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DATE: 4 April 2012

To: Members of the
ENVIRONMENT POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Councillor William Huntington-Thresher (Chairman)
Councillor Ellie Harmer (Vice-Chairman)
Councillors Reg Adams, Kathy Bance, Julian Grainger, David Hastings,
Samaris Huntington-Thresher, David Jefferys, Nick Milner, Ian F. Payne and
Stephen Wells

A meeting of the Environment Policy Development and Scrutiny Committee will be held at Bromley Civic Centre on **TUESDAY 17 APRIL 2012 AT 7.30 PM**

MARK BOWEN
Director of Resources

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

A G E N D A

PART 1 AGENDA

Note for Members: Members are reminded that Officer contact details are shown on each report and Members are welcome to raise questions in advance of the meeting.

STANDARD ITEMS

- 1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 2 DECLARATIONS OF INTEREST**
- 3 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING**

In accordance with the Council's Constitution, questions to this Committee must be received in writing four working days before the date of the meeting. Therefore please ensure questions are received by the Democratic Services Team by 5pm on Wednesday 11th April 2012.

- 4 MINUTES OF THE ENVIRONMENT PDS COMMITTEE MEETING HELD ON 28TH FEBRUARY 2012 (Pages 5 - 20)**

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

5 QUESTIONS TO THE PORTFOLIO HOLDER FROM MEMBERS OF THE PUBLIC AND COUNCILLORS ATTENDING THE MEETING

In accordance with the Council's Constitution, questions to the Portfolio Holder must be received in writing four working days before the date of the meeting. Therefore please ensure questions are received by the Democratic Services Team by 5pm on Wednesday 11th April 2012.

6 ENVIRONMENT PORTFOLIO - PREVIOUS DECISIONS (Pages 21 - 38)

To note decisions of the Portfolio Holder made since the previous meeting of the Committee.

7 ENVIRONMENT PORTFOLIO HOLDER PRESENTATION AND QUESTIONS

8 PRE-DECISION SCRUTINY OF REPORTS TO THE ENVIRONMENT PORTFOLIO HOLDER

The Environment Portfolio Holder to present scheduled reports for pre-decision scrutiny on matters where he is minded to make decisions.

a BUDGET MONITORING 2011/12 (Pages 39 - 48)

b CHISLEHURST AND ST PAULS CRAY COMMONS CONSERVATORS - NOMINATIONS FOR ELECTION AND ANNUAL REPORT (Pages 49 - 58)

c ALLOTMENTS - STATUS CHANGE OF TEMPORARY SITES (Pages 59 - 64)

d PROPOSAL FOR PROVISION OF ENFORCEMENT SERVICES (Pages 65 - 70)

e BRITTENDEN PARADE GREEN STREET GREEN - OPTIONS FOR MAKING UP FOR ADOPTION AS HIGHWAY MAINTAINABLE AT PUBLIC EXPENSE (Pages 71 - 78)

f PARKING APPEALS POLICY (Pages 79 - 92)

g ENVIRONMENT PORTFOLIO PLAN 2012/15 (Pages 93 - 114)

9 MINOR TRAFFIC/PARKING SCHEME REPORTS TO THE ENVIRONMENT PORTFOLIO HOLDER

a PRIVATE STREET WORKS - RAVENSBORNE AVENUE - REVISED SECOND RESOLUTION (Pages 115 - 120)

POLICY DEVELOPMENT AND OTHER ITEMS

- 10 ENVIRONMENT DEVELOPMENT ANNUAL REVIEW: 2011/12 (Pages 121 - 138)
- 11 FORWARD WORK PROGRAMME, MATTERS ARISING FROM PREVIOUS MEETINGS, AND CONTRACTS REGISTER (Pages 139 - 146)

PART 2 AGENDA

- 12 LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006, AND THE FREEDOM OF INFORMATION ACT 2000

The Chairman to move that the Press and public be excluded during consideration of the items of business listed below as it is likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the Press and public were present there would be disclosure to them of exempt information.

Items of Business

Schedule 12A Description

- | | | |
|----|---|---|
| 13 | SUITABILITY AND USE OF TFL'S FRAMEWORK FOR ENGINEERING CONSULTANCY SERVICES TO SUPPORT IN-HOUSE AND PARTNERSHIP WORKING - UPDATE (Pages 147 - 152) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |
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DATES OF FUTURE ENVIRONMENT PDS COMMITTEE MEETINGS

- 3rd July 2012
- 25th September 2012
- 27th November 2012
- 15th January 2013
- 5th March 2013

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ENVIRONMENT POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.30 pm on 28 February 2012

Present

Councillor William Huntington-Thresher (Chairman)
Councillor Ellie Harmer (Vice-Chairman)
Councillors Reg Adams, Kathy Bance, Julian Grainger,
Samaris Huntington-Thresher, David Jefferys, Nick Milner
and Ian F. Payne

Also Present

Councillor Peter Fortune and Councillor Colin Smith

70 APOLOGIES FOR ABSENCE AND NOTIFICATION OF ALTERNATE MEMBERS

Apologies were received from Councillors David Hastings and Stephen Wells.

71 DECLARATIONS OF INTEREST

Councillor Reg Adams declared a personal interest in item 7g by virtue of living in one of the roads covered by the proposed extension to the Clock House Controlled Parking Zone.

Councillor Ian Payne declared a personal interest in item 7c. Following the meeting Councillor Payne subsequently declared a personal interest in item 7b by virtue of residing in a road proposed as a location for an on street car club bay.

72 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING

There were no questions to the Committee.

73 MINUTES OF THE ENVIRONMENT PDS COMMITTEE MEETING HELD ON 18 JANUARY 2012

In agreeing the minutes, it was recommended that the Constitution Improvement Working Party (commissioned by the Executive and Resources PDS Committee) consider whether minutes of Council meetings should consistently identify the names of Members making comments.

RESOLVED that:

- (1) the minutes be agreed; and
- (2) the Constitution Improvement Working Party, commissioned by the Executive and Resources PDS Committee, be asked to consider whether minutes of Council meetings should consistently identify the names of Members making comments.

74 QUESTIONS TO THE PORTFOLIO HOLDER FROM MEMBERS OF THE PUBLIC AND COUNCILLORS ATTENDING THE MEETING

Two questions to the Portfolio Holder had been received for written reply. The questions and replies are detailed at **Appendix A**.

