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DATE: 08 July 2014

EXECUTIVE AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Tuesday 8 July 2014

The following additional and replacement papers are available for the meeting.

9a Bromley Youth Employment Project (Phase 2) (Pages 3 - 6)

- Updated appendix 2 (page 35)
- Information on project beneficiaries

10 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS (Pages 7 - 8)

(13) Invest to Save – Training Statemented Pupils to Travel Independently

- Additional information requested by the Environment PDS Committee at its meeting on 2nd July is attached.

(16) Supporting Young People with Special Educational Needs and Disabilities (SEND) to prepare for Adult life – Funding Proposal

Please note that this report has been withdrawn as it is not now necessary to request the additional funding.

12 BENEFITS SERVICE MONITORING REPORT (Pages 9 - 10)

- Amended versions of appendices 2 and 4 (pages 106 and 108)

16 UPDATES FROM PDS CHAIRMEN (Pages 11 - 18)

- Updates appendix attached.

***Copies of the documents referred to above can be obtained from
www.bromley.gov.uk/meetings***

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Bromley Youth Employment Project – Performance Management and Governance Arrangements

Project performance management

Accountable Officers	Mechanism for Performance Management
BEBP Individual staff	Individual Work Plan with monthly targets Progress reviewed by BEBP Programme Leader fortnightly Performance will contribute to staff members overall performance appraisal
BEBP Programme Leaders <i>Sarah Sutherland (Work Experience & Apprenticeships)</i> <i>Jane Belding (Mentoring & Volunteering)</i>	Provide progress report on Project Activity, Outcomes and Outputs to BEBP Operational Project Lead monthly
BEBP Operational Project Lead <i>Lesley Holland</i>	Provide progress report to Head of Bromley Youth Support Programme (Project owner) on monthly basis
Head of Bromley Youth Support Programme (Project Owner) <i>Paul King supported by Stella Marshall</i>	To provide progress report to EC & HS DMT on a monthly basis
BEBP Operational Project Lead and Head of Bromley Youth Support Programme	Report to Project Board on two monthly basis
BEBP Operational Project Lead and Head of Bromley Youth Support Programme	Report to BEBP Steering Group (acting in a reference and challenge role) on a termly basis
Project Board	To report back to Executive & Resources PDS Committee for Members scrutiny on a three monthly basis

Governance Arrangements

- A Bromley Youth Employment Project Board will be established.
- The Project Board will be chaired by LBB Assistant Director Education, assisted by Head of Bromley Youth Support Programme (as Project Owner).
- The Board will be made up of representatives from the sectors consulted as part of the Phase 2 stakeholder consultation process. These include:
 - Business
 - Employment and Skills
 - Education
 - Commissioning
 - Human Resources
- The Project Board will meet on a two monthly basis and will monitor progress against the targeted outcomes identified in the Profile of Project Activity, Outcomes and Outputs
- The Bromley Education Business Partnership (BEBP) Steering Group will act as a Stakeholder Reference and Challenge Group.
- The Project Board will report back to the Executive and Resources PDS Committee for Member scrutiny on three monthly basis
- The Project will also be reviewed by EC&HS DMT on a monthly basis.

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Bromley Youth Employment Project (Phase 2)

Project Beneficiaries

The Project will target Bromley residents in the following client groups:

- School/College students in Academic Yr 12 (16 -17 yr olds) on one year courses
- School/College students in Academic Yr 13 (17 -18 yr olds) not going on to HE
- Young people aged 17 -19 who are in LBB NEET and Not Known categories
- Bromley 18 -24 yr old JSA Claimants (close to the labour market but needing additional support with employability skills)
- LBB Looked after children (LAC)/Care Leavers aged 15 -24yrs

