



Resources and Public Realm Scrutiny Committee

Wednesday 9 February 2022 at 6.00 pm

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

Please note that this meeting will be held as a socially distanced physical meeting with all Committee members required to attend in person.

Guidance on the safe delivery of face-to-face meetings is included at the end of the agenda front sheet.

Due to current restrictions and limits on the socially distanced venue capacity, any press and public wishing to attend this meeting are encouraged to do so via the live webcast. The link to attend the meeting will be made available [here](#)

Membership:

Members

Councillors:

Mashari (Chair)
Kansagra (Vice-Chair)
S Choudhary
Johnson
Kabir
Hassan
Long
Miller
Shah
Conneely
Hylton

Substitute Members

Councillors:

Aden, Afzal, Daly, Ethapemi, Hector, Lloyd, Sangani,
Shahzad and Thakkar

Councillors:
Colwill, Maurice

For further information contact: Andrew Phillips, Governance Officer
Tel: 020 8937 4219; Email: andrew.phillips@brent.gov.uk

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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 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 To approve the minutes of the previous meeting held on Monday 18 January 2022 as a correct record.	1 - 12
5 Matters arising (if any) To consider any matters arising from the minutes of the previous meeting.	
6 Topical Issue- Flooding in Brent The Committee will be joined by representatives from Thames Water for this item.	
7 Fire and Building Safety Report This report updates the committee on the implications for the building control service of the Fire Safety Act 2021 and Building Safety Bill.	13 - 18

8 Communications and Public Engagement Report 19 - 32

To receive a report on consultation and community engagement across the council.

9 Scrutiny recommendations Progress Update report 33 - 50

To receive a report providing a brief summary update on issues previously considered by the committee, including responses to information requests made, updates on reports and recommendations to the Executive and the Executive response and Executive decision made in respect of scrutiny reports and recommendations.

9 Forward Plan of Key Decisions 51 - 82

To review the Forward Plan of Key Decisions for any issues that the Committee may wish to consider.

10 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 her representative before the meeting in accordance with Standing Order 60.

Date of the next meeting: Wednesday 9 March 2022

Guidance on the delivery of safe meetings at The Drum, Brent Civic Centre

- We have revised the capacities and floor plans for event spaces to ensure they are Covid-19 compliant and meet the current social distancing guidelines.
- Attendees will need to maintain the necessary social distancing at all times.
- Signage and reminders, including floor markers for social distancing and one-way flow systems are present throughout The Drum and need to be followed.
- Please note the Civic Centre visitor lifts will have reduced capacity to help with social distancing.
- The use of face coverings is encouraged with hand sanitiser dispensers located at the main entrance to The Drum and within each meeting room.
- Those attending meetings are asked to scan the coronavirus NHS QR code for The Drum upon entry. Posters of the QR code are located in front of the main Drum entrance and outside each boardroom.
- Although not required, should anyone attending wish to do book a lateral flow test in advance these are also available at the Civic Centre and can be booked via the following link: <https://www.brent.gov.uk/your-community/coronavirus/covid-19-testing/if-you-dont-have-symptoms/>



MINUTES OF THE RESOURCES AND PUBLIC REALM SCRUTINY COMMITTEE **Held as an Online Virtual Meeting on Tuesday 18 January 2022 at 6.00 pm**

PRESENT: Councillor Mashari (Chair), Councillor Kansagra (Vice-Chair) and Councillors S Choudhary, Conneely, Johnson, Kabir, Miller, and Shah

Also Present: Councillors McLennan, Knight, Ketan Sheth, Krupa Sheth and Tatler.

1. Apologies for absence and clarification of alternate members

Apologies for absence were received from:

- Councillor Long

2. Declarations of interests

None.

3. Deputations (if any)

None.

4. Minutes of the previous meeting

It was **RESOLVED** that the minutes of the previous meeting held on 10 November 2021 be approved as a correct record.

5. Matters arising (if any)

None.

6. Topical issue – Healthy Neighbourhoods

The Chair explained that this topic had been brought forward by Councillors Krupa Sheth (Lead Member for Environment, Brent Council and Shama Tatler (Lead Member for Regeneration, Property & Planning, Brent Council) and they introduced the item to the Committee.

Councillor Tatler noted that this item was raised as the result of a Cabinet paper, and was a policy area that was introduced following emergency transport initiatives from central Government. The Council had explored an ambitious programme around school streets and healthy neighbourhoods; and following significant community interest in the matter the Council committed to a full engagement and independent consultation process. One of the overwhelming responses from residents was noted as reducing traffic, improving air quality as well as road safety. Residents had also expressed a desire to be involved in the co design of these initiatives, which was being

embarked upon and continued. It was also announced that following analysis of the consultation on the new school streets programme, there would be 26 school streets made permanent in Brent, which was a total of 28 schools. This would mean that young people were able to walk more safely and active travel would be encouraged across Brent. It was explained that the name 'Healthy Neighbourhoods' was used in order to have a broader scope from which to consult with residents. The Council was also looking at establishing a team dedicated to healthy streets and parking agenda, which would look at how the Mayor of London's objectives were supported.

The Committee was then invited to raise questions on the information provided, which focussed on a number of key areas, as highlighted below:

- Regarding the funding from central government, it was asked how much funding was received for the school streets project and whether CCTV had been utilised in the deployment of the scheme. It was noted that the money was not specifically for school streets but also for the Healthy Neighbourhoods programme; this money had not come from the Brent revenue account but from Central Government. It was noted that due to the project requiring to be delivered at pace, rather than CCTV, planters and bollards had been a more effective solution. A policy was now being explored as to how CCTV cameras could be introduced within active travel schemes.
- It was asked how much funding had been received; it was noted that the funding had been received in different phases. It was noted that there was around £130,000 was received in the first instance.
- It was asked how the maintenance of school streets would work, to which it was answered that the status of new school streets was dependent on the financial status of TFL. The Committee was updated that when ANPR cameras were installed, this would be funded by TFL. Based on the assessments of the first two trials, the monies from Penalty Charge Notices (PCNs) would cover the cost of the cameras.
- In relation to school cameras, the Committee asked for an explanation as to why these were being installed; it was updated that these were in place to stop non-residential traffic from entering school pickup and drop off areas. Residents who lived on those roads would still have access, as well as exemptions such as blue badge holders.
- In relation to Project Centre Ltd and Living Streets, the Committee asked for clarification on the cost to date relating to work they had undertaken, to which it was answered that with Living Streets, this had totalled £25,000, and the technical assessments for the Healthy Neighbourhoods scheme had totalled around £28,000. This was money that had been bid for from TFL grants.
- In relation to a query around Living Streets' objectivity, it was answered that Living Streets were experienced in the area of active travel. Whilst it was acknowledged that the organisation had a particular view on active travel, this was also shared by the Council. In terms of engagement, there were lessons to be learned about how this was conducted, particularly as this was a divisive policy area.
- Considering consultation, it was noted whilst there was learning to be gained from this; it would be useful to investigate this further. A quote from Brent Cycling Campaign was highlighted, asserting that the Council had not acknowledged its responsibility in the failure of the implementation of the programme. With that in

mind, it was asked whether, as a Council, the challenges in the original consultation had an effect on the negative outcomes received from the public. It was answered that the speed of the scheme would not have been as fast if Brent were in control, and it was accepted that the ambitious plans may have been overwhelming to residents. It was also acknowledged that resident buy in was crucial, and the learning was around how to make the next iteration of this policy better, including that a one size fits all policy was not practical in Brent. It was posed that, though it was not Council core funding, the consultation could be perceived as wasteful, to which it was responded that 28 school streets ought not to be considered a failure and that learning had been taken for the Council. It was also noted as important learning in line with the Council's aim to improve air quality and become carbon neutral by 2032.

- In response to the consultation, it was noted that the Council had been mandated by the Government to hit target dates, and therefore the responsibility lay with the Government in terms of the consultation. Had the Council had the chance to conduct elements, it may have been better received. In relation to the quote from the Brent Cycling Campaign, it was noted that the Council had regular conversations with cyclists in relation to these policies.
- The Committee asked for more detail regarding lessons learned and how this would affect future consultations; as well as the Council's understanding between collaboration and consultation. In terms of lessons learned, one example cited was how air quality data was collected, as well as educating residents around air quality. In terms of consultation, it was stated that once the ANPR policies had been established, that there would be collaboration with residents and this could be brought back to scrutiny. It was also stated that a new service had been created recently to establish this new policy direction throughout 2022.
- Considering the consultation and collaboration around Healthy Neighbourhoods, it was asked whether this reflected consultation across the Council, to which it was answered that this would be better directed towards Councillor Knight.
- It was asked if the initial consultation should have been ongoing with residents; it was noted that online consultation was open to all residents and there had been good engagement. It was clarified that the broader consultation structure of the Council was far more collaborative and emphasised co-design, citing the Citizens Lab initiative as well as the Black Community Action Plan.
- In relation to pollution and offsetting traffic, it was asked whether there were statistics available to show this effectiveness, to which it was answered that some schemes were not able to be fully implemented due to Local Ambulance Service requirements. It was reiterated that longer would have been required to ascertain a more detailed plan around collecting data. It was also noted that due to periods of Lockdown, it was not easy to determine the results of schemes.
- In a wider point around consultation, it was asked whether the Council was formally adopting a review of its consultation structures, to which it was clarified that this was not a formal process, but looking at how this consultation and design could be improved.

It was **RESOLVED**:

- (1) That the following areas for improvement be noted:

- For the Council to demonstrate how the lessons learned in relation to public consultation undertaken on the Schools Streets and Healthy (Low Traffic) Neighbourhood schemes will inform the Council's wider consultation and engagement approach

(2) The Committee made the following information requests:

- To receive a breakdown of the funding received by Brent Council for the Schools Streets and Healthy (Low Traffic) Neighbourhood schemes and the proportion of this funding that remains unspent.

7. Covid-19 Recovery Report

Councillor Margaret McLennan (Deputy Leader, Lead Member for Resources and Children's Safeguarding, Early Help and Social Care, Brent Council) and Councillor Shama Tatler (Lead Member for Regeneration, Property & Planning, Brent Council) presented these reports. It was noted that the pandemic had resulted in serious implications for Brent residents; the borough had the most amount of people on furlough, digital access for residents was low, as well as food and fuel poverty. The work from the Transformation Team at the Council was praised, as well as that of Citizens Lab and Age UK. This work had resulted in granular, real time work which enabled the Council to set up the Residents Support Fund and other funds such as the Household Support Fund. Coming out of the pandemic, this work had been able to identify residents with the most issues, as well as making communities more resilient. In future, funding was available to kick-start Brent's economy, looking at how businesses could be supported, as well as additional education provision. The schemes carried out by the Council were delivered across Customer Services and in Community Hubs. As a result, the organisation of the service was being considered, with collaboration in mind. It was also noted that the procurement strategy tied into this report, including affordable workplaces and inclusive growth. It was noted as being vital to provide residents with digital access so that they could achieve their goals and ambitions. Brent's Council Tax Support scheme was also highlighted as being one of the best in the country, allowing the Covid-19 funding to be utilised elsewhere. However, the Committee were asked to note that the funding and support to residents was due to end in March 2022, though support for businesses would extend beyond this date. To date, there had been 4000 applications to the Residents Support Fund, of which 1500 applications had been successful. In future, it was planned to make the application process for the Council's schemes more accessible to residents.

The Committee was then invited to raise questions on the update provided, which focussed on a number of key areas as highlighted below:

- The Committee noted that it would be useful to have a clear picture of the total grants received, the money spent to date, the monies remaining and the outcomes from the schemes. It was noted that the breakdown of each particular grant would be available for the Committee.

- The Committee asked about the deadlines for personal and business support, and what would happen if that money was not spent by the March deadline; it was answered that the business grants would extend beyond this financial year, with the Household Support Fund ending on 31 March. 60% of the grant had been given to residents, with 40% remaining. If this money was not spent by the deadline, this would be returned to Central Government.
- Further to this point, the Committee asked if the Council were confident of spending the remaining money on the Household Support Fund, to which it was answered that due to the level of demand there was confidence that this would be spent.
- In the context of wider budget cuts, it was asked how much of the Covid-19 grants were 'new' money and not received through previous funding streams. It was clarified that all Covid-19 funding that had come through had been new money and had not affected other areas in the Council's budget. It was clarified that the money that had been received from the Government for these schemes would have to be paid back in some form over the coming years.
- A question was asked regarding the Voluntary Sector's role and the funding provided to Food Banks. It was queried whether this had created barriers for organisations already carrying out these services and whether work streams had been duplicated; it was clarified that the monies outlined within the report were additional monies provided by the Government, some of which went to schools, as well as food and fuel vouchers for residents. There was also a group formed by the Council comprising of all Food Banks within the borough, whereby if an organisation signed up they could be provided with money from Central Government via the Council.
- Referencing feedback from Community Groups arising from a Budget Scrutiny Group discussion, it was asked whether the amount of money provided to Food Banks was thought to be sufficient, as well as querying whether work streams were in fact duplicated by the Council. It was noted that this work was collaborative rather than duplicating, as part of a process to understand the needs of residents. In terms of the funding, this was noted as being part of the Winter Support Fund, with the money used to support Food Banks and supporting residents who attended Food Banks. In terms of distributing food to residents, it was clarified that at the beginning of the pandemic in March 2020, the Council delivered food parcels to Clinically Extremely Vulnerable (CEV), which was an emergency reaction and not a precedent. The discussions during the pandemic with Food Banks were as a result of demand where charities felt they were unable to cope with rising demand.
- The Committee asked how it was decided whether the money spent had been successfully invested, particularly relating to employment and education. In terms of Brent Hubs, it was noted that the number of residents supported was measured, as well as measuring and tracking outcomes. It was noted as complex to determine whether issues had been resolved as many residents attending the Hubs had multiple and complex issues. It was updated that there was a new system which would track outcomes in areas such as supporting residents coming out of debt and coming into employment; as well as preventative work around issues such as homelessness. It was also updated that the employment team had a new CRM system which was in place prior to the pandemic, with several thousand people registered. Updates included the number of jobs people were placed into, as well as the duration and whether they received a living wage.

