

Appendix A

Resources and Public Realm Scrutiny Committee (RPRSC) Scrutiny Tracker 2022-23

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

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

Key:

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

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

Scrutiny Recommendation – This is the text of the scrutiny recommendation as it appears on the minutes – **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 Corporate 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 to Cabinet from RPRSC

Subject	Scrutiny Recommendation	Decision Maker & Executive Response	Cabinet Member, Lead Officer, and Department	Implementation Status	Review date
6 Sept 2022 - Cost of Living crisis	Lobby central government for increase to the Local Housing Allowance (LHA) rates to help alleviate the burden of the cost of living crisis on residents	To follow.	<p>Cllr Ellie Southwood, Cabinet Member for Jobs, Economy and Citizen Experience</p> <p>Cllr Promise Knight, Cabinet Member for Housing, Homelessness & Renters Security</p> <p>Peter Gadsdon, Corporate Director, Resident Services</p>	To follow.	24 February 2023
	Use Council's role and relationship with the NHS to lobby for more support for our residents to strengthen our efforts in helping them through the cost of living crisis.	To follow.	<p>Cllr Neil Nerva, Cabinet Member for Public Health & Adult Social Care</p> <p>Phil Porter, Corporate Director, ASC & Health</p>	To follow.	24 February 2023

Recorded suggestions for improvement from RPRSC to Council departments/partners

Meeting date and agenda item	Suggestions for improvement	Council Department/External Partner	Response / Status
8 Nov 2022 – Brent Council's grants programmes	Ensure monies distributed as part of the Carbon Offset Fund are targeted to communities/areas in most need.	Chris Whyte, Resident Services	The Council's Cabinet meeting on 17 October 2022 agreed new proposals for the future Brent Carbon Offset Fund allocations to ensure that the fund is being utilised in the most effective way going forward – both in terms of reducing carbon emissions and complying with the fund's criteria; and supporting areas of the climate emergency programme that require it the most.

			<p>Cabinet agreed that the spend within Brent's Carbon Offset Fund would be split three ways to focus on the following three key areas:</p> <p>A) Energy efficiency works within the council's own housing stock - 60% B) Energy efficiency works within the council's Community and Foundation schools' estate - 30% C) Other – such as grant schemes and project delivery for schemes which meet GLA criteria - 10%</p> <p>It is suggested that this policy remain in place for the first £3,000,000 generated and accessible through Brent's Carbon Offset Fund, and that following this funding limit being reached the policy would be reviewed and re-confirmed by the Council's Cabinet.</p> <p>The Cabinet report which contains further detail and the rationale can be found here: https://democracy.brent.gov.uk/documents/s126198/13.%20Cabinet%20Proposals%20for%20the%20Brent%20Carbon%20Offset%20Fund%20and%20Together%20Towards%20Zero%20Grant.pdf</p>
	Introduce a ballot system into the 'You Decide' initiative, whereby residents who wish to attend decision days apply for tickets in a ballot. Tickets could then be allocated randomly to avoid block voting and popularity contests.	Lorna Hughes, Communities & Regeneration	A specialist organisation can be engaged to undertake the development of a ballot that will select a cohort of people who represent the borough profile. We will explore the feasibility and cost of this service and report back to the Committee by February 2023.
	Capture and include information such as age and ethnicity in 'You Decide' data gathering to ensure attendees voting are representative of the borough's demographic.	Lorna Hughes, Communities & Regeneration	Demographic information will be requested from everyone who takes part in future events.
	Add a requirement for those applying for monies as part of the 'You Decide' initiative to have someone with lived experience as part of their presentation.	Lorna Hughes, Communities & Regeneration	It will be made clear that service users/project beneficiaries must be part of all presentations for project funding.

