elements:

(1) a banded discount element based on the claimant's net earned income (with DWP and HMRC benefits disregarded); and

(2) revised deductions to entitlement in respect of other adults (non-dependants) living in the claimant's property (particularly those non-dependants with significant earnings).

1.4 The proposed scheme also contains a number of other features and rules which are outlined in this report and its appendices.

2.0 Recommendation

2.1 Scrutiny Committee is asked to provide feedback and comments on the proposals to feed into the wider public and stakeholder consultation.

3.0 Detail

Background and drivers for review

3.1 There are a number of factors driving the proposal to review the CTS scheme for 2020/21:

- To design a scheme which is fit for future needs - in particular how residents in receipt of Universal Credit (UC) are treated
- To address any elements of the current scheme which are unsustainable or undesirable in the long-term (primarily these relate to the assessment of claimants on UC and the criteria for exemption)
- To streamline administrative processes, and reduce complexity for claimants
- The Council is committed to maintaining the current level of funding for CTS, so any changes to the scheme must be cost neutral to Brent.
- To ensure that the financial support available is going to those residents who are least able to pay council tax because they are struggling with poverty, and reviewing the scheme provides an opportunity to evaluate this and recalibrate specific levels of support if appropriate

Brent's current CTS scheme

- 3.2 The current scheme is modelled on the former national Council Tax Benefit (CTB) scheme, with a number of variations. The most significant variation to CTB is the requirement that all claimants are required to pay a minimum 20% of their Council Tax liability (unless they are protected due to being in receipt of certain qualifying benefits, mainly those related to disability). The scheme has worked well since its introduction in 2013, presenting no major issues and not having been subject to any legal challenges
- 3.3 Brent's current scheme has a significant advantage both for residents, and administratively, in that its structural similarity to the HB scheme means that claimants can claim both HB and CTS at the same time, making only one joint claim and only needing to provide information and supporting evidence once. However, this advantage will diminish over time as working-age HB claims transfer to UC.
- 3.4 The scheme is also able to very accurately reflect and differentiate between claimants' individual circumstances, providing nuanced and equitable assessments. However, this nuance is achieved by the scheme being very detailed and complex, both for officers to administer and for claimants to understand. Whilst the scheme takes account of individual circumstances, the minimum 20% liability payment represents a larger proportion of available income to those with the lowest income.

The impact of Universal Credit on CTS

- 3.5 The current CTS scheme needs to be changed for three reasons linked to the rollout of UC: -
 - 3.5.1 Firstly, as Brent's CTS scheme is currently comprised, all claimants in receipt of UC receive a "maximum" (i.e. in most cases 80%) rebate regardless of whether they are receiving UC due to them being unemployed or being in work. (The scheme was designed in this way because when it was written in 2012, many of the details of how UC would work were unknown.)
 - 3.5.2 The current Brent CTS scheme, therefore, is slightly more generous to working claimants on UC than similar working claimants on the corresponding "legacy benefit" (Working Tax Credit). This difference is relatively marginal both in terms of impact on the individual, and the effect on the overall cost of the scheme has to date been outweighed by the savings from a reducing caseload. However, with the full rollout of UC now under way in the borough, CTS net expenditure from 2020/21 is forecast to increase, due to the increasing number of claimants on UC, by approximately £250K per year. (A total additional cost of over £1M by the time UC is fully rolled out.) This would result in fewer people being able to receive support in the longer term owing to this inequality between the two systems.
 - 3.5.3 Secondly, it is not sufficient to change the current approach to UC claimants merely to mirror the means-test currently applied to Working Tax Credit (WTC) recipients. This is because, unlike WTC, UC entitlement is recalculated every month based on the claimant's fluctuating earnings, therefore any CTS scheme

directly linked to the amount of UC received, will potentially produce a change in the claimant's CTS entitlement each month, also prompting a recalculation of their net Council Tax liability, the issuing of a new bill, and revised monthly instalment amounts spread across the remaining months of the year.

3.5.4 Given the large number of changes in earnings caused by zero hours' contracts, overtime payments etc, it is clearly undesirable for both claimants and for Council Tax collection that the claimant is billed up to 12 times in the year for differing amounts.

3.5.5 Finally, as the migration of cases from Housing Benefit increases, retaining the current CTS scheme – which mirrors the HB scheme – makes less sense both administratively and from a customer perspective. Having a more complex scheme, with multiple factors involved in its calculation, makes sense when calculating Housing Benefit worth up to £442.42 per week (£23,069 per annum), and when assessing two different benefits (HB and CTS) based on the same information, but makes much less sense when deployed in order to calculate only a CTS entitlement of £26.98 per week (£1406.98 per annum²).

3.6 The review of the scheme therefore provides an opportunity to simplify the scheme for reasons of both administrative and customer understanding.

Other Councils' CTS schemes

3.7 A significant number of other authorities are also reviewing their CTS schemes, for reasons similar to Brent; Appendix A provides details of other London Councils' current CTS schemes and, where known, their proposed schemes for 2020/21.

3.8 Of these, three already have a banded scheme, though these Councils are very dissimilar to Brent (Barnet, Bexley and Sutton).

3.9 Six other authorities (out of 13 who responded to our queries) have confirmed they are changing their scheme for 2020/21. All of these are looking at a banded scheme, with four of them definitely taking this route. There are also several examples of banded schemes around the country, and there is a distinct trend of authorities towards this model.

4.0 Proposed scheme design

4.1 In order to apply a structured approach to the scheme review, 12 key principles were established against which to underpin and evaluate any proposed scheme against. These are listed in Appendix B (along with an evaluation of the proposed scheme against each of the principles).

4.2 The key feature of the revised scheme is the replacement of individual means tests to a discount award based on banded income levels, which are proposed in the draft scheme as follows:

² Council Tax Band C charge is £1406.98 per annum; more CTS claimants live in Band C properties than any other Council Tax band

Table 1: Proposed banded discount scheme

Weekly income ³	CTS award (% of net liability)
£0 - £80	100%
£81 - £110	80%
£111- £150	50%
£151 - £250	30%

- 4.3 It will be seen that the highest level of discount is 100%, compared to 80% for most claimants (and 100% for exempt / protected claimants), under the current scheme. Claimants facing the burden of challenging circumstances, such as disabled residents, carers and war widows, will continue to be supported by the scheme, with the majority receiving a 100% discount.
- 4.4 The other key element of the proposed scheme is the simplification of non-dependant charges (reductions from a claimant’s maximum potential entitlement based on the status of other adults living in the household). There are currently five bands of non-dependant charges which are proposed to be reduced to three, as shown below:

Table 2: Current and proposed non-dependant charges

Working Age – Non Dependant Weekly Income	Current deduction for CTS per week	Proposed deduction per week
Non Dep aged 18 or over – IS, ESA(IR)	Nil	£4.00
Non Dep aged 18 or over – Not Working	£6.60	
Non Dep aged 18 or over – JSA(IB), UC	£6.60	
Earning £0.00 - £182.99	£6.60	£8.00
Earning £183.00 - £315.99	£13.10	£20.00
Earning £316.00 - £393.99	£16.50	
Earning £394.00+	£19.80	

- 4.5 There are also a significant number of households where no charge is currently made because the *claimant* is exempt, regardless of the income of the non-dependant. With the removal of the exempt category, these non-dependants will also be charged in line with the proposed amounts above. However, as already noted, the majority of

³ DWP and HMRC benefits will be disregarded

currently-exempt claimants, such as disabled residents, carers and war widows, will continue to receive a 100% discount.

4.6 The main implications of these changes for claimants and non-dependants are shown in paragraph 5.1 below.

4.7 Other key features of the scheme which should be noted include: -

- All earnings from the claimant and any partner's remunerative work is included in the calculation of the claimant's CTS entitlement (see below for calculation).
- All income from DWP / HMRC benefits is ignored for the purpose of the CTS calculation.
- Any capital or savings held by the claimant or partner will be disregarded if it totals less than £6000. Claimants and partners with more than £6000 capital will not be entitled to CTS. This feature is retained from the current scheme and this amount is also the capital limit within the UC scheme.
- Claimants will only be required to provide evidence of their earned income, and in many cases not even this, as earnings and capital information will be taken from their Universal Credit claim where possible.
- The UC claim date will be accepted as the date of claim for CTS, and / or claims will automatically be backdated to an earlier date within the same financial year if the claimant's circumstances have not changed between the earlier date and the date of making their claim, to avoid claimants missing out on entitlement due to ignorance of the need to claim CTS separately from UC.
- Claimants will only be required to inform the Council of changes to their income or the occupants of the household
- Retrospective changes in circumstances will result in a debit or credit to the claimant's CTAX account in all circumstances, thereby increasing or reducing the amount of Council Tax due.

4.8 There will also be scope to further reduce individual Council Tax liability on a case by case basis under s13A of the Local Government Finance Act (LGFA) 1992:-

- If a Council Taxpayer is experiencing exceptional and extenuating circumstances they may apply for a Council Tax reduction under Section 13A of the LGFA. Each application is considered on its own merits.
- Examples where applications may be considered could include properties affected by natural disasters such as fire, flood or storm that were beyond the control of the occupier, or where the Authority considers that a CTS claimant requires further assistance towards their Council Tax liability and is facing exceptional hardship or extraordinary circumstances

4.9 As will be appreciated, the proposed changes will result in the claiming process being considerably simplified, hopefully providing increased understanding of the scheme for claimants.

4.10 A full summary of the proposed scheme is provided in Appendix C. This document is also available on the Council's website as part of the public consultation.

5.0 Impacts on claimants and non-dependants

5.1 Below is a summary of the main impacts of the proposed scheme.

- Generally, claimants with larger incomes still receive less entitlement and will be expected to pay more Council Tax than those on lower incomes
- However, currently exempt claimants will retain their 100% discount under the new scheme (subject to any non-dependant charges)
- Also, "passported" claimants (IS, JSA etc) currently receiving 80% will now receive 100% (subject to any non-dependant charges)
- Most working claimants have relatively marginal increases or decreases (subject to any non-dependant charges); 52% of claimants will have a change of entitlement of less than + / - £4.00 per week, with 72% having a change of + / - £6.00 per week
- The net effects of discounts increasing from 80% to 100%, coupled with higher non-dependant charges, leave a net marginal impact in many cases
- The lowest non-dependant charges would be £4.00 per week and the highest £20.00 (currently zero / £6.60 and £19.80 respectively)

6.0 Consultation

6.1 The Council is required to consult with the GLA, and to conduct a public consultation, over its proposed scheme.

6.2 The Council is following best practice by undertaking a 12-week consultation, between 19 July and 10 October. Planned consultation activities include: -

- Questionnaire on Council website promoted via email / SMS messages, including when residents claim benefit or have a change of circumstances
- Stakeholder forums to obtain feedback and input from voluntary sector and community organisations, and faith groups
- Social media
- JCDecaux boards
- Press releases and articles
- Use of Brent Connects and other established forums
- Brent Magazine / Your Brent and other targeted publicity

6.3 The questionnaire seeks resident and stakeholder feedback in three areas, namely: -

1. Whether the key principles guiding the scheme are the right ones
2. Whether the proposed scheme meets the key principles
3. Any other comments (freeform responses)

6.4 Appendix C contains the draft communications plan. Information about the scheme, and the public consultation, is available on the Council's website at www.brent.gov.uk/ctsconsultation .

6.5 The emerging findings from the public consultation are as follows:-

- General approval for the scheme principles;
- General agreement that the proposed scheme will meet the principles via the approach of the banded discount scheme, and the disregarding of DWP / HMRC benefits; and that it will be more streamlined and simpler to understand;
- There are more mixed responses concerning –
 - Whether the balance between treatment of in-work and unemployed claimants is right
 - Whether the scheme can “incentivise work”
 - Whether the non-dependant charges are reasonable (though the principle of other adults contributing is generally accepted and is already a feature of other national welfare benefits and the current CTS scheme)

6.6 At a stakeholder event for voluntary sector partners on 28 August, the scheme principles and design met with broad approval, though a large number of comments were made, concerning non-dependant charges in particular.

6.7 All comments and feedback received is being considered and any potential changes to the proposed scheme design will be discussed in more detail with the Member-level working group which has been involved in the design of the scheme to date.

7.0 Financial Implications

7.1 It has been agreed via CMT and PCG that the scheme change should be cost-neutral in overall expenditure.

8.0 Legal Implications

Consultation

8.1 The Local Government Finance Act 2012 states that the Council must consult with the GLA, which is a precepting authority, when amending a Council Tax Reduction Scheme and that thereafter, the Council must publish a draft amended Council Tax Reduction Scheme and then consult with other such persons who are likely to have an interest in the operation of such a scheme.

- 8.2 The four basic requirements of consultation are set out in the case of *R v Brent LBC ex parte Gunning (1986) 84 LGR 168*:
- (i) consultation must be at a time when proposals are at a formative stage;
 - (ii) the proposer must give sufficient reasons for any proposal to permit intelligent consideration and response;
 - (iii) adequate time must be given for consideration and response;
 - (iv) the product of consultation must be taken conscientiously taken into account in finalising any proposals.
- 8.3 In the 2014 Supreme Court case of *R (on the application of Moseley) v London Borough of Haringey*, the Court confirmed in its judgment that the demands of fairness in the consultation process are likely to be greater when an authority proposes to deprive someone of an existing benefit than when considering a potential future benefit and that fairness may require that interested persons should be consulted not only on the preferred option but also on discarded options. In that specific case, the Supreme Court ruled that Haringey Council's consultation process regarding its Council Tax Reduction scheme was unlawful as it failed to outline alternative options and methods of dealing with the shortfall and cuts to funding.

9.0 Diversity Implications

- 9.1 The draft Council Tax Support scheme is being reviewed for its effect on groups with protected characteristics under the Equality Act, and a detailed draft Equalities Assessment will be produced and presented as part of the public consultation documentation shortly.