Target group	Number of young people in target group	Comments
School/College students in Academic Yr 12 (16 -17 yr olds) on one year courses	Approx. 1130 students	Figure relate to academic yr 2013/14 as the cohorts for 2014/15 and 2015/16 are as of yet unknown
School/College students in Academic Yr 13 (17 -18 yr olds) not going on to HE	Approx. 920 students	Figure relate to academic yr 2013/14 as the cohorts for 2014/15 and 2015/16 are as of yet unknown
Young people aged 17 -19 who are in LBB NEET and Not Known categories	426 17-19 yr olds are NEET 670 17 -19 yr olds whose participation status is Not known	Figures as of 1 July 2014
Bromley 18 -24 yr old JSA Claimants (close to the labour market but needing additional support with employability skills)	835 JSA claimants aged 18 -24 yrs (total number) 570 of the above have claimed for 39 weeks or less. JC Plus estimate 10% (57) of these would benefit from additional mentoring	Job Centre Plus reported figures for May 2014
LBB Looked after children (LAC)/Care Leavers aged 15 -24yrs	253 young people	Figure as of June 2014

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EXECUTIVE AND RESOURCES PDS COMMITTEE

8TH JULY 2014

EXECUTIVE AGENDA ITEM 13: INVEST TO SAVE – TRAINING STATEMENTED PUPILS TO TRAVEL INDEPENDENTLY

(Additional information requested by Environment PDS Committee on 2nd July 2014.)

The potential for a pupil, in receipt of council funded transport, to be trained to travel independently is dependent upon many factors. The proposed number of 20 pupils becoming independent travellers during the 2014/15 school year was carefully chosen in consideration of:

- Success during 2013/14
- The number of 'new' pupils each year who schools believe would be suitable (from an age and ability perspective)
- Recognition of the fact that an element (following commencement of training) will ultimately prove unsuitable for independent travel
- Journeys that would be undertaken independently remain in accordance with statutory requirements (travel times etc.)
- Parental and school engagement – which is crucial to success

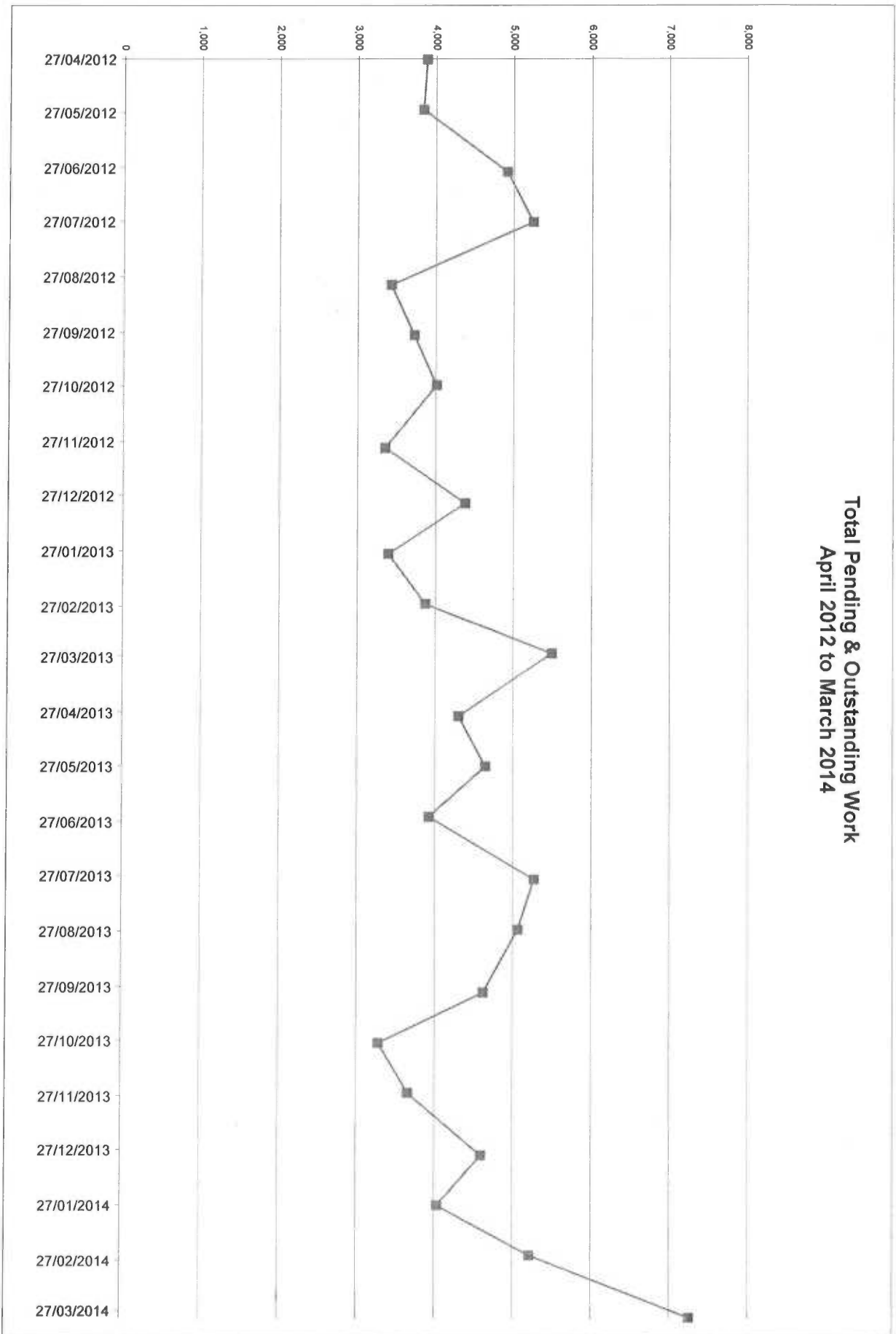
In consideration of the request by PDS for SEN Transport to identify the maximum number of pupils who could potentially be trained, early scoping suggests that, of 825 pupils being transported, approximately 60 pupils may be receptive to travel training in 2014/15 and a similar number in subsequent years. Naturally, as the more receptive pupils become travel trained, the pool of potential trainees will reduce as remaining pupils, with more complex needs, may be less receptive to the opportunity for travel training.

