

AGENDA ITEM: 11 Page nos. 62 -93

Meeting	Business Management Overview & Scrutiny Committee
Date	5 September 2011
Subject	Task and Finish Groups / Scrutiny Panels – Recommendation Tracking
Report of	Scrutiny Office
Summary	This report provides the Committee with an update on the implementation of recommendations made by Overview & Scrutiny Task & Finish Group accepted by Cabinet.

Officer Contributors	Andrew Charlwood, Overview & Scrutiny Manager
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix A – Task & Finish Group Recommendations Appendix B – Winter Gritting Pilot Scheme Summary
For decision by	Business Management Overview and Scrutiny Committee

Contact for further information:

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1. RECOMMENDATIONS

- 1.1 That the Committee are requested to consider and comment on the progress made in implementing Task & Finish Group recommendations accepted by Cabinet, as set out in Appendix A.**

2. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 3.3 The Overview and Scrutiny Committees, Panels and Task and Finish Groups must ensure that the work of Scrutiny is reflective of the Council's priorities.**

- 3.4 The three priority outcomes set out in the 2011-13 Corporate Plan are: –**
- Better services with less money**
 - Sharing opportunities, sharing responsibilities**
 - A successful London suburb**

- 2.3 In relation to the recommendation made by the Council's Response to Cold Weather Task and Finish Group relating to a Winter Gritting Pilot Scheme, the following Corporate Plan priority, strategic objectives, initiatives and delivery milestones are applicable:**

- Corporate Plan Priority: Sharing opportunities, sharing responsibilities**
- Strategic Objective: Support the development of the Big Society**
- Initiative: Pilot winter gritting scheme with schools and residents that empower the community to make immediate surroundings safe during adverse weather**
- Delivery milestones: Achieve a target of seven participating schools and two residential roads for the pilot by winter 2012**

1. RECOMMENDATION

- 1.1 The Committee are requested to consider and comment on the progress made in implementing Task & Finish Group recommendations accepted by Cabinet, as set out in Appendix A.**

2. RELEVANT PREVIOUS DECISIONS

- 2.1 Cabinet, 3 February 2010, Decision 7B (Reference from Business Management Overview & Scrutiny Sub-Committee: School Places Planning)**
- 2.2 Cabinet, 22 February 2011, Decision 11 (Reference from Business Management Overview & Scrutiny Sub-Committee: Task and Finish Group Review: Advice Provision)**

- 2.3 Cabinet, 6 September 2010, Decision 5 (Reference from Business Management Overview & Scrutiny Sub-Committee: Task and Finish Group Review: Recycling and Waste Minimisation)
- 2.4 Cabinet, 20 October 2010, Decision 5 (Reference from Business Management Overview & Scrutiny Sub-Committee: Task and Finish Group Review: Remodelling Older Peoples Housing with Support)
- 2.5 Cabinet, 20 October 2010, Decision 8 (Reference from Business Management Overview & Scrutiny Sub-Committee: Task and Finish Group Review: Council's Response to Cold Weather)
- 2.6 Cabinet, 10 January 2011, Decision 6 (Report of the Housing Allocations Overview and Scrutiny Panel)
- 2.7 Business Management Overview and Scrutiny Committee, 11 July 2011, Decision 12 (Task and Finish Groups / Scrutiny Panels – Recommendation Tracking) – the Committee deferred consideration of this item to the 5 September 2011 meeting.

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 3.1 The Overview and Scrutiny Committees, Panels and Task and Finish Groups must ensure that the work of Scrutiny is reflective of the Council's priorities.
- 3.2 The three priority outcomes set out in the 2011-13 Corporate Plan are: –
 - Better services with less money
 - Sharing opportunities, sharing responsibilities
 - A successful London suburb
- 3.3 In relation to the recommendation made by the Council's Response to Cold Weather Task and Finish Group relating to a Winter Gritting Pilot Scheme, the following Corporate Plan priority, strategic objectives, initiatives and delivery milestones are applicable:
 - Corporate Plan Priority: Sharing opportunities, sharing responsibilities
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4. RISK MANAGEMENT ISSUES

- 4.1 Failure to monitor the progress made by Cabinet/Officers in implementing recommendations made by Task & Finish Groups and Overview & Scrutiny

5. EQUALITIES AND DIVERSITY ISSUES

- 5.1 Pursuant to the Equality Act 2010 (“the Act”), the council has a legislative duty to have ‘due regard’ to eliminating unlawful discrimination, advancing equality and fostering good relations in the contexts of age, disability, gender reassignment, pregnancy, and maternity, religion or belief and sexual orientation.
- 5.2 In addition to the Terms of Reference of the Committee, and in so far as relating to matters within its remit, the responsibility of the Committee is to perform the Overview and Scrutiny role in relation to:
- The Council’s leadership role in relation to diversity and inclusiveness; and
 - The fulfilment of the Council’s duties as employer including recruitment and retention, personnel, pensions and payroll services, staff development, equalities and health and safety.