Report sign off:

PETER GADSDON
*Strategic Director of Customer
and Digital Services*

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CTBS scheme questionnaire		2019/20 (current scheme)					2020/21	
Authority	Current CTBS scheme - minimum contribution or banded discount?	Minimum claimant contribution	Annual expenditure under current scheme	Are you planning to change your scheme in 2020/21	If yes, will it be minimum contribution or banded discount?	Minimum claimant contribution	Is the change delivering savings? If so how much?	Any other comments
Barking	Minimum contribution	Minimum contribution of 25% for all working age claimants. Pensioners protected and receive 100% reduction	£12.8M	No indication				
Barnet	7 level banded scheme with minimum contribution	28% unless in a protected group (War pensioners, war widow(er)s and people who receive Armed Forces compensation scheme payments will not have to pay the minimum contribution)		No				
Bexley	Banded discount, with minimum contribution	20%	£12.2M	No				No plans to amend scheme for 2020 at this stage, however still early days of this scheme so will be kept under review (banded scheme only introduced from April 2019). Our new banded scheme is proving very slightly more expensive than the previous 20% minimum contribution. We don't appear to be getting any complaints about cliff edges or similar so far, although it's probably a bit soon to judge whether it's helping in terms of overall collection. The rationale for introducing a banded scheme was the impact of Universal Credit on managing predictable payment plans for those affected.
Brent	Minimum contribution	20% unless "vulnerable" (mainly if receiving disability benefits - in which case up to 100% rebate)	£27.2M	Yes	Banded discount	No minimum contribution		
Bromley	Minimum contribution	25%	£12.2M	Scheme will be reviewed annually				
Camden	Similar to previous CTB scheme	No Minimum contribution	£26m	Yes	Banded discount based on London Living Wage	No minimum contribution	Not from CTS expenditure	£500k from staff savings
City of London	Similar to previous CTB scheme							
Croydon	Minimum contribution	15% for all working age claimants. Pensioners protected	£27.9M					
Ealing	Minimum contribution	25% for all working age claimants (not classed as vulnerable). Pensioners and claimant's in receipt of disability benefits no minimum contribution		Yes	Banded discount		Currently cost-neutral, but looking at £1M option	Discretionary Council Tax Discount scheme available for those in exceptional circumstances. £1M saving option would mean a 15% contribution for vulnerable claimants - being considered but less likely than cost-neutral option
Enfield	Minimum contribution	26.5%. Those in receipt of War Widows, CA, higher rate DLA / enhanced PIP, ESA (SC), Care leaver under 25 are exempt. Minimum contribution of 15% for all working age claimants. Pensioners protected						
Greenwich	Minimum contribution	Minimum contribution of 17% for all working age claimants. Pensioners protected						
Hackney	Minimum contribution	Minimum contribution of 17% for all working age claimants. Pensioners protected						
Hammersmith	Similar to previous CTB scheme		£7.9M	Scheme will be reviewed annually				Under Council Tax Support, Hammersmith & Fulham and the GLA absorb the full cost of the scheme, which mirrors the previous council tax benefit arrangements. Hammersmith & Fulham's CTS scheme means-tests in-work Universal Credit claimants using Universal Credit work allowances (the UC counterpart to applicable amounts in earlier income-related benefits) whenever these are more favourable to the claimant than the HB-derived applicable amounts ordinarily used. The object of this approach is to prevent Universal Credit work incentives from being eroded by the withdrawal of CTS.
Haringey	Similar to previous CTB scheme							The proposal is to align with some national welfare changes to balance the benefit of making the CTRS easy to understand by reflecting the national welfare scheme, and the desire to provide additional financial support to residents who are the least well-off. If the proposals are not agreed the current CTRS remains the same.
Harrow	Minimum contribution	30% unless "vulnerable" (mainly if receiving disability benefits - in which case up to 86% rebate)	£14m	Yes	Banded discount	30% unless "vulnerable" (mainly if receiving disability benefits - in which case up to 86% rebate)	Minimal	Modernising the scheme is the main driver. New scheme applies to UC claimants only. 4 x 5 grid. Flat rate for non-deps
Havering	Minimum contribution	25% for all working age claimants. 20% of all working age who are considered to have a disability. Pensioners exempt						
Hillingdon	Minimum contribution	Pensioners are protected as well as those in receipt of war widows pension, war disablement pension or armed forces compensation payment.		Yes	Banded discount		No	New scheme applies to all claimants (not just UC). 6 x 7 grid. Flat rate for non-deps
Hounslow	Similar to previous CTB scheme			No				Possibly changing in 2021/22
Islington	Minimum contribution	8% for all working age claimants	£26.1M	Yes	Not yet decided			We are looking at both options of minimum and banding, looking at cost effective.
Kensington	Similar to previous CTB scheme							
Kingston	Similar to previous CTB scheme	No minimum contribution						
Lambeth	Minimum contribution	20% exceptions - Disabled / Ben capped families / Carers / War widows	£21m	No				£400k discretionary for those affected by last change of scheme
Lewisham	Minimum contribution	25%	£18m	No indication			Not envisaged	all working age are liable for 25%, no exceptions or enhancements. No hardship fund but those in difficulty can apply for write off (S13).
Merton	Similar to previous CTB scheme	No minimum contribution		Scheme will be reviewed annually				
Newham	Minimum contribution	20% for all working age claimants.		No indication				
Redbridge	Minimum contribution	25% unless in receipt of PIP or DLA - then it is 15%	£14.9M	Yes	Not decided but will probably consult on banded discount	Ranges from 15% to 59%	£450k	We have a hardship fund to top up awards
Richmond	Similar to previous CTB scheme	Minimum contribution removed from 19/20		No indication			No indication	
Southwark	Minimum contribution	15%	Circa £20m	No				Hardship payments available as now
Sutton	Banded discount, with minimum contribution	Minimum contribution for all working age claimants. Pensioners exempt						Hardship fund available
Tower Hamlets	Similar to previous CTB scheme							
Waltham Forest	Minimum contribution	Minimum contribution of 24%. Pensioners exempt						Discretionary Council Tax Hardship Scheme available
Wandsworth	Minimum contribution	Virtually a minimum contribution of 30%, but we prefer to do a Band D comparison as due to the low CT (our 30% is nearer 15 - 20% in other boroughs)		No fundamental changes			No	WBC also have a similar vulnerability scheme which means disabled household still receive 100% CTR. We made a tweak so there is one level of non-dep deduction but generally the default scheme.
Westminster	Similar to previous CTB scheme							

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Appendix B

Draft Council Tax Reduction Scheme

Key principles (and how the proposed CTRS scheme meets them)

Principle	How does the proposed scheme meet the principle?	Possible disadvantages with the proposal
<p>1. The scheme must take a broad view of “vulnerability”, in particular financial ability to pay Council Tax, rather than using receipt of welfare benefits (e.g. disability benefits) as a proxy for vulnerability (as the current scheme does).</p>	<p>The scheme is based on ability to pay; the more a claimant’s (or their household’s) income, the lower their CTS award and the more they have to pay.</p>	<p>Some claimants will go from a full discount to having a net liability for the first time. This is most likely where there are non-dependants in the property where there was previously no non-dependant charge made, and this will affect approximately 1000 cases by between £4.00 and £20.00 per week. However, it is a policy intention of the scheme that all non-dependants contribute to the household’s liability, subject to their income, and fewer than 300 will be affected by the full charge.</p>
<p>The scheme must “incentivise work” (CLG requirement).</p>	<ul style="list-style-type: none"> • Uses the UC earned income figure which has already had a disregard applied to (more generous than our current one). • Earnings can increase within the bands before requirement to pay more CTAX. • Any Working Tax Credits are disregarded completely, as is any additional Child Tax Credit for work related expenditure such as child care costs. 	<ul style="list-style-type: none"> • A claimant with income currently very near the top of one income band, could earn just a few pounds more a week, but fall into a new band meaning they would need to pay an additional amount per week • For example, a Band D property has a £9.11 difference in rebate between the second and third income bands, so if a claimant’s income rose by one hour at minimum wage (£6.15 to £8.21 depending on age), the claimant <i>could</i> lose out, if their current income was very close to the top of the band • However, relatively few claimants fall into this category to start with, and it is unlikely that a claimant is going to take a new job for only one hours’ extra work,

		<p>and additional work of anything over one hour would give them a net benefit). (In higher Council Tax bands, a claimant in this position may have to work over two hours extra to see a net benefit.)</p> <ul style="list-style-type: none"> • Also, a discretionary award could be considered to mitigate this impact if it did occur
3. There should be equity between the treatment of employed and unemployed residents. i.e. cuts cannot just be loaded onto the unemployed, or disproportionately onto those on the very lowest incomes	<ul style="list-style-type: none"> • It is based on an ability to pay so the unemployed in fact are “winners”, moving from an award based on a maximum of 80% liability to 100%. 	<ul style="list-style-type: none"> • May be viewed that the unemployed are being treated less harshly than employed claimants on the basis that they have less to pay.
4. Scheme design must consider Brent’s claimant demographic, and ensure that it can reflect the circumstances of the various current cohorts (e.g. large numbers of self-employed, or claimants in insecure work, etc.); i.e. it will be geared to Brent’s claimants’ needs not to a generic set of rules.	<ul style="list-style-type: none"> • Those on a low earned income (be it on a Self-Employed, CIS or PAYE basis) will have less to pay than those with a higher earned income. They will be able to keep 100% of any additional DWP or HMRC income and in fact some at 80% increase to 95%. There is no known group within Brent (e.g. single parents; self-employed workers etc.) who are known to lose out due to this methodology. 	<ul style="list-style-type: none"> • None apparent
5. Scheme must deliver agreed savings	<ul style="list-style-type: none"> • Various scheme options have been modelled, up to a maximum reduction in expenditure of £4.6M (15%). However, the Council has subsequently decided that the scheme change will not be required to deliver savings, and will be cost-neutral to current expenditure 	<ul style="list-style-type: none"> • None apparent
6. Scheme should be capable of existing for up to three years without need for further fundamental review	<ul style="list-style-type: none"> • No foreseen impacts which would prevent this but the situation will need to be reviewed year on year 	<ul style="list-style-type: none"> • Although it is preferred not to change scheme design within three years, the scheme <u>must</u> be reviewed annually, and a formal decision made whether to retain the scheme or to revise it. There is therefore an annual opportunity to make changes if necessary.

<p>7. Scheme should include the means to require other adult members of the claimant's household to contribute towards Council Tax liability</p>	<ul style="list-style-type: none"> • The savings realised are mainly from an increase to the collective contributions from non-dependants (though individual contributions will reduce in certain cases). 	<ul style="list-style-type: none"> • Although "charges" are made in respect of any non-dependants, it is the claimant's CTRS award which is actually reduced, and them that need to obtain the contribution from the non-dependant. We know that this isn't always straight-forward and achievable, however non-dependent charges have been a well-established feature of benefit schemes for over 30 years; the proposed CTRS scheme proposal only changes the amounts to be charged • Could contribute to a decrease in collection, and increased summons / Court costs for liable persons if non-dependants did not contribute their share to the claimant • May result in increases in fraudulent claims in respect of non-dependants being reported as having moved out, although evidence will be required to support such declarations. Also the threat of reductions to the claimant's housing benefit due to the Bedroom Tax or a reduced Local Housing Allowance being applied will tend to disincentivise this behaviour within the CTRS scheme.
<p>8. New scheme must be streamlined and simpler to administer</p>	<ul style="list-style-type: none"> • The scheme is relatively simple, with potential to be fully automated in future. • CTRS will be a discount like Single Person Discount, with simple criteria. Not a means tested benefit, like UC. • Fewer changes in circumstances to administer 	<ul style="list-style-type: none"> • Current CTS reacts to every change in circumstance, every nuance. The new scheme ignores a lot of the movable parts, but in that may lose some of the nuance. While this is likely to be relatively marginal, a discretionary payment would potentially be available for any significant cases.
<p>9. New scheme must be easier to understand and transparent to customers</p>	<ul style="list-style-type: none"> • Main scheme details (i.e. the banded discount table and the non-dependant income table) 	<ul style="list-style-type: none"> • None apparent

	could feasibly be included as a half-page summary on the back of a Council Tax bill (or attachment).	
10. The scheme must be compatible with UC; i.e. it must provide a mechanism to fairly assess CTRS for UC claimants and non-UC claimants alike, but must also be capable of functioning apart from UC - i.e. without tying validation of CTRS entitlement <i>rigidly</i> to receipt of UC - so that any future major change to the UC scheme would not result in the need for immediate redesign of CTRS.	<ul style="list-style-type: none"> • Awards will be managed by a UC xml input (electronically delivered to the Council by DWP, daily). • Most of the information needed to award CTRS would be on the UC xml, without the need to contact the claimant • In the event of issues around UC, or even major changes, the CTRS scheme can still operate via claims and provision of earnings evidence made direct to the Council • CTAX bills will not bounce up and down as UC entitlement changes monthly; they will only change where there has been a significant change in the claimant's income 	<ul style="list-style-type: none"> • None apparent
page 122 12. The scheme must be capable of being automated as far as is possible	<ul style="list-style-type: none"> • The scheme is relatively simple, with potential to be fully automated in future. 	<ul style="list-style-type: none"> • None apparent currently, other than that discretionary awards will not be capable of being automated
13. LA's must also ensure that appropriate consideration has been given to support for other vulnerable groups, including those which may require protection under other statutory provisions including the Child Poverty Act 2010, the Disabled Persons Act 1986 and the Equality Act 2010, amongst others.	<ul style="list-style-type: none"> • See Equalities Assessment 	<ul style="list-style-type: none"> • See Equalities Assessment

Appendix C

Brent's *DRAFT* Council Tax Reduction Scheme

Overview and main features of proposed scheme

Brent's new Council Tax Reduction Scheme (CTRS) from 1st April 2020 will replace its Council Tax Support (CTS) scheme which was in place between 1st April 2013 and 31st March 2020.

Distinction between pensioner and working-age schemes

Pensioner claimants will claim CTRS under the national scheme prescribed by central government.

Working-age claimants will claim under the local Brent scheme (see below).

Couples who have one partner of pension age and one of working-age are classed as working-age as per national legislation.

Local scheme for working age claimants

Purpose of scheme

To provide financial assistance for Brent Council Tax (CTAX) Payers who are financially vulnerable and require assistance to meet their Council Tax liability.

Eligibility

General

Any person who is liable for Council Tax to Brent Council will be eligible to claim CTRS unless –

- They do not have recourse to public funds
- They are not resident in the property
- They are a student (with exceptions below)
- They possess capital of over £6000

Council Tax liability and maximum Reductions

CTRS will be calculated on the claimant's net CTAX liability after the granting of any other Council Tax discounts (e.g. Single Person Discount).

If the claimant is jointly liable for CTAX with another person (other than their partner), their CTRS will be calculated based on their share of the liability.

Meaning of “family” and household

The people that live with together as an immediate family unit are deemed to be a household. This will usually consist of:

- The claimant.
- Their immediate family, their children, and partner(s).
- Their grown up children or relatives, assuming the circumstances are non-commercial.

A partner is defined as being the person that the claimant is connected to in one of the following ways:

- Married to.
- An unmarried couple who reside with each other and living as if married.
- Two people of the same sex who are in a civil partnership.
- Two people of the same sex who are residing with each other and are living as if in a civil relationship.

Non-dependants

Other adults living in the household but not part of the claimant’s family unit (“non-dependants”) will result in a deduction being made to the claimant’s maximum possible CTRS entitlement, based on their status and income –

- Not working
- Employed earning up to £182 per week
- Employed earning in excess of £182 per week

CTRS calculation

There are two parts to the calculation of CTRS entitlement.

- (1) The maximum level of discount which can be awarded is expressed as a percentage of the net CTAX liability (i.e. after any other discounts or exemptions are applied), based on the claimant and partner’s total income;
- (2) The maximum discount is then reduced by any charges which are appropriate in respect of any non-dependants in the household.