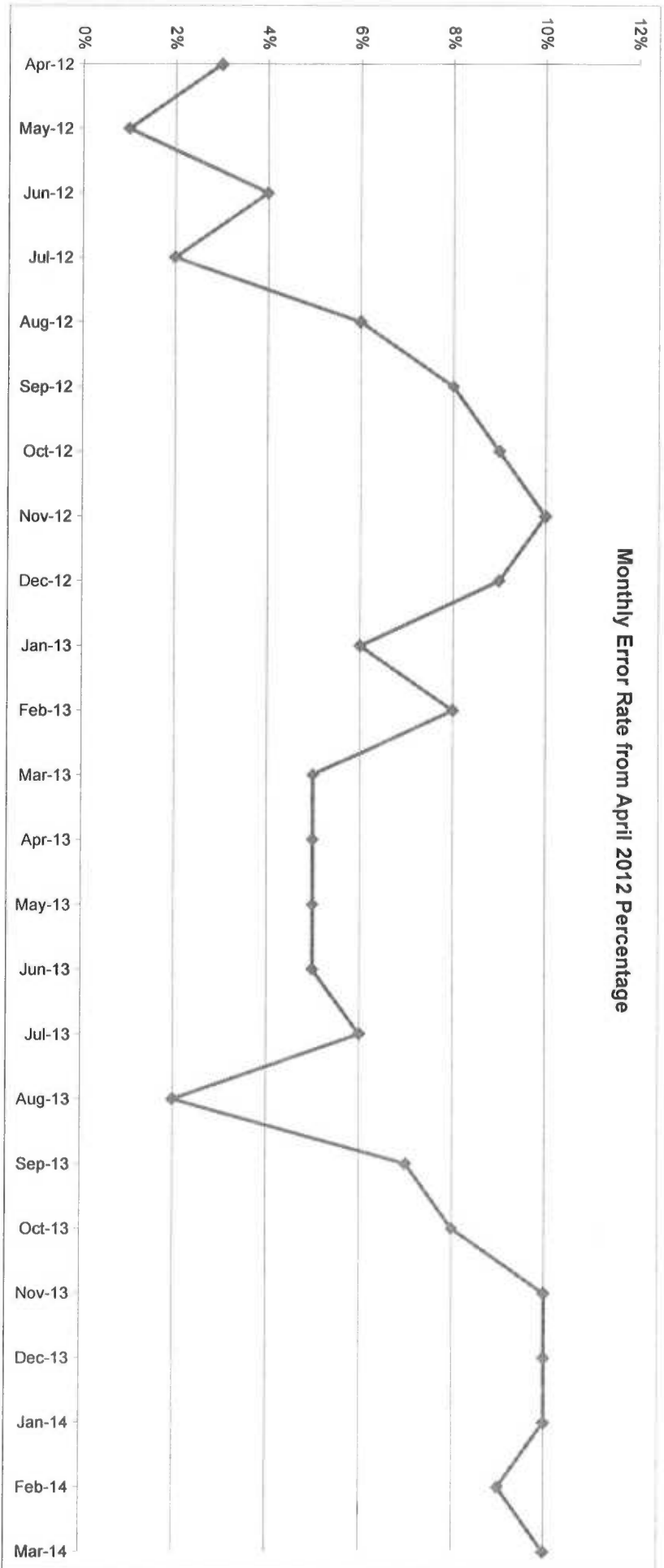
Experience gained during 2013/14 suggests that approximately a third may ultimately prove unsuitable and this would leave a stretch target of approximately 40 pupils to become independent travellers during 2014/15. SEN Transport would be very keen to pursue the training of further pupils who may potentially be suitable if PDS and Executive are willing to increase funding above the level requested for training 20 pupils.