75 ENVIRONMENT PORTFOLIO - PREVIOUS DECISIONS

Decisions taken by the Portfolio Holder since the Committee's previous meeting were noted.

76 PRE-DECISION SCRUTINY OF REPORTS TO THE ENVIRONMENT PORTFOLIO HOLDER

A) CAPITAL PROGRAMME MONITORING Q3 2011/12 AND ANNUAL CAPITAL REVIEW 2012 TO 2016

Report RES12029

At its meeting on 1st February, the Executive agreed a revised Capital Programme for 2011/12 to 2015/16 and changes to the Programme for the Environment Portfolio were highlighted. The Executive also approved new capital schemes supported by Chief Officers in the annual capital review process and changes related to the Environment Portfolio were identified.

The revised Programme for the Portfolio was provided as were comments on individual schemes along with latest 2011/12 expenditure figures.

The Committee supported the changes approved by the Executive on 1st February 2012.

RESOLVED that the Portfolio Holder be recommended to endorse the changes approved by the Executive on 1st February.

B) CAR CLUBS IN BROMLEY

Report ES12032

Members considered a report setting out the potential expansion of car clubs in Bromley. Portfolio Holder approval was sought for the implementation of up to fifteen new car club bays in the Borough during 2012/13, subject to statutory consultation.

Two on-street car club spaces were currently provided within the Borough. Bromley submitted a bid to Transport for London in February 2011 and was successful in gaining £25,000 over 2011/12 and 2012/13 to implement up to 15 bays across the Borough.

Ten further 'reserve' locations had also been proposed as potential for either future implementation or as substitutes should any of the fifteen bays not be favoured at formal consultation stages.

In discussion the Chairman felt that the scheme should be reviewed at either 6 or 12 months after implementation.

A contract would be set for a three to five year period. If the scheme was a success, competition would be sought and there would be a number of operators. In response to a suggestion for a one year contract and assessment, advice would be sought from the Council's procurement team although another view suggested there should be an operational review and report at say 12 months rather than have a 12 month contract. Starting the scheme with two operators was also proposed but one operator was preferred to operate a small number of bays in a small area.

The Chairman suggested some flexibility to the cost of an on-street bay if car clubs were not prepared to commit to a long contract. He felt that the proposed charge for a permit should not be seen as a barrier to receiving a good tender and proposed that £200 per annum for a car club permit should be an aspiration.

RESOLVED that the Environment Portfolio Holder be recommended to:

- (1) approve the 15 proposed locations for car club bays, subject to local and statutory consultation;**
- (2) authorise officers to proceed with a tendering exercise to appoint a commercial car club operator to manage the approved locations;**
- (3) delegate authority to the Director of Environmental Services to implement alternative bay location(s) in consultation with Ward Members and the Portfolio Holder, should valid objections be received during the consultation process;**

(4) agree an aspiration of setting the cost of a car club permit at £200 per annum; and

(5) review the success of the scheme within 12 months of its implementation.

C) PARKING CHARGES

Report ES12029

A new pattern of parking charges was recommended across the borough, benchmarked against inflation since prices were last increased during 2004-2008. The opportunity had been taken to address a number of anomalies in the current charging policy, and to link charges in town centres more closely to the needs of the local economy.

In their 2009 report, the Committee's Parking Working Group recommended the development of a new Parking Strategy for the borough, and that proposals were developed for reform of parking charges.

The proposals set out in Report ES12029 had been drafted to ensure consistency with the objectives of the Parking Strategy agreed by the Environment Portfolio Holder following the Committee's consideration on 18th January 2012. The Parking Working Group met on 15th February 2012 to consider the proposals and further recommendations from the Group along with notes of its meeting were tabled for Committee Members.

There were also a number of anomalies in the pricing structure for residential and business parking permits; the Portfolio Holder was asked to agree revised permit charges and there was a proposed increase in the charge for a book of Visitors Vouchers.

For the discussion, Councillor Julian Grainger also provided data indicating the hourly usage by shoppers of Station Road Car Park, Orpington, between 7am and 6pm. The data included parking income received each hour which was compared to income that might have been received if prices were differentiated by time. Councillor Grainger's work suggested lower charges at times of less demand and higher charges for periods of increased demand.

The Chairman indicated that a varied rate of charging by time of day for on and off street parking had not been supported by the Parking Working Group. Differential charging had only been supported to accommodate overnight use of off-street car parks in Bromley. The Chairman indicated that he was proposing limiting scrutiny of the report to the level of charges and at this time not extending it to consider new charging structures. The Portfolio Holder supported the Chairman's view, suggesting that the charging structure could be the remit of a future working group. The Chairman of the Parking Working Group, Councillor Samaris Huntington-Thresher, explained that the original working group had looked at the issue of differential charging. Greater harmonisation was suggested a few years ago but total uniformity was not

ideal and she felt that some flexibility was necessary. The suggestions now brought forward were, she felt, the best of both positions and also provided a greater understanding for the public. The proposals did not over harmonise and it was important to be as efficient as possible and to take account of local idiosyncrasies. At this stage the report provided a good base to go forward.

A vote was taken at this point and it was agreed that the remaining discussion of the item during the evening should focus on the level of charges and not consider the charging structure.

In view of current parking charges, a parking permit scheme was advocated between 10am and 1pm on Sundays for worshippers attending various churches in Bromley Town Centre. It was confirmed that this would be investigated.

A question was asked about the percentage of core demand and discretionary car park usage for any particular location. Members were advised that different car parks served different interests e.g. commuters and shoppers. The demand for car parks used by commuters would generally be for all day use whereas demand for car parks used by shoppers would generally reach a peak just before lunch time. There was however no extensive research on elasticity of demand. Officers had tried to avoid increases higher than cumulative inflation and there was a possibility of customer resistance to steep increases.

On proposed charges for residential and business permits, the Portfolio Holder wanted to look carefully at the proposed charges. Councillor Reg Adams indicated his support for the move to standardised permit charges referring to previous standardisation in Clock House ward which he saw as positive.