1. Calculation of maximum potential CTRS discount

Claimant and partner's income*	CTS award (% of net liability)
£0 - £80	100%
£81 - £110	80%
£111- £150	50%
£151 - £250	30%

*excluding any DWP / HMRC benefits

All income from DWP benefits is ignored for the purpose of the CTRS calculation.

2. Non-dependant deductions

Non-dependant deductions are made to the maximum CTRS entitlement amount quoted in (1) above, as appropriate from the table below

Working Age – Non Dependant Income	Deduction per week
Not working	£4.00
Working - gross earnings up to £182 pw	£8.00
Working - gross earnings over £182 pw	£20.00

Claimant and partner's income and capital

All income from DWP benefits is ignored for the purpose of the CTRS calculation.

Any other income including earnings from the claimant and / or partner's work is included in the calculation of the claimant's CTRS entitlement (see below for calculation).

Any capital or savings held by the claimant or partner will be disregarded if it totals less than £6000. Claimants and partners with more than £6000 capital will not be entitled to CTRS.

Where a claimant is receiving Universal Credit (UC) and also working or has other income or capital, the Council will use the earnings, other income and capital figures from their UC assessment in the CTRS assessment unless there is satisfactory contradictory evidence available providing more accurate earnings and capital information.

Income from earnings calculation

Net income is used in the CTRS calculation. (Net income is defined as gross income reduced by tax and National Insurance contributions, and 50% of contributions to any occupational pension scheme).

Self-employed income will be treated in exactly the same way.

Where possible, the CTRS calculation will use whatever earned income or self-employed income the Secretary of State uses for the claimant's UC calculation.

Capital

There is no entitlement to CTRS if the claimant and their partner jointly hold capital of £6000 or more.

Capital means the value at date of assessment of any of the following:

- Bank accounts including all types of savings account
- Building Society accounts including all types of savings account
- PEPs, TESSAs or ISAs
- Premium Bonds or National Savings Certificates
- Shares
- Property (other than the home for which Council Tax Support is being claimed for). This will be the value of the property minus any outstanding mortgage or secured loan attached to the property in question.

Where possible, the Secretary of State's calculation of capital in the claimant's UC assessment will be used in the CTRS calculation.

Non-dependant income

As with the current scheme, the non-dependant's gross earned income is taken into account in deciding which non-dependant charge is made to the claimant's maximum possible entitlement.

Effective dates

Date on which entitlement begins

CTRS entitlement will begin from the earliest of the following dates –

- The Monday following the date the claim was received via the Council website
- The Monday following the date that a claim to UC was received by the DWP
- The earliest date (within the financial year in which the claim was received) from which the claimant's circumstances were continuously the same as those applying at the time the claim was received. (i.e. the claim may be treated as made at any date back to 1st April of the current financial year, if the claimant's circumstances have not changed since this date)

If any of the above dates is before the date that CTAX liability commenced, then entitlement will commence from the date CTAX liability commences.

Date on which changes of circumstances (CIC's) take effect

CIC's are effective from the Monday following the date of change.

Evidence and information

It is the claimant's responsibility to report any **relevant** changes of circumstances.

Relevant changes are **changes of income** or **changes in the occupation of the home** relating to:

- Claimant or partner
- Dependants (i.e. children within the family unit, dependant on the claimant)
- Non-dependants (i.e. grown up children aged over 18 or other adults residing in the property)

Evidence required for earned income

Where possible, the CTRS assessment will use the net income calculated by the Secretary of State (DWP) in determining the claimant's entitlement to UC.

Alternatively evidence of income may be accepted via wageslips, P60 or any other documentation deemed appropriate by the Council.

Evidence required for non-dependant's income

Evidence of non-dependants' earnings may be accepted via wageslips, P60 or any other documentation deemed appropriate by the Council.

Other non-dependant income (e.g. DWP benefits) will be required via copies of official DWP correspondence or via enquiry direct to the DWP.

Evidence is not required for non-dependants with gross income of over £182.00 per week.

Evidence of occupation of the home

The Council may require evidence to verify occupation of the home (or an alternative address, if an occupier has moved out). This may include official correspondence, utility bills or any other documentation deemed appropriate

Amendment and withdrawal of application

The claimant can withdraw claim at any time in writing or via phone or online.

Overpayments

Retrospective changes in circumstances will result in a debit or credit to the claimant's CTAX account in all circumstances, thereby increasing or reducing the amount of Council Tax due.

Discretionary discounts

If a CTAX payer is experiencing exceptional and extenuating circumstances they may apply for a Council Tax reduction under Section 13A of the Local Government Finance Act (LGFA) 1992. Each application is considered on its own merits.

Examples where applications may be considered could include properties affected by natural disasters such as fire, flood or storm that were beyond the control of the occupier, or where the Authority considers that a CTRS claimant requires further assistance towards their CTAX liability and is facing exceptional hardship or extraordinary circumstances

Appeals

CTRS claimants can dispute a decision concerning the assessment of their CTRS. In the first instance an internal review or reconsideration will be carried out; if the claimant still wishes to challenge the decision, an appeal must be lodged by the Claimant themselves with the independent Valuation Office.

Transitional Protection (TP)

The Council has considered whether transitional protection (TP) should be given to CTRS claimants experiencing large reductions in their entitlement between the old (CTS) and the new (CTRS) schemes. It proposes not to provide a TP scheme for the following reasons:

- (a) The majority of changes in entitlement are in fact positive for the claimant (6,912) or of no financial impact (4,551), compared with 5,717 who will receive a reduced discount;

- (b) The largest reductions are those relating to claimants who have non-dependants in their household, where an increased charge will be applicable to the non-dependant. It is not considered appropriate to provide TP in these cases as it is a policy intention of the scheme that non-dependants in the household should all contribute towards the household CTAX liability, subject to their income;
- (c) In the event that a claimant experiences exceptional hardship as a result of the new CTRS scheme, a discretionary payment can be considered (as explained above). It is considered unnecessary to provide both a discretionary element and transitional protection within the scheme.

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Appendix D

Communication Campaign – Changes to CTRS scheme (for working-age claimants) in 2020/21

Background

- Brent is proposing to change its CTRS scheme (for working-age claimants) in 2020/21 (replacing the current CTS scheme).
- There will be a brand new scheme fit for the future based on a new set of principles – simplified, transparent, incentivising work, etc.
- There will be a 12-week consultation period due to the significance of the changes.
- A more detailed document on the draft scheme will be available to view / comment on if residents / stakeholders wish to see it.
- The key aspects of the proposed scheme include:
 - A banded discount scheme based on earned income (wages)
 - What income is included / disregarded. Any payment from DWP for Children (such as Tax Credits and Child Benefit) or support for a disability (such as Personal Independence Payments (PIP)) will be disregarded in full.
 - Contributions from non-dependant adults in the household based on their earnings.
 - Ease of claiming / less supporting evidence required.
 - Discretionary aspect.
 - Transitional protection for those most affected by the change in Year 1.
- Decision has been made to go for the “cost-neutral” option for changing the Council Tax Support scheme (cost neutral in comparison to the 18/19 expenditure). There will not be a £4.6 million cut.

Campaign objectives

1. To engage as many of the 27,000 affected residents as possible in the 12-week consultation taking place from 19/7/19 to 20/10/19.
2. To communicate what the changes will mean to those directly affected.

Key Messages

1. We are sticking to our pledge to provide support to the 27,000 Brent residents who are in receipt of Council Tax Support
2. Despite government austerity, Brent Council will not be making further cuts to the expenditure on Council Tax Support.
3. The changes are designed to make the scheme fairer and simpler given that Universal Credit has now been introduced.
4. We are choosing to protect pensioners.
5. The changes will be based on people’s ability to pay.
6. Illustrations/case studies. Eg: “Residents in Band D will only be paying the price of 4 pints (2.27 litres) of milk per week more (£1.15).”

Audience

- All Brent residents in receipt of benefits – approximately 27,000, including the 4,000 disabled residents.

Strategy

Timescale:

Phase 1: Communications on the consultation launching on 19/7/19 before the results are presented at Full Council on 25 November.

Phase 2: Communications on the launch of the changes beginning on 1 April 2020.

Tone: The tone should be clear, simple and illustrative.

Implementation timeline for phase 1

Date	Action	Who	Date completed
	Consultation portal goes live	Policy team	19.07.19
	Letter to all affected residents to include a weblink to the consultation	Leigh Wood	09.08.19
	Members Bulletin regarding launch of campaign	Karen Luke	25.07.19
	Members Bulletin update and reminder to Members get their ward residents involved	Karen Luke	15.08.19
	Email to all affected residents	Leigh Wood	
	Text message to all affected residents	Leigh Wood	
	One page advert in Your Brent magazine	Karen Luke with Design	07.09.19
	Press release	Karen Luke	22.07.19
	Social media (Twitter and Facebook)	Karen Luke	Bi-weekly from 22.07.19
	Article in Your Brent e-news	Karen Luke with Alex Augustin	13.08.19 15.08.19
	Post on Yammer appealing to colleagues who work with clients who would be affected by the changes.	Karen Luke	06.08.19
	JCDecaux boards	Advertising working with Design & KL	10.09.19 for two weeks
	Paid-for ad on Facebook and Instagram in September	Karen Luke	

	Pull-up banners for events (x4)	Karen Luke with Design	28.08.19
	Staff members promoting consultation to clients using iPads on the mezzanine floor and ground floor customer service areas.	Leigh Wood's team	
	Presentations to Z2K and CAB (and other larger organisations).	Leigh Wood	
	Posters in community centres, faith centres, doctor surgeries, schools.	Karen working with Design	
	Leaflets with some case studies for schools, doctor surgeries, food banks etc.	Karen working with Design	
	Brent Connects	Leigh Wood	
	Network Partnerships group (CAB, Age Concern).	Leigh Wood	

Evaluation

Key metrics for the success of phase one of this campaign will include:

- Number of responses from the targeted audience to the 12-week consultation.

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Local Welfare Assistance scheme review 2020/21

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Scrutiny Committee
12 September 2019

David Oates
Head of Customer Service Operations



Background to the scheme and the review

- Functions transferred from DWP in 2013/14
- Non-statutory local scheme
- Covers emergency payments for residents who are vulnerable or in crisis
- Current funding arrangements from Reserves will run out in approx. March 2020
- Relatively low take-up and not well-targeted
- Relatively expensive to administer but provides a potential safety net to residents who are in receipt of state benefits

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Options to be considered

1. Scheme to continue in its current form
2. To modify the current scheme, potentially a reduced version with reduced expenditure and / or better targeted to residents most in need
3. To devise a new system of support for residents in crisis, which could be better targeted at those in need
4. To cease the scheme from April 2020 and find alternative options to take its place (e.g. through signposting to voluntary sector provision)

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Options 1 -3 require new budget provision

Other factors for consideration

- Expenditure is low and demand decreasing
 - Crisis Payments – 321 awards in 2019/19 (£17,493)
 - Community Payments – 218 awards in 2018/19 (£59,152)
 - Total of 780 “eligible” applications in 2018/19 (59% received an award)
- However impacts of other changes in 2020 are as yet unknown –
 - New Council Tax Support scheme
 - Continuing rollout of Universal Credit
 - New spending review potentially affecting provision of Discretionary Housing Payment and other funding
- Scheme could be better targeted and loopholes removed
- Potential alignment with the Customer Access Strategy in particular the Community Hubs offer

Next steps

- High-level options appraisal - September / October
- Recommendations to CMT / PCG – Autumn
- Design of proposed model / engagement with stakeholders and service users*
- Report to Cabinet and agreement of commencement date*
- Implementation*

* *Timetable to be established subject to which option is chosen*

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 Brent	Resources and Public Realm Scrutiny Committee 12 September 2019
	Report from the Assistant Chief Executive
Knife Crime Task Group	

Wards Affected:	All
Key or Non-Key Decision:	Key
Open or Part/Fully Exempt: (If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)	Open
No. of Appendices:	None
Background Papers:	None
Contact Officer: (Name, Title, Contact Details)	Pascoe Sawyers, Head of Strategy and Partnerships, pascoe.sawyers@brent.gov.uk 020 8937 1045

1.0 Purpose of the Report

1.1 The report sets out the findings and recommendations of the Knife Crime Task Group.

2.0 Recommendation

2.1 The Resources and Public Realm Scrutiny Committee review and agree the recommendations in the task group's report.

3.0 Detail

3.1 Through its work, the task group sought to gain a better understanding of knife crime in Brent, how interventions could reduce it, and which interventions might work locally. In particular, the group looked at partnership working arrangements and reviewed what could be done to complement the wider public health approach. The task group held a series of evidence-gathering sessions with internal and external partners and experts.

3.2 The task group has made 13 recommendations which it puts to Brent Cabinet and the Safer Brent Partnership to affect change. These are set out in the main report.

4.0 Financial Implications

4. 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

7.1 Ward members who are members of the Resources & Public Realm Scrutiny Committee will be involved in scrutinising this report at committee.

REPORT SIGN-OFF

PETER GADSDON

Assistant Chief Executive



Knife Crime

An inquiry into knife crime in Brent

A report of the Resources & Public Realm Scrutiny Committee

September 2019

Knife Crime Task Group – Membership

Councillor Sandra Kabir (Chair)

Councillor Elliott Chappell

Councillor Liz Dixon

Councillor Erica Gbajumo

Councillor Robert Johnson

Councillor Tom Stephens

The Knife Crime Task Group was set up by Brent Council's Resources and Public Realm Scrutiny Committee on 23 January 2019.

Contact officer

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Chair's Foreword



This is not a time for complacency or platitudes. Too many lives have been lost or blighted by knife crime. Both offenders and victims are becoming younger and younger. Individuals, families and whole communities are facing the risks and consequences of violent crime.

I welcomed the news that a task group on knife crime was going to be set up, to examine the problem in detail. Brent Council is committed to tackling knife crime and working in partnership, both internally and externally, to understand the problem and enable a targeted response. The goal for us was to put forward a series of recommendations which would add something significant towards the fight against knife crime, and the group has worked very hard from the beginning to achieve this.

The task group has made recommendations for the council and its partners, all of whom have a moral, legal and statutory obligation to make resources available and to take impactful action to reduce knife crime.

This report must be the spur for further urgent action to be taken by the council and its partners to reduce, if not end, the scourge of knife crime in Brent.

I would like to thank the many individuals and organisations that have contributed to the work of the task group and formation of the recommendations. This report would not have been possible without their time, experience and insight. This collaboration is very much in the spirit of what we are trying to achieve going forward – knife crime is not a problem for organisations to tackle on their own; real progress will come through working together.

The causes of knife crime are multi-faceted and we know that finding a solution will be far from easy. However, if this report could contribute towards saving the life of only one person, then we can consider this work a success.