Colin Lusted, Business and Planning Manager,
Education, Care and Health Services

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**Total Pending & Outstanding Work
April 2012 to March 2014**





Executive and Resources PDS Committee

8th July 2014

16. Updates from PDS Chairmen

Public Protection and Safety PDS Committee

17th June 2014

1. The first Public Protection and Safety Policy Development and Scrutiny Committee meeting of the municipal year 2014/2015 was conducted on Tuesday 17 June 2014.
 2. Terry Belcher, Vice Chairman of the Bromley Safer Neighbourhood Board, Alf Kennedy, Chairman of Bromley Neighbourhood Watch, Derec Craig, Victim Support and Dr Robert Hadley, Chairman of the Bromley Residents' Federation were all re-appointed to the Committee. Laila Khan, Chair of Bromley Youth Council and Grace Stephens from Bromley Youth Council were newly appointed to the Committee.
 3. In the Chairman's Update I informed Members that the next meeting would commence at 19:30 with a visit to the Council's CCTV centre being arranged beforehand. Dates for members diaries were: Safer Neighbourhood Board Public Meeting at Citygate Church, Beckenham on the 9th July, and the Crime Summit on the 27th September. I invited the Portfolio Holder to update the Committee on the new Safer Neighbourhood Board and new Safer Bromley Partnership meetings that had taken place thus far. Cllr Auld also asked whether the Portfolio Holder had an update regarding Commissioning, to which we were told that there were some recent developments, although it was early days in the process.
 4. The Police Update was presented by the new Borough Commander Chris Hafford. In Bromley in the last 12 months Burglary had fallen by 8.5%, Criminal Damage was down 1.9%, Motor Vehicle crime was down 12.5% but Violent Crime was up 14.7%, mainly made up of an increase in Domestic Violence cases, due to the new classification when it is reported. Public Confidence was up 66%, which was 3% better than last year. 91.6% of 999 calls were responded to within the 15 minute target, 92.8% of significant 999 calls were responded to within the targeted 10 minute target.
- Jo Oakley, Deputy Borough Commander would be transferring to Lewisham in July, and Carron Schusler, Head of Bromley's Safer Neighbourhood Teams had been promoted and was transferring on Croydon. Bromley Police were also 4/5 Sergeants below target and the number of PCSOs had reduced due to promotions and decreased resources. Morale was good in the Bromley Force.