Concerning the tariffs outlined at Appendix 1A to report ES12029 (Charging Group 1 – Off Street excluding Bromley Town Centre), Councillor Reg Adams referred to the proposed increase for charges at the Spa Beckenham and West Wickham Leisure Centres. Councillor Adams considered the Beckenham Spa car park to have a low rate of utilisation and suggested the current cost at £0.70/hour could be a reason for this. Rather than pay £0.70/hour at the two car parks, Councillor Adams suggested that motorists would prefer to park on street in neighbouring roads and he advocated no further increase in the hourly rate. Councillor Nick Milner agreed and highlighted parking along Turners Meadow Way, Beckenham. Councillor Adams also indicated that if charges were held at £0.70/hour there could be greater revenue through increased use.

In response reference was made to customers arriving at 5pm and an average of 678 people per day used the Beckenham Spa car park. The charge had also been held at £0.70/hour for five years and the rate of increase was broadly in line with inflation. There were also obligations from parking income for budget assumptions.

Referring to the proposed increase in the fixed tariff at Chelsfield Car Park, Councillor Grainger expressed concern for any displacement of parking in roads close to Chelsfield station. He also referred to the CCTV camera at the car park not being operational.

Councillor Samaris Huntington-Thresher referred to commuter displacement from Knockholt to Chelsfield car park in view of parking charges at Knockholt and she hoped the proposed increase at Chelsfield would curb displacement. She supported the CCTV at Chelsfield Car Park becoming operational and was advised that it was originally owned by Network Rail. Details were provided of the cost to approve a live link to the Council's CCTV room - there was already a live link to the station office even though Network Rail did not own the CCTV.

Overall, the Assistant Director (Customer and Support Services) emphasised the importance of the proposed review after six months to assess whether there were any problems associated with the new parking charges following implementation. If there were, further proposals could be provided to remedy difficulties. It was suggested that data on hourly parking and off peak charging be included in a six month review and Councillor Samaris Huntington-Thresher suggested that the Parking Working Group be reconvened following the review.

In concluding, it was agreed to support the recommendations to the Portfolio Holder and to agree the further recommendations from the Parking Working Group as tabled. Concerning recommendation 2.3, it was also agreed to recommend that consideration be given to whether further work is necessary by the Parking Working Group following the six month review.

RESOLVED that:

(1) the Environment Portfolio Holder be recommended to agree -

(a) the proposed scheme of parking charges as set out in Section 4 and Appendix 1

(b) the revised permit charges as set out in Section 8 and Appendix 2

(c) the undertaking of a review on the impact of revised parking charges after six months

(d) that Zone D be left as it is for now but included as part of a future review of Zone A i.e. to consider whether a higher cost on-street premium zone (within the current Zone A and including Zone D) is needed for Bromley town centre;

(2) following completion of the review at (1)(c) above, the Committee consider convening the Parking Working Group to look at any further proposals;

(3) for six month review at (1)(c) above, policy consideration be given to whether the uniform pricing of Bromley Town Centre Car Parks has increased demand at the Civic Centre MSCP causing congestion, or whether a further increase is needed;

(4) policy consideration also be given to making the maximum tariffs for The Hill and Westmoreland MSCPs the same;

(5) the tariff for Churchill Way coach parking be looked at as a separate policy exercise; and

(6) policy consideration be given to whether a permit scheme for faith groups would be appropriate.

**D) PRIVATE STREET WORKS - KENT HOUSE STATION
APPROACH - SECOND RESOLUTION**

Report ES12027

A Resolution of Approval was sought under the Private Street Works Code in respect of the unadopted section of Kent House Station Approach. This would enable the street to be made-up and adopted as a highway maintainable at the public expense.

Members supported the recommendations to the Portfolio Holder and Councillor Kathy Bance offered thanks for the matter being taken forward.

RESOLVED that the recommendations to the Portfolio Holder be supported namely that:

(1) the specification, as detailed in plan No. ESD-10935-1 revision A, sections, estimate and provisional apportionment, now submitted by the Director of Environmental Services, in respect of the scheme approved by the Environment Portfolio Holder on 26th October 2011, be approved without modification; and

(2) the Council bears the whole of the cost of the street works, which will be met from funding provided by Transport for London, under the provisions of s. 236(1) of the Highways Act 1980.

**E) BROMLEY TOWN CENTRE PARKING REVIEW: BICKLEY
EXTENSION**

Report ES12033

Members supported a proposed extension of the existing Bromley Town Centre Controlled Parking Zone (CPZ) into the Bickley area.

Residents and businesses in the Bickley area were consulted in December 2011 and the extent of the consultation was shown in plan ESD-10916-1.

Implementation of an extension to the Bromley CPZ was recommended as follows:

(i) Beechfield Road, Cedar Road, The Glade and Glenview Road be omitted from the scheme, as there was either a clear consensus against the proposal or no overall consensus;

(ii) the existing Bromley 'C' permit zone be extended to include Amesbury Road, Widmore Lodge Road, Lewes Road and Nightingale Lane (part of); and

(iii) Bird in Hand Lane, Westwood Close, Shawfield Park and Page Heath Lane have free parking bays installed and no other road markings to help manage indiscriminate parking and aid smoother traffic flows

RESOLVED that the Portfolio Holder be recommended to:

(1) approve changes to the parking controls in the Bickley area as set out in paragraph 3.4 of Report ES12033; and

(2) delegate authority to make further minor modifications, which may arise as a result of any further consultations or considerations, to the Director of Environmental Services, in consultation with the Environment Portfolio Holder and Ward Councillors.

F) PENGE PARKING REVIEW: LINDEN GROVE AND NEWLANDS PARK CPZ

Report ES12035

Members considered a report setting out the results of consultations for three small Controlled Parking Zones (CPZs) in Penge. These follow on from the initial consultation regarding parking problems in the centre of Penge during early 2011.

In view of the consultation outcomes, approval was sought for implementing a CPZ at Zone 3 but not for the proposals involving Zones 1 and 2. However, a single disabled bay was recommended for introduction in Cottingham Road, near the junction with the High Street, and adjacent to the Mobility Shop (plan ESD-11017-1).

Zone 3 was the subject of two consultations. The first covered Nos. 1 to 30 Linden Grove (plan ESD-10855-1A), excluding the area in the vicinity of the shops. This showed a majority of 64% of residents supporting a CPZ operational from 12 noon to 2pm.