	Utilise local councillors in engaging hard to reach residents to participate in future 'You Decide' decision days.	Lorna Hughes, Communities & Regeneration	Councillors will be informed at the pre-launch stage of the next You Decide programme. Councillors will be kept informed through Members Bulletin and Member development sessions. Councillors will be given material to support their active role in reaching out to potential applicants and informing residents of the You Decide process.
	Improve communications around the 'You Decide' application process so forthcoming applicants are aware of the eligibility criteria, and time commitments associated with the application process before applying. This includes setting out clear expectations around the documentation successful applicants need to provide, and the time it will take to receive funding.	Lorna Hughes, Communities & Regeneration	<p>A stronger and clearer communications approach will be adopted. An internal group, including the Head of Communications, will be established to oversee improvements across all stages of the programme.</p> <p>This will include reflecting on past 'You Decide' feedback and reviewing the application form. The application form and supporting information has already been improved; and moving forward will be shared with communities at the start of the process. We will also communicate with our communities on timescales and what the requirements will be to ensure eligibility criteria and due diligence is met.</p>
	Strengthen criteria for allocating NHS funding through Love Where You Live grant funding to ensure monies are directed to the appropriate organisations for maximum impact in reducing health inequalities amongst Black African Heritage communities.	Lorna Hughes, Communities & Regeneration	<p>There are limitations to our response to this recommendation due to the criteria being set by NHS England. Where improvements can be made these suggestions will be shared with health colleagues.</p> <p>A meeting will be arranged with the NHS colleagues to explore the feasibility of this recommendation, with the outcome being reported back to the Committee.</p>
	Support our voluntary and community sector organisations in building new income generation streams.	Lorna Hughes, Communities & Regeneration	CVS Brent are the commissioned provider of voluntary sector development. We work closely with CVS Brent and they will continue training and development to the sector. Training on income generation, outcomes frameworks and impact evaluation will be programmed for next year.

8 Nov 2022 – Draft Borough Plan 2023-27	Ensure the outcomes/success criteria under each strategic priority is more specific, measurable, and accountable.	Lorna Hughes, Communities & Regeneration	The final version of the Borough Plan 2023-27 will include more specific and clearer outcomes and success criteria. A key part of the engagement process is to understand what should be prioritised and what is achievable. As such, the findings will help frame final outcomes and success criteria that are more specific, measurable and accountable. Additionally, following finalisation of the Borough Plan 2023-27, the Council will develop and consolidate a performance monitoring framework, consisting of key performance indicators, to ensure the organisation can monitor and evaluate progress against the strategic priorities.
	Involve the worker community (i.e. trade unions) in the consultation/engagement process.	Lorna Hughes, Communities & Regeneration	Trade unions within the organisation (Unison & GMB) have been engaged with through internal engagement sessions available for all staff to attend. The online survey is also open to everyone for lives and works in Brent to complete.
	Make our climate action commitments more prominent throughout strategic priorities.	Lorna Hughes, Communities & Regeneration	We will amplify our climate action commitments, aligned with our Climate and Ecological Emergency Strategy 2021-30, whilst ensuring the Borough Plan is reflective of our communities' priorities and feedback.
	Include 'togetherness' and 'community cohesion' throughout strategic priorities.	Lorna Hughes, Communities & Regeneration	We will include reference to the importance of togetherness and community cohesion. However, we are seeking to include a greater focus on this in our upcoming Equality, Diversity and Inclusion Strategy 2023-27 which will be established in the new year.
	Ensure there is continuous engagement with the Brent Integrated Care Partnership (ICP) on the Borough Plan.	Lorna Hughes, Communities & Regeneration	The draft Borough Plan was presented at the ICP Board on the 6 December 2022 for feedback and engagement. Additionally, the strategic priorities – namely the current 'A Healthier Brent' - is directly aligned to Brent's Health and Wellbeing Strategy. The draft Borough Plan will also be presented to the Health & Wellbeing Board on the 12 January 2023.
8 Nov 2022 – Safer Brent Annual Report 2021/22	For the Partnership to develop new proposals on how we specifically engage with communities in the crime hotspot areas identified in the Annual Report.	Kibibi Octave, Communities & Regeneration	We will develop proposals to engage with communities in hotspot areas as part of our two-year Action Plan to underpin our Safer Brent Strategy. The action plan is due to be signed off by the Safer Brent Partnership in the new year and reviewed quarterly.

	Look further into the statistics of Homophobic, Biphobic, Transphobic, and Islamophobic Hate Crime in Brent, and should there be a strong evidence base, include these areas within the strategic priorities of the Strategy and related delivery for 2023 – 2025.	Kibibi Octave, Communities & Regeneration	To improve our use of Hate Crime data we will analyse identify trends sitting behind the data, to better inform activity against our priorities. Findings will be reflected in the Safer Brent Action Plan.
	Reinstate a health representative on the Safer Brent Partnership Board.	Kibibi Octave, Communities & Regeneration	Three representatives from Health are members of the Safer Brent Partnership. However, at our next Board meeting we will revisit whether their roles and related Health remit is appropriate for the Board.
	Improve our communications in promoting safe ways of reporting domestic violence.	Kibibi Octave, Communities & Regeneration	We are in the process of revisiting our Communications approach across Community Safety. On the topic of Domestic Abuse and Violence Against Women and Girls (VAWG), this includes information on how to access support. Campaigns will also include promotional and awareness raising activity, including encouraging others to call out abuse or harassment when they see it. This work will be monitored as part of our Domestic Abuse and VAWG Action Plan.
15 Dec 2022 – Redefining Local Services: Update on the Integrated Street Cleansing, Waste Collections and Winter Maintenance Services Contract Procurement Programme	Produce and publish a diagram/flowchart detailing all milestones from May 2019 when the Redefining Local Services (RLS) programme was first initiated.	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.
	Review household bulky waste collection charges, including consideration of a sliding scale of charges linked to the number of items to be collected, rather than the current fixed rate of £35 for up to five items.	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.
	Undertake a feasibility study on the potential for introducing a mixed approach to paper/card recycling collections, to explore whether any recycling collection rounds in the	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.