Regarding the Local Policing Model, the Borough Commander acknowledged that police officer shift patterns were not universally popular and reviews were in progress. Contact Points are also under review to ensure they were providing value for money. Cllr Pierce commented that surgery times at contact times could be better advertised.

5. The Committee received its Annual Update from South London and Maudsley NHS Foundation Trust, which was presented by the new Chief Executive, Dr Matthew Patrick, Dr Martin Baggaley, Medical Director, Ellie Davies, Service Director and Professor Tom Fahey, Clinical Lead. It was stated that out of 22,000 episodes of leave in the last year, there had been just 14 incidents, and only 2 had failed to return. Additionally no episodes of crime were reported and there had been no escapes from the Hospital Grounds itself. Bethlem Royal Hospital had the lowest rates of incidents across London. There were now four meetings a year between the Hospital and the Leader, Portfolio Holder, Chairman and Nigel Davies, Director of Environmental & Community Services, and it was acknowledged that communication and significantly improved. The Committee asked many probing questions, and though agreed that progress had been made, concerns still remained going forward. Ellie Davies invited the Committee to a visit of the Hospital site.

6. For the benefit of the large number of new Councillors on the Committee Rob Vale, Head of Trading Standards gave members an overview of the work of Bromley Trading Standards. He gave an update concerning the work of LBB against doorstep crime, postal scams, internet based scams, rogue traders, the sale of age restricted products and the new focus his department has regarding adult safeguarding, working closely with Age UK and the LBB Adult Safeguarding team. He also highlighted the visits made to Banks to highlight particular danger signs for their staff to look out for. Since 2002 LBB had helped vulnerable residents save £2million.

7. The Mentoring End of Year Report was presented by Paul King, Head of Bromley Youth Support Programme. The scheme was in the second year of funding from MOPAC, and it was hoped that this would carry on for the next ten years. The scheme matches trusted Mentors with young people identified as being most at risk of developing criminal and anti-social behaviours. There are currently 118 active Mentors, who worked closely with Bromley Youth Offending Team and Behavioural Services. The scheme is externally assessed and so far assessments have been good. The Mayor London visited the YOT and met Mentors and a Mentee and was very impressed with the work being undertaken. The outcomes of the report were noted by Members.

8. The Budget Monitoring position for 2014/15 based on expenditure and activity levels up to 31st May 2014 showed a balanced budget. In the budget was an allocation of £36,000 to fund the Summer Diversionary Activities.

9. The Provisional Final Outturn position for 2013/14 showed an underspend of £114,000. This was due to an underspend across various CCTV budgets, a reduced number of dogs being kept in kennels and the secondment of the Head of Public Health Nuisance to the Chief Executive's Office. The Portfolio Holder's Community Safety budget showed a £98 underspend.

10. The Draft Portfolio Plan for 2014/2015 was noted by the Committee and the Portfolio Holder agreed to adopt the Portfolio Plan outlined in the report.

11. The Committee agreed to approve the request to use £5,000 of Section 106 monies to upgrade the CCTV system in Orpington Town Centre.

12. A report was presented to the Committee outlining the Enforcement Activity under delegated powers during the period from October 2013 to March 2014. The report outlined objectives against targets, and Members noted that good levels had been achieved and agreed to continue to receive half yearly reports.

13. Members noted a report which gave an update on the how the department was meeting the targets set by MOPAC in order to continue to keep the funding of various key projects. Funding was allocated a year ago, and one year on all targets set by MOPAC had been met.

14. The Bromley Youth Council Manifesto was presented to the Committee by the Youth Council Chair Laila Khan as an information item. The 2014/2015 Campaign will focus on two areas: Portrayal of Youth in the Media and Domestic Violence.