However, with further consideration given to the shops, a second consultation was issued concerning pay and display bays, enforced from 8.30am to

6.30pm with a maximum 2 hour stay, and residential/business permit bays, enforced from noon to 2pm, as shown in plan ESD-10855-3B.

Latest consultation results were reported at the meeting (consultation deadline was 2nd March 2012) and in view of these it was recommended that Newlands Park should not form part of the scheme with Zone 3 implemented as Option 1b (plan at ESD-10855-1A).

It was also reported that following concerns raised by residents on the lack of available parking in Kingswood Road, it was proposed to reduce the existing Monday to Saturday 8.00am-6.30pm from 20m to 10m from the junction of the High Street as shown in Plan ESD-10880-1A.

Concerning the latest consultation results as tabled and in view of only one response received from Newlands Park which was opposed to the scheme with Pay and Display bays outside the shops, Councillor Bance expressed a wish for further consultation, indicating her support for some quick turnaround parking at the location. Councillor Bance also felt that there was a lot of restricted parking in Lyndon Grove in view of the number of houses. The Portfolio Holder was supportive of working with local ward Members to achieve the maximum amount of parking spaces.

In conclusion, it was agreed to support the scheme at plan ESD-10855-1A (Option 1b) but only (in view of comments above) if this was the desired outcome following a finalisation and evaluation of the consultation.

RESOLVED that the Portfolio Holder be recommended to agree that:

- (1) the scheme shown in plan ESD-10855-1A be implemented (Option 1b) for Zone 3 provided this was the desired outcome following a finalisation and evaluation of the consultation;**
- (2) the proposed disabled parking bay in Cottingham Road is implemented as per plan ESD-11017-1 (Option 2 – see Para 3.6 of Report ES12035).**
- (3) the length of the yellow lines in Kingswood Road near the junction with High Street be reduced as shown in plan ESD-10880-1A (Option 3 – see Para 3.11 of Report ES12035).**
- (4) authority to make further minor modifications, which might arise as a result of any further consultations or considerations, be delegated to the Director of Environmental Services, in consultation with the Environment Portfolio Holder and Ward Councillors.**

G) CLOCK HOUSE - CONTROLLED PARKING ZONE - PROPOSED EXTENSION

Report ES12039

A decision was sought from the Portfolio Holder on proposed amendments to the existing Controlled Parking Zone (CPZ) in the Clock House area.

The main concern related to parking connected with the local hospital following its recent extension. Although an agreement was being negotiated between the hospital and a local superstore to provide parking for hospital staff and visitors, this had yet to be finalised. Consequently, additional parking pressure had been applied to local roads. Consultation with residents demonstrated support for extending the existing CPZ now rather than wait for the agreement/changes between the hospital and superstore to be implemented.

In discussion, Councillor Adams highlighted a need for parking provision for staff at Balgowan Primary School and suggested that a business permit be considered for the staff. Councillor Adams also felt that there was a lot of proposed free parking which he suspected could be used by local car traders. He was prepared to see how the arrangements worked out but suggested that a review be carried out in six months. Councillor Adams also referred to access being denied to garages in Hampden Avenue (i.e. a set of lock-up garages on the "odds-side" of the road, opposite Nos. 4-28) prior to school starting and following school finishing time. He also referred to the delay in implementing the proposed agreement for hospital staff to use part of the superstore car park. Members were advised that the matter was with five sets of lawyers, four of whom were understood to have reached agreement with the final set expected to follow suit. The supermarket would then be expected to sign the agreement and spaces for 80 hospital staff would be provided at the top of the car park.

RESOLVED that the Portfolio Holder be recommended to:

(1) confirm that the existing Controlled Parking Zone be extended with amendments to Clock House Road in Zone 1 and to Belmont Road, Cromwell Road, Colesburg Road, Hampden Avenue, Hampden Road and Balgowan Road all added to Zone 3 of the existing Controlled Parking Zone; and

(2) agree that detail design be progressed, with a decision on the final design delegated to the Director of Environmental Services in consultation with the Ward Members and the Environment Portfolio Holder.

H) BECKENHAM PARKING REVIEW

Report ES12034

Proposals were outlined in Report ES12034 to introduce a new Controlled Parking Zone (CPZ) in Beckenham town centre.

In June 2011, a consultation in the Beckenham and Eden Park area aimed to help clarify which roads were experiencing parking difficulties and to gauge what residents felt to be a suitable solution. The outcomes revealed difficulties around Beckenham town centre and Eden Park Station and it was decided to look at the two areas separately. Report ES12034 focused on the proposals for Beckenham town centre and proposals for Eden Park would be addressed at a later date.

The original proposed designs for a CPZ near Beckenham town centre included Downs Road, Manor Grove, Bevington Close, Bevington Road, Manor Road, Kelsey Park Road, Stanmore Terrace, Burnhill Road, Lea Road and Fairfield Road. The Beckenham Town Centre CPZ Perimeter area was shown in drawing ESD-10858-4. A second consultation was carried out with residents of these roads in December 2011. This indicated that the roads around Stanmore Terrace, shown in drawing ESD-10858-5-01 (scheme 1), supported the proposed introduction of a CPZ but that residents of Bevington Road, Manor Grove and Downs Road were not supportive. Consequently it was proposed to install the CPZ in the Stanmore Terrace area. However, due to the risk of displaced parking, further consultation was carried out in February 2012 with residents of Bevington Road, Manor Grove and Downs Road. The consultation asked residents if they would like to reconsider being included within a new CPZ given the risk of displacement.

The outcome of this last consultation was reported at the meeting. The residents of Bevington Road indicated that they wished to be included within the new CPZ but as there was no consensus amongst residents in Manor Grove and that the residents of Downs Road voted against being included in the CPZ, it was proposed to exclude these roads from the zone. In responses to this consultation from some Bevington Road residents, further changes were requested to the layout outside their properties and in the final design there would be some further refinements following the changes requested.

The proposal had been developed based on a new CPZ operating Monday to Saturday 8am to 6:30pm. However, discussions were ongoing with local resident groups and the hours might be extended as a result of the evening trade in Beckenham Town Centre and the traffic that this attracts. Any such changes would be addressed during the detailed design stage.

In discussion, Councillor Michael Tickner spoke on this item as a Member representing Copers Cope ward.

Concerning the proposal to exclude Manor Grove and Downs Road from the CPZ, it was indicated to Members that displacement was anticipated to these

roads and their position could be reviewed in six months when it was proposed to review both schemes 1 and 2 (as described below).