6. USE OF RESOURCES IMPLICATIONS (Finance, Procurement, Performance & Value for Money, Staffing, IT, Property, Sustainability)

- 6.1 Task and Finish Group reviews have the scope to consider value for money issues which identify how well the Council is managing and using its resources to deliver value for money and better and more sustainable outcomes for local people.

7. LEGAL ISSUES

- 7.1 Under Section 21 of the Local Government Act 2000, the Council’s executive arrangements are required to include provision for appointment of an Overview and Scrutiny Committee with specified powers, including the power to make recommendations in respect of council functions. In respect of the exercise of the Business Management Overview and Scrutiny Committee’s powers to coordinate and monitor the work of overview and scrutiny task and finish groups / scrutiny panels, it is good practice to monitor the progress and impact of recommendations made.

8. CONSTITUTIONAL POWERS

- 8.1 The scope of the Overview & Scrutiny Committees is contained within Part 2, Article 6 of the Council’s Constitution.
- 8.2 The Terms of Reference of the Overview & Scrutiny Committees are set out in the Overview and Scrutiny Procedure Rules (Part 4 of the Constitution).

- 8.3 Item 6 of Business Management Overview & Scrutiny Committee Terms of Reference states that its role is to:

“To coordinate and monitor the work of scrutiny panels and task and finish groups, including considering reports and recommendations and referring to the relevant decision-making body.”

9. BACKGROUND INFORMATION

- 9.1 In May 2009, the council adopted a ‘task and finish’ group approach to some of their overview and scrutiny work. Council agreed that task and finish groups would be time-limited to ensure that recommendations were made to the relevant decision-making body in a timely manner. On the whole, task and finish groups have completed their work over a three-month period. However, this timescale is flexible where circumstances mean that a review should be run over a shorter or extended period.

- 9.3 Since May 2009, a total of ten task and finish groups and scrutiny panels have concluded their work on the following topics:-

- Enterprise in the Borough (3rd February 2010)
- School Places Planning (3rd February 2010)
- Advice Provision in the Borough (22nd February 2010)
- Homelessness and Young People (12th April 2010)
- Road Resurfacing (12th April 2010)
- Recycling and Waste Minimisation (6th September 2010)
- Remodelling Older People’s Housing with Support (20th October 2010)
- Council’s Response to Cold Weather (20th October 2010)
- Housing Allocations Overview and Scrutiny Panel (10th January 2011)
- Domestic Violence (7th March 2011)

Dates that these groups reported their findings to Cabinet are detailed in brackets.

- 9.4 Further task and finish groups have recently completed their work or are ongoing on the following topics:-

- Early Intervention and Prevention Services (Children’s Services)
- Fostering and Adoption Recruitment
- Contract Monitoring and Community Benefit
- Safeguarding in Organisations Working with Children
- Carbon Footprint
- Secondary School Places Overview and Scrutiny Panel

- 9.5 In order for the Committee to have an effective oversight of the work of task and finish groups, it is important for council services (or external bodies) to evidence the extent to which recommendations accepted by the Cabinet (or external agency) have been implemented. To this end, the Scrutiny Office requested that services provide an update on the implementation of accepted

recommendations at six-monthly intervals (from the date of reporting to Cabinet or external agency).

9.6 The Business Management Overview and Scrutiny Sub-Committee received reports at their meetings on 1st November and 16th December 2010, and on 28th February and 11th April 2011 which provided the six and 12 month updates on progress made in implementing task and finish recommendations from the following task and finish groups:-

- Enterprise in the Borough;
- School Places Planning;
- Advice Provision in the Borough;
- Homelessness and Young People;
- Road Resurfacing; and
- Recycling and Waste Minimisation

9.7 Updates are now due in relation to the following task and finish groups and overview and scrutiny panels:

- Remodelling Older Peoples Housing with Support;
- Council's Response to Cold Weather;
- Housing Allocations Overview and Scrutiny Panel;
- Recycling and Waste Minimisation;
- School Places Planning; and
- Advice Provision.

9.9 Consideration of updates on three of the Task and Finish Groups was deferred from consideration at the Committee meeting on 11 July 2011. The information contained within the deferred report has been included in the updates from services is set out at **Appendix A**. The Committee are requested to consider the information provided in the update report and make any comments/recommendations to the Cabinet/Officers as appropriate.

9.10 The recommendation made by the Council's Response to Cold Weather Task and Finish Group in relation to a Winter Gritting Pilot Scheme, the Planning, Environment and Regeneration directorate have provided a summary of the scheme to date and this is attached at **Appendix B**. Reference has also been made to the Winter Gritting Pilot Scheme in the recently approved Corporate Plan 2011-13, the detail of which is set out in paragraph 2.3 above.