	borough would be more suited to the use of bins rather than sacks.		
	Arrange a session with ward councillors and neighbourhood managers to inform the design and development of the new recycling engagement and communication plan that will accompany the roll out of the new recycling service.	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.
	Liaise with the West London Waste Authority (WLWA) to ensure access is reinstated for pedestrians and cyclists at the Abbey Road Household Reuse and Recycling Centre.	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.
	Improve collaboration between in-house enforcement teams and collection operatives in identifying fly tipping hot spots and collating evidence, to remove the burden from residents.	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.

Information requests from RPRSC to Council departments/partners

Meeting date and agenda item	Information requests	Council Department/External Partner	Responses / Status
9 February 2022 – Flooding	To receive a copy of the independent review into the events of and response to the floods experienced across London in July when published	Thames Water	Information has been requested and will be provided later in the calendar year. Ahead of the publication of the full report a series of interim reports will be published covering aspects of the flooding and the first one is due imminently. More details about the review can be found here .

	and Thames Water's response to the review		<p>Stage 1 report can be found here: https://londonfloodreview.co.uk/stage-1-report/</p> <p>Stage 2 report can be found here: https://londonfloodreview.co.uk/stage-2-report/</p> <p>Stage 3 report can be found here: https://londonfloodreview.co.uk/stage-3-report/</p> <p>Further updates:</p> <ul style="list-style-type: none"> The above web links are currently inactive. Awaiting response from officers at Thames Water to reinstate web pages and share final report (10/1/2023).
6 Sept 2022 – Cost of Living Crisis	Provide the Committee with a copy of the Financial Inclusion (FI) Dashboard Presentation that was previously presented to the Audit and Standards Advisory Committee on 1 August 2022.	Sadie East & Tom Cattermole, Resident Services	Sadie East and Tom Cattermole presented the FI dashboard to Cllr Conneely – Chair of the Resources and Public Realm Committee. Additionally, the department provided a recorded presentation on the FI dashboard to the remaining committee members, as well as ward-based heat maps/data centred around the information in the FI dashboard.
	Provide feedback from the NHS on any support for residents to navigate the cost of living crisis.	Nipa Shah, ASC & Health	<p>An overview of the cost of living support offered by the Council was presented to the Health Inequalities and Vaccination Executive Group in mid-September. The group includes senior representatives from the council, NHS and Public Health. Following the presentation, it was agreed that the Brent Health Matters (BHM) team would support the communications drive once ready. The communications assets will be circulated to Local Councillors and Brent Health Matters stakeholders, which includes BHM staff, the community teams, voluntary community sector (VCS) organisations and NHS staff. Furthermore, the Director of Customer Access will present what support is available in an upcoming GP forum meeting and Primary Care stakeholder meeting, to raise further awareness across NHS staff.</p> <p>To my knowledge, the NHS hasn't got any specific initiatives or programmes to support people with cost of living issues.</p>