- In relation to how many members were in Brent's Food Bank network and what the funding provided, it was clarified that there were thought to be seven members of the network currently, and that the funding could be spent on food as well as infrastructure, transport and storage.
- In considering digital support, it was asked whether the springboard training was free, and if so where it was advertised. This was noted as a result of social value and ethical procurement, including courses in how to write a CV and beginning coding, with 500 people signed up free of charge. In terms of advertisement, this was publicised on Sky News and it was being promoted by the Council. Springboard had also been promoted through partner organisations and was tied in with digital device schemes with residents and businesses.
- A question was raised around the BuyBrent app and the digital pilot scheme, particularly how outcomes were measured. It was clarified that Town Centre Managers had reached out to businesses around the BuyBrent app, with 2000 downloads so far. Residents and businesses' activity and transactions were able to be tracked, as well as anecdotal discussions with businesses.
- It was queried how BuyBrent and other schemes would help the local economy, to which it was answered that 5000 people had enrolled in Brent Start and thousands using the Springboard app. It was stressed that BuyBrent was not deployed in isolation, but as part of an overall package of skills and employment support. In terms of local businesses, there was a focus on enabling digital support as well as promoting local businesses more widely. As a wider point, it was stated that the goal was for Brent residents to spend money within the borough through the BuyBrent app.
- In a strategic point around unemployment and redundancies, it was asked whether conversations were ongoing with the top 5 largest employers in the borough and what work was happening to support these businesses. It was recognised that strategic conversations needed to be established with Brent Businesses, which had previously been carried out through the Brent Business Board. In terms of support, it was updated that support was offered around digital access, green initiatives as well as affordable workplace strategies. Town Centre Managers were also working with Landlords to establish vacancy rates in commercial properties.
- In relation to unemployment levels in Brent, it was posited that Brent had higher levels of unemployment than many London boroughs; this was noted as being a reason why Brent was vulnerable to the effects of the pandemic. Discussions with Brent businesses around barriers they face had taken place and could be shared with the Scrutiny Committee.
- A query was raised around contracts that had been provided outside of regular procurement rules outlined in 3.10 of the report, it was suggested for a list of these contract awards to be provided. Any contracts outside of the procurement rules would have been delegated under emergency powers and would have been documented within the Council's decision-making process. These decisions were a result of the fast moving landscape of Covid-19.
- It was asked whether the Covid-19 grants had contributed to help with domestic abuse against women and girls, to which it was clarified that these grants were primarily for support with food, fuel and utilities. However, there had been work conducted alongside the Family Wellbeing Centres in Brent to assess where families required extra support, including domestic violence.

- It was asked why Brent's wages had decreased on average during the pandemic, to which it was answered this was likely due to the types of jobs which had changed, as well as those in higher paid jobs losing their jobs.

It was **RESOLVED**:

(1) That the following areas for improvement be noted:

- To receive a breakdown of the Covid-19 grant funding received by the Council including:
 - a) Total received
 - b) Total spent
 - c) Total unspent
 - d) Outputs/outcomes
 - e) Cut off points for grant applications and spend
 - f) Total allocated from Council core funding/additional grant funding
- To receive a breakdown of the outputs/outcomes (in line with outputs/outcomes provided for other work in report) for Covid-19 support provided by:
 - a) Brent Hubs
 - b) Financial Inclusion and Welfare workstream
- To receive a list of organisations that have signed up to the Foodbank Network and details on where the organisations are located within the borough.
- To receive a list of contracts that have been given outside of the Council's procurement rules during the Covid-19 pandemic.
- To receive a list of the Council's live strategies.

(2) The Committee made the following information requests:

- For the Council to consider increasing the amount of grant funding provided to Brent foodbanks.
- For the Council to engages with the largest employers within the borough to seek assurance around potential future job losses. If necessary, appropriate support should be given to large employers to ensure job losses are limited.
- For the Council's Town Managers to assess how many local businesses are in need of "critical support" and increase support for these businesses in line with their need.
- For the Council to ensure that Covid-19 related financial support for victims of domestic abuse and violence is well communicated to residents.
- For the Council to consider commissioning business and/or financial professionals to provide support to those high street businesses that may be struggling to recover from the financial impact of the Covid-19 pandemic.

8. Budget Scrutiny

Councillor Margaret McLennan (Lead Member for Finance, Brent Council) introduced the report which provided an update regarding Q3 updates, as well as updates on the various departments of the Council. It was updated that forecasts were on track for the Council to be able to present a balanced budget. It was noted that within Children and Young People, there was an outcome pressure amounting to £6.9m, with the high needs block and EHCP (Educational Healthcare Plans) costs rising. This was in addition to £1.5 million provided to unaccompanied asylum seeking schoolchildren. It was updated that money from the Dedicated Schools Grant would be recouped in later years, however this would lead to an overall deficit of £14m. In terms of the Council's savings profile, it was updated that £8.5 million in cuts would be met, in line with the Council's most recent budget. Therefore, the main area where a deficit was seen was within CYP.

The Committee was then invited to raise questions on the update provided, which focussed on a number of key areas as highlighted below:

- In relation to the Dedicated Schools Grant (DSG) asylum seeking schoolchildren deficit, it was asked how could this be sustained in the future if the Government would not fund this. It was answered that the DSG would be recovered in later years, and that the Council and other Local Authorities across the country were lobbying the Government regarding the deficit around asylum seeking schoolchildren. It was also explained that Local Authorities that do have a deficit had a deficit recovery plan, which would be put in place to attempt to bring growth down to a sustainable level. It was noted that reducing this deficit was a key priority within the finance agenda for the Council and nationally. At the recent Local Government Finance Conference, it was acknowledged that lobbying and advocating would need to take place for this to happen. The Committee were also assured that this was not having an impact on current provision within the high needs block, with Cabinet recently approving the investment in 427 special needs places within Brent.
- The Committee raised whether there was an underspend in the Black Community Action Plan and why this had happened. It was clarified that many projects had been delayed due to the impact of Covid-19. The money had been allocated however it was delayed in being spent.
- In relation to the risks in the Q3 financial report, it was asked whether an equality impact assessment had been made for the reduction of bus routes for disabled adults. It was clarified that these services had not been reduced, but may not have been utilised in the current financial year and that a decision had not been made around reducing those routes.
- In relation to 1.12 of the Scrutiny report, it was asked whether the Social Care precept reduction from 2% to 1% would have an impact on service delivery. It was noted that this was factored into the draft budget for 2022/2023. However, it was noted that whilst the precept provided ring-fenced funding for Adult Social Care, this did not cover the totality of pressures or growth surrounding the Department, and only supported a proportion of this. The Government had provided additional Social Care grant funding and although this still resulted in less funding, it still amounted to a balanced budget.

It was **RESOLVED**:

(1) That the following areas for improvement be noted:

- For the Council to continue to lobby central government for a sustainable solution to funding the Dedicated School Grant deficit, with active involvement from Cabinet.

(2) The Committee made the following information requests:

- To receive details of any lobbying and/or media communications undertaken by the Council and other local authorities calling for additional funding to recover the Dedicated School Grant deficit.

9. **Violence Against Women and Girls (VAWG) Scrutiny Task Group Update**

Councillor Promise Knight (Lead Member for Community Safety and Engagement, Brent Council) provided an update on this report. Introducing the report, Members were provided with assurance that issues concerning Violence Against Women and Girls continued to be a top priority. Referencing the Action Plan, it was noted that the vast majority of items had been implemented. It was noted that that corporate funding was increased to VAWG organisations, as well as increased MARAC service provision to meet the demands at the height of the Covid-19 pandemic.

The Committee was then invited to raise questions on the update provided, which focussed on a number of key areas as highlighted below:

- The Committee asked what changes had been made to the VAWG strategy, in light of some high profile cases in the last 12 months and new threats that had become known as a result of such cases. It was answered that these cases had informed the work going forward, though the existing work within Brent was already robust. The Council was currently undergoing a consultation process to review the VAWG strategy priorities. More generally, it was acknowledged that Covid-19 had affected the landscape of Community Safety work. As the economy reopened, it was updated that workshops had been conducted with local businesses in relation to the Borough's night-time economy, with input from women and victims of Domestic abuse. The Action Plan was working on feedback around open and public spaces in light of some events in the past 12 months which had been highlighted in the media. This also included work with police partners, not only in terms of investigations but also in community reassurance work.
- Referencing an area of the Action Plan, it was asked for clarity to be provided as to how businesses could participate in this scheme. It was noted that whilst workshops were ongoing with the night time economy, training could be opened

up to a wider variety of businesses. Added to this, Councillor Knight stressed that it was important to develop an inclusive approach to people who could potentially be victims of Domestic Abuse. It was clarified that no community or member of any community was excluded from support within Brent.

- The Committee asked whether outcomes and members numbers of people being reached could be included from training sessions, it was confirmed that this could be provided in future.
- The Committee raised Item 7 on the Action Plan around the number of women in refuge with teenage male children who had been successfully rehoused, and whether this data could be provided. It was confirmed that this data was available and could be provided to the Committee.

It was **RESOLVED**:

(1) That the following areas for improvement be noted:

- For the Council to ensure emphasis is given to the initiatives to support for perpetrators within the VAWG strategy.
- For the Council to ensure that the business training provided to the night time economy (local pubs, bars, restaurants etc.) around supporting vulnerable women and safeguarding is offered more widely to local businesses.

(2) The Committee made the following information requests:

- To receive a breakdown of the corporate training offered to Council staff including:
 - a) Type of training
 - b) Take up of training
 - c) Take up of training by department
 - d) Evaluation measures
- To receive a breakdown of the number of women with older male children housed through the council house-building programme including:
 - a) Total figures
 - b) Type of accommodation
- To receive details of the work undertaken to ensure that domestic abuse and VAWG services are accessible to all residents including those that share a protected characteristic.

8. Progress Report

The Scrutiny Progress report, outlined the issues previously considered at the Resources & Public Realm Scrutiny Committee. The Chair noted that the new format of the report was welcomed, which incorporated all activity within the report.

The committee requested further information on the changes implemented as a result of the out-of-hours emergency crisis response review, originally requested at previous meeting held on 10 November 2021.

9. **Forward Plan of Key Decisions**

The Forward Plan of Key Decisions was noted.


10. **Any other urgent business**

None.

The meeting closed at 9.00 pm

Councillor R. Mashari
Chair

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 Brent	Resources & Public Realm Scrutiny Committee 09 February 2022
	Report from the Strategic Director of Regeneration and Environment
Fire Safety Act 2021 and Building Safety Bill	

Wards Affected:	All
Key or Non-Key Decision:	Non 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:	0
Background Papers:	None
Contact Officer(s): (Name, Title, Contact Details)	Gerry Ansell, Head of Planning and Development Services Gerry.ansell@brent.gov.uk Alice Lester, Operational Director, Regeneration Growth and Employment alice.lester@brent.gov.uk

1 Purpose of the Report

- 1.1 This report updates the committee on the implications for the building control service of the Fire Safety Act 2021 and Building Safety Bill.

2 Recommendations

- 2.1 That the committee notes the implications of the Fire Safety Act and the Building Safety Bill.
- 2.2 That the committee is assured of Brent Council's response to those implications.

3 Detail

- 3.1 The **Building Safety Bill (BSB)** is currently passing through Parliament. It is expected to receive Royal Assent in late spring/early summer 2022, with provisions coming into force, following secondary legislation, at various points in the 18 months following Royal Assent. The Bill contains a series of reforms

to building safety and is the most substantial legislative response to the Grenfell Tower fire of 2017.

3.2 A Building Safety Regulator (BSR) will be established the Health and Safety Executive (HSE). Their role will relate to buildings with 7 or more storeys or that are 18 metres high and have at least two residential units, or are hospitals or care homes. These will be known as higher risk buildings (HRB).

3.3 The BSR will rely on council building control services (and fire and rescue services) to deliver the building control regulations for HRBs, which is expected to involve multi-disciplinary teams.

3.4 The BSR will have three main functions:

- To implement a new regulatory regime for higher-risk buildings, and to be the building control authority for these buildings;

This includes building work on existing HRBs and enforcing the regime in terms of their occupation, as well as new HRBs. The BSR look at all aspects of the Building Regulations not just fire related provisions. The BSR will use a multi-disciplinary team, which will include local authority building control teams. There will be three gateway points where details must be approved before progressing to the next stage:

- planning gateway (in place since August 2021); the planning application must demonstrate that fire safety requirements have been considered and incorporated into the construction proposals;
- construction – pre construction, the regulator must approve the design as compliant with the building regulations;
- completion – at pre-occupation stage, a completion certificate will only be issued by the BSR once they are satisfied that the work is compliant with the building regulations.

- To oversee the safety and performance of all buildings;

This involves collecting data on the performance of local authority building control services, and external approved inspectors.