10. LIST OF BACKGROUND PAPERS

10.1 None.

Key:

Green = fully implemented

Amber = partially implemented

Red = no progress or significant delay in implementation

Remodelling Older Peoples Housing with Support Task and Finish Group – Cabinet, 20 October 2010			
Recommendation to Cabinet (accepted)	Status	Information	Contact Officers
That any proposal to remodel the service ensure that due regard be given to equalities implications, and that a record of this is kept.	Green	<p><u>Cabinet resolution:</u> “That the recommendations of the Task and Finish Group be approved as submitted.”</p> <p><u>Update June 2011:</u> The recommendations of TFG were contained in the 14 February 2011 Cabinet report in paragraphs 9.6 to 9.8.</p> <p>A full Equalities Impact Assessment was carried out on the proposals put to Cabinet on 14 February 2011 and is contained in Appendix 4 of the Cabinet report.</p> <p>Equality and Legal duties of the Council are contained in paragraphs 5 and 7 respectively of the Cabinet report.</p> <p>Link to Cabinet report 14 February 2011: http://committeepapers.barnet.gov.uk/democracy/meetings/meetingdetail.asp?meetingid=6151</p>	Mithu Ghosh, Sheltered Housing Project Manager, Strategic Commissioning Team, Adult Social Services

Recommendation to Cabinet (accepted)	Status	Information	Contact Officer
<p>That the sheltered housing service providers formulate a robust estate management strategy for sheltered accommodation, including a protocol for liaison between estate management and support services</p>	<p>Green</p>	<p><u>Cabinet resolution:</u> “That the recommendations of the Task and Finish Group be approved as submitted.”</p> <p><u>Update June 2011:</u> The Council encouraged existing sheltered housing providers to consider enhanced housing management functions and details of this is contained in Para 6 of the Business Case as contained in Appendix 1 of the 14 February 2011 Cabinet report.</p> <p>As at April 2011, the majority of Providers have decided to go down the route of enhanced housing management. The remaining ‘support services’ to be funded by the Council will be the Sheltered Plus service.</p>	<p>Mithu Ghosh, Sheltered Housing Project Manager, Strategic Commissioning Team, Adult Social Services</p>
<p>That a robust programme of consultation be undertaken prior to any decision regarding service options, including proactive engagement with service users.</p>	<p>Green</p>	<p><u>Cabinet resolution:</u> “That the recommendations of the Task and Finish Group be approved as submitted.”</p> <p><u>Update June 2011:</u> Appendices 2 and 3 of the 14 February 2011 Cabinet report outline the results of the public consultation process and two interactive events with older residents.</p>	<p>Mithu Ghosh, Sheltered Housing Project Manager, Strategic Commissioning Team, Adult Social Services</p>

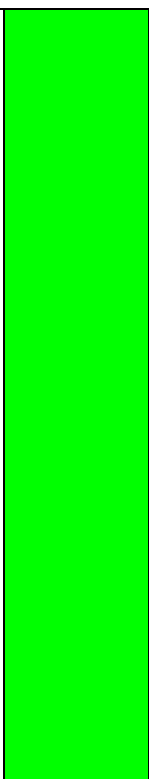
Recommendation to Cabinet (accepted)	Status	Information	Contact Officer
<p>That an alarm service be retained, and that the authority undertake, in conjunction with providers and service users, a review of alarms in sheltered accommodation for residents, including investigation of the installation of additional cords where required, and the possible provision of personal alarms.</p>	Amber	<p><u>Cabinet Resolution:</u> “That the recommendations of the Task and Finish Group be approved as submitted.”</p> <p><u>Update June 2011:</u> Proposals to retain the funding for alarms in sheltered schemes and proposed reviews are contained in paragraph 4 of the Business Case in Appendix 1 of the 14 February 2011 Cabinet report.</p> <p>The provision of personal alarms will be considered as part of the Menu of Charged Services.</p> <p>The investigation of the installation of additional cords where required is a matter for individual sheltered housing providers and this recommendation will be passed onto them.</p>	<p>Mithu Ghosh, Sheltered Housing Project Manager, Strategic Commissioning Team, Adult Social Services</p>
<p>That any remodelling of support ensures that the subsequent service is arranged on as local a level as possible.</p>	Green	<p><u>Cabinet Resolution:</u> “That the recommendations of the Task and Finish Group be approved as submitted.”</p> <p><u>Update June 2011:</u> Most sheltered housing providers have opted to retain an on-site staff presence and where possible the same member of staff as now.</p>	<p>Mithu Ghosh, Sheltered Housing Project Manager, Strategic Commissioning Team, Adult Social Services</p>

Council's Response to Cold Weather Task and Finish Group – Cabinet, 20 October 2010

Recommendation	Status	Information	Contact Officer
<p>That the draft Winter Service Policy and Operation Plan 2010/11 be recommended for adoption by the Council for the winter season (commencing 1st November 2010, subject to:</p> <p>*Environment & Operations having regard to individual requests made by Task and Finish Groups Members for amendments to the Priority Network (subject to resource constraints);</p> <p>*An amendment to the Priority 2 Footway classification to include footways in close</p>	<p>Green</p>	<p><u>Cabinet response to recommendation:</u> “That the recommendations of the Task and Finish Group be approved”</p> <p><u>Update June 2011:</u> Fully implemented in 2010/11. All recommended changes to the 2010/11 Plan have been adopted.</p> <p>Note the Winter Service Policy and Operation Plan is reviewed every year will need to be reviewed to prepare the 2011/12 Plan.</p>	<p>Chris Chrysostomou, Chief Engineer (Infrastructure), Environment & Operations</p> <p>Paul Bragg, Highways Manager (Network Management), Environment & Operations</p>