8 Nov 2022 – Brent Council's grants programmes	Provide voting data across all 'You Decide' sessions that have taken place so far in 2022. To be inclusive of the voting data related to the Carbon Offset Fund, NCIL, and Brent Health Matters Health and Wellbeing grants.	Lorna Hughes, Communities & Regeneration	Voting data to be distributed to the Committee by 20/1/23.
	Provide detailed information on the 'You Decide' project monitoring process in place.	Lorna Hughes, Communities & Regeneration	<p>The monitoring process for the You Decide Project depends on project value. All NCIL project schedules require a first monitoring visit and report due during their project lifecycles.</p> <ul style="list-style-type: none"> • < 10K, 1 visit during life of project and a final project report • 10 to < 20k, 1 visit during the project, a mid-point and end project report • 20 to 50K, 2 visits during the project, a mid-point and end project report <p>All NCIL projects under 10k projects paid in full. The rest are in instalments which are dependent on monitoring reporting being complete.</p>
	Provide information on the difference between the standard NCIL application rounds versus the 'You Decide' application rounds, and the rationale why the monies are split in this way.	Lorna Hughes, Communities & Regeneration	<p>Process:</p> <ul style="list-style-type: none"> • Paper round applications are assessed by officers internally against a criteria. All applications are scored by officers. Where grant awards are under £100k the decision is taken by a senior officer. Where awards are above £100k the decision is made by Cabinet. • In the You Decide process all awards are under £50k. The public voting results are recommended to a senior officer and the decision to award is made. <p>Monies Split:</p> <ul style="list-style-type: none"> • Each round of NCIL (regardless of Paper or 'You Decide') is decided on a round by round basis. This is to reflect the amount of CIL collected. • The distribution of NCIL is governed by guidance on CIL regulations from National Government. As agreed by Cabinet in January 2019, the formulae dictate that Areas with a Neighbourhood Plan get 25% of the CIL received in their area. The areas without a Neighbourhood Plan get 15% of the CIL

			<p>received across the remainder of the borough; 50% of this goes to Wembley and the remaining 50% is split equally between the other four Brent Connects areas: Kingsbury and Kenton, Willesden, Harlesden, and Kilburn and Kensal Rise</p> <ul style="list-style-type: none"> You Decide: All 5 Brent Connect Areas received 20% of £2 million agreed. This was to provide equity across all 5. This formula did not impact on the overall allocation agreed by Cabinet in 2017.
	Provide detail on the approach to prevent duplication in funding across Council directorates, especially in a time of oversubscription of grants with diminishing resource.	Lorna Hughes, Communities & Regeneration	<p>The NCIL working group examines awarded grants to help reduce a single project being awarded multiple council grants.</p> <p>As we are increasing cross-departmental collaboration we will gain awareness of where awarded grants could potentially overlap.</p>
	Provide a feasibility report into different options for voting on 'You Decide' decision days to increase accessibility.	Lorna Hughes, Communities & Regeneration	A feasibility report will be provided to the Resources and Public Realm Scrutiny Committee by March 2023.
8 Nov 2022 – Draft Borough Plan 2023-27	What have we done (or what are we planning to do) to involve communities who haven't been involved historically in the consultation process for previous borough plans?	Lorna Hughes, Communities & Regeneration	<p>We have targeted and reached out specifically to communities and community leaders to encourage participation from those communities who do not historically provide their 'voice'. They have been invited to focus groups and workshops we have been conducting and have attended forums. Specific groups we have targeted include:</p> <ul style="list-style-type: none"> Asian Black Somalian Eastern European Brazilian Pensioners Forum Disability Forum Multi-Faith Forum Borough of Sanctuary Brent Youth Parliament (BYP)

	Provide a breakdown on the amount of people consulted/engaged with so far in order for the committee to establish how representative the data set is of the borough's demographic.	Lorna Hughes, Communities & Regeneration	We have not yet analysed the data to capture a demographic breakdown, however this will be completed for the final Cabinet report (due in Feb 2023) and the final Borough Plan 2023-27.
15 Dec 2022 – Redefining Local Services: Update on the Integrated Street Cleansing, Waste Collections and Winter Maintenance Services Contract Procurement Programme	Provide the recycling communications/engagement plan that will be developed in February/March 2023.	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.
	Provide figures from the twin stream recycling trial on the impact the Preferred Service had (e.g. in reducing contamination rates in comparison with the current service).	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.
	Provide detail from the twin stream recycling trial on the nature of contamination in the recycling bins to assist the Council in communications and engagement around the new recycling proposals.	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.
	Provide information to local councillors on the new zone classifications outlined in the report once these have been finalised by March 2023.	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.
	Provide further details on the 'bin sensor' trial (e.g. the trial period, the areas/wards that	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.

	will be included in the trial, and when the findings report will be published etc.) when this is available in March 2023.		
	Provide detail on how many fines the Council have issued to the contractor for contract breaches as part of the current Public Realm Contract. To be inclusive of the value of fines, and the reasons for the Council issuing such fines.	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.
	Provide information on mechanisms within the new integrated contract that permit the council to deal with localised pockets of underperformance or specific areas of underperformance in the borough that emerge under the new integrated contract.	Chris Whyte, Resident Services	Response to be provided by 10 February 2023.