- To support the competence of those working in the built environment industry, and to manage the register of accredited building inspectors.

This will involve establishing an industry led competence committee and establishing competence requirements for building control professionals (who need to be in place when the system becomes operational).

3.5 The BSR will be responsible for holding local authorities and building inspectors to account, with the power to suspend or remove inspectors from the register where necessary.

- 3.6 **The Fire Safety Act 2021** became law in April 2021. It introduced changes to fire safety law for buildings containing two or more sets of domestic premises in England and Wales. It is expected to come into force early in 2022.
- 3.7 The aim of the Fire Safety Act is to clarify who is responsible for managing and reducing fire risks in different parts of multi occupied residential buildings. It has introduced new fire safety obligations to some leaseholders, building owners and managers for the building structure, external wall, common parts and doors between domestic premises and common parts.

Implications for Building Control service

- 3.8 **Role of Local Authority Building Control teams.** It appears (details still to be confirmed) that if a local authority has sufficient qualified building control officers, they will be the default building control authority (to be part of a multi-disciplinary team). This is different from now, in that Local Authority Building Control (LABC) operates in a competitive market. The implication is that there will no longer be competition from accredited inspectors (AIs) to be the building control authority, a significant change to the current system. The role of AIs in the future is unknown, early indications are that the BSR will not appoint them as the building control authority (unless the local authority does not have sufficient qualified officers) but this is not yet confirmed.
- 3.9 The indication is that instead of the team dealing with the work successfully secured through a competitive process, it will deal with all the work. This has an implication for a) resources and b) fees – more detail below.
- 3.10 Additional workstreams as a result of the Bill (assuming that all work comes to the local authority as default provider) are:
- Alterations to existing Higher Risk Buildings (HRBs)
 - Assessment of existing HRB's even if no work being carried out
 - Potential work in adjoining boroughs if they do not have resources or qualified staff
 - Work further across London via a possible 4 area London Wide Hub.
- 3.11 **Resourcing.** There is a national shortage of qualified building control professionals and there are concerns that the BSR will not be able to recruit sufficient officers to provide the service that they are being set up to deliver. A consequent impact of the increased demand for surveyors could be even greater difficulties in recruitment and retention within Brent and other local authorities, with staff potentially leaving local authorities to work for the BSR.
- 3.12 The team has a number of vacancies about to be advertised; prior recruitment exercises have twice proved unsuccessful, in a very competitive market. The Brent offer includes a market factor supplement and the potential for key worker housing. The team structure has been amended to attract more junior officers so we can 'grow our own'. An apprenticeship post has also been created to be recruited to shortly in time for the 2022/23 academic year.
- 3.13 **Training and Competencies.** Officers will need an additional qualification to demonstrate the required level of competency, relating to the provisions of the

new legislation. However the BSR is yet to publish the acceptable levels of competency criteria and assessments. This is causing uncertainty in the industry given the ever-decreasing window of opportunity. Local Authority Building Control (LABC) have recently published their own competency assessment exams but this has not yet been agreed by the BSR.

- 3.14 For surveyors to do the training it is likely that they will need to spend around a day a week on this for a few months. This will take resources out of the team and backfilling may be needed to cover for this. Surveyors will need to be suitably qualified before they can practice although it is hoped there will be some transition time for this to take place.
- 3.15 There is also a risk that some building control officers may decide not to undertake the training and leave the profession.
- 3.16 **Competition and Fees.** A local authority may provide the resource for another local authority if they do not have suitably qualified officers. This may provide an opportunity for Brent's building control team, resources permitting. Alternatively, this could mean another authority providing resource in Brent. It presents an opportunity for co-operation as an alliance of boroughs could mean greater resilience and sharing of expertise. Such co-operation has already occurred during the pandemic over coverage for dangerous structures amongst West London boroughs including Brent. The London District Surveyors are considering setting up 4 Hubs across London to help deal with work and to assist Authorities who don't have the required resources.
- 3.17 The team in Brent is currently very effective at winning major projects in a competitive market; this includes work within and outside of the Borough. The fee for this work is individually negotiated and delivers a considerable income stream for the council. Smaller domestic jobs have a set fee. Notwithstanding the success in winning projects, a number of major projects have gone to other providers over the years, for example in 2020 and 2021 five and then nine major projects in the Borough went to accredited inspectors
- 3.18 **Performance monitoring.** The BSR will be monitoring the performance of building control authorities. This will require implementation of a quality management system, which is being developed by the Local Authority Building Control organisation. However this new monitoring system will require additional resource from the Brent team.
- 3.19 **Planning.** The new requirement for a review of a fire strategy by BSR in at planning application stage (Gateway 1) is already in force. Only a few applications have been received which trigger this requirement, and to date it has not caused any delays in the planning process.

Implications of the Fire Safety Act

- 3.20 There are no direct implications for the Building Control Service from this Act.

4 Financial Implications

- 4.1 Building control income in 2021/22 is expected to be lower than the income target, due to some loss of market share and fewer major cases being built out as a result of wider economic issues. Brent's charges remain competitive however. Up until this year, Building Control has overachieved on its income target with a net positive impact on the council's budget. The current income target is £1.4m and the forecast income for this year is £1.2m.
- 4.2 If, as expected, Brent Building Control becomes the default body for all building control schemes, it is anticipated that the BSR will set fees on a cost recovery basis, removing the council's ability to negotiate individual fees in a competitive market. It is not yet known what level the fees will be set at (or how they will be set) and therefore what the impact on income will be.
- 4.3 The additional resources required for the work may require a larger team.
- 4.4 The government has given funding for training and qualifications to the LABC, so this cost will not fall upon the council. However no new burdens funding is being given directly to council's to cover the anticipated additional workload or backfill whilst officers are undergoing training.

5 Legal Implications

- 5.1 There will be new secondary legislation including for enforcement.
- 5.2 There is a need to establish where the liability lies for working as a Registered Building Inspector. This currently appears to involve a personal liability on the Registered Building Inspector as set out in 58 of The Draft Building Safety Bill (as set out in the Building Safety Bill). It is still to be ascertain as to whether it will be with the individual or the local authority, and the insurance implications.

6 Equality Implications

None directly arising from this report

7 Any Other Implications (eg HR, Property, Environmental Sustainability)

- 7.1 There is likely to be a need for an increase in the size of the team due to the new responsibilities within the BSR mutli-disciplinary team.
- 7.2 Recruitment difficulties are anticipated due to the limited pool of potential staff. Actions are being taken to address this capacity issue.


8 Proposed Consultation with Ward Members and Stakeholders

- 8.1 The Lead Member has been briefed on the proposed changes.

Report sign off:

ALAN LUNT, Strategic Director of Regeneration and Environment

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	Resources and Public Realm Scrutiny Committee 9 February 2022
	Report from the Assistant Chief Executive
Communications and engagement	

Wards Affected:	None
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>	Rob Mansfield, Head of Communications Lorna Hughes, Head of Strategy and Partnerships

1.0 Purpose of the Report

- 1.1 The purpose of this report is to provide highlights of the community consultation and engagement mechanisms in place, and to provide summary of the new campaigns model, including current campaigns and ways of working – with a focus on effectiveness and learning.

2.0 Recommendation(s)

- 2.1 The Resources and Public Realm Scrutiny Committee notes the consultation and engagement approach undertaken by Brent Council, and notes key success examples.
- 2.2 The Resources and Public Realm Scrutiny Committee notes the new communications and campaigns model, and notes the effectiveness of the new model.

3.0 Detail

- 3.1 The community engagement framework for the council has three key aims at its heart:
- To build trust and understanding between the council and the communities of Brent, improving opportunities for all residents to actively participate in the decisions that impact their lives.
 - To develop an approach that creates more opportunities to empower residents on decision making powers to develop and define how services are delivered.
 - To improve the quality and consistency of practice community engagement activities across all part of the Council
- 3.2 The framework has also been developed to address barriers and challenges affecting engagement experienced across the council. These include:
- Whilst some communities are very engaged, others can feel disengaged. There is a recognition that these communities are nuanced and complex and a more flexible model of engagement is needed that grows relationships.
 - Residents sometimes feel unsure about what to expect or what the outcome of their participation was.
 - Residents want to lead design and make decisions, rather than just provide feedback.
- 3.3 The framework outlines our commitment to work in partnership with our communities, our voluntary sector partners and businesses across this rich and diverse borough. Within the framework, we outline the standards and values for what community engagement means, and how we will work hand- in- hand to transform and improve our borough for our communities and residents.
- 3.4 The framework also sets out clear aims and the actions we will prioritise to achieve these aims; through conversations, shared responsibility and collective action. The framework details:
- **Principles** – the guiding values and standards of engagement we offer to residents
 - **Communities** – recognising the communities are complex and nuanced and that they are not mutually exclusive. People will belong to a number of communities; some of place and some of interest or identify and some which are smaller communities within larger ones
 - **Approaches** – guidance on using different methods and techniques
 - **Good practice examples** – an internal online resource available to staff
 - **Advice** – best practice advice will be available from the central team
 - **Staff Network** – to check in with, to share findings and improve quality
 - **Collation of existing ‘User Voices’** to inform council work
- 3.5 The framework provides a toolkit for service areas to enable bespoke development of approaches. There are several aspects to consider when deciding what engagement approach should be taken. These include:
- **Suitability:** choosing the right level of participation for the work in question is important, both in terms of time and effort in planning and implementation but also in ensuring that the outcomes of the engagement meet the needs of the work and that expectations of participants are properly managed.

- **Accessibility:** Regardless of the level of participation that is decided on, it is essential that it is designed and implemented in a way that gives full consideration to any barriers that might exist for residents. Whether this is ensuring that information can be accessed by all or that people have the means or necessary support to effectively contribute.
- **Quality:** All engagement activities should meet a high standard and be fit for purpose, whether that is simply providing residents with information or creating opportunities for full decision making.

3.6 The Community Engagement Framework is currently being developed. Further work will take place over the coming months with members and the community. The final Engagement Framework will be integrated into the refreshed Borough Plan for 2022 onwards.

Recent engagement

- 3.7 Covid has, over the last 18 months, changed the context and the landscape against which we listen and engage with our residents. This has been reflected in our practice over the past 18 months. This has been particularly reflected in our Black Community Action Plan, Climate Sustainability Strategy, Joint Health and Wellbeing Strategy and the Young People strategy.
- 3.8 The main shift in the new Community Engagement Framework is to utilise the existing power, abilities and strengths that exist within our communities. Known as 'Asset Based Community Development' approaches, we are using methods and techniques to engage residents and are seeing better outcomes from this way of working.
- 3.9 By changing our approaches we have increased our access to resident voices that we do not usually hear from. This is also evident in the recent engagement activities delivered to promote the Councils Grant Programmes. A full report will be published in the spring, but early analysis shows significant increase in NCIL applications from BAME groups who have never come forward for Grant funding.
- 3.10 There is also evidence that the recent engagement programme delivered to promote the new 'You Decide CO2GO' Participatory Budgeting trial also attracted smaller community groups new to the Council from BAME backgrounds. The smaller group are responding positively to our asset based community engagement approaches.
- 3.11 To demonstrate how we are working practically with communities a selection of case studies are shown below to demonstrate that the changed approaches are happening across Council departments and further work will take place to ensure all departments take on better engagement approaches that make participating easier for residents.

Case Study - The Black Community Action Plan

The systemic racism and inequalities experienced by Black communities was highlighted following the tragic killing of George Floyd in the US that sparked off protests around the world. The Covid19 pandemic also had a disproportionate impact on Black communities. In June 2020 the council's Leader, Chief Executive, and Deputy Leader met with leaders and young people from Black communities across the borough to listen to their concerns and ideas about what could be done to make lives better, how the Black community could be supported to determine local solutions to improve outcomes, and how we could work together to reduce inequalities in Brent.

This meeting provided the basis for the Brent Black Community Action Plan (BCAP). The BCAP was agreed unanimously by Full Council in July 2020. The overall plan was coproduced with the community, and community engagement and ownership is embedded across activities identified as priorities during the meeting. A Community Reference Group (CRG) was established to coproduce the BCAP and to take a leadership role to self-determine a long term programme of work.

Starting with 10 priority themes, the Reference group selected 3 priorities to focus on during year 1. The Priorities selected were Early Intervention: Children, Young People and Families, Supporting Black Led Organisations, and Building Sustainable Community Capacity. Across the first year, the close working with community leaders led to a new package of activities that have proved to be instrumental in moving forward the ambitions set out at the start of the programme.

Initially, the programme focused on the voices and experiences of local representatives, who spoke on behalf of young people. There has been a strong and continuous view that BCAP must deliver for the next generation. Through this close working, we learned of the importance of having the direct voice of young people in the development of the BCAP. We reached out to young people directly and a new Youth Advisory Group was formed of young people aged under 25 to bring their own voices to BCAP. Working directly with them enables us to make an offer that appeal directly to more young people that they connect with.

Youth Advisory Group

The Youth Advisory Group (YAG) is made of Black young people aged 14-25 from across Brent. Members applied to join the YAG, after a recruitment exercise across schools and services for young people – targeting those who had never been involved with the council before. The purpose of the YAG is to direct and deliver the BCAP with our support – ensuring that the voice of Black young people is at the heart of the work. The YAG is an example of how important it is for the council to be working with local influencers who are already leaders, with hundreds of contacts across the borough on social media channels and are well connected across the community.