<p>proximity to out-of-centre railway and underground stations; and</p> <p>*Inclusion in Section 3.8 of the Policy and Operation Plan of the criteria for assessing and approving requests for additional grit bins</p>			
<p>The Group have identified that the Winter Service is fit for purpose and recommend that the existing budget should be maintained at its current level to ensure that the Council can respond appropriately to periods of cold weather and snowfall.</p>	Amber	<p><u>Cabinet response to recommendation:</u> "That the recommendations of the Task and Finish Group be approved"</p> <p><u>Update June 2011:</u> Partially implemented. The budget for 2010/11 was reduced from £702K the previous year (2009/10) to £599K. However, this budget was sufficient to meet the cost of providing the service.</p>	<p>Chris Chrysostomou, Chief Engineer (Infrastructure), Environment & Operations</p> <p>Paul Bragg, Highways Manager (Network Management), Environment & Operations</p>

Recommendation	Status	Information	Contact Officer
<p>Environment & Operations be requested to undertake a pilot scheme during the 2010/11 winter season to enable the concept of a 'community keeper' (with responsibility for the equitable distribution of grit stocks amongst neighbouring residents) to be explored, with the following areas to be explored initially:</p> <p>*Golders Green – Cllr Dean Cohen to identify two roads and provide residents contact details *Chipping Barnet – Cllr Stephen Sowerby to identify two roads and provide residents contact details *Local Schools – Children's Services to</p>	Green	<p><u>Cabinet response to recommendation:</u> "That the recommendations of the Task and Finish Group be approved"</p> <p><u>Update June 2011:</u> Fully implemented in 2010/11. We have assessed the success of the pilot scheme and the attachment (Appendix B) provides details. As per the Directorate's Service Plan, we have agreed to extend this scheme to a further two schools and a further two roads in the next 2011/12 winter season.</p>	<p>Chris Chrysostomou, Chief Engineer (Infrastructure), Environment & Operations</p> <p>Paul Bragg, Highways Manager (Network Management), Environment & Operations</p>

<p>provide contact details of two participating schools</p> <p>Following the first period of significant snow or ice, an assessment be undertaken by the Cabinet Member and relevant Director of the success (or otherwise) of the scheme. Subject to the scheme being successfully delivered in the initial areas, the 'community keeper' concept should be rolled-out across the borough, subject to resources being available to facilitate this.</p>			
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Housing Allocations Overview & Scrutiny Panel – Cabinet, 10 January 2011

Recommendation	Status	Information	Contact Officer
<p>The Panel support</p> <ul style="list-style-type: none"> * the closure of the housing register and replacement with a database of 'live' cases; * replacing the points system with a banding system; and * the creation of a local lettings policy which recognises a positive community contribution (volunteering, working, in training or previously served in the armed forces). 	Green	<p><u>Cabinet response to recommendations:</u></p> <ol style="list-style-type: none"> 1. That the recommendations of the majority report of the Housing Allocations Overview and Scrutiny Panel be approved. 2. That the recommendations in the minority report be not approved. 3. That Cabinet's thanks be extended to the Panel for their work on this review. <p><u>Update June 2011:</u> All of these have been implemented from April 2011</p>	<p>Paul Shipway, Strategy & Performance Manager Planning, Housing and Regeneration</p>

Recommendation	Status	Information	Contact Officer
<p>The Panel recommends that residents on the current housing register should be informed that the register had been closed by:</p> <p>* Writing to all those on the register; and</p> <p>* Introducing an online self assessment tool to allow housing applicants to identify which band they would be placed in, to enable them to determine whether they are eligible for housing.</p>	<p>Green</p>	<p><u>Cabinet response to recommendations:</u> As above</p> <p><u>Update June 2011:</u> An online assessment tool has been added to the Council's website.</p> <p>Letters have not been sent to all those households that were on the Housing Register. Instead, a number of actions were taken to ensure that the closure of the register and the introduction of the new allocations scheme were widely publicised, including:</p> <ul style="list-style-type: none"> • An article in the March 2011 edition of Barnet First; • Article in Barnet Homes' March 2011 edition of "At Home"; • Notices in the local press as part of Choice Based Lettings adverts throughout February, March and April 2011; • Direct contact by the Housing Service with existing cases identified as likely to have high priority under the new scheme; • Barnet Homes wrote to all council tenants registered for a transfer; and • Information placed on the Council's and Barnet Homes' websites and the Home Connections website 	<p>Paul Shipway, Strategy & Performance Manager Planning, Housing and Regeneration</p>