The Portfolio Holder referred to a possibility of including Manor Grove and Downs Road in a Traffic Management Order but not to progress it unless residents opt in. Councillors Samaris Huntington-Thresher and Reg Adams supported this approach.

In concluding it was also agreed that a six month review could also review any need for a Beckenham Business Parking Permit. Councillor Tickner indicated that any views on this from the Beckenham Business Association to the R&R PDS Beckenham and West Wickham Town Centre Working Party could be taken account of in the six month review.

RESOVED that the Portfolio Holder be recommended to agree that:

- (1) the CPZ shown in drawing number ESD-10858-5-01 (scheme 1) be introduced;**
- (2) the extension to the CPZ shown in drawing number ESD-10858-5-02 (scheme 2) be introduced but subject to the following changes arising from the latest consultation carried out in February 2012 –**
 - (a) residents of Bevington Road be included within the new CPZ and in the final design the residents' bay to stretch down to include the frontages of numbers 16 and 18 and the yellow lines outside properties 1 and 2 be cut back slightly to create longer parking bays – the yellow lines around the junction with Manor Road to be converted to double yellow lines for a distance of 10 metres**
 - (b) Manor Grove and Downs Road to be excluded from the zone but the length of yellow lines at both road junctions with Manor Road be cut back to 10 metres and the lines be converted to double yellow lines to help create some additional parking space in these roads adjacent to flank fencing whilst maintaining safety at the junctions;**
- (3) authority to make any minor modifications which might arise as a result of any considerations be delegated to the Director of Environmental Services, in consultation with the Environment Portfolio Holder and Ward Members;**
- (4) the outworking of Scheme 1 and Scheme 2 (as amended above) be reviewed in a further six months and this review to include consideration of any displacement to Manor Grove and Downs Road that might have occurred along with the consideration of any need for a Beckenham Business Parking Permit; and**
- (5) Manor Grove and Downs Road, although currently excluded from the CPZ, be nevertheless included in the draft Traffic Management Order**

should it be necessary to include these roads for the CPZ in the future – however no action be taken to implement road markings for these two roads until after the six month review recommended at (4) above.

I) UPDATE ON THE IMPLEMENTATION OF THE FLOODING AND WATER ACT 2010

Report ES12031

Members received a report: (i) reviewing progress of the Council's first year of operation as a Lead Local Flood Authority (LLFA); (ii) considering responsibilities and work streams for the coming year; and (iii) advising of the DEFRA consultation on the implementation of the LLFA role of the Sustainable Urban Drainage Systems (SUDS) Approving Body.

The Government had provided grant monies for the remainder of the Comprehensive Spending Review (CSR) period to cover the cost of implementing the Flooding and Water Act 2010.

The Environment Portfolio Holder was asked to (i) approve the proposals for Sustainable Urban Drainage and the SUDS Approval Body (SAB) and (ii) approve the draft response to the DEFRA Consultation on the implementation of the Sustainable Drainage Systems provisions of the Flooding and Water Management Act. The Executive was also asked to release a sum of £220,000 from the 2012/13 Central Contingency Sum to implement the proposals detailed in Report ES12031.

In discussion and concerning increased staff resource necessary for the work of the SUDS Approving Body, the Chairman suggested that a joint team of varying grades be set up with neighbouring authorities. It was indicated to Members that officers were already working with the London Boroughs of Croydon, Bexley, Lewisham and Greenwich.

Concerning a retrofitting of SUDs and a proposal of using £10k to subsidise the provision of water butts to residents, it was indicated that the use of water butts could help prevent flooding, and officers were looking to procure the butts at the same time as compost bins. It was also explained that officers were looking to take in the water butts for storage at the central depot and then sell them on to residents. The Chairman highlighted a scenario of a number of water butts ordered but not sold on; however, it was indicated to Members that there should be sufficient demand for the butts.

RESOLVED that:

(1) the Environment Portfolio Holder be recommended to –

- (a) approve the proposals for Sustainable Urban Drainage and the SUDS Approval Body (SAB); and**

- (b) approve the draft response to the DEFRA Consultation on the implementation of the Sustainable Drainage Systems provisions of the Flooding and Water Management Act.**

(2) the Executive be recommended to release a sum of £220,000 from the 2012/13 Central Contingency Sum to implement the proposals detailed in Report ES12031.

J) DRAFT LONDON'S DOWNLANDS GREEN GRID FRAMEWORK

Report ES12040

The draft London's Downlands Framework was endorsed by the Development Control Committee on 12th January 2012 and the Environment Portfolio Holder was recommended to endorse the Framework and agree in principle to its delivery.

Noting that regionally important geological sites were recommended to be designated in Local Development Frameworks, the Chairman suggested the inclusion of Chislehurst Caves amongst possible sites for Bromley.

Highlighting costs associated with two Phase One projects (one linked to the LB Croydon and another linked to LB Croydon and LB Sutton), Councillor Julian Grainger felt the Portfolio Holder was being asked to endorse something involving significant amounts of money and it was necessary to justify where the funds would come from. In response it was suggested that a possible source of funds could be Heritage Lottery Funding. It was indicated that participation would avoid a risk of missing out on funding for the Council.

Views expressed in support of the work indicated that Bromley's participation would help to provide funding for the borough and opportunities were presented to project Bromley's heritage. Participation, it was suggested, was a worthwhile use of time and reference was made by the Chairman to Londoners being encouraged to visit and value green space. The benefit that could be provided to Crystal Palace Park was also highlighted in discussion as an example of the project's worth.

The Portfolio Holder informed Members that a first meeting of the Crystal Palace Park Executive Project Board had taken place and there was agreement on the need to draw investment in. The Chairman added that the Framework document would help in this regard.

It was agreed to support the recommendation to the Executive in Report ES12040 although Councillor Julian Grainger requested that his opposition to the recommendation be recorded.

RESOLVED that the Environment Portfolio Holder be recommended to endorse the draft London Downlands Framework and to agree in principle to its delivery.

**77 ENVIRONMENT IMPROVEMENT POST COMPLETION REPORT
(LPSA REWARD GRANT)**

Report ES12036

As a requirement of the LPSA funding agreement, Members received an update on the measured outcome concerning the Environmental Improvements carried out over two years in areas outside of the Borough's main town centres.