The YAG has taken the lead on areas of work - for example developing commissioning briefs for new services to support young people and delivering key projects, and creating the communications materials that has attracted an

audience that traditionally we do not reach. One example is the 'Pro Vax No Vax' webinar that attracted over 1000 people to engage in a panel discussion to address Covid vaccination hesitancy.

The YAG not only ensures the voice of Black young people is heard, but it also supports young people to develop their skills, tackle inequalities they experience and make a difference for their communities.

Insight Day

The YAG identified a need to raise awareness about employment prospects and support young people to take the first steps in their career. Working in partnership with the YAG, Newman Catholic College, Ultra Education, West Side Young Leaders, Young Brent Foundation and the Jason Roberts Foundation, an Insight Day was developed.

Over 50 Brent employers from a full range of sectors attended the day, from technology, construction, media, communications, and public services.

The event was co-designed with schools and colleges, and focused on including the real world areas of interest young Black residents have. Over 300 young people attended the day, with increased confidence, skills development and improved networking achieved.

This event has led to a series of bespoke online workshops by Google and a personal development day at the Google offices will take place in spring 2022.

Picture Palace

The priorities set in the year one delivery plan and the work undertaken with the BCAP steering groups led the community leaders to realise that their combined efforts expressed the need to have a single community facility for the Black African heritage communities.

We have supported local Black led organisations to form a new consortium to take on the lease to Picture Palace. The group uses their experience, expertise and long standing commitment to the borough to ensure that Picture Palace will be a catalyst for change that celebrates the historical and future strengths of the Black community in Brent. The consortium, known as 'Assets For Brent's Communities', will act as the custodians of the building on behalf of the community – not for the individual organisations taking part.

We are supporting Assets for Brent Communities to design and deliver a programme of community engagement to understand how the wider community want to use the building and how the building can be used to enrich their lives. An architect has now been appointed to work alongside them to redesign the building for their use.

Picture Palace has attracted strong interests from groups and organisations who want to use the building for education, arts and culture, creative industries, employment, supplementary education and services for young and older people.

Case Study - The Youth Strategy

From its earliest stages, the Youth Strategy was developed in partnership with local young people to ensure they steered its focus, and that their collective voice was at its heart.

A co-designed engagement and strategy development approach began with targeted sessions with Brent Youth Parliament, Young Brent Foundation Young Ambassadors and Care in Action groups. These sessions gathered initial feedback and tested online engagement approaches to inform the design of the annual Children's Commissioners Takeover Day.

At Takeover Day 2020 30 young people representing six local schools and colleges collaborated in developing a bespoke engagement approach aimed at encouraging their peers to share their views and insights. Through tailored group exercises they created, tested and refined their own engagement questions, and developed vision statements and key messages intended to resonate with other young people.

The main product from Takeover Day was a short, co-produced survey with questions designed to generate responses that would directly shape the strategy's vision, themes and goals. The survey was promoted via the young people who developed it, young leaders and key stakeholders including schools and colleges, PRUs, statutory partners, voluntary and community sector networks – all were tasked with encouraging and supporting responses from the young people they engage or work with to ensure extensive opportunities to contribute.

High-level theming and analysis of all responses were coordinated by a young person on Brent's supported internship programme – a programme for young adults aged between 16 and 24 with special educational needs and disabilities. Working closely with council officers, these themes were refined and draft strategic goals developed.

The final stages of co-development included focussed sessions with YBF Young Ambassadors, Brent Youth Parliament and Brent River College - where the groups reviewed and discussed themed survey responses, providing detailed feedback and new insights for each area - and an aligned, thematic engagement session facilitated by Bang Edutainment.

A vivid and recurring voice throughout co-production of the Youth Strategy is that it must only be the start of young people's involvement - they must continue to influence it through oversight of the delivery plan and opportunities for co-delivery. Many local young people have already invested their time and energy in developing this strategy and are committed to ensuring its successful implementation.

Case study - the Joint Health and Wellbeing Strategy

The Brent Health and Wellbeing Board agreed that in the context of the seismic changes and fundamental issues exposed by the pandemic, a fundamental rewrite of the **Joint Health and Wellbeing Strategy** (JHWS) was required. The BHWB also agreed the focus of the JHWS should be a whole systems approach to tackling health inequalities and wider determinants of health inequalities, as exposed and exacerbated by Covid19. The BHWB gave clear instruction that the JHWS must be developed with communities, and that consultation throughout the development process was critical.

Three distinct phases of consultation have taken place from December 2020 to date.

For the first stage of consultation, Healthwatch was commissioned to consult with our most vulnerable, seldom heard communities and those most impacted by health inequalities. The Healthwatch led consultation took place during January and February 2021, with an online and physical survey distributed to target audiences and six virtual community roadshows held. Healthwatch targeted the consultation through their networks – the aim was to speak to those who were most affected by health inequalities, the most vulnerable and those who were seldom heard. We asked them what they believed our priorities should be. The five priorities in the strategy have been developed based on this stage of consultation

During stage two Healthwatch and officers consulted from June to September 2021. Stage two consultees include partners, key external and internal forums, and key community and voluntary sector groups. This stage of the consultation sought to understand stakeholder and key community group opinion of the interim emerging priorities, focused on the following questions:

- Have we interpreted what people told us in stage 1 correctly? Have we missed anything?
- Do the priorities make sense for you/those you care for/your client groups?
- If they are correct, what can we – services and communities – contribute to these priorities?

As a result of this stage, priorities were refined and actions were developed based on community and partner ideas.

Taking into account all the feedback we had received in stages one and two of the consultation, and following on from input from partners, officers produced a draft strategy. This draft strategy formed the basis of stage three. The draft strategy has been made available to all, using a number of avenues:

- Respond digitally via Citizen Lab, the council's online portal
- Respond via physical survey – copies of the strategy and the survey have been made available in libraries.
- Promotion across partners and service user groups, using partners' engagement mechanisms
- Officers have also continued to work with Healthwatch to deliver specific stage three focus groups for key target audiences, including the Brent Disability Forum, children and young people and those affected by poor mental health

Stage three finishes at the end of January 2022. The strategy and delivery plan will be finalised, before it is agreed by the Brent Health and Wellbeing Board.

Statutory consultation

- 3.12 All statutory consultations are listed and promoted on the council's consultation platform. Individual consultations will have a communications plan in place that sets out how we will let residents know about the consultation happening and how they can respond.
- 3.13 A new online consultation platform, Citizenlab was introduced in September 2021. This platform was selected due to the increased level of active participation it could offer residents, for example the platform allows residents to post comments on consultations, make suggestions, share their ideas and also put forward topics for consideration by Scrutiny Committees.
- 3.14 Citizenlab requires basic registration with postcode to ensure that only Brent residents are putting forward comments and ideas. The registration form requires name, address and email with further optional questions about personal demographic information. To date there are 1,593 residents, 10 Councillors and 55 staff members registered to use the platform.
- 3.15 Officers have utilised the platform for 46 consultations and have received comments and ideas on all. The platform can be linked to online surveys, and we have promoted 40 surveys since the launch, with 1073 responses submitted.
- 3.16 As a result of consultation, changes are made – for example:
- **The Brent Polling District Review** was live on Citizenlab 24 August to 15 October 2021 and asked residents to provide feedback on proposed polling districts and polling stations via a survey. The survey received 70 responses and as a result of the feedback from residents the proposals were amended to change polling places, particularly in relation to reducing the use and reliance on schools and need to ensure that the new polling districts were served by polling stations that were accessible.
 - **The Roundwood Park Playground** consultation was live on Citizenlab 25 November to 12 December 2021 and asked residents to give feedback on three proposed options for a new playground. The Consultation received 18 comments and 70 votes and as a result of the feedback from residents the council has decided to develop new options to propose to residents in the near future
- 3.17 While we recognise that the online platform will not be accessed by all residents, this is inherent in any online consultation tool. To reduce barriers, officers have met with Citizenlab suppliers and are designing a pilot project to remove the registration process to test if there is an increase in use. Due to capacity and development needs, the pilot will take place in summer 2022. Staff at Brent libraries and the hubs have participated in training sessions on Citizenlab and have been briefed to encourage residents to sign up and use the system to have their say on consultations.

Purpose, structure, activities and output of the Communications Team

- 3.18 The role of corporate communications is to support positive behaviour change in priority areas, as well as building trust with local communities by protecting and building the council's reputation.
- 3.19 The Communications Strategy 2021-22 guides the work of the corporate communications team. Its prioritises support for the core objectives in the Borough Plan and ensures the council's communications resources, including officer time, are targeted in a way that adds the greatest value to the council's objectives and delivers a return on investment based on outcomes.
- 3.20 Our overall stated aim is currently to set the stage for the recovery from the COVID-19 pandemic and to encourage action 'to ensure a better, fairer and greener future'. The five strategic narratives which focus our activities and which we continue to deliver against are:
- **Creating a fairer and more equal Brent** – aims include ensuring that people "in need" are aware of the host of support services (financial, health & wellbeing, housing) that are available to them, and maximising uptake of the COVID-19 vaccination in Brent.
 - **Together towards zero, and a greener Brent** – aims include informing, persuading, inspiring and empowering local people to take climate action under the five themes of the Climate and Ecological Emergency Strategy.
 - **Key workers, making a difference** – aims include building confidence and trust in the council by showcasing the great work of frontline teams, and how it all contributes to a better Brent, as well as championing community spirit and boosting brilliant local volunteers, groups and organisations.
 - **Living and working in a borough of opportunities** – aims include sustaining support for small local businesses beyond the COVID-19 pandemic and making sure that target audiences for employment and skills programmes are aware of the available support.
 - **Healthy, safe and successful** – aims include making sure target groups know where to go for support for domestic abuse, night time economy businesses do more to make women feel safe, and that young people's contribution to the community and their successes are celebrated.
- 3.21 The team is organised so Communications Account Managers (CAMs) lead on a defined portfolio area. This approach better "joins the dots" for our audiences, making links between service activities, spotting opportunities and risks across the organisation. Each CAM owns one of the strategic narratives, all of which cut across internal directorates. The rationale for this change is that residents are not aware of the distinctions between internal departments, but rather want to understand what the council has to offer them and how it is making positive progress in areas that they can relate to. For example, achieving the council's carbon neutral ambitions by 2030 (*Together Towards Zero*) involves all areas of the council, from environmental services, to housing, regeneration, finance, as well as children and young people.
- 3.22 Day-to-day, members of the corporate communications team:
- Plan and deliver creative communications campaigns, which help meet these objectives.

- Create content for a range of channels, including: websites, social media, newsletters, YourBrent Magazine, digital screens, signage, outdoor advertising.
- Respond to media enquiries from journalists.
- Give advice and guidance to officers on business as usual communications matters and encourage them to self-serve where possible.

3.23 Communications campaigns have delivered a range of positive real-world outcomes over the past 12 months, including a selection below.

- Despite significant challenges, we have played a key role alongside the NHS, local community and other partners in vaccination efforts. To date, 63% of eligible residents have had their first vaccine. A short film tackling vaccine hesitancy in the black community with celebrity Shaun Wallace has been viewed over 310,000 times online and led to wider media coverage, including on BBC Evening News. Over 2,000 people tuned into one vaccine information webinar with black church leaders and Brent public health experts. A further 2,000 people attended three subsequent webinars. We have run five live local radio shows with The Beat, exploring health issues relevant to the black community – all have received positive feedback.
- Our Shop Local campaign, which was launched alongside the BuyBrent app with a big high street presence, has resulted in 50 businesses signing up to sell their wares via the app, over 1,000 downloads, and very positive feedback from local traders.
- The Brent Climate Festival 2021 engaged with more than 2,500 people over the fortnight with a programme which included an interactive Climate Pledge installation in the Civic Centre, a photo exhibition with local faith leaders “Climate Change and My Religion”, as well as the launch of food waste-busting community cookbook “From Brent to Bowl”. The Brent Environmental Network now has 1,800 members who receive practical sustainability tips, inspiration and green news on a monthly basis.
- 6,000 people have signed up for digital skills training via Springboard, following a joint launch with Infosys.
- Promotion of Community Skips held in each ward resulted in 35 tonnes of bulky waste collected over the summer of 2021.
- Our Summer on Your Doorstep campaign helped 2,325 children participate in sport and craft activities, designed to support families receiving free school meals.

The impact of COVID-19 and the emergency response to drive up vaccine up-take

3.24 Throughout the pandemic, at critical moments we have flexed our model and redirected resources to focus on delivering important COVID-19 vaccination, testing and other public health messages to local audiences.

3.25 Significant partnership working between the NHS and the council has helped the vaccine rollout through the ongoing waves of doses during 2021. This has included focused work on publicising vaccination sites and targeted engagement to reach communities where uptake has been slow.

3.26 Despite this work that started in January 2021, significant challenges remain today. A year on from when the first vaccine was given, and nearly two years since the pandemic emerged, around 27% of Brent residents have had all three

jobs, compared to a London average of 33%. 37% of Brent residents are yet to have their first jab.

3.27 Engagement with communities during 2021 has shown that when it comes to the COVID vaccine there are fears about side effects including on fertility, doubts about effectiveness due to the short timescale for development of the vaccines, general mistrust in authorities including the Government, Council and NHS, as well as apathy and complacency among younger groups.