Recommendation	Status	Information	Contact Officer
<p>The Panel recommends that Housing Officers should give due regard to children's existing school when offering properties to housing applicants under assisted choice.</p>	<p>Green</p>	<p><u>Cabinet response to recommendations:</u> As above</p> <p><u>Update June 2011</u> Officers do take account of the potential impact on school children who are at key stages in their education, along with the availability of properties, when considering the reasonableness of offers of accommodation.</p>	<p>Paul Shipway, Strategy & Performance Manager Planning, Housing and Regeneration</p>
<p>The Panel recommends that an evaluation of the new housing allocation policy be undertaken at six months with a further review after two years with the findings reported to the appropriate Overview and Scrutiny Committee.</p>	<p>Green</p>	<p><u>Cabinet response to recommendations:</u> As above</p> <p><u>Update June 2011:</u> The policy will be evaluated after it has been in operation for six months (i.e. from 1st April 2011) and reported to the appropriate overview and scrutiny committee and Cabinet. Preparations for carrying out the evaluation are in hand.</p>	<p>Paul Shipway, Strategy & Performance Manager Planning, Housing and Regeneration</p>
<p>The Panel recommends that all future housing applicants regardless of their eligibility should be offered housing advice.</p>	<p>Green</p>	<p><u>Cabinet response to recommendations:</u> As above</p> <p><u>Update June 2011:</u> This is an integral part of the Housing Allocations Scheme (paragraph 3.7 refers).</p>	<p>Paul Shipway, Strategy & Performance Manager Planning, Housing and Regeneration</p>

Recommendation	Status	Information	Contact Officer
<p>The Panel recommends that the volunteering element of the community contribution should be clearly defined to remove any subjectivity.</p>	Green	<p><u>Cabinet response to recommendations:</u> As above</p> <p><u>Update June 2011</u> The volunteering element of community contribution has been clearly defined with input from CommUNITY Barnet, who also provided training to Housing Officers. The operation of this element of the scheme will be reviewed as part of the six month evaluation.</p>	<p>Paul Shipway, Strategy & Performance Manager Planning, Housing and Regeneration</p>
<p>The Panel stress the importance of effective management of the housing stock to ensure that:</p> <p>* All properties are offered in a reasonable condition; and</p> <p>*Turn around times for re-housing applicants is reduced to be in line with best practice</p>	Green	<p><u>Cabinet response to recommendations:</u> As above</p> <p><u>Update June 2011</u> Barnet Homes have a voids standard setting out the condition that the properties need to be in before they are offered to housing applicants. They will be holding focus groups with residents to review this during July 2011.</p> <p>Barnet Homes have been implementing a plan to improve voids performance and targets have been agreed for 2011/12 that will bring performance much closer to the best in London, and we will continue to work with the Arms Length Management Organisation to improve this further.</p>	<p>Paul Shipway, Strategy & Performance Manager Planning, Housing and Regeneration</p>

Recommendation	Status	Information	Contact Officer
The Panel recommends that the verification process should be streamlined, including visiting eligible applicants in their current circumstances.	Green	<u>Cabinet response to recommendations:</u> As above <u>Update June 2011</u> The verification process has been streamlined as part of the holistic assessment that is carried out for eligible applicants, this includes home visits in many cases.	Paul Shipway, Strategy & Performance Manager Planning, Housing and Regeneration

Recycling and Waste Minimisation Task and Finish Group – Cabinet, 6 September 2010

Recommendation	Status	Information	Contact Officer
<p>That all schools in Barnet be encouraged to participate in a recycling incentive scheme.</p>	<p>Green</p>	<p><u>Cabinet response to recommendation:</u> “That the recommendation of the Recycling and Waste Minimisation Task and Finish Group be accepted.”</p> <p><u>Additional Cabinet comment:</u> “Cabinet welcomed the recommendations relating to schools and encouraged close working between Environment & Operations and Children’s Services to improve recycling rates in schools.”</p> <p><u>Update December 2010:</u> The Schools Recycling Challenge has been updated to form the Watch Your Waste project, with a greater emphasis on waste prevention as well as recycling. As part of this work, schools receive a week of intensive support from Waste & Sustainability officers, and carry out a number of educational activities. This scheme is aimed at primary schools, with a related scheme (“Green Matters”) aimed secondary schools. In January 2011 a day of school activities will be held to incentivise Barnet’s secondary schools to recycle and reduce their waste. Six schools will be sending a delegation. The event is jointly organised by officers and the Council’s recycling contractor May Gurney, who are providing a prize of £500 towards further environmental projects.</p> <p><u>Update August 2011:</u> A successful schools activity day to incentivise secondary schools to recycle and reduce their waste was held in February 2011, with around 60 pupils attending. It is hoped that similar events can be held in future to engage with</p>	<p>Michael Lai, Waste Strategy Group Manager, Environment & Operations</p> <p>Lynn Bishop, Assistant Director, Environment & Operations</p>