15. The Committee reviewed the Work Programme and Contracts Register.

16. The following visits are being planned for Committee Members: a visit to LBB CCTV Centre on 9th September; a visit to Bethlem Royal Hospital; and a visit to the Police Dog Training Centre at Keston on 20th November.

Councillor Kate Lymer
Chairman, Public Protection and Safety PDS Committee

Renewal and Recreation PDS Committee – 23rd June 2014

The Chairman welcomed all Members to the first meeting of the 2014/15 Municipal Year. A special welcome was extended to new Members Councillors Rutherford and Wilkins and to Miss Precious Adewunmi, the new Bromley Youth Council representative. Proposals for the use of funds for the Biggin Hill Heritage Centre were currently being developed. Members were advised that it was the intention to table a report at the next R&R PDS meeting on 2 September 2014 before moving on for consideration by Members of the Executive subject to the outcome of current discussions.

Officers were awaiting the outcome of a full condition survey on Anerley Town Hall. Upon receipt of this, a detailed report would be submitted for consideration by Members of the Executive in September 2014.

It was anticipated that Anerley Library would close during the first week of August 2014 and the new library would be opened towards the end of August.

The Council was meeting with Mytime officers to discuss the current financial situation and to establish an appropriate way forward. Mytime's new Chief Executive would take up her position in September 2014. Mytime had failed to provide the previously requested figures for the revised Investment Fund five year spending proposals however, this had been overtaken by current events.

BUDGET MONITORING (R&R)

Members considered the latest budget monitoring position for 2014/15 based on expenditure and activity levels up to 31 May 2014. The total portfolio budget showed a projected overspend of £258k.

PROVISIONAL OUTTURN (R&R)

Members considered the 2013/14 provisional outturn position for the Renewal and Recreation Portfolio which showed an underspend of £224k and represented a 2.55% variation against the controllable budget of £8.785m. This compared with a projected variation of Cr £96k.

The Head of Finance confirmed that 20% of Building Control staff time/activities could not be charged for and therefore was categorised within the non-chargeable part of the service. For example, this type of work included the provision of general advice by telephone, the first hour of officers' time in giving pre-building regulation application advice and dealing with dangerous buildings.

BROMLEY LIBRARY SERVICE - OUTCOME OF CONSULTATION

Members considered the results of the staff and library user consultation that had been undertaken since the R&R PDS meeting held in April 2014. In response to the outcome of the consultation, the report made a number of recommendations to achieve the necessary budget savings for 2014/15.

To maintain an effective service within the reduced operating hours and staff hours, it was necessary to install Radio Frequency Identification Data (RFID) equipment in all of the borough's libraries at a cost of £275,000 to enable full customer self-service. Staff Side Secretary, Mr Glenn Kelly addressed the Committee.

The Chairman made a statement:

Ms Liz Keable addressed Members on behalf of Mottingham Residents' Association. It was reported that in response to the question of whether the Council's proposal for reducing opening hours would inconvenience users in any way, the vast majority of people interviewed had responded "no". In this regard, the Council thought it prudent to go with the option that caused the least inconvenience.

Discussion took place around the best way to promote current library services and inform the public of the changes that would take place. Officers would work with the Council's Communication Department in this regard.

INITIAL ASSESSMENT FOR WAR MEMORIAL REFURBISHMENT

Members considered the initial results of the condition survey undertaken on the 19 war memorials over which the Council had responsibility.

RENEWAL AND RECREATION PORTFOLIO BUSINESS PLAN

Members considered the Renewal and Recreation Business Plan 2013/14 Monitoring Report for Quarter 4.

As some information was duplicated in other reports to Committee, the Chairman requested that Members e-mail him with any suggestions they may have as to how the actions delivered and identified could be better scrutinised at future meetings.

Referring to Aim 2b there was concerned to note that the determination of minor applications had continued to fall behind target and questioned the reason for this as it appeared that determination of other types of application had improved. It was agreed that the Chief Planner would be requested to circulate an updating statement in this respect.