As part of the LPSA 1 Reward Fund allocation, £250k was allocated by the Executive in 2006 for Environmental Improvements. The purpose of allocation was to carry out highly visible improvements to the street scene in public areas as examples of good stewardship. Public safety, attractiveness and accessibility were identified as primary goals. A breakdown of the project spend was included in Report ES12036.

RESOLVED that the outcome of the LPSA 1 funded Environmental Improvement project be noted.

**78 FORWARD WORK PROGRAMME, MATTERS ARISING FROM
PREVIOUS MEETINGS AND CONTRACTS REGISTER**

Report ES12028

The Committee's work programme, progress on previous Committee requests and a summary of contracts related to the Environment Portfolio were provided.

RESOLVED that:

(1) the draft work programme covering the Committee's next meeting be agreed;

(2) progress related to previous Committee requests be noted; and

(3) a summary of contracts related to the Environment Portfolio be noted.

APPENDIX A

**QUESTIONS FROM MR COLIN WILLETTS TO THE PORTFOLIO HOLDER
FOR WRITTEN REPLY**

1. Could the Portfolio Holder tell me the tonnage and the cost of the Borough's salt/grit stockpile?

Reply

10,000 tonnes/cost of c.£300,000.00.

2. Would the Portfolio Holder have cleared the assorted dumped rubbish/cardboard etc which has built up over the past fortnight (as of the 10/2/12) at the recycling point at the top of Station Approach SMC and further ensure this site is inspected and cleared of any rubbish build up on a regular basis in future?

Reply

I am advised that this site has been cleared. The Area Inspector will continue to keep an eye on the location.

The Meeting ended at 9.43 pm

Chairman

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for the Environment, Councillor Colin Smith, has made the following executive decision:

UPDATE ON THE IMPLEMENTATION OF THE FLOODING AND WATER ACT 2010

Reference Report (ES12031):

ENV PDS 280212 Update on Implementation of the Flooding and Water Act 2010

ENV PDS 280212 Update on Implementation of the Flooding and Water Act 2010 Appendix B

Decision:

(1) The proposals for Sustainable Urban Drainage and the SUDS Approval Body (SAB) be approved.

(2) The draft response to the DEFRA Consultation on the implementation of the Sustainable Drainage Systems provisions of the Flooding and Water Management Act be approved.

(3) The formal response to the consultation be agreed by the Director of Environmental Services in conjunction with the Chief Planner.

Reasons:

Report ES12031 provided an update on the Council's first year of operation as a Lead Local Flood Authority (LLFA) including a review of progress and consideration of responsibilities and work streams for the coming year.

The report also advised of the DEFRA consultation on the implementation of the LLFA role of the Sustainable Urban Drainage Systems (SUDS) Approving Body.

The Government has provided grant monies for the remainder of the Comprehensive Spending Review (CSR) period to cover the cost of implementing the Flooding and Water Act legislation.

The proposed decision was scrutinised by the Environment PDS Committee on 28th February 2012.

.....
Councillor Colin Smith
Environment Portfolio Holder

Mark Bowen
Director of Resources
Bromley Civic Centre
Stockwell Close
Bromley BR1 3UH

Date of Decision: 12 Mar 2012
Implementation Date (subject to call-in): 19 Mar 2012
Decision Reference: ENV11034

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LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for the Environment, Councillor Colin Smith, has made the following executive decision:

CAPITAL PROGRAMME MONITORING Q3 2011/12 AND ANNUAL CAPITAL REVIEW 2012 TO 2016

Reference Report (RES12029):

ENV PDS 280212 Capital Programme Monitoring

ENV PDS 280212 Capital Programme Monitoring Appendix A

ENV PDS 280212 Capital Programme Monitoring Appendix B

Decision:

The changes approved by the Executive on 1st February be endorsed.

Reasons:

At its meeting on 1st February, the Executive agreed a revised Capital Programme for 2011/12 to 2015/16 and changes to the Programme for the Environment Portfolio are highlighted in Report RES12029.

The Executive also approved new capital schemes supported by Chief Officers in the annual capital review process and changes related to the Environment Portfolio are identified in Report RES12029.

The revised Programme for the Portfolio is provided in the report as are comments on individual schemes along with latest 2011/12 expenditure figures.

Capital Programme monitoring and review is part of the planning and review process for all services. The capital review process requires Chief Officers to ensure that bids for capital investment provide value for money and match Council plans and priorities.

The proposed decision was scrutinised by the Environment PDS Committee on 28th February 2012 and the Committee supported the proposal.

.....
Councillor Colin Smith
Environment Portfolio Holder

Mark Bowen
Director of Resources
Bromley Civic Centre
Stockwell Close
Bromley BR1 3UH

Date of Decision: 16 Mar 2012

Implementation Date (subject to call-in): 23 Mar 2012

Decision Reference: ENV11035

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for the Environment, Councillor Colin Smith, has made the following executive decision:

CAR CLUBS IN BROMLEY

Reference Report (ES12032):

ENV PDS 280212 Car Clubs in Bromley

ENV PDS 280212 Car Clubs in Bromley Appendix 1

Decision:

- (1) The 15 proposed locations for car club bays be approved subject to local and statutory consultation.**
- (2) Officers be authorised to proceed with a tendering exercise to appoint a commercial car club operator to manage the approved locations.**
- (3) Authority be delegated to the Director of Environmental Services to implement alternative bay location(s) in consultation with Ward Members and the Portfolio Holder, should valid objections be received during the consultation process.**
- (4) Agree that the cost of a car club permit be set at up to £200 per annum.**
- (5) The success of the scheme be reviewed within 12 months of its implementation.**

Reasons:

This decision approves the implementation of up to 15 new car club bays in the Borough during 2012/13, subject to statutory consultation. Two on-street car club spaces are currently provided within the Borough.

LBB submitted a bid to TfL in February 2011 and was successful in gaining £25,000 over 2011/12 and 2012/13 to implement up to 15 bays across the Borough. Ten further 'reserve' locations are also proposed as potential for either future implementation or as substitutes should any of the 15 bays not be favoured at formal consultation stages.

To take account of comments by the Environment PDS Committee, officers are asked to ensure that the scheme is reviewed within 12 months of its implementation. The cost of a car club permit should be set at up to £200 per annum to ensure that any permit cost is not an obstacle to car clubs being prepared to commit long term.