		other schools. Three Watch Your Waste projects and two Green Matters projects have been completed. In addition three Love Food, Hate Waste theatre shows have been completed to reduce food waste at schools.	
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Recommendation	Status	Information	Contact Officer
That low recycling schools be twinned with high recycling schools to share ideas and good practice to improve their recycling activities.	Completed	<p><u>Cabinet response to recommendation:</u> “That the recommendation of the Recycling and Waste Minimisation Task and Finish Group be accepted.”</p> <p><u>Additional Cabinet comment:</u> “Cabinet welcomed the recommendations relating to schools and encouraged close working between Environment & Operations and Children’s Services to improve recycling rates in schools.”</p> <p><u>Update December 2010:</u> A schools event will be held in January 2011 and will enable the six attending schools to share good practice with each other during a number of recycling and waste prevention activities. The Barnet Environmental Action Round Schools (BEARS) scheme continues to match up schools that are recycling well with those that want ideas on how to improve. Waste & Sustainability officers also link schools with each other to spread good practice as part of their day to day work.</p> <p><u>Update August 2011:</u> The schools activity day to incentivise secondary schools to recycle and reduce their waste was held in February 2011 and provided an opportunity for schools to share their ideas. The BEARS scheme continues, with networking meetings held each term, and officers continue to make links between schools.</p>	

Recommendation	Status	Information	Contact Officer
<p>That Environmental Services look at other boroughs that have introduced reward schemes and check against delivery of their waste reduction targets.</p>	<p>Green</p>	<p><u>Cabinet response to recommendation:</u> “That the recommendation of the Recycling and Waste Minimisation Task and Finish Group be accepted.”</p> <p><u>Update December 2010:</u> A number of providers operate reward schemes. Officers have met with contacts from the Recyclebank scheme, which has been launched by Windsor & Maidenhead and Halton councils. Recyclebank have said that they are working on a scheme within London that will provide information of more relevance to Barnet than their other schemes outside of London, and more information is expected in early 2011. When this information is available it will be reviewed in detail to assess the potential costs and benefits of a scheme in Barnet. Recyclebank have agreed that they will support Barnet officers to consider all options. Officers have also arranged to meet with contacts for another rewards scheme, Green Points, in December.</p> <p><u>Update August 2011:</u> Officers have reviewed the Recyclebank and Green Points reward schemes. Both schemes involve high set-up costs of approximately £2 per household per year. The Council’s levy payments for the disposal of waste are currently based on waste tonnage two years in arrears. Therefore if reward schemes delivered a reduction in waste tonnage for disposal, it will take two years before the Council sees any benefit for its investment. It is therefore proposed that the benefits of introducing a reward scheme are reviewed if and when the levy system changes to in-year charging. This change has been proposed as part of the ongoing North London Waste Authority procurement project.</p>	<p>Michael Lai, Waste Strategy Group Manager, Environment & Operations</p> <p>Lynn Bishop, Assistant Director, Environment & Operations</p>

<p>That Environmental services look at boroughs that have introduced either fortnightly collections or reduced the standard bin size and check against delivery on waste reduction targets.</p>	<p>Green</p>	<p><u>Cabinet response to recommendation:</u> “That the recommendation of the Recycling and Waste Minimisation Task and Finish Group be accepted.”</p> <p><u>Update December 2010:</u> The performance of boroughs has been reviewed and will continue to be reviewed. Detailed work is currently ongoing to assess the potential effect of different waste collection services for Barnet in the future looking at performance, cost and waste levy fees. This includes consideration of weekly and fortnightly collections of refuse, recycling or organic waste. The reduction of bin sizes would involve high costs through purchasing new bins, and this option is not being considered further.</p> <p><u>Update August 2011:</u> The 2010/11 performance information for other boroughs is currently being collated and analysed. The results of which are expected to form part of a future report to Cabinet.</p>	
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Recommendation	Status	Information	Contact Officer
<p>That the Council takes a holistic approach when re-building regeneration estates to encourage recycling and waste minimisation. This should include considering the design features of estates to reduce waste during the occupancy of the building and incorporate adequate space for segregation and storage of recyclables, food waste and so on. Recycling bins should also be placed in easily accessible areas to incorporate loading, storage and pick up areas for domestic quantities of recyclable waste. A holistic approach should also include educating</p>	<p>Completed</p>	<p><u>Cabinet response to recommendation:</u> “That the recommendation of the Recycling and Waste Minimisation Task and Finish Group be accepted.”</p> <p><u>Additional Cabinet comment:</u> “Cabinet Members noted the low recycling performance of purpose built flats at one of the boroughs regeneration estates and questioned whether registered social landlords were undertaking activities to improve recycling rates. The Task and Finish Group Chairman requested that officers in Housing Services look into this matter.”</p> <p><u>Update December 2010:</u> This work is ongoing. Architects and developers must comply with the Council’s requirements on provision of refuse, organic waste and recycling facilities. The Council’s Supplementary Planning Document on Sustainable Design and Construction requires developers to provide sufficient space within flats for the storage of recyclables. Planning proposals are checked by Planning officers and are referred to the refuse collection team and recycling contractor May Gurney as necessary before approval is given. Both refuse and May Gurney work to look at innovative options for storage and facilities in secure locations that are convenient for managing agents and residents. In addition, residents who are new to the borough now receive an information leaflet on recycling services, what they can recycle and how they can reduce their waste with their council tax mailing.</p>	<p>Michael Lai, Waste Strategy Group Manager, Environment & Operations</p> <p>Lynn Bishop, Assistant Director, Environment & Operations</p>

residents on what they are able to recycle.		<u>Update August 2011:</u> Completed	
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School Places Planning Task and Finish Group – Cabinet, 3 February 2010