Councillor Sandra Kabir, Chair

Methodology

Task group members held a series of meetings and evidence-gathering sessions with a wide range of internal and external partners. This included meetings with the Metropolitan Police Service (MPS), the Violence Reduction Unit/ Greater London Authority (VRU/GLA), London Community Rehabilitation Centre (CRC), the NHS, local schools and voluntary organisations. This work was supplemented by desktop research, interviews, surveys and visits to community-based projects. The task group convened regularly for feedback sessions, to share their findings.

The group's recommendations were drafted and sent to partners for review. Following this, the final recommendations were determined. These were developed in accordance with the existing legislation for local authority scrutiny.

The task group notes that an external body or local authority executive is not compelled to act on a recommendation; however, an executive must respond within two months, and NHS organisations are expected to give a meaningful response within 28 days of the recommendations being agreed by a scrutiny committee.

Recommendations

Recommendation 1

A multi-agency, contextual safeguarding approach must be taken by the council to address knife crime, and to overcome barriers in information sharing and collaboration between agencies.

Recommendation 2

The Brent Knife Crime Action Plan and the Brent Knife Crime and Serious Violence action plan should be refreshed to join up actions and strategies across early health, family solutions and other children and young people's services with community protection to derive one action plan going forward.

Recommendation 3

The council to support and encourage community projects that aim to prevent 'at risk' young people from being drawn into knife crime, and are set up with measureable evaluation outcomes.

Recommendation 4

A graphic and hard-hitting media project be funded, which involves ex-offenders, role models and victims and focuses on knife crime's impact on individuals, families and communities.

Recommendation 5

The MPS must improve relations with local communities. This may be achieved by providing a more visible presence in neighbourhoods and adopting a more empathetic method of stop and search.

Recommendation 6

Brent CCG to work with statutory partners (including the council) to enable the provision of more services at hospital A&E departments at the 'teachable moment', such as RedThread. Stakeholders in primary and tertiary care should be educated in how to approach knife crime issues.

Recommendation 7

The council to support and encourage schools and other community organisations to make their facilities available for youth-focused activities after school hours and during holidays, to keep young people engaged in positive activities and deterred from crime.

Recommendation 8

The council to work with Brent primary and secondary schools, the Brent School Partnership (BSP) and the Safer Brent Partnership, to develop and implement a Schools Safety Charter.

Recommendation 9

The council must enhance the way it works with Brent youth offending services, London CRC and the National Probation Service in order to support offenders who can be rehabilitated, and continue to manage and assess risk.

Recommendation 10

The council to facilitate more collaborative working between the voluntary and community sector (VCS) and religious organisations, to raise funds for projects and training to prevent knife crime.

Recommendation 11

The council to make representations to Government to put guidance in place on the handling of housing needs cases for those at risk of violence (through gangs/ county lines) and reconsider the threshold at which someone who is deemed to be at sufficient risk gets re-housing support.

Recommendation 12

The council to make representations to the GLA/ Mayor's Office for Policing and Crime/ Violence Reduction Unit advising that the county lines programme is running at full capacity with an increasing unmet need. More intensive, longer-term funding needs to be provided.

Recommendation 13

The council to further explore bids for external funding for innovative council and CVS projects, to tackle the risks associated with young people becoming involved in crime.

Chapter 1: Knife Crime

Background

1. It was acknowledged by the task group that it is not only knife crime which blights communities. There are other, equally serious forms of weapons-based crime – such as gun crime and the use of corrosive substances – which are prevalent in Brent. However, knife crime is having a unique, considerable impact: Approximately 37 per cent of homicides over the last decade involved the use of a knife or other sharp instrument, compared to (amongst men), 8 per cent involving firearms and another 8 per cent using blunt instruments (ONS, 2018).
2. Whilst the task group's findings may be applicable across other forms of weapons-based crime, knife crime was the group's focus. 'Knife crime' is used as a collective term throughout this report and may refer to a number of different offences; for example, knife possession. As defined by the London Knife Crime Strategy, knife crime is "Any offence which satisfies both of the following criteria:
 - Is classified as an offence of homicide, attempted murder, assault with intent to cause harm, assault with injury, threats to kill, sexual offences and robbery
 - Where a knife or sharp instrument has been used to injure, used as a threat, or the victim was convinced a knife was present during the offence."
3. Whilst the problem of knife crime in the capital is nothing new, it is generally accepted that the current situation is more serious than ever before. London is in the midst of an endemic cycle of violence, with rising murder and violent attack levels across the city. There are genuine concerns that for many young people, violent crime and possession of a knife are now a way of life.
4. In England and Wales, knife crime has been steadily on the rise since 2014. There were 43,516 knife crime offences in the 12 months ending March 2019. This is an 80% increase from the low point in the year ending March 2014 – when there were 23,945 offences – and is the highest number since comparable data was compiled. (BBC News; Figures exclude Greater Manchester).
5. The year ending March 2019 saw 22,041 knife and offensive weapon offences formally dealt with by the CJS. This was a 34% increase since the year ending March 2015, and the highest number since March 2010.

Knife and offensive weapon sentencing statistics, England and Wales – Year ending March 2019 (Ministry of Justice, 2019)

The Pan-London picture

Figure 1: Number of knife offences across London (Met Police Data, accessed Nov 2018)

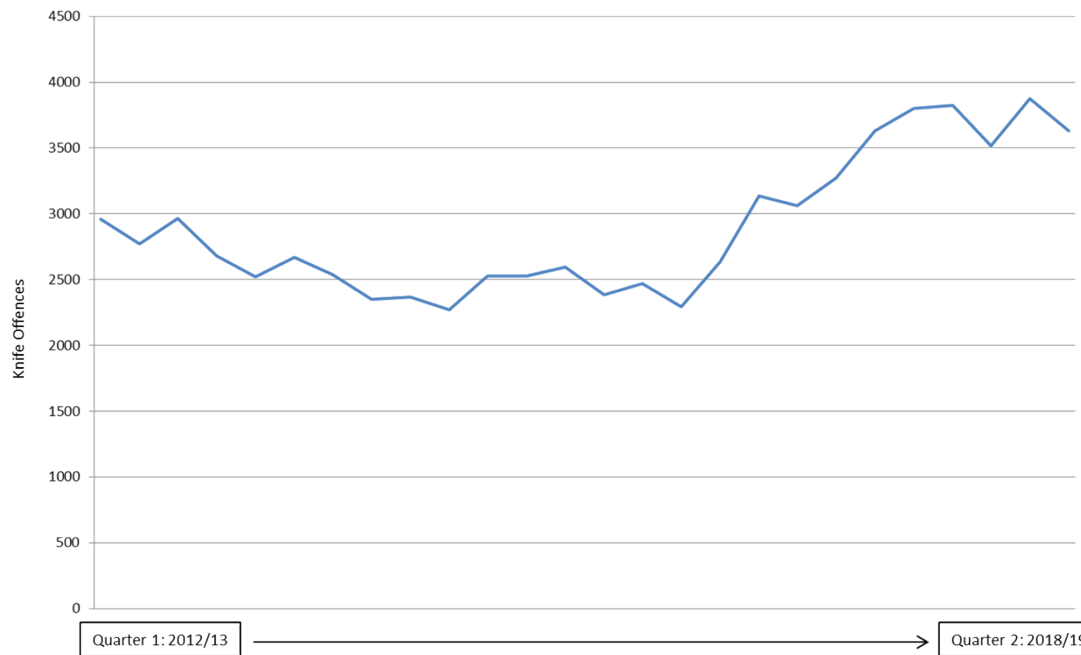
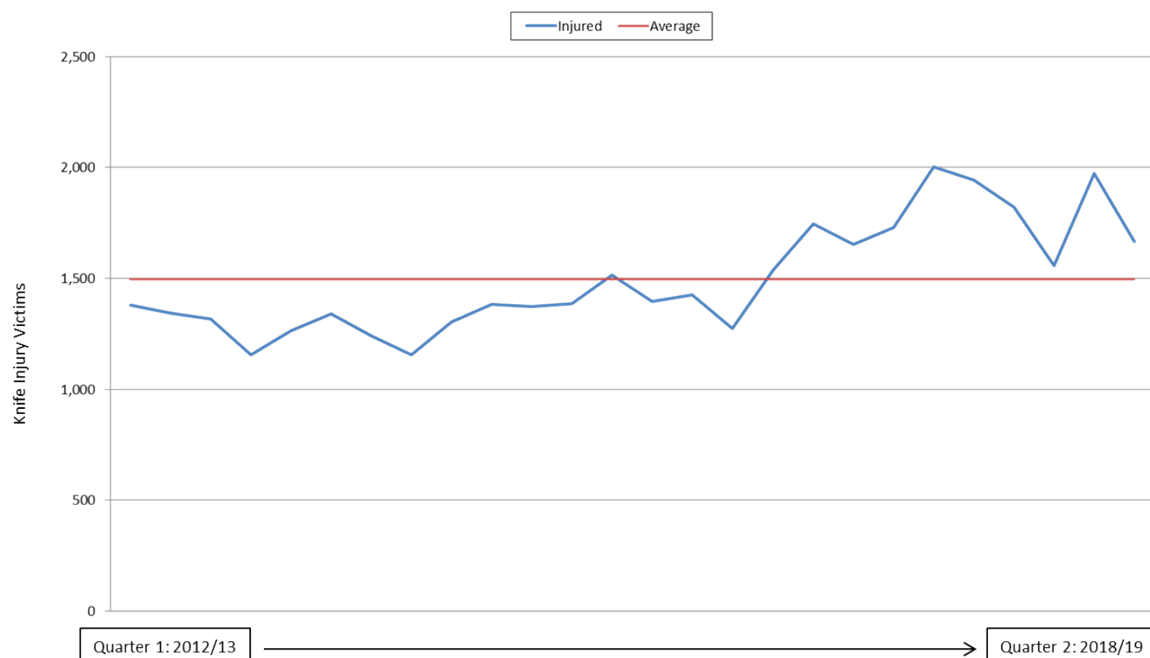


Figure 2: Number of London knife injury victims – non-fatal (Met Police Data, accessed Nov 2018)



- In the period November 2017 to October 2018, the highest number of knife crime offences in London was recorded in Southwark. This was also the borough with the highest numbers of victims injured as a result of knife crime,

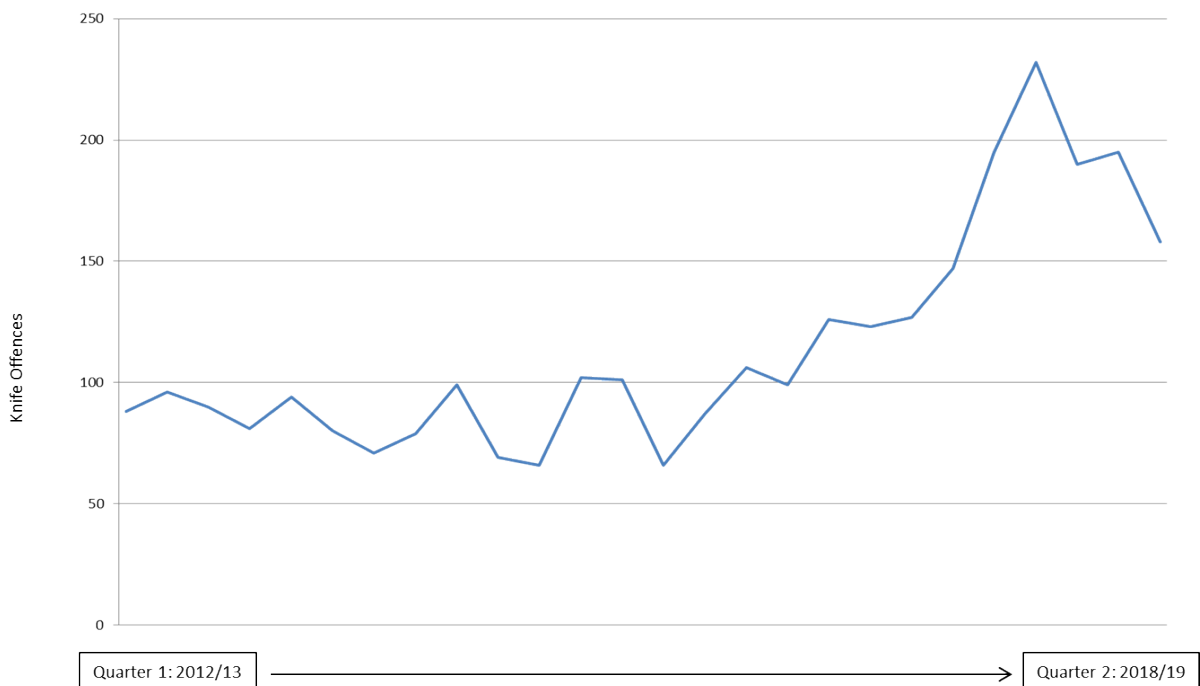
and knife-related murders. The total number of offences involving knife crime increased by 4% in this period compared with the previous period.

7. The London Crime Poll (2018) focused on a sample of 1,005 Londoners aged 18-plus, and was undertaken on behalf of the think-tank The Centre for Social Justice (CSJ). It is referenced in their report 'It Can Be Stopped: A proven blueprint to stop violence and tackle gang and related offending in London and beyond'. The number of victims of serious youth violence in London has grown by more than 50 per cent since 2012, with more than 8,150 victims of serious youth violence in 2017. This means that almost 680 young people each month and 2 young people each day become victims of serious youth violence (CSJ, 2018).
8. In London, nearly half of homicide victims killed with a gun or knife are aged 15 to 24 years old, despite this age group only accounting for twelve per cent of London's population. The harsh reality is that young Londoners aged 15 to 24 are more than six times as likely to be fatally stabbed or killed than other Londoners (CSJ, 2018).
9. 3 in 4 Londoners believe the streets of London have become less safe in the last few years. A majority of Londoners (52 per cent) state "gangs and serious youth violence negatively affects people like me" with almost as many (46 per cent) report a "no-go" area near where they live: "there are some areas near where I live that I cannot safely go to or travel through" (CSJ 2018).
10. The consequences of knife crime can reach beyond the immediate victims, deeply affecting family, friends and communities. This is not something which only a small minority have to contend with – more than one in 10 Londoners say they know someone who has been killed in the capital with a knife or gun in the last year. The proportion increases to more than one in five over the last two years, one in four over the last three years, and almost one in three Londoners at any time in the past.
11. Knife-related fatalities are occurring in a growing number of distinct neighbourhoods. This increased geographic spread is likely to drive up the number and proportion of individuals aware of a murder in their local area or where they may even know the victim. It will also further drive up fear of crime.
12. Much of the knife crime experienced in the capital is related to gangs, and the task group considered some of the factors which can lead to gang membership. The MPS defines a 'gang' as: "A relatively durable, predominantly street-based group of young people who: See themselves (and are seen by others) as a discernible group and engage in a range of criminal activity and violence. Gangs may also have some or all of the following features:
 - identify with or lay claim over territory
 - have some form of identifying structural feature
 - are in conflict with other, similar, gangs."