3.28 Our strategy has included the following:

- **Broad borough-wide.** We continue to complement the national and regional campaigns with timely information and culturally competent communications tailored to our communities, as this is where we can add the most value. We are always building on the insights gathered to-date, around the motives and blocks to getting first, second and booster vaccines.
- **Community outreach** – The community engagement team have actively delivered a programme of outreach into our most affected communities. Using data from Public Health we have targeted residents, community organisations, faith settings and local businesses, sharing leaflets with details of local vaccination centres. This work is providing us with useful feedback that is being collated to inform future materials and approaches to engage the within hyper local areas. Several businesses have expressed interest in taking a more active part in sharing our campaign within the community to improve vaccine up-take.
- **Targeted hyper-local.** From January 2022, targeted work has focused on key audiences who are yet to get their first jab, incentivising uptake especially among hesitant communities. Street teams have been deployed in locations where uptake is the lowest, working with clinical teams to line up vaccine provisions, and with staff well briefed to speak to and leaflet passers-by. Leaflets and other collateral have been co-created with those who have a good understanding of our target audience groups and reflect the language of these communities (style, tone, translations). Non-cash incentives are being offered as part of a trial on a first come first served basis to see if this helps motivate some more people to finally come forward for their first jab.

3.29 Early feedback indicates:

- Vaccine information is being received at community level
- Vaccine myths via social media appears to have gained credibility amongst some individuals
- Response from local businesses/community groups to promote vaccine uptake is encouraging
- Small number of individuals interviewed remain sceptical of local Authority information (A negative past experience when accessing health services has been reported)
- Negative feedback towards central government regarding rule breaking
- Mistrust of all authorities (including people from countries where they have a lived experience of persecution from authorities)

3.30 **Going forwards** - Our community engagement work is ongoing and we will be maximising our current networks to improve vaccine education. Our voluntary sector partners are working closely with us to organise community events where residents will have the opportunity to participate in a meaningful dialogue, increase access to health professionals to address health inequalities. We will

be working with our identified community champions to break down barriers that may exist as to why some groups are vaccine hesitant. Our outreach team will be circulating a further 10,000 leaflets throughout January and following up and developing new approaches to informing communities on the benefits of vaccine uptake to reduce risk to hospitalisation.

4.0 Financial Implications

- 4.1 There are no financial implications arising from this report, other than the cost of implementing the strategy which is funded from the existing Communications budget.

5.0 Legal Implications

- 5.1 There is a range of legislation that requires engagement with the community at large as part of the decision making process and many of the council services have specific statutory requirements with respect to consultation. Case law has also enshrined central governments approach that consulting and engaging with local tax payers, stakeholders and the community at large is imperative if meaningful public participation in the decision making process is to take place.
- 5.2 The case of *R v Brent Exp. Gunning* established the fundamental principles that we are required to comply with when undertaken a consultation:
- a) consultation is undertaken at a formative stage in the proposal process
 - b) enough information is provided to allow intelligent consideration of the issue
 - c) adequate time is provided for the community to engage with the consultation, and
 - d) there needs to be a conscientious consideration of the findings arising out from the consultation
- 5.3 The engagement mechanisms set out in this report enable the council to ensure its maximising its routes for public participation in the consultation process.

6.0 Equality Implications


- 6.1 The equalities implications of consultation and communications are considered on a case by case basis, to ensure all Brent residents have access to information, advice and guidance, as well as influencing and taking decisions, as outlined in this report.
- 6.2 Under Section 149 of the Equality Act 2010, the Council has a duty when exercising their functions to have 'due regard' to the need to:
- a) Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited under the Act;
 - b) Advance equality of opportunity; and
 - c) Foster good relations between those who share a "protected characteristic" and those who do not.
- 6.3 This is the Public Sector Equality Duty (PSED). The 'protected characteristics' are: age, disability, gender reassignment, pregnancy and maternity, marriage and civil partnership, race, religion or belief, sex, and sexual orientation.

Report sign off:

Shazia Hussain

Assistant Chief Executive

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 Brent	Resources and Public Realm Scrutiny Committee 9 February 2022
	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
Background Papers:	None.
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Angela d'Urso, strategic partnerships, policy and scrutiny manager angela.d'urso@brent.gov.uk

1.0 Purpose of the Report

- 1.1 The purpose of this report is to present the Scrutiny Recommendation Tracker to the Resources and Public Realm Scrutiny Committee.

2.0 Recommendation

- 2.1 That the progress of the previous recommendations and resolutions of the committee be noted (Appendix 1). To note, the recommendations and information requests from the meeting of 18 January 2022 have a final deadline of submission to 9 March 2022 Resources and Public Realm Scrutiny Committee.

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.

- 3.2 The Resources and Public Realm Scrutiny Committee may not make executive decisions and scrutiny recommendations therefore require consideration and decision by the appropriate decision maker; the Cabinet or Full Council for policy and budgetary decisions.
- 3.3 The scrutiny recommendation tracker table attached at Appendix 1 provides a summary of scrutiny recommendations made during the municipal year, in order to track executive decisions and any implementation progress. It also includes suggestions or improvement and information requests, as capture in the minutes of the committee's meetings.
- 3.4 Recommendations are removed from the tracker when they have been rejected or when implemented successfully and the review date has passed.

4.0 Procedure for Recommendations from Scrutiny Committees

- 4.1 Where scrutiny committees make reports or recommendations to the Cabinet, as soon as this has been confirmed, these will be referred to the Cabinet requesting an Executive Response and the issue will be published on the Council's Forward Plan. This will instigate the preparation of a report to Cabinet and the necessary consideration of the response.
- 4.2 Where scrutiny committees make reports or recommendations to Full Council (e.g. in the case of policy and budgetary decisions), the same process will be followed, with a report to Cabinet to agree Executive response, and thereafter, a report to Full Council for consideration of the scrutiny report and recommendations along with the Cabinet's response.
- 4.3 Where scrutiny committees have powers under their terms of reference to make reports or recommendations external decision makers (e.g. NHS bodies), where they do this, the relevant external decision maker shall be notified in writing, providing them with a copy of the committee's report and recommendations, and requesting a response.
- 4.4 Once the Executive response has been agreed, the scrutiny committee shall receive a report to receive the response and the committee may review implementation of the executive's decisions after such a period as these may reasonably be implemented (review date).

5.0 Financial Implications

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

6.0 Legal Implications

- 6.1 Section 9F, Part 2 of the Local Government Act 2000, *overview and scrutiny committees: functions*, requires that Executive Arrangements by a local authority must ensure that its overview and scrutiny committees have the power to make reports or recommendations to the authority or the executive with

respect to the discharge of any functions which are or are not the responsibility of the executive, or on matters which affect the authority's area or the inhabitants of that area.

- 6.2 Section 9Fe, *duty of authority or executive to respond to overview and scrutiny committee*, requires that the authority or executive;-
- (a) consider the report or recommendations,
 - (b) respond to the overview and scrutiny committee indicating what (if any) action the authority, or the executive, proposes to take,
 - (c) if the overview and scrutiny committee has published the report or recommendations, publish the response, within two months beginning with the date on which the authority or executive received the report or recommendations.

7.0 Equality Implications

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

8.0 Consultation with Ward Members and Stakeholders

- 8.1 None for the purposes of this report.

Report sign off:

**Shazia Hussain –
Assistant Chief Executive**

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Resources and Public Realm Scrutiny Committee Scrutiny Tracker 2021-22

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

The tracker documents the scrutiny recommendations to Cabinet 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.

Key:

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

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

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

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

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

Department – the Council directorate (and/or external agencies) that are responsible for implementation of the agreed executive decision/response. Also provided, for reference only, the relevant Cabinet Member and strategic director.

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

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

**Recorded Recommendations from
RPRSC on Tuesday 13 July 2021**

Subject	Scrutiny Recommendation	Decision Maker & Executive Response	Department, Cabinet Member and lead officer	Implementation Status	Review date
EURO 2020 Final at Wembley Stadium	That it be recommended to Cabinet; to hold a public review into the Council's actions taken before, during and after the Euro 2020 Final to establish the lessons learnt.	Cabinet 13 September 2021 Cabinet Decision: That Brent Council will: i). Undertake an assessment of Council activities relating to its responsibilities around safety, licensing and enforcement at Wembley Stadium as part of the Euro 2020 Finals in order to support the overarching Review led by Baroness Casey; ii). Fully support the Baroness Casey Review throughout; iii). Consider fully any recommendations relevant to the Council's duties that arise from the Review and; iv). Oversee and implement any actions and priorities for change. https://democracy.brent.gov.uk/documents/s113587/6a.%20Executive%20Response%20to%20the%20Resources%20and%20Public%20Realm%20Scrutiny%20Committee.pdf	Cabinet Members: Cllrs Sheth and Knight Lead Department: Regeneration and Environment Strategic Director Regeneration and Environment	Implementation by: By July 2022	July 2022

**Recorded Recommendations from
RPRSC on 14 July 2020**

Subject	Scrutiny Recommendation	Decision Maker & Executive Response	Department, Cabinet Member and lead officer	Implementation Status	Review date
The Public Realm	That the new parking strategy ensure that it is always cheaper to park a bike than park a car in Brent, and ensure that the cheapest resident parking permit is more expensive than using a bike hangar.	<p>Cabinet 12 October 2020</p> <p>Cabinet Decision/Response: Cabinet RESOLVED to approve the Executive Response.</p> <p>Cabinet Decision: That consideration be given to raising the lowest parking permit price to the equivalent of the starting price for using a cycle hangar.</p>	<p>Regeneration and Environment</p> <p>Cabinet Member for Environment and Cabinet Member for Regeneration, Property & Planning</p> <p>Strategic Regeneration Director and Environment</p>	<p>The department will look to raise the lowest parking permit price to the equivalent of the starting price for using a cycle hangar i.e. from the current £25 to £36.</p> <p>The Council uses two suppliers for the provision and management of Cycle Hangars in the borough, residents pay £36 for 3 years (subsidised) rising to £72 per annum for a space. This charge includes administration and also cleaning and maintenance of the hangar. The lowest resident annual permit is £25 per year, this is to encourage ownership of greener vehicles in the borough. We have no plans for changes to the emission based permit charges at present, but this can be considered when reviewed in the future.</p> <p>We have secured £300k of S106 developer funding for the expansion of the boroughs cycle hangar network over the next 2 years. Officers have been exploring the options to reduce the cost of a bike hangar space following the 3 year subsidy and have contacted our current suppliers to see if they have the scope to manage this on our behalf and reduce the annual charge residents would have to pay, or whether this can be managed in-house. The team have been focussing on the introduction of school streets in response to the Covid-19 pandemic, but will further explore options in the Spring / Summer. If the option is for a supplier to manage cycle hangar</p>	<p>March 2021</p> <p>New review date: July 2022</p>

				<p>requests, this will require procurement / contract arrangements.</p> <p>This will not be progressed during the current pandemic restrictions, with the target start date for consultation on this proposal no earlier than June 2022.</p>	
The Public Realm	That 20mph be adopted as the default speed on Brent roads, subject to an environmental audit, and that a timetable be drawn up for the introduction of a 20mph speed limit across the borough.	<p>Cabinet 12 October 2020</p> <p><i>Cabinet Decision:</i> That consideration be given to introducing 20mph as the default speed on Brent roads to an extent that reasonably accounts for the feasibility, the cost, the value, the actual impact on traffic and speeding at any given location, and the capacity of the department to deliver this policy at this time.</p>	<p>Regeneration and Environment</p> <p>Cabinet Member for Environment and Cabinet Member for Regeneration, Property & Planning</p> <p>Strategic Director Regeneration and Environment</p>	<p>Approximately 45% of the borough is already 20mph and new safety schemes introduce 20mph speed limits when introduced. Further consideration to a borough wide approach will be given in line with the new review date (March 2022), but with limited funding available it may not be cost effective at this time.</p>	<p>March 2021</p> <p>New review date: March 2022</p>
The Public Realm	That any future transport strategies and plans include clear measurements and modelling for active transport and the impact on air quality.	<p>Cabinet 12 October 2020</p> <p>Cabinet Decision: That consideration be given, when reviewing and updating the Long Term Transport Strategy or drafting any new strategies for future transport strategies and plans, to include clear measurements and modelling for active transport and the impact on air quality.</p>	<p>Regeneration and Environment</p> <p>Cabinet Member for Environment and Cabinet Member for Regeneration, Property & Planning</p> <p>Strategic Director Regeneration and Environment</p>	<p>The Draft Long Term Transport Strategy is currently being reviewed. The draft strategy will be approved by Cabinet in February before a period of public and stakeholder consultation/engagement during spring 2022.</p>	<p>March 2021</p> <p>New review date: March 2022</p>

Suggestions for improvement / information requests tracker

Recorded suggestions for improvement / information requests from RPRSC

Meeting date and agenda item	Suggestions for improvement and information requests made by RPRSC	Department	Responses / Status
Budget Scrutiny Task Group 2020/21	<ol style="list-style-type: none"> 1. The budget scrutiny process should start much earlier next year with at least three months lead in time until the public consultation is published 2. Budget panel meetings should take place in public in the interests of transparency and accountability to the public. 3. We recommend less emphasis from the council on savings proposals alone and more focus on how the entire budget is shaped and spending allocated across the whole organisation 4. It was felt that more detailed budget line information would be required to see the entire departmental budget to have a full picture of the budget. 5. We recommend that a focus group of front line council staff is organised for the next budget scrutiny round and for budget decisions to be discussed with them with the task group 6. We recommend that councillors in the task group 	Assistant Chief Executive / Finance	<p>The process recommendations were made as part of the budget scrutiny process 2020/21. The budget scrutiny process 2021/22 responded to many of these recommendations.</p> <p>1 - This year's budget scrutiny task group was established by R&PRSC 13 July 2021, compared the previous year's task group, which was established on 1 December 2020. Sessions were held August – December 2021/22, compared to November - December 2020/21. A number of additional sessions were agreed as part of this year's budget scrutiny process, and the final list of sessions was as follows:</p> <ul style="list-style-type: none"> • An initial session to agree approach and consider any early evidence – 26 August 2021 • A focus group with key voluntary and community sector partners • An evidence session focused on community and wellbeing services, including hearing testimony from our school partners • An evidence session focused on public realm and resources services, including hearing testimony from the Brent Hubs manager. • An evidence session to consider the 6 December 2021 Cabinet papers, the local government financial settlement and emerging recommendations <p>2 - Budget scrutiny meetings did not take place in public. It should be noted that a new approach was taken with the submission of formal reports to the budget scrutiny task group in advance of meetings. Based on this successful new approach it may be possible to hold some budget scrutiny sessions in public.</p> <p>3 - The budget scrutiny task group looked at the savings proposals, but also considered a much wider budget evidence base across council resources, including:</p> <ul style="list-style-type: none"> • The pressure within the Dedicated School Grant and the robustness of approaches taken to ensure that the council is managing spend as far as is possible. • The £17m Covid19 Recovery package agreed at Full Council in July 2021 – specifically what this has been allocated to and the speed of delivery.