Recommendation to Cabinet (accepted)	Status	Information	Contact Officer
<p>Whilst recognising the necessity of temporary expansions on occasion, that the authority commit to deliver School expansions on a permanent basis when possible.</p>	<p>Green</p>	<p><u>Cabinet Resolution</u>: “That, whilst recognising the necessity of temporary expansions on occasion, the authority commit to deliver school expansions on a permanent basis when possible.”</p> <p><u>Update October 2010</u>: A report was taken to Cabinet in September 2010 setting out the medium-term strategy for meeting the demand for primary school places, primarily through permanent expansions, where funding allows. The government is currently reviewing.</p> <p><u>Update February 2011</u>: A statutory proposal to permanently expand Broadfields Primary School was agreed by Cabinet in November 2010. Barnet has been allocated £9.5m of Basic Need funding for 2011/12 for all state funded schools as part of the Government’s capital funding allocation. Plans are being developed to permanently increase primary school capacity in line with the investment strategy agreed by Cabinet in September 2010.</p> <p><u>Update August 2011</u>: A presentation was given to primary heads about the four criteria which will be used to identify the most appropriate schools to expand, and heads were asked to indicate whether expansion fits with the vision for their schools. The next tranche of activity is likely to commence in the autumn.</p>	<p>Elaine Tuck, Strategy and Planning Manager (Acting), Children’s Services</p>

<p>That the authority seek to support the expansion of oversubscribed voluntary aided schools where possible, and subject to planning consent. The Group wishes to state its support for the expansion of Akiva School in particular, subject to planning consent.</p>	<p>Amber</p>	<p><u>Cabinet Resolution</u>: “That the authority seek to support the expansion of oversubscribed voluntary aided schools where possible, and subject to planning consent.”</p> <p><u>Additional Cabinet Comment</u>: “Cabinet generally endorsed the recommendations of the Group, but whilst supporting expansion of oversubscribed voluntary aided schools in principle, did not agree that specific schools should be singled out for support as any individual proposal would need to undergo appraisal against a range of relevant criteria.”</p> <p><u>Update October 2010</u>: Voluntary aided schools are being considered alongside community schools for potential expansion, and discussions will be held with relevant diocesan boards when more information has been received as to the funding that will be available to Barnet for school expansions. The LA had earmarked funding for the expansion of Akiva School, but Governors subsequently decided not to proceed with the expansion. A number of Free Schools are planning to open in or near Barnet, including two Jewish schools, which will contribute to the number of faith school places available to Barnet residents.</p> <p><u>Update February 2011</u>: A statutory proposal to permanently expand Broadfields Primary School was agreed by Cabinet in November 2010. Barnet has been allocated £9.5m of Basic Need funding for 2011/12 for all state funded schools as part of the Government’s capital funding allocation. Plans are being developed to permanently increase primary school capacity in line with the investment strategy agreed by Cabinet in September 2010.</p> <p><u>Update August 2011</u>: A new Free School Etz Chaim is on track to open in September 2011. Plans to further permanently expand primary capacity in the borough are being progressed.</p>	<p>Elaine Tuck, Strategy and Planning Manager (Acting), Children’s Services</p>
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<p>That the authority continues to monitor closely the efficacy of the GLA model for demand projection, with this information reported to Members.</p>	<p>Green</p>	<p><u>Cabinet Resolution</u>: “That the authority continues to monitor closely the efficacy of the GLA model for demand projection, with this information reported to members.”</p> <p><u>Update October 2010</u>: Updated GLA roll projections are monitored frequently and it is proposed to take an update paper to Children’s Service Overview and Scrutiny Committee in November 2010 to examine the accuracy of the latest projections.</p> <p><u>Update February 2011</u>: A paper on the accuracy of school roll projections went to Children’s Service Overview and Scrutiny Committee in November 2010. The accuracy of school roll projections continues to be monitored, and is currently being analysed against the latest January Census of pupil numbers in Barnet.</p> <p><u>Update August 2011</u>: Several boroughs and the GLA met to develop further improvements to the projection model. GLA officers also came to Barnet to understand how projections are applied to school place planning in the borough.</p>	<p>Elaine Tuck, Strategy and Planning Manager (Acting), Children’s Services</p>
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Advice Provision in the Borough Task and Finish Group – Cabinet, 22 February 2010