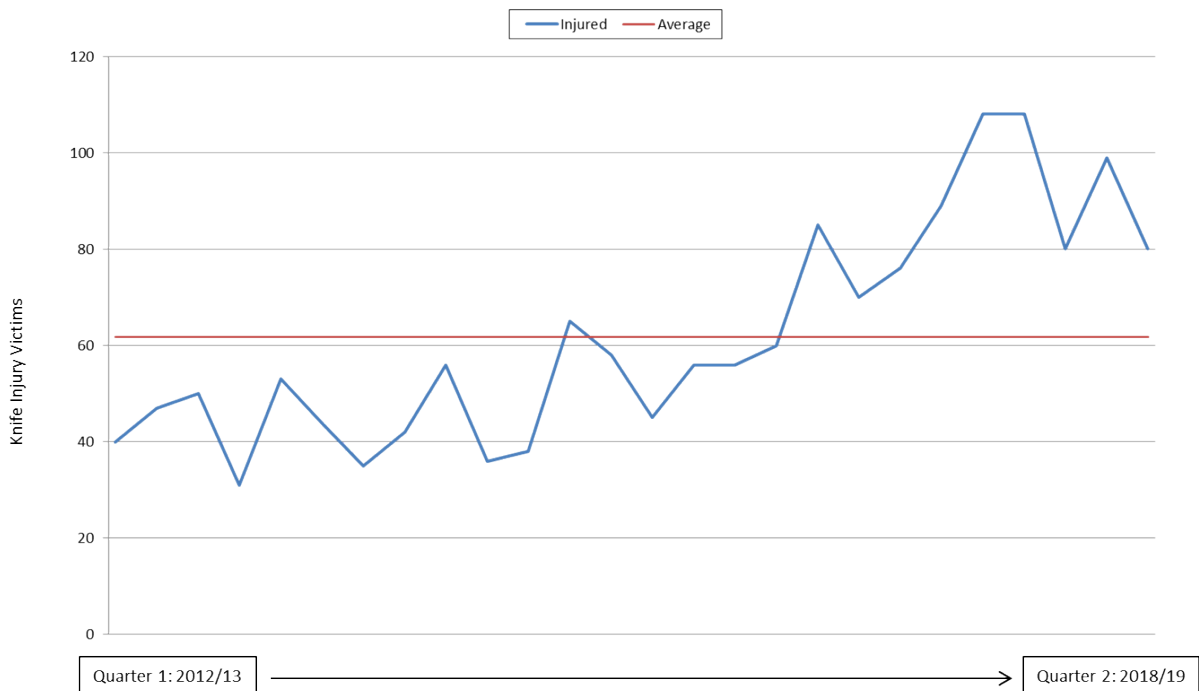
13. Young vulnerable people are particularly susceptible to gang exploitation. Gangs have begun to recruit potential members from residential children’s homes. Also, research from MOPAC shows a link between gang involvement and young people missing from their homes.
14. Reducing gang activity remains a high priority. But whilst gangs are undoubtedly responsible for a significant amount of serious violence, there is more to knife crime than gang activity. For instance, the fear of being attacked leads to young people – who are not necessarily in a gang – carrying knives for protection. There is also a connection between knife crime and drug dependency. Perpetrators may have been victims in their own right, or have been bullied into committing an offence. It is seldom clear cut.

The Brent Picture

Figure 3: Number of knife offences across Brent (Met Police Data, accessed Nov 2018)



Over page: Figure 4: Number of Brent knife injury victims – non-fatal (Met Police Data, accessed Nov 2018)



15. Between 2017 and 2018, Brent had 755 knife crime offences. This was the third highest level of knife crime amongst the London boroughs, and an 18% increase on recorded offences from the previous period. There were 355 injured victims of knife crime, the second highest of the boroughs. Knife-related murders reduced from five in 16/17 to one in 17/18 – this was below the London average.

Metropolitan Police, November 2018 (last 12 months – 01/11/2017 to 31/10/2018, previous 12 months 01/11/2016 to 31/10/2017)

16. More recent police figures have shown that, despite a number of high-profile incidents, knife offences are actually falling in Brent. Whilst this is encouraging, it is important to remember that the chart above – and others like it – tend to show knife crime occurrences as a succession of peaks and troughs.

Knife crime and the borough plan

17. The Resident Attitudes Survey 2018 was a face-to-face survey of over 2,000 Brent residents, asking for their views on a range of topics such as their neighbourhood and the council. “A safe area, free from crime and bad behaviour” was overwhelmingly top in a list of ‘What are the things that you most value locally?’ and ‘What are the things you would most want to see money spent on?’ in the survey. Crime levels and gangs are the main reasons why Brent residents feel unsafe in their local area alone after dark. Reflecting this, the reduction of violent crime, including gang and knife crime, is a key element of Brent’s Borough Plan 2019-2023 – to ensure a borough where people feel safe, secure, happy and healthy. A range of measures are in place to help deliver on this outcome.

Calculating the cost of knife crime

18. The costs of knife crime in London are huge and extend beyond the present into the future. The reality is that even those who survive such attacks can be left with life-threatening and life-changing physical and mental injuries. The nature of the violence and victimisation can contribute to post-traumatic stress and related mental ill-health.

The Guardian. 2018. A surgeon's view on London violence. Available at: www.theguardian.com/uk-news/2018/apr/05/a-surgeons-view-on-london-violence-weve-an-obligation-to-do-something Accessed March 2019.

19. In terms of monetary cost, calculating the single agency cost of knife crime is complicated – many different agencies are involved in preventing and responding to those affected. The Trauma Audit Research Network (TARN) at the University of Manchester has done some analysis in this area and found an average cost to the NHS of £7,196 per victim.
20. There were 385 knife injuries and three fatalities recorded in Brent in 2017/18. This puts the estimated cost of Brent knife crime to NHS England at £2,792,048 in 17/18. Taking into account inflation costs and general underreporting of offences it is clear that knife crime is a significant cost to the health economy as well as other public sector bodies.

A public health approach to knife crime

21. From its inception, the task group advocated the public health approach to knife crime, as per the recommendation of the Mayor's Office for Policing and Crime (MOPAC) committee.
22. The public health approach is something which has received a lot of media attention in recent times. It is open to interpretation and indeed has been defined a number of ways. Essentially, it involves **treating violence as a preventable public health issue, using data and analysis to identify causes and focusing on prevention through multi-agency systemic approaches**. We mean to look at violence as a preventable consequence of a range of factors and experiences – such as early-life, social and community experiences. The public health approach is concerned with long-term as well as short-term effects, and draws upon many disciplines including medicine, epidemiology, sociology, criminology and psychology.
23. As determined by Cure Violence – a major proponent of the public health model – violence displays all the characteristics of an epidemic disease: Clustering, Spread, and Transmission (Cure Violence, 2018). For example, geographical data mapping has revealed clear crime hotspots. Furthermore, mental trauma from exposure to violence has been scientifically shown to increase a person's risk of adopting violent behavior themselves, meaning violent behavior transmits and spreads based on exposure – just like an epidemic.

24. The public health approach has been proven to be successful in areas where it has been deployed to tackle the causes of violence. A Violence Reduction Unit (VRU) was set up by Strathclyde police in 2005 in an attempt to tackle a problem that had seen Glasgow dubbed 'the murder capital of Europe'. The unit adopted a public health approach, believing violence to be preventable and treating it as curable infection. The VRU teamed up with agencies in the fields of health, education and social work to create long-term attitudinal change rather than a quick fix. The VRU also focused on enforcement, seeking to contain and manage individuals who carry weapons and are involved in violent behaviour.
25. To tackle gang crime, the unit imported successful approaches from the USA such as the Boston approach, offering gang members an alternative to the violent lives they were living. The VRU also successfully lobbied for increases in maximum sentences for carrying knives.
26. Glasgow's VRU was a resounding success, as levels of violent offending and weapons possession fell drastically. It is now considered to be a national centre of expertise on violence.
27. In September 2018 the Mayor of London announced the set-up of a London VRU, to work to reduce violence through a public health approach. The VRU formally began in London in January 2019.
28. The public health approach emphasises collective action – cooperative efforts from health, education, social services, justice and policy are necessary to solve knife crime. Each sector has a vital role to play and collectively the approaches taken have the potential to bring about important reductions in violence. The public health approach focuses on a defined population, rather than individuals. Solutions must therefore involve cooperation with communities. TARN research director Dr Fiona Lecky said "Public health initiatives that aim to reduce the incidence and severity of penetrating trauma are likely to produce significant savings in acute trauma care costs."
29. The focus of the task group was therefore to review the council's partnership-working arrangements with a range of partners including the police, the NHS, CCG, probation services and the voluntary sector.

Chapter 2: Task Group Findings

Brent's approach

30. The council is already working very hard to minimise the impact of knife crime. Teams across the breadth of the council – community protection, children and young people, public health - are involved in a range of initiatives to tackle the problem. There is already a great deal of partnership working in place to prevent offending and re-offending.

31. In January 2019, Brent Council's Resources and Public Realm Scrutiny Committee established a Knife Crime Task Group ("the task group"), in order to gain a better understanding of knife crime in Brent, how interventions could reduce it, and which interventions might work locally. In particular, the task group was to look at partnership working arrangements and review what could be done to complement the wider public health approach. The ultimate goal was to make recommendations that would contribute towards a reduced rate of knife crime, and mitigate negative impacts on Brent residents.
32. The members of the task group were:
Councillor Sandra Kabir – Chair
Councillor Robert Johnson
Councillor Erica Gbajumo
Councillor Tom Stephens
Councillor Elliot Chappell
Councillor Liz Dixon
33. Those providing oral and written evidence to the group included a wide range of stakeholders and expert witnesses, including Councillor Tom Miller, Cabinet Member for Community Safety; Councillor Mili Patel, Cabinet Member for Early Intervention and Children Services; the Metropolitan Police Force; the Violence Reduction Unit/ GLA; London Community Rehabilitation Centre (CRC); the NHS; local schools and voluntary organisations.
34. A full list of the participants in the work of the task group can be found at Appendix A of this report on page 27.
35. The task group advocated the public health approach to tackling knife crime as set out in the previous section of the report. This involves using data and analysis to identify causes and focusing on prevention through a multi-agency approach.
36. Work was undertaken in the knowledge that resources are finite and must be focused on the people and communities that are most at risk. Evidence-based practice was a vital component of this work. Those involved in knife crime are often vulnerable and in need of support from a variety of agencies.
37. Through the course of their work the task group heard evidence around some of the main drivers of knife crime: gangs, the drug market, school exclusions and domestic violence. The forces affecting these drivers are levels of deprivation, perceptions of exclusion, and mental health.
38. Whilst it is clear there are no easy or short-term solutions, the task group's investigations have revealed some potential avenues for improved partnership working which it believes could yield very positive results.
39. After careful consideration of the evidence received during the inquiry, the knife crime task group arrived at 13 recommendations, which it puts to Brent Cabinet and the Safer Brent Partnership to affect significant change.

Recommendation 1

A multi-agency, contextual safeguarding approach be taken by the council to address knife crime, and to overcome barriers in information sharing and collaboration between agencies.

Contextual safeguarding

40. The principle of contextual safeguarding stipulates that a safeguarding approach must go beyond the influence of the direct family and also consider an individual's locality, community and social networks. In terms of analysing young people who are at risk of being drawn into violent crime, it means looking at what neighbourhoods they are from, what schools, linkages with school absenteeism, vulnerable families and other known factors – and targeting specific resources around those risks. Through the course of their work, the task group heard about the importance of all of these contextual factors.
41. A separate Brent task group had convened in October 2018 to look in detail at the issue of contextual safeguarding. It made the following five recommendations:
- CS1:** To support bringing together representatives from Transport for London, bus companies, and employee representatives within schools, further education colleges, the council and statutory boards to address concerns about adolescents on the transportation and bus network.
- CS2:** To further support organisations working with young people to promote and develop extra-school activities, particularly in the summer months, for Brent's adolescent children.
- CS3:** Brent's approach to contextual safeguarding should specifically develop its work with further education colleges to help address risks faced by adolescent children in this context.
- CS4:** A future social media strategy should include how the local authority can work in partnership with external organisations to address areas of concern in adolescents using social media and being online, which are identified by Brent Council's approach to contextual safeguarding.
- CS5:** To develop a one-off public information campaign working with partner organisations and the community to support the development of contextual safeguarding in Brent.
42. The Knife Crime Task Group fully supports these five recommendations. It is clear that approaches to the knife crime problem must focus on the wider context of young people at risk of being drawn into violent crime – school, environment and neighbourhoods – as well as family contexts. It follows that this will be a multi-agency approach.
43. Partnership working takes on added importance when considered against council funding – core funding has fallen by 63% in real terms since 2010.
44. The task group heard from several partners that more could be done to share information between stakeholders. Brent CCG in particular cautioned that

Brent's partners are not properly sharing information and it is a missed opportunity. Ostensibly one of the barriers was seen to be data protection and the GDPR. An example given was where an under-18 attends hospital having been stabbed. Those dealing with the case may not refer the individual for further support due to concerns around data protection. But the law is very clear on this – 'necessary and proportionate' personal information can be shared with other organisations for legal purposes and to protect children and adults at risk. This must be made clear amongst all partners and professionals. The task group recommends that safeguarding information protocols are clearly applied to knife crime to overcome any barriers.

45. The group heard that GPs often have no professional contact with schools in Brent. This could be another missed opportunity for information sharing. The local GP is an integral part of community life and if, for example, a child was excluded from school, they should be informed. GPs have known some families their whole lives and discuss all areas of concern with them. GPs may be acutely aware if there are mental health issues within the family and can make the appropriate referral.

Recommendation 2

The Brent Knife Crime Action Plan and the Brent Knife Crime and Serious Violence action plan should be refreshed, to join up actions and strategies across early health, family solutions and other children and young peoples' services with community protection to derive one action plan going forward.

46. It is essential that the actions and interventions of different agencies and departments are joined up to share resources and knowledge. Following publication of the Mayor of London's Knife Crime Strategy in 2017, every London Borough was mandated to produce a local knife crime strategy, to be led by the police and involve other partners. The MOPAC Knife Crime and Serious Violence Action Plan was developed to help all London local authorities combat the surge in knife crime, by providing a central set of clear action points. It was launched in September 2018 and was agreed by the Safer Brent Partnership. The plan is significant in scope and involves the council, the police, LFB, National Probation Service, London Community Rehabilitation Company (CRC), magistrates, the NHS, CCG and voluntary sector organisations.
47. The plan is split into six main themes:
- Governance
 - Targeting lawbreakers
 - Keeping deadly weapons off the streets
 - Protecting and educating young people
 - Standing with communities, neighbourhoods and families against knife crime
 - Supporting victims of knife crime
48. Brent's plan is one of the top-performing action plans in London. Things are working well, but there are still high levels of robbery with knives, for example, and one of the highest volumes of crime in London. The planned actions for

2018/19 all achieved 'green' RAG status. This is commendable but also may suggest that more stretching targets are needed. The plan was reviewed further in May 2019 with additional heightened targets set for 2019/20, and again received good feedback from MOPAC for being an example of best practice.