	<p>should be able to have a full and frank discussion following evidence sessions with only the scrutiny support officer present</p> <p>7. We recommend that the budget scrutiny group looks into and follows national guidance on budget scrutiny ahead of the next process, for example, from the centre for public scrutiny</p> <p>8. We recommend an improvement to the culture around budget scrutiny that is more open and less defensive, recognising that rigorous questioning is part of the democratic scrutiny process and that questions around performance and the budget in no way reflect the individual performance track records of individual members of staff or councillors.</p> <p>9. Further discussions should be undertaken between the Chair of the Audit Committee and the two chairs of the Scrutiny Committees to agree on the shape of budget scrutiny throughout the year. It was agreed that this process needs to be improved.</p>		<ul style="list-style-type: none"> • The implications of Covid19 on the adult social care budget, particularly on mental health and long Covid19. • The plan to manage the work undertaken on health inequalities when the £700k DLUHC grant comes to an end. • The impacts of Covid19 on income from business rates, council tax and HRA rents and whether this is sufficiently taken into account in the proposed budget • To test whether the assumptions that were agreed for the 2022/23 budget in February 2021 were still valid. <p>4 - The budget book – a full budget breakdown - was made available to the budget scrutiny task group this year.</p> <p>5 - A focus group of community and voluntary sector partners was held this year, which gave additional insight to the pressures faced by partners and our communities. The approach was successful and can be incorporated into future budget scrutiny processes for next year onwards.</p> <p>6 - All evidence sessions had agenda time allocated at the end for task group deliberation, supported by the scrutiny officers. This allowed for the earlier development of recommendations from the task group, based on immediate reflections from the evidence sessions.</p> <p>7 - Budget scrutiny task group members received training in 2020 from the Centre for Governance and Scrutiny. Relevant training sessions - including guidance for conducting budget scrutiny – can be booked by officers for future budget scrutiny task groups to access. Officers continue to share best practice across scrutiny and finance networks.</p> <p>8 - The budget scrutiny task group process was transparent and collaborative, with rigorous questioning and full and open responses given.</p> <p>9 - A meeting was held 16 September 2021 between the Scrutiny Committee Chairs and the Audit Committee Chair. The agenda provided time to review areas of cross over between the work plans of the committees, including budget and resources. Dates and frequency of future joint meetings were also discussed.</p>
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10 November 2021, hot topic - flooding	Improvement suggestion: To include more emphasis on climate change and RPs when reviewing the flood risk management strategy within the next 12 months.	Regeneration and Environment	The council is obliged to review and update the Flood Risk Management Strategy regularly. The next review of the flood risk management strategy is scheduled to be completed by Autumn 2022. When reviewing, officers will include content on climate change and a commitment to communicate on climate change. Review Autumn 2022
	Improvement suggestion: That the Planning Committee be given training opportunities on flood risk management.	Regeneration and Environment	Officers will ensure a training session on planning and climate change impacts and mitigations, to include flood risk. This will be part of the training programme for the new committees on an ongoing basis. Review June 2022
18 January 2022 – Healthy Neighbourhoods	Information request: To receive a breakdown of the funding received by Brent Council for the Schools Streets and Healthy (Low Traffic) Neighbourhood schemes and the proportion of this funding that remains unspent.	Regeneration and Environment	<ul style="list-style-type: none"> • School Streets Tranche 1 - (£121,000) Consultation, signs, equipment, staff time, traffic surveys, air quality monitoring, traffic orders, safety audits, assessments. • School Streets Tranche 2 - (£58,000) Consultation, signs, equipment, staff time, traffic surveys and air quality monitoring, traffic orders, safety audits, assessments. • LTN Tranche 1 – (£352,000) Planters, bollards, signs, surveys, bus mitigation, traffic surveys, air quality monitoring, staff time, consultation, traffic orders, (implementation of 5 HNs) • LTN / School Streets Tranche 2 – (£471,000) Consultation, engagement, assessments, information boards, commonplace engagement software, planter maintenance, scheme amendments, 16 ANPR CCTV cameras, staff. • Healthy Streets and Places – (£220,000) 10 ANPR CCTV cameras, enabling surveys • Remaining funding approx. £130,000 (uncommitted) Can only be used for TfL approved measures or handed back to TfL.
	Improvement suggestion: For the Council to demonstrate how the lessons learned in relation to public consultation undertaken on the Schools Streets and Healthy (Low Traffic) Neighbourhood schemes will inform the Council's wider consultation and engagement approach.		Officers are considering the future approach to community engagement and co-design for Active Travel schemes in order to meet local needs and priorities. There will be a focus on the 'Healthy Streets' approach and the benefits of these schemes in encouraging active travel, improving air quality, health and wellbeing and responding to the climate and ecological emergency.

18 January 2022 - Covid-19 Recovery	<p>Information request: To receive a breakdown of the Covid-19 grant funding received by the Council including:</p> <ul style="list-style-type: none"> a) Total received b) Total spent c) Total unspent d) Outputs/outcomes e) Cut off points for grant applications and spend f) Total allocated from Council core funding/additional grant funding 	Finance	<i>PENDING</i>
	<p>Information request: To receive a breakdown of the outputs/outcomes (in line with outputs/outcomes provided for other work in report) for Covid-19 support provided by:</p> <ul style="list-style-type: none"> a) Brent Hubs b) Financial Inclusion and Welfare workstream 	Customer and Digital Services	<p><u>Financial Capability Upskilling programme in the community</u></p> <ul style="list-style-type: none"> • Delivery of workshops to residents and community leaders within community settings between January and March 2022. Expected outcomes include: <ul style="list-style-type: none"> ○ Increase in financial confidence and resilience within Brent communities ○ Increase in community leaders financial upskilling skills and knowledge, and ability to share those skills within the community ○ Train community leaders on how to offer early intervention to guide residents on support pathways <p><u>Training to upskill Brent Hubs staff and residents in debt management</u></p> <ul style="list-style-type: none"> • Delivery of training sessions to residents and Brent Hubs staff between November 2021 and March 2022. Expected outcomes include: <ul style="list-style-type: none"> ○ Increased knowledge on strategies for dealing with existing debt, identifying priority debtors, and dealing with creditors <p><u>Debt advisory support</u></p> <ul style="list-style-type: none"> • Increase the capacity of an independent debt advisory charity to enable ongoing information sharing between the Council's debt recovery team and the independent agency to ensure: <ul style="list-style-type: none"> ○ Free independent professional debt advice for Brent residents which meets their individual financial needs ○ Streamlined Council processes to ensure data driven decisions on how we target debt recovery actions for particular groups including vulnerable residents

			<p><u>Financial Upskilling learning programme in Brent Hubs</u></p> <ul style="list-style-type: none"> • Delivery of a learning programme to improve individual and family financial budgeting and management from within a Brent Hubs location from November 2021 to March 2022. Expected outcomes include: <ul style="list-style-type: none"> ○ Improvement in resident's money management skills, increase resident's knowledge on a range of financial topics, and improve their general financial wellbeing.
	<p>Information request: To receive a list of organisations that have signed up to the Foodbank Network and details on where the organisations are located within the borough.</p>		PENDING
	<p>Information request: To receive a list of contracts that have been given outside of the Council's procurement rules during the Covid-19 pandemic.</p>		PENDING
	<p>Information request: To receive a list of the Council's live strategies.</p>	<p>Assistant Chief Executive</p>	<p>These are the strategies listed on Brent Council's Strategies and Plans section on the website:</p> <ul style="list-style-type: none"> • A Physical Activity Strategy for Brent 2016-2021 • Brent Borough Plan 2021-2022 • Brent Climate and Ecological Emergency Strategy 2021-2030 • Brent Digital Strategy • Brent Museum and Archives Strategy • Community Safety Strategy • Equality Strategy 2019 - 2023 • Flood Risk Management Strategy • Homelessness and Rough Sleeping Strategy • Housing Strategy • Inclusive Growth Strategy • Parking Policy 2020 • School Place Planning Strategy 2019 -23 • Sport and Active Recreation Facilities Strategy • Stronger Communities Strategy

	Improvement suggestion: For the Council to consider increasing the amount of grant funding provided to Brent foodbanks.		<i>PENDING</i>
	Improvement suggestion: For the council to engages with the largest employers within the borough to seek assurance around potential future job losses. If necessary, appropriate support should be given to large employers to ensure job losses are limited.	Regeneration and Environment	The Economic Development, Employment and Skills team are developing and engagement and support plan for working with largest employers in the borough. 'Supporting your business in 2022' brochure is being distributed to all business rate players in March 2022.
	Improvement suggestion: For the council's town centre managers to assess how many local businesses are in need of "critical support" and increase support for these businesses in line with their need.	Regeneration and Environment	This audit is currently being carried out.
	Improvement suggestion: For the Council to ensure that Covid-19 related financial support for victims of domestic abuse and violence is well communicated to residents.	Regeneration and Environment	<i>PENDING</i>
	Improvement suggestion: For the Council to consider commissioning business and/or financial professionals to provide support to those high street businesses that may be struggling to recover from the financial impact of the Covid-19 pandemic.	Customer and Digital Services	<i>PENDING</i>

18 January 2022 - Budget Scrutiny	Information request: To receive details of any lobbying and/or media communications undertaken by the Council and other local authorities calling for additional funding to recover the Dedicated School Grant deficit.	Finance	<i>PENDING</i>
	Improvement suggestion: For the Council to continue to lobby central government for a sustainable solution to funding the Dedicated School Grant deficit, with active involvement from Cabinet.	Finance	<i>PENDING</i>
18 January 2022 - VAWG Scrutiny Task Group Update	Information request: To receive a breakdown of the corporate training offered to Council staff including: a) Type of training b) Take up of training c) Take up of training by department d) Evaluation measures	Regeneration and Environment	<i>PENDING</i>
	Information request: To receive a breakdown of the number of women with older male children housed through the council house-building programme including: a) Total figures b) Type of accommodation	Regeneration and Environment	<i>PENDING</i>
	Information request: To receive details of the work undertaken to ensure that domestic abuse and VAWG	Regeneration and Environment	<i>PENDING</i>

	services are accessible to all residents including those that share a protected characteristic.		
	Improvement suggestion: For the Council to ensure emphasis is given to the initiatives to support for perpetrators within the VAWG strategy	Regeneration and Environment	<i>PENDING</i>
	Improvement suggestion: For the Council to ensure that the business training provided to the night time economy (local pubs, bars, restaurants etc.) around supporting vulnerable women and safeguarding is offered more widely to local businesses	Regeneration and Environment	Town Centre Managers will continue to promote this training to businesses, and it is highlighted in the business newsletters.
18 January 2022 - Progress tracker	Information request: To receive further information on the changes implemented as a result of the out of hours emergency crisis response review (Hot Topic Item – Flooding, 10 November 2021)	Customer and Digital Services	<i>PENDING</i>

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LONDON BOROUGH OF BRENT

FORWARD PLAN OF KEY DECISIONS

for the period 7 February 2022 onwards

The Forward Plan is a list of forthcoming decisions and provides at least **28 days'** notice of the following:

- all decisions to be taken by the Cabinet and Cabinet Committees; and
- key decisions taken by Council Officers and the West London Economic Prosperity Board.

A key decision is defined by regulations as a decision which relates to an executive function and which is likely:

- a. to result in the local authority incurring expenditure / making of savings of £500,000 or more.
- b. to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.

All decisions taken by the Cabinet and Cabinet Committees and key decisions taken by Council Officers can be called-in by Councillors before they are implemented. If a decision is called-in, a Scrutiny Committee made up non-Cabinet Members will meet to consider the decision within 15 working days of the decision being made. The original decision-maker will then take into account the recommendations of this Scrutiny Committee before choosing to either implement or change the decision. The exact date when the recommendations of the Scrutiny Committee are to be re-considered by the Cabinet, Cabinet Committee or Officer (as the case may be) can be obtained from Governance Services.

Members of the public are entitled to see the reports that will be relied on when a decision is taken unless they contain confidential or exempt information under the Local Government Act 1972. Reports will be published on the Council's website at least five clear working days before the date the decision is due to be taken. Paper copies can also be obtained from Governance Services, Brent Civic Centre, Engineers Way, Wembley, Middlesex, HA9 0FJ, telephone 020 8937 2063/1355 or via e-mail to committee@brent.gov.uk.