The expansion of car clubs in Bromley supports objective B3 of the Local Implementation Plan, in which enabling genuine choices of travel mode are committed through actively pursuing the availability of car club bays in areas of proven demand.

Proposal 98 of the Mayor of London's Transport Strategy, adopted in May 2011, commits to working with London boroughs, operators and other stakeholders to support the expansion of car clubs.

The proposed decision was scrutinised by the Environment PDS Committee on 28th February 2012.

.....
Councillor Colin Smith
Environment Portfolio Holder

Mark Bowen
Director of Resources
Bromley Civic Centre
Stockwell Close
Bromley BR1 3UH

Date of Decision: 16 Mar 2012
Implementation Date (subject to call-in): 23 Mar 2012
Decision Reference: ENV11036

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for the Environment, Councillor Colin Smith, has made the following executive decision:

PRIVATE STREET WORKS - KENT HOUSE STATION APPROACH - SECOND RESOLUTION

Reference Report (ES12027):

ENV PDS 280212 Private Street Works - Kent House Station Approach - Second Resolution v2

Decision:

(1) The specification, as detailed in plan No. ESD-10935-1 revision A, sections, estimate and provisional apportionment, now submitted by the Director of Environmental Services, in respect of the scheme approved on 26th October 2011, be approved without modification.

(2) It is further resolved that the Council bears the whole of the cost of the street works, which will be met from funding provided by Transport for London, under the provisions of s. 236(1) of the Highways Act 1980.

Reasons:

A Resolution of Approval under the Private Street Works Code in respect of the unadopted section of Kent House Station Approach enables the street to be made-up and adopted as a highway maintainable at the public expense.

The proposed decision was scrutinised by the Environment PDS Committee on 28th February 2012 and the Committee supported the proposal.

.....
Councillor Colin Smith
Environment Portfolio Holder

Mark Bowen
Director of Resources
Bromley Civic Centre
Stockwell Close
Bromley BR1 3UH

Date of Decision: 16 Mar 2012
Implementation Date (subject to call-in): 23 Mar 2012
Decision Reference: ENV 11038

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for the Environment, Councillor Colin Smith, has made the following executive decision:

BROMLEY TOWN CENTRE PARKING REVIEW: BICKLEY EXTENSION

Reference Report (ES12033):

ENV PDS 280212 Bromley Town Centre Parking Review - Bickley Extension

ENV PDS 280212 Bromley Town Centre Parking Review -Bickley Extension - Drawing

Decision:

(1) The following changes to the parking controls in the Bickley area (as set out at paragraph 3.4 of Report ES12033) be approved as an extension to the Bromley Controlled Parking Zone (CPZ):

(a) Beechfield Road, Cedar Road, The Glade and Glenview Road be omitted from the scheme, as there was either a clear consensus from consultation against the proposal or no overall consensus (If displacement parking becomes an issue in the future in these roads, restrictions can be implemented at that time - all areas in Zones B and C currently have some free parking bays, so having some in this zone extension will be in keeping with the rest of the Bromley CPZ);

(b) the existing Bromley 'C' permit zone be extended to include Amesbury Road, Widmore Lodge Road, Lewes Road and Nightingale Lane (part of); and

(c) Bird in Hand Lane, Westwood Close, Shawfield Park and Page Heath Lane have free parking bays installed and no other road markings to help manage indiscriminate parking and aid smoother traffic flows.

(2) Authority to make further minor modifications, which may arise as a result of any further consultations or considerations, be delegated to the Director of Environmental Services, in consultation with the Environment Portfolio Holder and Ward Councillors.

Reasons:

Following feedback from residents and Ward Members, this decision provides for an extension of the existing Bromley Town Centre CPZ into the Bickley area. Residents and businesses in the area were consulted in December 2011 and the extent of consultation is shown on plan ESD-10916-1.

The proposed decision was scrutinised by the Environment PDS Committee on 28th February 2012 and the Committee supported the proposal.

.....
Councillor Colin Smith
Environment Portfolio Holder

Mark Bowen
Director of Resources
Bromley Civic Centre
Stockwell Close
Bromley BR1 3UH

Date of Decision: 16 Mar 2012
Implementation Date (subject to call-in): 23 Mar 2012
Decision Reference: ENV110039

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for the Environment, Councillor Colin Smith, has made the following executive decision:

PENGE PARKING REVIEW: LINDEN GROVE AND NEWLANDS PARK CPZ

Reference Report (ES12035):

ENV PDS 280212 Penge Parking Review - Linden Grove and Newlands Park CPZ

ENV PDS 280212 Penge Parking Review - Linden Grove and Newlands Park CPZ Drawing 1

ENV PDS 280212 Penge Parking Review - Linden Grove and Newlands Park CPZ Drawing 2

ENV PDS 280212 Penge Parking Review - Linden Grove and Newlands Park CPZ Drawing 3

ENV PDS 280212 Penge Parking Review - Linden Grove and Newlands Park CPZ Drawing 4

Decision:

(1) Following further consultation with Ward Councillors regarding Zone 3, one of the following options be taken forward for the Zone by the Director of Environmental Services under delegated authority:

- (a) the scheme shown in plan ESD-10855-1A (Option 1b) be implemented; or**
- (b) the scheme shown in plan ESD-10855-3B (Option 1a) be implemented; or**
- (c) no further action be taken to implement a scheme for Zone 3.**

(2) The proposed disabled parking bay in Cottingham Road be implemented as per plan ESD-11017-1 (Option 2 – see Para 3.6 of Report ES12035).

(3) The length of the yellow lines in Kingswood Road near the junction with High Street be reduced as shown in plan ESD-10880-1A (Option 3 – see Para 3.11 of Report ES12035).

(4) Authority to make further minor modifications, which might arise as a result of any further consultations or considerations, be delegated to the Director of Environmental Services, in consultation with the Environment Portfolio Holder and Ward Councillors.

Reasons:

Following initial consultation regarding parking problems in the centre of Penge during early 2011, consultations have taken place for three small Controlled Parking Zones

(CPZs) in Penge. Zone 1 comprised Cottingham Road, Kingsdale Road and Torr Road. Zone 2 comprised Raleigh Road, Southey Street Road and Wordsworth Road and Zone 3 comprised Linden Grove and a section of Newlands Park.