The Chairman noted that £173k from Sport England's Community Sports Activation Fund had been awarded to Pro-Active Bromley to work with clubs and community groups to increase and sustain participation in sport for people over 14. Officers agreed to circulate a detailed briefing paper outlining how the award had been utilised in each ward.

Discussions were continuing around restoration and development proposals for Bromley Museum. Details of this would be reported to Members at a future PDS meeting. Aim 1e referred to the production of Growth and Delivery Plans for the Borough's strategic employment sites in Biggin Hill, Cray Valley and Bromley Town Centre. The Chairman asked that detailed reports for individual areas be submitted to future meetings outlining the work undertaken in this respect.

Aim 3d referred to the project by Bromley College on behalf of the Council to support young unemployed residents with sustainable employment opportunities through the creation of apprenticeships and internships. Unfortunately, the College had misjudged admission figures and although the apprenticeships programme had been successful, internships had not been delivered. The contract with Bromley College had now been terminated and the Working Group would review the scheme and report back to a future meeting of the Committee. Councillor Bosshard supported the Council's commitment to supporting young people into employment but emphasised the importance of ensuring correct delivery of the scheme in order to achieve success.

TOWN CENTRE MANAGEMENT UPDATE REPORT - JUNE 2014

Members received an update on activities undertaken by the Council's Town Centre Management and Business Support Team up to April 2014. The report also summarised priorities for the period until the end of September 2014.

At the suggestion of Councillor Morgan, a proposal to request further funding to support various improvement projects at local parades would be submitted to a meeting of the Executive Committee.

TOWN CENTRES DEVELOPMENT PROGRAMME UPDATE

Members considered the progress achieved in delivering the Town Centres Development Programme.

Members were requested to attend a special meeting of the Executive to be held on 22 July 2014 to pre-scrutinise jointly with E&R PDS Members, a part 2 confidential report on proposals for Churchill Palace (Site G in the Area Action Plan).

As Chairman of the Beckenham Town Centre Working Party, Councillor Tickner reported architects were currently working on plans for the design and development stage of the Town Centre Improvement Scheme. A detailed report would be submitted to the October meeting of the PDS Committee.

**Councillor Ian Payne,
Chairman, Renewal & Recreation PDS Committee**

1. Market Testing

The main item on the agenda was a further report on proposals to market test the education service. The scope of the testing has been expanded to include in the 'bundle of education services':

- strategic management functions;
- the residual functions of the Behaviour Service;
- the Special Educational Needs Service (including the Specialist Support & Disability Service);

Not included is Bromley Adult Education which is subject separate market testing.

The option to explore management arrangements with relevant schools for the Hearing Impairment Units was rejected and the Hearing Impairment Units are included within the SEN Inclusion Support service as part of the overall market testing process.

Representatives of Parent Voice and SEN children attended to question the Portfolio Holder about the proposals and he assured them that unless the market testing showed value for money and a service as good as or better than that currently provided there would not be proposals to outsource the service. He also pointed out that a large number of children are taught in independent SEN schools.

2. Under-Performing Schools

The committee considered a report on under performing schools as part of its' commitment to improving schools. 14 maintained schools are in RI (Requires Improvement) category. Clear progress is being made in the schools concerned. A member *Improving Schools Panel* has been established under the chairmanship of Cllr Mary Cooke. The Panel will only meet if the Assistant Director feels reference is required so that the panel can question the Chairman of Governors and the Head teacher about why progress is not being made.

3. Free School Meals for KS1

The committee discussed the progress being made to comply with the requirement for free school meals to be available from September for all Reception and Key Stage 1 pupils. Schools are receiving funding from the government for the necessary physical adaptations.

4. Statemented Pupil Travel Training

The committee supported a proposal to continue to Travel Training Programme for statemented pupils so that they could travel to school independently. In the first tranche 33 pupils passed the training. Not only does the programme prepare pupils for adult life, it saves an average of £4300 per annum on transport costs for each pupil.