Should you wish to make representations regarding any matter listed or want to request that an exempt report should be considered in public, please email Governance Services at committee@brent.gov.uk or telephone 020 8937 2063/1355 at least one week before the decision is to be taken. Your representations and the Council's response will be published on the Council's website at least 5 working days before the Cabinet/ Cabinet Committee meeting or date of the scheduled Officer decision.

The current membership of the Cabinet is as follows:

[Cllr Butt](#) (Leader)

[Cllr McLennan](#) (Deputy Leader, Resources and Children's Safeguarding, Early Help and Social Care)

[Cllr Nerva](#) (Public Health, Culture & Leisure)

[Cllr Farah](#) (Adult Social Care)

[Cllr Southwood](#) (Housing and Welfare Reform)

[Cllr Tatler](#) (Regeneration, Property & Planning)

[Cllr Krupa Sheth](#) (Environment)

[Cllr Stephens](#) (Education, Employment, & Skills)

[Cllr Knight](#) (Community Safety & Engagement)

Publication Date: 7 January 2022

email: committee@brent.gov.uk
Tel: 020 8937 2063/1355

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
November 2021					

Update on the Financing of United College Group's' Wembley site development To seek approval to continue supporting the United College's Wembley site development following a change buyer. KEY Report: Part exempt	Chief Executive	Chief Executive	Deputy Leader (Councillor Margaret McLennan)	Not before 1 Nov 2021	Director of Finance Tel: 020 8937 4043 minesh.patel@brent.gov.uk
Authority to Award Contract for Election Services Printing To seek approval for the award of contract following a tender process for the provision of printing services for the Elections Service. KEY Report: Part exempt	Assistant Chief Executive	Assistant Chief Executive	Deputy Leader (Councillor Margaret McLennan), Deputy Leader (Councillor Margaret McLennan)	Not before 1 Nov 2021	Electoral Services Project Manager Tel: 020 8937 2522 khadija.koroma@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
<p>To extend the contract for 0-19 Public Health Contract (Health Visiting and School Nursing Services) to extend the contract for 0-19 Public Health Contract (Health Visiting and School Nursing Services) until the 31st March 2022.</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Community Well-being	Strategic Director - Community Well-being	Lead Member for Public Health, Culture and Leisure (Councillor Neil Nerva)	Not before 1 Nov 2021	Public Health Marie.McLoughlin@brent.gov.uk
<p>Authority to appoint consultant to provide fire risk assessments and related services To request authority to appoint a consultant to provide fire risk assessments and related services through a Framework Agreement.</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Community Well-being	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	Not before 1 Nov 2021	Head of Property Services Tel: 020 8937 2652 Giuseppe.Coia@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Street Lighting Maintenance Contract Extension To extend the current street lighting maintenance contract for a period of two years. KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	Not before 24 Nov 2021	Head of Parking and Lighting Tel: 020 8937 2979 gavin.f.moore@brent.gov.uk
Northwick Park, One Public Estate - Authority to Award Contract for Spine Road Construction Authorisation for the award of a contract under the Councils existing highways framework following completion of a mini-competition process. KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	Not before 1 Nov 2021	Contract and Supply Manager Tel: 020 8937 3583 Mohammed.Negm@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Daily Visitor Parking Charges and Permit Refunds To proceed to publication and notification on the amendment of the relevant Traffic Management Orders to formally link and align daily visitor permit prices to bus fares and increase the maximum refund value for all parking permits. KEY Report: Open	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	Not before 1 Nov 2021	Parking Policy Manager Tel: 020 8937 5105 anthony.vartanian@brent.gov.uk
Authority to procure a contractor for Carlton Vale Boulevard, South Kilburn To agree the authority to procure a contractor to deliver Carlton Vale Boulevard not before 1 st December 2021. KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	Not before 1 Nov 2021	Project Officer (South Kilburn) James.Cooper@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Authority to appoint a contractor for Carlton Vale Boulevard, South Kilburn To agree the authority to appoint a contractor to deliver Carlton Vale Boulevard not before 1 st April 2022. KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	Not before 9 Nov 2021	Project Officer (South Kilburn) James.Cooper@brent.gov.uk
Award of Contract for Mobile Phones for Shared Technology Services To agree the award of a contract for Mobile Phones for the Shared Technology Services' boroughs of Brent, Lewisham and Southwark. KEY Report: Part exempt	Strategic Director – Customer and Digital Services	Strategic Director – Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	Not before 1 Nov 2021	Senior Category Manager, Procurement Tel: 020 8937 1733 Philippa.brewin@brent.gov.uk
Award of Contract for Storage and Compute for Shared Technology Services Award of Contract for Storage and Compute for the Shared Technology Services boroughs of Brent, Lewisham and Southwark KEY Report: Part exempt	Strategic Director - Customer and Digital Services	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	Not before 1 Nov 2021	Senior Category Manager, Procurement Tel: 020 8937 1733 philippa.brewin@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
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Brent Car Club Tender Brent Council wish to re-let the UK Car Sharing Contract via The Crown Commercial Services Vehicle Hire Services Framework Agreement (RM6013) KEY Report: Part exempt	Strategic Director - Customer and Digital Services	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	Not before 1 Nov 2021	Procurement Officer Tel: 020 8937 1728 Adrienn.Czigany@brent.gov.uk
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Housing repairs and maintenance authority to go out to tender To request authority for Housing to go out to tender for housing maintenance services. KEY Report: Part exempt	Operational Director - Housing	Strategic Director - Customer and Digital Services	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	Not before 1 Nov 2021	Category Manager, Procurement Tel: 020 8937 2678 Andrew.Stirland1@brent.gov.uk
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December 2021

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Authority to tender for Brent Voluntary and Community Infrastructure Support To request authority to tender for Brent voluntary and community infrastructure support. KEY Report: Part exempt	Assistant Chief Executive	Assistant Chief Executive	Lead Member for Community Safety & Engagement (Councillor Promise Knight)	6 Dec 2021	Head of Strategy and Partnerships lorna.hughes@brent.gov.uk
Authority to tender contract for Independent Advice and Guidance Services To request authority to tender for Independent Advice and Guidance Services. KEY Report: Part exempt	Assistant Chief Executive	Assistant Chief Executive	Lead Member for Community Safety & Engagement (Councillor Promise Knight)	6 Dec 2021	Head of Strategy and Partnerships lorna.hughes@brent.gov.uk
Commissioning of 2 LD Services at Oxgate Gardens and Kinch Grove To retender for two Learning Disability services at Oxgate Gardens and Kinch Grove KEY Report: Part exempt	Strategic Director - Community Well-being	Strategic Director - Community Well-being	Lead Member for Adult Social Care (Councillor Harbi Farah)	6 Dec 2021	Interim Commissioning Manager Tel: 020 8937 4162 Lorraine.Regan@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
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Authority to enter into a levelling up fund grant agreement for the regeneration of the Carlton and Granville Centres, South Kilburn To request authority to enter into a levelling up fund grant agreement for the regeneration of the Carlton and Granville Centres, South Kilburn KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	Not before 8 Dec 2021	Project Officer (South Kilburn) Tel: 020 8937 2570 matthew.jacobs@brent.gov.uk
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January 2022

Quarter 3 Financial Report 2021/22 To note the overall financial position and the actions being taken to manage the issues arising. KEY Report: Open	Cabinet	Director of Finance	Deputy Leader (Councillor Margaret McLennan)	17 Jan 2022	Director of Finance Tel: 020 8937 4043 minesh.patel@brent.gov.uk
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Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Corporate Performance - Q2 2021/22 Performance Report Note the performance information contained in performance report. Non-Key Decision Report: Open	Cabinet	Assistant Chief Executive	Deputy Leader (Councillor Margaret McLennan)	17 Jan 2022	Head of Strategy and Partnerships lorna.hughes@brent.gov.uk, Senior Performance Officer Tel: 020 8937 5068 chatan.popat@brent.gov.uk
Treasury Management Mid-Year report 2021-22 to updates Members on treasury activity for the first half of the financial year 2021-22. Non-Key Decision Report: Open	Cabinet	Director of Finance	Deputy Leader (Councillor Margaret McLennan)	17 Jan 2022	Senior Finance Analyst (Commercial & Projects) Tel: 02089373745 Homun.Bui@brent.gov.uk, Senior Finance Analyst Tel: 020 8937 5912 Amanda.Healy@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Draft Planning Obligations Supplementary Planning Document Cabinet to agree to the draft wording in the Planning Obligations SPD, and approve it to be made publicly available for a forthcoming public consultation. KEY Report: Open	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	17 Jan 2022	Operational Director - Regeneration, Growth and Employment Tel: 020 8937 6441 alice.lester@brent.gov.uk
Draft Affordable Workspace Supplementary Planning Document to note the contents of this report and appended draft Affordable Workspace SPD. 2.2 Note that the draft Affordable Workspace SPD be presented to Members for approval, prior to publication and statutory consultation. KEY Report: Open	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	17 Jan 2022	Operational Director - Regeneration, Growth and Employment Tel: 020 8937 6441 alice.lester@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Authority to Tender Contract for Grounds Maintenance Services To agree to issue the tender for the Grounds Maintenance Contract. KEY Report: Part exempt	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	17 Jan 2022	Public Realm Policy and Projects Manager Tel: 020 8937 5565 kelly.eaton@brent.gov.uk
Brent Active Travel - Healthy Neighbourhoods and School Streets Decision on whether to remove, amend or make permanent 5 trial Healthy Neighbourhood and 30 School Street schemes. KEY Report: Open	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth), Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	17 Jan 2022	Projects Development Manager, Highways and Infrastructure Tel: 020 8937 5113 sandor.fazekas@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
<p>Amendments to the Housing Allocation Scheme Approval to implement changes to the Housing Allocation Scheme, following statutory consultation.</p> <p>KEY</p> <p>Report: part exempt</p>	Cabinet	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	17 Jan 2022	Head of Housing Needs Tel: 020 8937 2788 laurence.coaker@brent.gov.uk
<p>Brent Council's School Admission Arrangements for 2023/24 Do consider Brent Council's School Admission Arrangements for 2023/24.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Children and Young People	Lead Member for Education, Employment & Skills (Councillor Thomas Stephens)	17 Jan 2022	Operational Director, Safeguarding, Partnerships & Strategy Tel: 0208 937 4173 Brian.Grady@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
<p>Capital Investment Programme for School Place Sufficiency for Children and Young People with SEND</p> <p>To approve a Capital Investment Programme to meet the demand for SEND school places by construction of a new build SEND School, Additionally Resourced Provision (ARP), expansion of existing SEND schools and capital improvement projects.</p> <p>KEY Report: Open</p>	Cabinet	Strategic Director - Children and Young People, Strategic Director - Regeneration and Environment	<p>Lead Member for Education, Employment & Skills (Councillor Thomas Stephens),</p> <p>Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)</p>	17 Jan 2022	<p>Operational Director Integration & Improved Outcomes Tel: 020 8937 4456 nigel.chapman@brent.gov.uk,</p> <p>Director of Property & Assets Tel: 020 8937 5025 nick.ljustina@brent.gov.uk</p>
<p>Recommendations from Scrutiny Committees</p> <p>To consider any recommendations received from the Community and Wellbeing Scrutiny Committee and Resources and Public Realm Scrutiny Committee.</p> <p>Non-Key Decision</p> <p>Report: Open</p>	Cabinet	Assistant Chief Executive	Leader (Councillor Muhammed Butt)	17 Jan 2022	Scrutiny Officer Tel: 020 8937 1898 craig.player@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
<p>Authority to Appoint Contractor for Church End Redevelopment</p> <p>Authority to appoint a contractor for the Church End Redevelopment, which seeks to deliver 99 new affordable homes, a new market square and commercial use facilities.</p> <p>KEY Report: Part exempt</p>	Strategic Director - Community Well-being	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	9 Jan 2022	Project Manager, Property Tel: 020 8937 1722 tanveer.ghani@brent.gov.uk
<p>Authority to appoint contractor for the Preston Community Library Redevelopment</p> <p>Authority to appoint a main works contractor for the Preston Community redevelopment, which seeks to deliver 12 affordable homes and a new community library.</p> <p>KEY Report: Part exempt</p>	Strategic Director - Community Well-being	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	Not before 12 Jan 2022	Project Manager, Property Tel: 020 8937 1722 tanveer.ghani@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Authority to Appoint Contractor for Learie Constantine Centre Redevelopment Authority to appoint a main works contractor for the Learie Constantine Centre redevelopment, which seeks to deliver 26 affordable homes and a new community centre KEY Report: Part exempt	Strategic Director - Community Well-being	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	Not before 12 Jan 2022	Project Manager, Property Tel: 020 8937 1722 tanveer.ghani@brent.gov.uk
Authority to Appoint Contractor for Brent Indian Community Centre Redevelopment Authority to appoint a main works contractor for the Brent Indian Community Centre redevelopment, which seeks to deliver 29 affordable homes and a new community centre. KEY Report: Part exempt	Strategic Director - Community Well-being	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	Not before 12 Jan 2022	Project Manager, Property Tel: 020 8937 1722 tanveer.ghani@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
<p>Authority to approve entry into a revised Section 75 Agreement in respect of the Better Care Fund Pooled Budget</p> <p>This decision is seeking approval to enter into a revised Section 75 Agreement in line with the Better Care Fund Plan for 2021/22.</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Community Well-being	Strategic Director - Community Well-being	Lead Member for Adult Social Care (Councillor Harbi Farah)	13 Jan 2022	Director of Health and Social Care Integration, Community Wellbeing Tom.Shakespeare@br ent.gov.uk
<p>Affordable Housing Programme- Grant Agreement</p> <p>To approve entering into a grant agreement with the GLA for the Affordable Housing Programme.</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Community Well-being	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	17 Jan 2022	Operational Director Housing Tel: 020 8937 2023 Hakeem.Osinaike@bre nt.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
<p>Authority to enter into a grant agreement for the GLA Affordable Homes Programme in relation to the purchase of a block of apartments at the Telford Homes Bus Garage Development</p> <p>To request approval for the Council to enter into a grant agreement with the Greater London Authority (GLA) in relation to the purchase of a S106 block of apartments at the Telford Homes Bus Garage Development.</p> <p>KEY</p> <p>Report: part exempt</p>	Strategic Director - Community Well-being	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	21 Jan 2022	<p>Senior Finance Analyst Tel: 020 8937 5912 Amanda.Healy@brent.gov.uk,</p> <p>Director of Property & Assets Tel: 020 8937 5025 nick.ljustina@brent.gov.uk</p>
<p>Authority to extend the care and support contract with Notting Hill Genesis at Visram House for a further 1 year</p> <p>Approve an extension to the current care and support contract at Visram House with Notting Hill Housing Genesis for a period of Twelve (12) months from 4th February 2022.</p> <p>KEY</p> <p>Report: Part exempt</p>	Operational Director - Adult Social Care	Operational Director - Adult Social Care	Lead Member for Adult Social Care (Councillor Harbi Farah)	21 Jan 2022	<p>Team Manager, Commissioning and Contracting Tel: 020 8937 4161 Martin.Crick@brent.gov.uk</p>