49. There is also a Gangs and Knife Crime Action Plan contained within the council's 2018-21 Community Safety Strategy. The objectives identified here are:
- i) identifying those affected by gangs or knife carriers and encouraging improved life choices through prevention and awareness, diversion or enforcement
 - ii) disrupting and dismantling criminal networks
 - iii) identifying, targeting and tackling violent crime linked to knives and/or gangs
 - iv) reducing serious youth violence
50. Over the past 18 months there has been a reduction in knife crime achieved in Brent. This action plan is currently being reviewed and new targets are being set, as per good practice for annual monitoring.

Recommendation 3

The council to support and encourage community projects that aim to prevent 'at risk' young people from being drawn into knife crime and are set up with measurable evaluation outcomes.

51. As stipulated by the public health approach, prevention is paramount. Once young people are drawn into a life of violence, irreparable harm has been done. Assistance becomes more intensive and expensive than the preventative work at an earlier stage. However, traditionally crime and social services are more reactive. Identifying groups and individuals who are most at risk of being involved in violent crime is important, to focus limited resources on prevention.
52. Young people are often drawn into crime by their peers and older people who persuade them to make the wrong choices. Young people often look for respect and self-esteem in the wrong places. They may also often be promised a 'shortcut to success' i.e. told that they can make money and live a 'rock star' lifestyle by engaging in gang activities.
53. Being in a gang or group can bring perceived benefits to young people who feel disconnected or misunderstood, with no sense of security in their relationships with others. Gang membership can provide a sense of belonging – especially for those young people who feel least safe at home – and a promise of safety and security, even if that promise goes unfulfilled. Young people may finally have an adult male role model who takes an interest in them, stands by them and supports them.

54. The task group heard that one of the most effective methods of prevention is by direct engagement in effective and constructive alternatives. This isn't about providing supervision, but about engaging with young people to improve their lives. The task group made contact with an extensive number of projects, both local and nation-wide, which attempt to divert children who are at risk of being drawn into offending. The group also conducted several visits to see some of these first hand.
55. The United Borders project uses music as a 'pathway to engagement' and to enable young people to express themselves. United Borders travels across Brent in an old London bus, the upper deck of which has been converted into a music studio. The bus provides a safe space for young people to be creative and connect through music. The project has been credited with uniting formerly hostile members of rival gangs in Church Road and Stonebridge. When the project initially got started, the council gave United Borders a short-term contract and funding for its cross-border initiative. Subsequently, founder Justin Finlayson – himself an ex-gang member – has had to source private funding. He has urged that gang activity has clear links with both government cuts and expulsions.
56. Onside is a national charity which focuses on building a network of state-of-the-art youth zones, each providing young people with a safe environment and range of activities to get involved in seven days a week, fifty-two weeks a year. Youth zones are based in the areas where they can have the greatest impact. Their reports suggest that for every £1 spent on operating costs, £2.03 of social benefit is generated. There is currently no youth zone in Brent, though one was recently set-up in Barnet.
57. St Giles' Trust were commissioned to provide their Gangs Intervention Programme between 2017 and 2019 in Brent. The scheme looks to challenge and work with those involved in gangs to change their behaviour, while holding them to account to take responsibility for their actions. Individuals are encouraged to exit the gang lifestyle and stop carrying knives. Early intervention is provided to those identified as being on the periphery of gang offending. Educational programmes are offered to Brent schools to increase awareness of the consequences of joining a gang, and there is also a 'peer training' project offered to those who have successfully exited the gang lifestyle.
58. St Giles' caseworkers develop a support plan which is always agreed with the service user and is reviewed regularly. Caseworkers are reliant on referrals from local authority teams. There are two caseworkers in Brent, one of whom is a Brent resident – and this local knowledge is important. Caseworkers have advised that services users are tending to get younger, 16 rather than 18 years old. Kids from affluent backgrounds are being affected too, not just those from deprived areas.
59. The Young Brent Foundation (YBF) is committed to developing a diverse, vibrant youth voluntary sector in Brent. YBF was founded to bring together

small, local charities and community organisations that were faced with funding cuts and provide 'one voice' for them all.

60. There are still a significant number of small-scale organisations in Brent. Many of these will have similar aims, but be unaware of each other's existence. The council has a role to play, much like that of YBF, in bringing these organisations together.
61. The task group commends the work of all the community projects it made contact with. Whilst very different, the golden thread running through all of them is the desire to harness and nurture the creativity of young people.
62. The task group is keen to see all community projects thrive and deliver results for the people of Brent. However, the council is not able to support all voluntary organisations in the borough – there are simply too many of them. Programmes must therefore be evaluated to ensure that resources are provided to those that can have the greatest impact.
63. The task group is aware that £400k in savings has been identified from the changes to the Met Patrol Plus scheme. The group would suggest these funds could be re-deployed into youth community projects and crime prevention programmes.

Recommendation 4

A graphic and hard-hitting media project be funded, which involves ex-offenders, role models and victims and focuses on knife crime's impact on individuals, families, and communities.

64. It is important to get the message across to young people that violence, and knife crime in particular, can have devastating consequences. Even where knife injuries are not life-threatening they are often life-changing, leaving victims disabled or suffering from mental ill-health. A hard-hitting media campaign should be jointly promoted with partner agencies to drive forward this message.
65. The council's communications team have delivered a number of local campaigns and their experience in this regard will be invaluable. Past campaigns have included '#brentneedsyoualive' which was in response to a previous knife crime spike. This consisted of a press launch, a YouTube video, posters across the borough and video interviews with some of those affected by knife crime. The campaign attracted significant interest and had a wide reach.
66. According to MOPAC's Youth Voice Survey, young people have expressed a desire for more education about the consequences of knife crime. They stress this should include schools, the police, previous offenders and victims. (MOPAC, 2018).
67. It stands to reason that those with direct involvement in knife crime – victims, perpetrators, ex-offenders – are best placed to deliver meaningful teaching on

the subject. These people could become positive role models in this campaign.

68. The task group met with several ex-offenders who had spent considerable time in prison, had turned their lives around and were paying back to communities by being exemplary role models. The best example of a role model may well be the reformed offender, someone who has learned a valuable lesson and is able to talk to young people on their level.

Recommendation 5

The MPS must improve relations with local communities. This may be achieved by providing a more visible presence in neighbourhoods and adopting a more empathetic method of stop and search.

69. The task group met with a Chief Inspector from Neighbourhood Policing in Brent. It was acknowledged that some excellent work is being undertaken, especially in the context of well-documented issues of lack of funding and shrinking police numbers. More offenders are receiving custodial sentences and these are increasing in length. It was stated that communication between partners needed to be improved. Importantly, the group also heard that police training does not teach recruits how to speak and interview. In other words, they are not being taught how to be empathetic.
70. Research has documented that the stop-and-search process can cause a great deal of mistrust and resentment between young people and the police. It may be the manner in which stop-and-search is undertaken that is the problem – by nature, it is an intrusive process. Problems may also arise where the same individuals are targeted. Research has also shown that officers conducting the stop-and-search come across as overly aggressive. Where an individual is searched and nothing is found, this may create an atmosphere as the person being searched thinks *why have I been singled out?* The unintended consequence may be that these people feel yet more disaffected and are pushed further away.
71. “Only half of people nationally held positive views about the police...lack of confidence builds a barrier that prevents young victims from seeking police help” (Youth Voice Survey, 2018). We need to build back trust and relationships. There needs to be more collaborative communication between young people and the police, who need to have more of a visible presence locally. They have expressed a desire to be more involved with local schools and this is something the council should help facilitate.
72. School Safety Officers are police officers who work in schools and are responsible for any issues involving fights, drugs, and gangs. They also provide education about drugs, alcohol and safety issues. Having a known Schools Safety Officer can benefit young people’s feelings of safety at school, and in some cases improve wider opinions of the police (Youth Voice Survey, 2018).

Recommendation 6

Brent CCG to work with statutory partners (including the council) to enable the provision of more services at hospital A&E departments at the ‘teachable moment’, such as Redthread. Stakeholders in primary and tertiary care should be instructed in how to approach knife crime issues.

73. Northwick Park is a major hospital in Brent and part of the London North West University Healthcare NHS Trust. They have seen admittance figures steadily increase in recent years, as well as increases in mental health problems and violent assaults.
74. In discussion with the task group, Northwick Park advised that actions such as spotting signs of trouble or vulnerability, and signposting patients to further sources of help, are ‘alien’ to their staff. There are many community services available which staff simply don’t know about.
75. “You can give a leaflet out, but will it have an effect? We haven’t really worked out what to do and how best to engage (with young people).” Ultimately, Northwick believe they do a good job but also that they could do more. They can stitch up someone who has been stabbed but can’t refer them on, so haven’t been as helpful as they could have been. Partners must be able to help out. The council can use its influence here and be a facilitator. The police can instruct care workers on how to deal with knife crime issues. There could be a shared agreement of practice, with a key contact for each service.
76. The Redthread violence intervention programme runs in hospital emergency departments, in partnership with the major trauma network. Every year thousands of people come through hospital doors as victims of assault and exploitation. It is at this point of crisis that the Redthread youth workers use their unique position embedded in emergency departments to engage these young victims. This moment of vulnerability – ‘the Teachable Moment’ – when young people are out of their comfort zone, alienated from their peers, and often coming to terms with an injury, is a time of change. Many will question their own behaviour and the choices that led them to hospital, and with the help of a specialist youth worker they may pursue change that they haven’t felt able to before. Redthread focuses on this, helping to disrupt the cycle of violence that can often lead to re-attendance and re-injury.
77. The task group has seen through research and heard first-hand that Redthread is doing excellent work across London. Almost half of those engaged by the service had reduced their involvement in crime (MOPAC, 2018). Northwick Park advised they would like to see Redthread have an enhanced, permanent base at the hospital but of course funding is a significant obstacle.
78. The task group advocates a push for more funding for services like Redthread but acknowledges that funding is a major issue – there is not an endless pot of money available. Therefore, it will be beneficial to ensure that we work best with what we already have, and this means helping stakeholders in primary and tertiary care become better-prepared in how to deal knife crime issues.

The health service needs greater clarity on who can be contacted to provide one-on-one support to victims.

Recommendation 7

The council to support and encourage schools and other community organisations to make their facilities available for youth-focused activities after school hours and during holidays, to keep young people engaged in positive activities and deterred from crime.

79. Schools have a pivotal role in both social education and prevention, as well as often finding themselves on the front line of dealing with youth violence and the problem of knives. School-based interventions are viewed as crucial, not least because this is where young people spend the majority of their time.
80. An interview was held with Newman Catholic College (NCC) – a Brent secondary school. Surveys were undertaken in several others to analyse the different approaches taken within secondary schools in the borough.
81. NCC identified various approaches to keeping children safe, both before and after school. They stated that the time children were most vulnerable was after school between the hours of 3:30pm and 6:30pm, where parents or guardians are usually returning home from work. This time correlates with figures which show this is when a high proportion of knife crime incidences occur. It is the period between school and home where there is a lack of supervision. NCC has a rota for teachers to wait at bus stops within a 100-metre vicinity of the school and has other employees patrol the high street between the hours identified, to ensure that children get on the school buses safely.
82. Other measures taken by NCC include:
- Use of knife arches and wands to detect and prevent knives on school property
 - Personal, Social, Health and Economic (PSHE) lessons to bring in ex-offenders to dissuade young people from entering a life of crime (the Your Life, You Choose prevention programme)
 - Reduction in external exclusions but use of internal exclusions to assist and support those children with challenging behaviour
 - ‘Safe Havens’ within the Harlesden area, with the support of Brent Citizens, to assist children who fear for their safety. In the event of a dangerous situation they can use the area to be protected until the police arrive. (The Safe Haven programme in Brent is one of London’s largest)
 - Ensuring a good relationship with local police – so much so that a room is available on site for officers to work in if needed.
83. Enquiries were made as to whether NCC works with other schools to tackle knife crime. Whilst there is discussion amongst secondary school partners, there is no borough-wide school network to tackle weapons-based crime. At Head Teacher level this is not discussed in any detail. A view raised in the

interview was that having measures in place specifically to deal with knife crime may not make the school attractive for the parents of prospective students, hence some schools do not have knife arches or wands.

84. Seven questions were asked through the survey of schools, ranging from the extent of the problem (knife carrying) in the school and how they dealt with it, to what support was given to parents in helping to deal with the fact that their child was carrying a knife. Outcomes were varied. It was noticeable that some of the schools admitted that they did not have a strategy for dealing with this issue and in some cases did not communicate with the parent unless the child was to be excluded. Respondents were also asked for suggestions on what the council could do to tackle knife carrying. Several suggestions were made, including working in partnership with the police to implement curfews in problem areas; and holding a conference for parents and schools to talk specifically about the problem.
85. Some schools have discussed knife carrying with parents, who acknowledge that it is a problem of the wider society and that parents, schools, the local authority, the police and statutory agencies need to work together to stem the tide of children being caught up in criminal activity.
86. NCC were one of several participants to link the problem of knife crime with the distinct lack of community and youth centres in Brent, the result of 20 years of closures and loss of funding. Resources must and are starting to go back into these services, but in the meantime schools have excellent facilities that could be made available in the evenings or at weekends for youth-based activities.
87. After-school activities can play an important part in providing interests that engage young people and deter them from knife crime. There are issues to be explored here: Could schools remain open longer, e.g. at evenings and weekends? Could youth workers be deployed at schools to proactively engage with those who are 'at risk'?
88. There would naturally be costs to be met from schools keeping their facilities open. The prospect of the council part-funding these activities would need to be explored. Given that prevention is a shared goal, schools may be obligated to arrange reasonable hire rates for their spaces.
89. It is not enough to simply offer more activities; students must also be enticed to actually attend them.

Recommendation 8

The council to work with Brent primary and secondary schools, the Brent School Partnership (BSP) and the Safer Brent Partnership, to develop and implement a Schools Safety Charter.

90. Evidence heard by the group revealed there is little in the way of inter-school networking and communication on issues relating to knife crime in Brent.

Some institutions have introduced a range of measures to combat knife crime – archways, knife wands – whereas others have done nothing at all. In cases where a school has no measures in place, it was heard anecdotally this may be due to the stigma associated with knife crime and fears that any anti-knife measures implemented would negatively impact on the school (e.g. through a reduction in the number of places applied for). It may also be that the school doesn't perceive themselves as having a knife problem.