Recommendation	Status	Information	Contact Officer
<p>That Social Workers receive regular Welfare Rights Advice and Information training. The purposes of this training would be to help them to understand the benefits system, techniques to identify which benefits service users could be entitled to, and information on how to access advice services provided by Partner Agencies.</p>	<p>Completed</p>	<p><u>Cabinet response to recommendation:</u> “Social Workers already provide assistance to their clients on support available to them. Training on benefits is a core part of the departmental training programme for social workers and its content and frequency will continue to be reviewed to ensure it covers both the right staff and the relevant subjects such as those mentioned above. Barnet’s new Social Care Connect website, currently in final test phase, will provide a quick and easy reference point both for customers and those who support them, and will be developed in response to the feedback we receive from users.</p> <p><u>Additional Cabinet Member Comment:</u> “My understanding is that the WRU provided information on how to claim particular benefits. I believe that benefits advice is provided by other officers of the Council and by partner organisations, which has negated the need for a Welfare Rights Unit.”</p> <p>The Welfare Rights Unit is now closed but it dealt exclusively with work referred by social services, and specific alternative arrangements are in place for referrals following the Unit’s closure. These make full use of existing services such as our Joint Visiting Team with the Local Pension Service and those offered by voluntary organisations, and will continue to ensure income maximisation for people accessing social care services. In line with the recent initiative of the Association of Social Services Directors, work to continuously improve the public information about benefits that the Council provides through its website will be taken forward</p>	<p>Julian Mauger, Commissioning Manager</p>

		<p>during 2010 by Adult Social Services as part of its development of Barnet's Information and Advice Strategy.”</p> <p><u>Update October 2010:</u> No additional information to report.</p> <p><u>Update February 2011</u> No additional information to report.</p> <p><u>Update August 2011</u> No additional information to report.</p>	
<p>That the Council's Advice and Benefits webpage be updated before the closure of the Welfare Rights Unit. The information should include:</p> <p>(i) An overview of welfare rights benefits including which benefits can be claimed.</p> <p>(ii) Information on where Barnet residents can go to get welfare rights advice.</p>	Completed	<p><u>Cabinet response to recommendation:</u> “On 15 February, Social Care Connect, the Council's new website for people using or involved in social care, was launched. This launch was supported by a high profile publicity campaign, including bus-shelter advertisements. Social Care Connect includes a directory of all organisations which can support people who need social care in the borough. These organisations are divided into 10 categories. One of these is ‘Money Matters’, which lists 67 organisations that can help people with financial issues. Another is ‘Advice’, which lists 269 organisations. If you type ‘benefits’ into Social Care Connect's search engine, it finds 48 entries in the directory that link to benefits.”</p> <p><u>Update October 2010:</u> All actions completed in Quarter 1. The Council's Advice and Benefits web page will be kept under review and updated as necessary. http://www.barnet.gov.uk/index/advice-benefits.htm</p>	<p>Julian Mauger, Commissioning Manager</p>

<p>(iii) Other useful information on welfare benefits to stimulate trade in the boroughs town centres.</p>		<p><u>Update February 2011</u> No additional information to report.</p> <p><u>Update August 2011</u> No additional information to report.</p>	
<p>That consideration is given to a needs analysis being conducted before the tendering of the community advice service contract to identify the current advice needs in the borough.</p>	<p>Amber</p>	<p><u>Cabinet response to recommendation:</u> “The Community Advice contract represents a basic element of universal provision for Barnet residents for which needs are well-demonstrated by its current usage. A substantially greater investment is made in more specialist services provided through other voluntary sector organisations for people needing extra support. This sector is currently being reviewed as part of an analysis of needs and provision as set out in the recently agreed by CRC Prevention Framework.”</p> <p><u>Update October 2010:</u></p> <p>The Council has commissioned an independent needs analysis and equalities impact assessment to inform the design of future Community Advice provision, and the draft report is currently receiving attention. The report will also inform the integrated strategy for advice, information, advocacy and brokerage which is in preparation.</p> <p><u>Update February 2011:</u></p> <p>The needs analysis and equalities report has been completed. It informed the Equalities Impact Assessments carried out on the recent budget proposals relating to future provision of community advice services. It is currently being used in drafting the specification for the upcoming tender</p>	<p>Julian Mauger, Commissioning Manager</p>

		<p>for a new Community Advice Service. It will also inform the strategy for advice, information, advocacy and brokerage in relation to social care clients.</p> <p><u>Update August 2011:</u> The needs analysis and equalities report was used to inform the tender for a new Community Advice Service published in April 2011. The tender response is currently being evaluated.</p>	
<p>That Council staff working with Adult Social Service users receive priority referrals for advice services with partner organisations, when the Welfare Right Unit closes.</p>	<p>Green</p>	<p><u>Cabinet response to recommendation:</u> “Alternative arrangements are in place for Adult Social Services' referrals following the Welfare Rights Unit's closure. Prioritisation will seek to be equitable and reflect urgency and risk rather than simply the referral source.”</p> <p><u>Update October 2010:</u> During the period April to October, the CAB received 87 priority referrals from Adult Social Services. Benefit gains reported by CAB to date total £162,460</p> <p><u>Update February 2011:</u> During the period April to December, the CAB received 115 referrals from Adult Social Services. Benefit gains for the period reported by CAB totalled £237,410.</p> <p><u>Update August 2011:</u> <i>Update to follow</i></p>	<p>James Taylor, Deputy Head of Strategic Commissioning, Adult Social Services</p>