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Award of Contract for Oracle Support Award of Contract for Level 3 Support for Oracle Cloud KEY Report: Part exempt	Strategic Director - Customer and Digital Services	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	28 Jan 2022	Senior Category Manager, Procurement Tel: 020 8937 1733 philippa.brewin@brent.gov.uk
Award of Contract for Support of Housing and Revenues and Benefits Software The award of a contract for the support of Housing and Revenues and Benefits Software. KEY Report: Part exempt	Strategic Director - Customer and Digital Services	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	14 Jan 2022	Senior Category Manager, Procurement Tel: 020 8937 1733 philippa.brewin@brent.gov.uk
Award of Contract for Email Filtering for Shared Technology Services Award of Contract for Email Filtering for the Shared Technology Services boroughs of Brent, Lewisham and Southwark. KEY Report: Part exempt	Strategic Director - Customer and Digital Services	Strategic Director – Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	14 January 2022	Senior Category Manager, Procurement Tel: 020 8937 1733 philippa.brewin@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
<p>Authority to Award the contract for kitchen improvement works at Roe Green Infant and Junior Schools</p> <p>To request approval to award a contract for kitchen improvement works at Roe Green Infant and Junior Schools as per Contract Standing Order 88</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Education, Employment & Skills (Councillor Thomas Stephens)	4 Jan 2022	Schools Capital Programme Team Tel: 020 8937 4203 neil.martin@brent.gov.uk
<p>Authority to Award the contract for Multidisciplinary Technical Services for the 2023 – 2026 School Asset Management Programme</p> <p>To request approval to award a contract for Multidisciplinary Technical Services for the 2023 – 2026 School Asset Management Programme as per Contract Standing Order 88</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Education, Employment & Skills (Councillor Thomas Stephens)	4 Jan 2022	Schools Capital Programme Team Tel: 020 8937 4203 neil.martin@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
<p>Authority to Award the Design and Build contract for Morland Gardens To request approval to award a contract to enter into a Two Stage D&B JCT Contract.</p> <p>KEY</p> <p>Report: Part exempt</p>	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Education, Employment & Skills (Councillor Thomas Stephens)	4 Jan 2022	Schools Capital Programme Team Tel: 020 8937 4203 neil.martin@brent.gov.uk
<p>Authority to Tender for a Targeted Mental Health and Emotional Wellbeing Service To request authority to tender for a Targeted Mental Health and Emotional Wellbeing Service.</p> <p>KEY</p> <p>Report: part exempt</p>	Strategic Director - Children and Young People	Strategic Director - Children and Young People	Lead Member for Children's Safeguarding, Early Help and Social Care (Councillor Margaret McLennan)	10 Jan 2022	Head of Inclusion and the Virtual School Sharon.Buckby@brent.gov.uk, Head of Partnerships, Planning and Performance Tel: 020 8937 4529 Shirley.Parks@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Consideration of application for re-designation of Kilburn Neighbourhood Forum Confirmation of the re-designation of the Kilburn Neighbourhood Forum. KEY Report: Open	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	21 Jan 2022	Principal Planner - Policy Tel: 07867 187259 Claire.Bradley@brent.gov.uk
Article 4 Direction Removing Permitted Development Rights for Change of Use From Class C3 dwelling houses to Class C4 House in Multiple Occupation - Confirmation Confirmation of a non-immediate Article 4 Direction removing permitted development rights for change of use from Class C3 dwelling houses to Class C4 House in Multiple Occupation. KEY Report: Open	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	21 Jan 2022	Principal Planner - Policy Tel: 07867 187259 Claire.Bradley@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
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Strategic Property Considerations To consider options for a strategic review of property and accommodation relating to the Barham Park Trust. KEY Report: Open	Barham Park Trust Committee	Operational Director - Environmental Services	Leader (Councillor Muhammed Butt)	27 Jan 2022	Operational Director, Environmental and Employment Services Tel: 020 8937 5342 chris.whyte@brent.gov.uk
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February 2022

Budget & Council Tax 2022/23 To set out and agree the Council's budget proposals for 2022/23 for recommendation to Council. KEY Report: Open	Cabinet	Director of Finance	Deputy Leader (Councillor Margaret McLennan)	7 Feb 2022	Head of Finance Tel: 0208 937 1487 ravinder.jassar@brent.gov.uk
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Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
<p>Authority to Tender: Contract for Parking and Traffic Enforcement Services To request authority to tender for the Parking and Traffic Enforcement Services Contract</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	7 Feb 2022	Operational Director, Environmental and Employment Services Tel: 020 8937 5342 chris.whyte@brent.gov.uk
<p>Final Redefining Local Services Delivery Model and Authority to Tender Contract for Highways Maintenance Services To agree the final delivery model for RLS and to issue the tenders for the Highways Maintenance Contracts.</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	7 Feb 2022	<p>Head of Environmental Strategy & Commissioning Tel: 020 8937 5323 oliver.myers@brent.gov.uk,</p> <p>Head of Highways and Infrastructure Tel: 020 8937 5151 tony.kennedy@brent.gov.uk</p>

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
<p>Public Spaces Protection Order Nuisance Vehicles and E Scooters To seek approval to a proposed PSPO to tackle Nuisance Vehicles and illegal use of EScooters subject to a favourable consultation.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Community Safety & Engagement (Councillor Promise Knight)	7 Feb 2022	ASB and Crime Manager, Community Protection Tel: 020 8937 5853 Simon.Egbor@brent.gov.uk
<p>Brent Home Care Framework To give permission to tender for Home Care Implementation Framework</p> <p>This framework will include Home Care providers who will support the current Home Care model in Brent to add capacity.</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director - Community Well-being	Lead Member for Adult Social Care (Councillor Harbi Farah)	7 Feb 2022	Market Oversight Manager Tel: 020 8937 4132 edwin.mensah@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
<p>Brent Long Term Transport Strategy Review - Draft for consultation For Cabinet to:</p> <p>(i) approve the approach contained within the Draft Brent Long Term Transport Strategy for delivering improvements to the transport system in the borough to 2041;</p> <p>(ii) agree for the draft strategy to undergo a period of public consultation and wider stakeholder engagement during Spring 2022.</p> <p>KEY</p> <p>Report: Open</p>	Cabinet	Operational Director - Regeneration, Growth and Employment	Lead Member for Environment (Councillor Krupa Sheth)	7 Feb 2022	Transportation Planning Manager Tim.Martin@brent.gov.uk
<p>New Council Homes Programme Update Provide members with an update on the NCHP and recommend decisions allowing programme to continue</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	7 Feb 2022	Head of Housing Partnerships Tel: 020 8937 3272 John.Magness@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
National Non Domestic Rates 2022/23 Retail, Hospitality and Leisure and Transitional Relief Schemes To seek approval for a discretionary scheme under section 47 of the finance act for the Covid Additional Restrictions Fund 21-22. KEY Report: Open	Cabinet	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	7 Feb 2022	Head of Revenues and Debt Tel: 020 8937 2307 Peter.Cosgrove@brent.gov.uk
Future Governance Arrangements London Housing Consortium To consider Brent's involvement in the governance arrangements for the London Housing Consortium. KEY Report: Open	Cabinet	Strategic Director - Community Well-being	Lead Member for Housing and Welfare Reform (Councillor Eleanor Southwood)	7 Feb 2022	Head of Litigation and Dispute Resolution Tel: 020 8937 2166 arnold.meagher@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Extension to HRS Contracts Approval to extend existing contracts for Housing Related Support for MH, Multiple needs, Women's services, including Domestic Abuse and Young Persons services. KEY Report: Part exempt	Operational Director - Adult Social Care	Strategic Director - Community Well-being	Lead Member for Adult Social Care (Councillor Harbi Farah)	Not before 7 Feb 2022	Interim Commissioning Manager Tel: 020 8937 4162 Lorraine.Regan@brent.gov.uk
Extension of Contracts Approval required to extend contracts for older persons floating support and generic floating support, until the retender process has been completed. KEY Report: Part exempt	Operational Director - Adult Social Care	Strategic Director - Community Well-being	Lead Member for Adult Social Care (Councillor Harbi Farah)	Not before 7 Feb 2022	Interim Commissioning Manager Tel: 020 8937 4162 Lorraine.Regan@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
Award of a Contract for WiFi Solutions Award of a Contract for WiFi Solutions for the Shared Technology Services boroughs of Brent, Lewisham and Southwark KEY Report: Part exempt	Strategic Director - Customer and Digital Services	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	11 Feb 2022	Senior Category Manager, Procurement Tel: 020 8937 1733 philippa.brewin@brent.gov.uk
Authority to Award the contract for the roof repairs at The Stonebridge School To request approval to award a contract for the roof repairs at The Stonebridge School as per Contract Standing Order 88 KEY Report: Part exempt	Strategic Director - Regeneration and Environment	Strategic Director - Regeneration and Environment	Lead Member for Education, Employment & Skills (Councillor Thomas Stephens)	7 Feb 2022	Schools Capital Programme Team Tel: 020 8937 4203 neil.martin@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
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<p>Authority to enter into a Lease agreement with an Asset Special Purpose Vehicle in relation to the purchase of a block of apartments at the Telford Homes Bus Garage</p> <p>To request approval for the Council to enter into a lease agreement with an Asset SPV in relation to the purchase of a S.106 block of apartments at the Telford Homes Bus Garage Development.</p> <p>KEY</p> <p>Report: Part exempt</p>	Director of Finance	Director of Finance	Deputy Leader (Councillor Margaret McLennan)	Not before 7 Feb 2022	<p>Senior Finance Analyst Tel: 020 8937 5912 Amanda.Healy@brent.gov.uk,</p> <p>Director of Property & Assets Tel: 020 8937 5025 nick.ljustina@brent.gov.uk</p>
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March 2022

<p>Authority to Award a contract for the delivery of phase 2 works of the Carlton and Granville</p> <p>To request authority to award a contract for the delivery of phase 2 works at Carlton and Granville.</p> <p>KEY</p> <p>Report: Part exempt</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Regeneration, Property & Planning (Councillor Shama Tatler)	7 Mar 2022	<p>Project Officer (South Kilburn) Tel: 020 8937 2570 matthew.jacobs@brent.gov.uk</p>
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Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
First Wave Housing Business Plan 2022-23 To approve the First Wave Housing Ltd Business Plan for 2022-23. KEY Report: Part exempt	Cabinet	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	7 Mar 2022	Operational Director of Transformation Tel: 020 8937 1507 sadie.east@brent.gov.uk
i4B Business Plan 2022-23 To approve the i4B Holdings Ltd Business Plan for 2022-23. KEY Report: Part exempt	Cabinet	Strategic Director - Customer and Digital Services	Deputy Leader (Councillor Margaret McLennan)	7 Mar 2022	Operational Director of Transformation Tel: 020 8937 1507 sadie.east@brent.gov.uk
Brent's New Customer Promise to consider and approve a new Customer Promise Non-Key Decision Report: Open	Cabinet	Director of Customer Access	Deputy Leader (Councillor Margaret McLennan)	7 Mar 2022	Director of Customer Access Tel: 020 8937 5446 thomas.cattermole@brent.gov.uk

Details of the decision to be taken	Decision to be taken by	Relevant report from	Lead Member	Expected date of decision	Representations may be made to the following officer at least 1 week before the decision is to be made
<p>Expanding the Brent Electric Vehicle Charging Point Network - Partnership and Funding Agreement</p> <p>To seek approval for the Council entering into an Infrastructure Funding Agreement for the procurement, installation and maintenance of additional on-street electric vehicle charging points within Brent.</p> <p>KEY Report: Part exempt</p>	Cabinet	Strategic Director - Regeneration and Environment	Lead Member for Environment (Councillor Krupa Sheth)	7 Mar 2022	Transportation Planning Manager Tim.Martin@brent.gov.uk