91. The lack of a borough-wide school network on knife crime is a significant oversight. The bottom line is that all schools should take direct, effective action against knife crime, regardless of their perceptions of the problem. There needs to be a united front and support should be available for children and parents.
92. One possible method to achieve this could be a Schools Safety Charter – a document which the council could help create and coordinate; a proposal to be put to every school in the borough to be more collaborative in the fight against knife crime.
93. Essentially the document would set out what schools can be doing by way of a pro-active response to knife-carrying. The underlying message is that there is no stigma in putting measures in place which could save lives, and no stigma in being seen to take a stance against knife crime.
94. Getting all schools across the borough actively involved in a Schools Safety Charter represents a significant challenge, but one that should be met head-on.
95. The task group learned of the correlation between knife crime and school exclusions. The link between school exclusions and the idea of the 'disconnected' youth was regularly mentioned. The task group strongly believes that school exclusions are not an appropriate means of dealing with knife crime issues. Exclusions are contrary to a public health approach; interventions and referrals must be preferable. There should be no exclusion of any young person who is being actively engaged by an organisation to address issues.
96. Suspensions (fixed-term exclusions) are on the rise in Brent. Repeated suspensions have been flagged as a concern by the Children's Commissioner as these children face the same risks as those who are permanently excluded, such as exploitation by criminal gangs.
97. It is not for this report to determine the exact make-up of a Schools Safety Charter – this would be a collaborative piece of work. It could be a model with clear targets and outcomes, something which sets out a clear approach to knife crime. It might be something that the school children themselves help to shape. This work could be linked to the media campaign as mentioned in Recommendation 4.

Recommendation 9

The council must enhance the way it works with Brent youth offending services, London CRC and the National Probation Service in order to support offenders who can be rehabilitated, and continue to manage and assess risk.

98. London Probation Services play a vital role in challenging offender behaviour and reducing reoffending. Given the rise in knife-related offending, probation services have developed new interventions, rolled out training and developed assessment toolkits around knife crime.
99. The Safer Streets programme was developed by the London CRC in collaboration with MOPAC. It is a targeted intervention for people who have been convicted of knife offences. It is delivered as part of a community order, suspended sentence or licence and is a combination of one-on-one and group session which aims to deliver positive changes in thinking and actions towards knife crime, thus reducing the likelihood of future offending.
100. Skills training is provided to staff to help them break down barriers and improve engagement with service users who do not feel safe on the street without a knife in their hand.

Recommendation 10

The council to facilitate more collaborative working between the voluntary and community sector (VCS) and religious organisations, to raise funds for projects and training and prevent knife crime.

101. The task group heard from a range of voluntary and religious organisations and noted the good work being undertaken by them in the community. Religious institutions have an important presence in the borough and provide a wide range of activities and guidance for their members, often incorporating whole families, at important stages of their lives. All the institutions spoken to by the task group were passionate about helping local people. They were also all concerned about safety of their members and those of people living in their communities, in the context of knife crime.
102. Some institutions (predominantly Christian faith-based) are working together to launch a 'Street Pastors' initiative, which focuses on disenfranchised young people not in education, employment or training (NEET). The aim of the initiative is for the street pastor to listen, direct them to help and support them in all aspects of their lives until they became self-sufficient. Some of the street pastors are ideally placed to help, as they have had the same life experiences as some of the people they support.
103. Pastor Yinka (Brent Council of Churches) met with members of the task group. He felt that the help and support of street pastors would make a big impact in difficult areas such as Harlesden, Stonebridge and South Kilburn. Pastor Yinka suggested a database of support services, which street pastors could have access to – and be included on – so that the appropriate

referrals can be made if necessary. The street pastors are also looking to implement 'Safe Spaces' in at least five areas of the borough.

104. More can be done to make full use of this community work, especially as this can aid prevention at grassroots level. Enhanced communication and collaboration between organisations working on knife crime would minimise duplication, have greater impact on reducing violence and enable more effective fundraising. The council is well placed to act, as it can help signpost to sources of funding and training, such as through CVS Brent.
105. The task group proposes that street pastors are supported to receive safeguarding training, and to find and implement 'Safe Spaces' which can be used to meet with vulnerable people.

Recommendation 11

The council to make representations to Government to put guidance in place on the handling of housing needs cases for those at risk of violence (through gangs/ county lines) and reconsider the threshold at which someone who is deemed to be at sufficient risk gets re-housing support.

106. The task group met with the Pan-London Housing Reciprocal, a London-wide programme covering councils and Registered Providers, which is available for any household in social housing at risk of violence, or in vulnerability, who need to move borough. This includes people threatened with gang violence and exploitation, and also cases of domestic violence.
107. Brent is a part of this programme, and has made 13 referrals to it. However, the only successful moves have been domestic violence cases. There are difficulties in gang-related referrals, reflecting the complex nature of the cases.
108. The group has heard of considerable issues in identifying whether someone is at 'imminent risk', and of meeting the requirements to show the level of risk. There are fundamental issues with the way in which housing needs cases are reviewed. Clarity is needed. The group asks that the Cabinet Member for Housing writes to Government, urging them to consider putting some guidance in place. In the absence of such a move, the council should develop its own set of guidance in this area.
109. The task group believes that housing circumstances must be recognised as a key part of the public health approach. The housing setting in which people are placed can have an effect on the likelihood of them committing and being a victim of crime.

Recommendation 12

The council to make representations to the GLA/ Mayor's Office for Policing and Crime/ Violence Reduction Unit advising that the county lines programme is running at full capacity with an increasing unmet need. More intensive, longer-term funding needs to be provided.

County lines

110. "County lines" criminal exploitation occurs where gangs and organised crime networks groom and exploit children and young people to sell drugs. Young people travel across counties and use dedicated mobile phone 'lines' to supply drugs. The task group heard that violence and knife-carrying are synonymous with county lines exploitation.
111. Young people are groomed with promises of money, friendship and status. Once they've been drawn in they are controlled using threats and violence, leaving them living in fear and trapped in criminal exploitation.
112. Tackling county lines and the supply gangs responsible for high levels of violence, exploitation and abuse of vulnerable adults and children, is a priority for the police locally and nationally. Law enforcement has been stepping up its response, working to identify and take effective action in areas of the country with the most significant problems. However, the task group has heard that the county lines programme is running at full capacity with an increasing unmet need.

Recommendation 13

The council further explore bids for external funding for innovative council and VCS projects, to tackle the risks associated with young people becoming involved in crime.

113. The task group is also recommending that the council and partners step up work on submitting bids for funding to the Home Office, MOPAC and other external agencies to fund targeted prevention programmes. Funding may be available from a range of different pots according to the voluntary sector grants programme, including some that are less obvious like the Community Infrastructure Levy (CIL). There should also be consideration of the 400k from the Met Patrol Plus scheme and the 500k pledged from MHCLG.

Other findings

114. The task group recognised that a significant step in tackling knife crime would be to convene a conference of all the partners, to share knowledge and experience, raise awareness, encourage collaborative working and attract funding. This was one of the group's initial recommendations, before it emerged that a conference called Build a Safer Brent for Young People, had already been arranged with Brent partners for 22 July 2019. Initial feedback

received from this event was very positive. There will not be another conference planned, at least for the remainder of the municipal year.

115. The London Crime Poll asked respondents “Which of the following agencies do you think are most important in tackling the problem of gangs and violence”? 40% of respondents chose ‘parents and families’; this was a more popular answer than ‘police’, ‘school’, and ‘youth organisations’ (CSJ 2018). It is crucial for parents, families and communities to take on more responsibility in terms of getting involved in knife crime prevention. But often parents struggle to have an impact with their children, and poor parenting practice may exacerbate things. More must be done to support them – such as an offer of training in parenting skills. There is much that can be achieved, working together with the support of local partners.
116. Just prior to the closure of the task group it was noted that there is increasing evidence and instances of girls and young women becoming involved in county lines operations, due in part to the perception that they are less likely to be stopped by the police. This matter must be looked at urgently.

Appendix A – Participants

The task group would like to thank all those who have taken part in the discussion, contributed evidence to the inquiry, and allowed us to come and see some of their programmes in action. Thank you to all of the expert witnesses who have given their time and contributed their valuable expertise.

1. Dr Ethie Kong, GP and ex-Chair Brent CCG
2. Dr M C Patel, Chair Brent CCG
3. Otis Roberts, Hanson Roberts Foundation
4. Dominic Smallwood, PLIAS
5. Lincoln Beswick, ex-councillor and prominent in the West Indian community
6. Lorraine Knight, London Community Rehabilitation Company
7. Robert Banton, DJ, Beat FM Radio
8. Ace Ruele, ex-offender
9. Donald Palmer, Reach Society
10. Dr Pastor Noel & Mrs Siam Noel, counsellor
11. Jasmine Dale, The Brent Factor
12. Dr Angela Herbert MBE, Chair Violent Crime Prevention Board and BIAG
13. Tahmid Islam, London Citizens UK
14. Cllr Luke Patterson, Assistant Head Teacher
15. Cllr Tom Miller, Cabinet Member for Community Safety
16. Sandra White, Young Brent Foundation
17. Steve Bending, VRU, GLA
18. Cllr Harbi Farah, Cabinet Member for Adult Social Services and Chair HWB
19. Cllr Mili Patel, Cabinet Member for Early Intervention and Children Services
20. Justin Finlayson, United Borders
21. Pastor Yinka, Street Pastors and member BIAG
22. Cllr Ernest Ezeajughi, Mayor with interest in knife crime
23. Karina Wane, Head of Community Protection, Brent Council

24. Desmond Edward, Safer London
25. Esther Sample, Pan-London Housing Reciprocal Programme
26. Ark Academy
27. Danny Coyle and Susan Grace, Newman Catholic College
28. Jamie Masraff, Onside Youth Zones
29. David Evans, St. Giles Trust
30. Troy Francis, Brent Emergency Housing Unit
31. Patricia Wharton, Drop the Blade
32. Cllr Margaret McLennan, Deputy Leader Brent Council
33. Tara Benham, Communications Account Manager, Brent Council
34. Roy Croasdaile, College of North West London
35. Lauren Fraser, Consultant A&E, Northwick Park Hospital
36. Brent Youth Parliament
37. CI Adrian Needley, Met Police Brent
38. Carolyn Downs, Chief Executive, Brent Council
39. Cllr Tariq Dar, Pakistan Welfare Centre and Mosque
40. Melanie Smith, Director Public Health Brent Council
41. Helena O'Connell and Tariq, Westminster Drug Project
42. Cllr Muhammed Butt, Leader Brent Council
43. Pascoe Sawyers, Strategy and Partnerships Manager, Brent Council

Appendix B – Terms of reference

KNIFE CRIME IN BRENT MEMBERS TASK GROUP TERMS OF REFERENCE

CONTEXT

In London, the total number of offences involving knife crime has increased by 4%, and in the last year in Brent, it increased by 18% to 755 knife crime offences. This was the 3rd highest level of knife crime of the 32 London boroughs.

Knife crime is not only an offence; it impacts on the health of victims, and their families and peers. The cost to the NHS of each stabbing is upwards of £7,200.

Violence acts like an epidemic disease, and can be tackled using a multi-agency public health approach. This involves treating violence as a preventable public health issue, using data and analysis to identify causes and focusing on prevention through multi-agency systemic approaches.

In Brent there are a number of interventions already in place for older children and teenagers, while early intervention programmes for younger children are currently being developed.

OBJECTIVES

The aim of the task group is gain a better understanding of knife crime in Brent and how interventions can reduce knife crime, and which ones will work locally. With this knowledge

the task group can make recommendations that will help in reducing rates and mitigate negative impacts on Brent residents.

According to the constitution and the 2006 Police and Justice Act the group can make recommendations to the Community Safety Partnership through Full Council when discharging their duties as the Crime and Disorder Committee.

The task group will:

- Review the links between knife crime and gangs in Brent
- Review partnership working arrangements
- Review what can be done locally to complement the wider London public health approach, including:
 - The use of RedThread and other violence interrupter schemes
 - Street based interventions
 - Education and employment opportunities for ex-offenders
 - Using education for nurturing children to prevent crime
 - Early intervention schemes for different ages, including younger children

GOVERNANCE AND ACCOUNTABILITY

The task group will report to the Resources and Public Realm Scrutiny Committee, and keep other relevant committees informed as appropriate.

There should be at least three members present at each meeting. The task group will meet once a month, from January 2019, until the final report is presented at the April scrutiny meeting.

MEMBERSHIP

1. Cllr. Sandra Kabir (Chair)
 2. Cllr. Erica Gbajumo
 3. Cllr. Robert Johnson
 4. Cllr. Elliot Chappell
 5. Cllr. Thomas Stephens
 6. Cllr. Liz Dixon
- Richard Harrington – Senior Policy and Scrutiny Officer

Other key stakeholders would be invited as appropriate which will include:


1. Representative from the MET
2. Representative from the CCG
3. Representative from the LNWH
4. Representative from St Giles

The London Borough of Brent

September 2019

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 <p>Brent</p>	<p>Resources and Public Realm Scrutiny Committee 12 September 2019</p>
<p>Report from the Assistant Chief Executive</p>	
<p>Establishment of Scrutiny Task Group on Budget Scrutiny</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:	Appendix 1 - Budget Scrutiny: Task Group Scoping Paper
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Michael Carr - Senior Policy and Scrutiny Officer michael.carr@brent.gov.uk

1.0 Purpose of the Report

1.1 The purpose of this report is for the Committee to establish a Scrutiny Task and Finish Group, in accordance with Part 4 paragraph 5 of the Council Constitution.

2.0 Recommendation(s)

2.1 That a Budget Scrutiny Task Group be established with the following members:

Cllr Matt Kelcher, Chair
 Cllr Ketan Sheth
 Cllr Neil Nerva
 Cllr Anita Thakkar
 Cllr Reg Colwill

And with the following terms of reference:

1. *“To consider the Council’s in year budget performance against outturn expenditure for 2019-2020*

2. *To identify and consider the key budget pressures and strategic financial issues for the Council and how these are being managed.*
3. *To consider the draft budget proposals for 2020-2021, including the main areas of proposed growth and savings, key budgetary risks and the extent to which the budget proposals reflect the Council's priorities outlines in the Borough Plan".*

3.0 Detail

- 3.1 The Resources and Public Realm Scrutiny Committee is considering proposals to establish a Scrutiny Task Group to consider the Council's budget performance and Budget proposals for 2020-2021.
- 3.2 It is anticipated that the Task Group will convene between October 2019 to January 2020 to receive oral and written evidence and report back to the Resources and Public Realm Scrutiny Committee at it's meeting on Wednesday 29 January 2020 with a report and recommendations to the Council and Cabinet.
- 3.3 It is anticipated that the Scrutiny Task Group will be made up of four to five members from the Community and Wellbeing Scrutiny Committee and the Resources and Public Realm Scrutiny Committee and that a Member of the Main Opposition Group on the Council will be invited to join.

4.0 Financial Implications

- 4.1 There are no financial implications for the purposes of this report.