5. School Places and Progress to Academy Status

The committee in planning its programme for the remainder of the year re-established, under the chairmanship of Cllr Judi Ellis, the *School Places Working Group* and a *Progress to Academy Status Member Panel* under Cllr Keith Onslow. The latter panel will meet if the five schools which have not yet started to plan for academy conversion do not make progress to do so in 2014-5.

6. New topics to be investigated

In addition to topics already programmed the committee commissioned reports on:

- ✓ *Looked After Children* – ensuring they have opportunities for non-curricular activities such as the Duke of Edinburgh Award, apply, where appropriate, for selective education and university entrance etc.
- ✓ *Truancy and Missing Children*
- ✓ *Home education.*

7. Safeguarding, Children's Centres and Troubled Families

The committee also agreed (as in 2013) to a joint meeting with Care Services in February 2015 to scrutinise our child safeguarding arrangements and, subject to the agreement of Care Services PDS Committee, a joint working party to look at the effectiveness of *Children's Centres* and the *Trouble Families Initiative*.

Cllr Nicholas Bennett JP
Chairman, Education PDS Committee

Environment PDS Committee
1st July 2014

Future DLR and Rail Links to Bromley:

The committee received an update on the investment cases for DLR, Tram, Bakerloo and London Overground extensions into Bromley Borough. TfL are currently suggesting that the investment case for the DLR extension to Bromley North does not provide sufficient benefit to justify the investment. The London Overground extension to Bromley North is potentially viable though the proposal is least developed and details remain to be clarified. It could however be delivered in 2020/21. TfL appear to remain committed to extend the Bakerloo to Hayes despite the views expressed by Bromley Council. The business case is considered strong, though the benefit to Bromley Borough is considered neutral. The tram extension to Crystal Palace would provide some of the necessary improved transport links to support developments in that area.

The committee expressed concern that TfL appear not to want to support DLR to Bromley North. London Overground was an interesting development, not least the

fact that it could be delivered in 6 or 7 years. However the Overground would not provide the option to extend into Bromley Town Centre and potentially beyond. The London Overground proposal would provide some benefits to Bromley Town Centre, but it seems to offer more an improved commuter route for Bromley residents, which whilst welcome, would not offer the same benefits as a route into the commercial heart of Bromley. The committee provisionally welcomed the London Overground proposal pending further information. TfL currently do not appear to be seriously considering the Bakerloo spur from the Hayes line into Bromley Town Centre if they do push ahead with the extension.

The Committee also noted the need to continue to promote all public transport links from the borough into London and beyond. The reconfiguration of the Thameslink services with the improvements to London Bridge and other changes following the London Bridge upgrade are lacking detail. The Council should continue to promote residents' interests in public transport matters.

Portfolio Plan:

The committee reviewed the Environment Portfolio plan 2014/17.

Parking Shared Service Commencement of Gateway Review:

The committee considered the initial proposals and the issues for decision for the definition of the next parking services contract. The committee proposed a working group to support the Gateway review and to review the implications of recent announcements on parking and PCN from the DCLG. The committee would consider the necessary revisions to council policy following the changes. It is likely that PCN income would no longer cover the costs of enforcement in some locations such as outside schools and bus stops.

Parking controls in Residential Areas:

The committee reviewed current practice on the introduction of parking controls in residential areas and the establishment of a policy. The policy covers: When and when not to introduce parking controls; Driveways; Flank boundary parking; Footway parking; and the effect of road width on those parking policies. Other aspects of parking controls remain to be clarified. The committee recommended that the Portfolio Holder adopt the policy.

Other issues:

The PDS reviewed budget matters and transport/parking proposals.

The PDS agreed to establish a Waste Minimisation Working Group to review all aspects of the Waste Service budget. It is likely that a Highway Assets WG will be established at the next meeting now the likely terms of reference have been clarified.

**Councillor William Huntington-Thresher
Chairman, Environment PDS Committee**