5.0 Legal Implications

- 5.1 There are no legal implications for the purposes of this report.

6.0 Equality Implications

- 6.1 There are no equality implications for the purposes of this report.

7.0 Consultation with Ward Members and Stakeholders

- 7.1 The Scrutiny Task Group may consider any consultation being undertaken as part of the Council's budget setting process.

8.0 Human Resources/Property Implications (if appropriate)

- 8.1 There are no Human Resources/property implications for the purposes of this report.

Report sign off:

PETER GADSDON,
Assistant Chief Executive

Budget Scrutiny: Task Group Scoping Paper

Introduction

1. Nationally, local government budgets are under severe pressure from ongoing reductions in the Revenue Support Grant, demographic change and rising demand for services, for, children's services, housing and adult social care in particular. In the most extreme case, Northamptonshire County Council has twice issued a section 114 notice, which means it has had to freeze all non-essential spending on local authority services.¹

2. Brent Council has also experienced these pressures. The setting of the annual Budget, which is formally agreed by Council and in law must be balanced between income and expenditure, is one of the most important tasks for the Cabinet and full Council. The Budget also sets the ring-fenced Housing Revenue Account, the Capital Budget and level of general reserves. In February 2019 Council agreed a Budget which set out a two-year cycle of savings from the General Fund, or spending by local authority departments, of £9.5m in 2019/20 and £11.4m in 2020/21 to achieve a balanced Budget. In February 2020 Council must decide on the Cabinet's proposed 2020/21 Budget. It would be open to Council to re-confirm the proposals set out a year earlier. However, there will also be a consideration of the approach to budgeting for the 2021/22 and 2022/23 financial years which are expected to require further savings. over the two-year cycle of financial years. In February 2019 officers' best estimate of the budget gap was £20m. This was an estimate based on the limited information available at the time as the exact gap is inherently uncertain simply because of the number of variables to be estimated and the difficulty of doing so over longer periods of time. This is further compounded by the significant reforms to local government funding proposed from April 2020.

3. The Budget sets out the resources which will be spent on services which will meet the strategic priorities set out in the 2019-2023 Brent Borough Plan. It will therefore be important to consider how the budget priorities reflect the Borough Plan priorities agreed by Council. The local authority's Budget-setting process must also deal with national strategic developments. In particular, there are major changes expected to local government finance by 2020 as a result of changes to local government finance nationally from the Spending Review, Business Rates and Fair Funding Review. The council's Budget must also be set in the context of Brexit, affecting economic growth nationally and locally, and increasing demand for services based on the borough's changing demographic structure and the long-term growth of the area's population.

Scrutiny's Role

4. The key role of overview and scrutiny in the Budget setting process should be to provide demonstrable constructive challenge to the budget proposals, identifying the main budget pressures and risks and ensuring due diligence. The Centre for Public Scrutiny argues above all it should be to test and challenge the Cabinet's setting of the Budget, particularly around sound financial management and budgetary controls,

¹ Best Value Inspection of Northamptonshire County Council, January – March 2018

and the executive's effectiveness in managing the Budget process. Scrutiny also has a role to play in testing assumptions, modelling and forecasting on which the Budget has been built; analyse the key risks and challenge how resources are prioritised. The role of scrutiny should be to review the strategic 'big picture' as well as the detail of a Budget and take an 'overview' across a council rather than just by department. ²

5. Scrutiny's role is also to seek assurance that the key financial challenges facing a local authority are being met. A review into Northamptonshire County Council found there was a failure to act on warning signs of overspending in key departments, and scrutiny was criticised because 'there had been no attempt to review either successful or unsuccessful budget inclusions in past years to learn lessons as to why things went well or failed to be delivered.' ³ Scrutiny should seek assurance that under or overspending on certain budgets is being managed promptly, understand what the key risks to the council are and review the success of proposals in delivering savings.

Scope

6. The scale and complexity of local authority Budget setting means that a focused scope for a scrutiny task group is very important, with clear priorities in what it wants to achieve through budget scrutiny process, what it needs to consider in each evidence session, the data and information it needs to understand and who should attend. It is proposed that this task group will have four evidence sessions, broadly shadowing the Cabinet's own Budget setting process, and produce a report with a number of recommendations which will be presented to the Cabinet at the meeting to discuss the Budget on 10 February 2020; and Council when it adopts the Budget on 19 February 2020.

7. Evidence session 1 will review financial planning theme and how the Budget will be constructed based on expected income and expenditure. This will include 'stress testing' key assumptions about risks and cost-pressures and increases in spending as a result of demographic changes which services spending is concentrated on. It will also start with the outturn from 2018/19, review the Medium Term Financial Plan, the level of reserves and Capital Budget for the council.

8. Session 2 will focus on financial management and in year Budget monitoring. It will check progress with savings targets by departments and how they will be achieved as well as reviewing that investments are sound and the returns on them are secure. It will also review the ring-fenced Housing Revenue Account and Dedicated Schools Grant.

9. Session 3 will focus on strategic priorities from the Fair Funding Review. The Government has recently announced that there will be a one-year Spending Round completed in September, and the next multi-year Spending Review will be carried out in 2020. ⁴ The Government intends to implement the Fair Funding Review as of 1 April 2020 for the 2020-21 financial year, which will be implemented alongside the

² Janet Sillett, *On The Money: The Scrutiny of Local Government Finance*, (CfPS, 2007), p17

³ Best Value Inspection of Northamptonshire County Council, January – March 2018, p

⁴ www.gov.uk/government/news/chancellor-fast-tracks-spending-round-to-free-up-departments-to-prepare-for-brexit

introduction of 75% business rate retention, which will have important implications about the level of funding in the future keeping up with the demand for services. The final session, in early 2020, will look at the Cabinet's Budget proposals to be presented to Council for adoption in February 2020, including the level of Council Tax for 2020/2021 and other key Budget proposals.

Budget Scrutiny Timeline

Date	Themes/Key Questions	Attendees/ Cabinet members	Background Reports
Evidence Session 1 October 2019	Presentation Q&A Outturn 2018/19 Expenditure: demographic pressures, financial controls, high-risk expenditure areas; discretionary and statutory spending Income: Revenue Support Grant, Council tax collection performance, business rates; fees and charges; income generation Budget and the Borough Plan and Policy Framework Strategic finance: Medium Term Financial Plan; Performance Reserves, Capital Budget	Deputy Leader and Lead Member for Finance. Director of Finance Head of Finance	Cabinet 15 July 2019 Financial Outturn Report 2018/19; Quarter 1 Financial Report 2019/20; July Finance Review Audit and Standards Committee, 10 July 2019 Treasury Management Outturn Report 2018/19 Statement of Accounts 2018/19 Quarter 1 Performance Report
Evidence Session 2: November 2019	Presentation Q&A Main theme: Budget Monitoring. Over and underspending expenditure areas, RAG Draft budget proposals Budget and Council Tax 2020/21 Budget monitoring	Deputy Leader All Cabinet Members Director of Finance Head of Finance	Cabinet November 2019 Cabinet Draft Budget and Council Tax 2020/2021 Quarter 2 Financial Report 2019/20 Quarter 2 Performance report
Evidence Session 3 December 2019	2021 Provisional Financial Settlement, Cabinet response and revised proposals to Brent's Budget Government's Spending Review Fair Finance Review.	Deputy Leader Director of Finance Head of Finance	Cabinet October 2019 Quarter 2 Financial Report 2019/20
Evidence Session 4 January 2019	Final Budget Proposals: Budget and Council Tax for 2020/21 and business plans for 2021/22 and 2022/23 Budget monitoring	Leader Deputy Leader Director of Finance Head of Finance	Cabinet January 2019 2019/2020 Mid-Year Treasury Report Cabinet Final Budget and Council Tax 2020/21 Quarter 3 Financial Report 2019/20

Terms of Reference:

1. To consider the Council's in year budget performance against outturn expenditure for 2019-2020
2. To identify and consider the key budget pressures and strategic financial issues for the Council and how these are being managed.
3. To consider the draft budget proposals for 2020-21, including the main areas of proposed growth and savings, key budgetary risks and the extent to which the budget proposals reflect the Council's priorities outlines in the Borough Plan.

Proposed Key Lines of Enquiry:


- A. To review the local authority's out-turn for 2018-2019 including key departmental overspends and underspends.
- B. Understand how the council's Medium Term Financial Plan relates to the Budget setting process and Budget targets.
- C. Review the achievement of proposals for expenditure savings agreed in the two-year Budget for 2019/20 and 2020/21.
- D. Scrutinise key sources of expenditure pressure by department and spending assumptions in the Budget.
- E. Review the council's income for 2019/20; income generation strategy and targets and performance.
- F. Monitor the Capital Budget and understand how it relates to the General Fund.
- G. Monitor the Housing Revenue Account.
- H. Scrutinise the profile of Budget risks for 2019/20 and 2020/21.
- I. Monitor the level of reserves., including a comprehensive list of all the allocated and unallocated reserves.
- J. Evaluate the council's overall spending controls and finance management planning.

Membership

The task group will be made up of the following members:

Cllr Matt Kelcher, Chair
Cllr Ketan Sheth
Cllr Neil Nerva
Cllr Anita Thakkar
Cllr Reg Colwill

(4-5 members from the Community and Wellbeing Scrutiny Committee and the Resources and Public Realm Scrutiny Committee).

 Brent	Resources and Public Realm Scrutiny Committee 12 September 2019
	Report from the Assistant Chief Executive
Scrutiny Recommendation Tracker	

Wards Affected:	All
Key or Non-Key Decision:	Non Key Decision
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 - Scrutiny Recommendation Tracker 2019-2020
Background Papers:	None.
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Michael Carr - Senior Policy and Scrutiny Officer michael.carr@brent.gov.uk

1.0 Purpose of the Report

1.1 The purpose of this report is to present the Scrutiny Recommendation Tracker table, which tracks the progress of recommendations made by the committee.

2.0 Recommendation(s)

2.1 That the progress of the previous recommendations of the committee be noted.

3.0 Detail

3.1 In accordance with Part 4 of the Brent Council Constitution (Standing Orders of Committees) Brent Council scrutiny committees may make recommendations to the Full Council or the Cabinet with respect to any functions which are the responsibility of the executive or of any functions which are not the responsibility of the executive, or on matters which affect the borough or its inhabitants. The Community and Wellbeing Scrutiny Committee may also make recommendations to the relevant NHS bodies or relevant health service providers or Full Council.

3.2 Scrutiny committees may not make executive decisions and scrutiny recommendations therefore require consideration and decision by the

appropriate decision maker; usually the Cabinet, but also to full Council for policy and budgetary decisions and the NHS where it is the decision maker.

- 3.3 The Scrutiny Recommendation Tracker table attached at Appendix 1 provides a summary of scrutiny recommendations made during the municipal year, so that the scrutiny committee can track the progress of the recommendations made.
- 3.4 Scrutiny recommendations include through Task and Finish Groups and scrutiny reports agreed by the committee, as well as other scrutiny recommendations agreed in committee.
- 3.5 The Scrutiny Recommendation Tracker table includes the Scrutiny Recommendation made and the date it was made, which will be what is recorded in the committee minutes, identification of the Decision Maker (eg Cabinet), the actual Cabinet Decision, which may be different from the scrutiny recommendation and will be minuted in the Cabinet minutes, the date the Cabinet decision was made and identification of whether or not the Cabinet decision has been implemented (Yes/No).
- 3.6 The Scrutiny Recommendation Tracker enables the scrutiny committee to track whether their recommendations have been agreed, what actually was agreed (if different) and ask about any outcomes arising from the scrutiny recommendations, for example, service improvements, value for money savings and outcomes for residents.
- 3.7 In consideration of this, it is anticipated the committee will come to determination of if and when each recommendation/decision has been made. It is anticipated that when recommendations/decisions have been implemented, they will not be referred over to the Scrutiny Recommendation for the next municipal year, but that recommendations/decisions that have not been implemented will be referred to the Scrutiny Recommendation Tracker for the next committee cycle.

4.0 Financial Implications

- 4.1 There are no financial implications for the purposes of this report.

5.0 Legal Implications

- 5.1 There are no legal implications for the purposes of this report.

6.0 Equality Implications

- 6.1 There are no equality implications for the purposes of this report.

7.0 Consultation with Ward Members and Stakeholders

- 7.1 None for the purposes of this report.

8.0 Human Resources/Property Implications (if appropriate)

- 8.1 There are no Human Resources/property implications for the purposes of this report.

Report sign off:

PETER GADSDON

Assistant Chief Executive

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Resources and Public Realm Scrutiny Committee
Scrutiny Recommendation Tracker 2019-2020

Ref	Scrutiny Recommendation (and date)	Decision Maker	Cabinet Decision	Cabinet Decision date	Implemented? Yes/No
03072019 /06/i	<p>That data on: police performance; public satisfaction in policing; and confidence in partnerships be included in the next SBP Annual report</p> <p>(recommended on 3rd July 2019, The Safer Brent Partnership and Annual Report)</p>	Cabinet	{e.g. date of Cabinet meeting that considered the scrutiny recommendation and made the decision}.	{date when the decision is made}	{YES or NO}
03072019 /06/ii	<p>That the Council participate fully in the national debate and supports a Nordic legislative model for the sex industry to criminalise purchasers and protect workers by responding to Home Office consultations where possible.</p> <p>(recommended on 3rd July 2019, The Safer Brent Partnership and Annual Report)</p>	Cabinet			
03072019 /06/iii	<p>That the Council undertake a borough-wide review of street furniture and makes every effort to “design out” parts of the street furniture that allows sex work to happen, for example by removing public phone boxes.</p>	Cabinet			

	(recommended on 3 rd July 2019, The Safer Brent Partnership and Annual Report)				
03072019 /07/i	<p>That the Lead Member for Community Safety and Engagement request the Police to review the existing communication arrangements between the Police and elected representatives in order to ensure more effective liaison and sharing of information. That the result of this meeting is fed back to the committee in writing.</p> <p>(recommended on 3rd July 2019, Police Tri-borough BCU Reconfiguration)</p>				
03072019 /07/ii	<p>That the Lead Member for Community Safety and Engagement reviews and shortlists appropriate ward panel models in Brent and sets up a meeting to discuss best model to replicate..</p> <p>(recommended on 3rd July 2019, Police Tri-borough BCU Reconfiguration)</p>				

Notes

This is a table to track the progress of scrutiny recommendation made by one of the formal scrutiny committees at Brent Council. It is intended to form part of a standing item on the Committee's agendas so that the Committee can keep track of the recommendations nit has made, the decisions made, implementation and provoke consideration of outcomes that have for residents, the Council and its statutory partners.

The tracker lists the recommendations made by the committee throughout a municipal year and any recommendations still not fully implemented from previous years, in reverse chronological order (the most recent recommendations first).

The tracker documents the scrutiny recommendations made, 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.

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