In view of the consultation outcomes, a CPZ will be implemented at Zone 3 but not for proposals involving Zones 1 and 2; however a single disabled bay will be introduced in Cottingham Road near the junction with the High Street and adjacent to the Mobility Shop (plan ESD-11017-1).

For Zone 3 there have been two consultations. The first covered Nos. 1 to 30 Linden Grove (plan ESD-10855-1A), excluding the area in the vicinity of the shops. This showed a majority of 64% of residents supporting a CPZ operational from 12 noon to 2pm.

However, with further consideration given to the shops, a second consultation was issued concerning pay and display bays, enforced from 8.30am to 6.30pm with a maximum 2 hour stay, and residential/business permit bays, enforced from noon to 2pm, as shown on plan ESD-10855-3B.

Following concerns raised by residents on the lack of available parking in Kingswood Road, there will be a reduction of the existing Monday to Saturday 8.00am-6.30pm parking from 20m to 10m from the junction of the High Street as shown in Plan ESD-10880-1A.

The proposed decision was scrutinised by the Environment PDS Committee on 28th February 2012.

.....
Councillor Colin Smith
Environment Portfolio Holder

Mark Bowen
Director of Resources
Bromley Civic Centre
Stockwell Close
Bromley BR1 3UH

Date of Decision: 16 Mar 2012
Implementation Date (subject to call-in): 23 Mar 2012
Decision Reference: ENV11040

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for the Environment, Councillor Colin Smith, has made the following executive decision:

CLOCK HOUSE - CONTROLLED PARKING ZONE - PROPOSED EXTENSION

Reference Report (ES12039):

ENV PDS 280212 Clockhouse CPZ Proposed Extension

Decision:

(1) The existing Controlled Parking Zone be extended with amendments to Clock House Road in Zone 1 and to Belmont Road, Cromwell Road, Colesburg Road, Hampden Avenue, Hampden Road and Balgowan Road all added to Zone 3 of the existing Controlled Parking Zone.

(2) Detail design be progressed, with a decision on the final design delegated to the Director of Environmental Services in consultation with the Ward Members and the Environment Portfolio Holder.

Reasons:

Amendments to the existing Controlled Parking Zone (CPZ) in the Clock House area are proposed.

The main concern in this area relates to parking connected with the local hospital following its recent extension. Although an agreement is being negotiated between the hospital and a local superstore to provide parking for hospital staff and visitors, this has yet to be finalised. Consequently, additional parking pressure has been applied to local roads. Consultation with residents demonstrates support for extending the existing CPZ now rather than wait for implementation of the agreement/changes between the hospital and superstore.

The proposed decision was scrutinised by the Environment PDS Committee on 28th February 2012 and the Committee supported the proposal.

.....
Councillor Colin Smith
Environment Portfolio Holder

**Mark Bowen
Director of Resources
Bromley Civic Centre
Stockwell Close
Bromley BR1 3UH**

Date of Decision: 16 Mar 2012
Implementation Date (subject to call-in): 23 Mar 2012
Decision Reference: ENV11041

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for the Environment, Councillor Colin Smith, has made the following executive decision:

BECKENHAM PARKING REVIEW

Reference Report (ES12034):

ENV PDS 280212 Beckenham Parking Review

ENV PDS 280212 Beckenham Parking Review Drawing 1

ENV PDS 280212 Beckenham Parking Review Drawing 2

ENV PDS 280212 Beckenham Parking Review Drawing 3

Decision:

- (1) The CPZ shown in drawing number ESD-10858-5-01 (scheme 1) be introduced.**
- (2) The extension to the CPZ shown in drawing number ESD-10858-5-02 (scheme 2) be introduced but subject to the following changes arising from the latest consultation carried out in February 2012:**
 - (a) residents of Bevington Road be included within the new CPZ and in the final design the residents' bay to stretch down to include the frontages of numbers 16 and 18 and the yellow lines outside properties 1 and 2 be cut back slightly to create longer parking bays – the yellow lines around the junction with Manor Road to be converted to double yellow lines for a distance of 10 metres; and**
 - (b) Manor Grove and Downs Road to be excluded from the zone but the length of yellow lines at both road junctions with Manor Road be cut back to 10 metres and the lines be converted to double yellow lines to help create some additional parking space in these roads adjacent to flank fencing whilst maintaining safety at the junctions.**
- (3) Authority to make any minor modifications which might arise as a result of any considerations be delegated to the Director of Environmental Services, in consultation with the Environment Portfolio Holder and Ward Members.**
- (4) The outworking of Scheme 1 and Scheme 2 (as amended above) be reviewed in a further six months and this review to include consideration of any displacement to Manor Grove and Downs Road that might have occurred along with the consideration of any need for a Beckenham Business Parking Permit.**
- (5) Manor Grove and Downs Road, although currently excluded from the CPZ, be nevertheless included in the draft Traffic Management Order should it be necessary to include these roads for the CPZ in the future; however no action be taken to implement road markings for these two roads until after the six month review recommended at (4) above.**

Reasons:

In June 2011, a consultation in the Beckenham and Eden Park area aimed to help clarify which roads were experiencing parking difficulties and to gauge what residents felt to be a suitable solution. The outcomes revealed difficulties around Beckenham town centre and Eden Park Station and it was decided to look at the two areas separately. Report ES12034 focuses on the proposals for Beckenham town centre and proposals for Eden Park will be addressed at a later date.

The original proposed designs for a CPZ near Beckenham town centre included Downs Road, Manor Grove, Bevington Road, Manor Road, Kelsey Park Road, Stanmore Terrace, Burnhill Road, Lea Road and Fairfield Road. The Beckenham Town Centre CPZ Perimeter area is shown in drawing ESD-10858-4. A second consultation was carried out with residents of these roads in December 2011. This indicated that the roads around Stanmore Terrace, shown in drawing ESD-10858-5-01 (scheme 1), support the proposed introduction of a CPZ but that residents of Bevington Road, Manor Grove and Downs Road are not supportive. Consequently it was proposed to install the CPZ in the Stanmore Terrace area. However, due to the risk of displaced parking, further consultation was carried out in February 2012 with residents of Bevington Road, Manor Grove and Downs Road. The consultation asked residents if they would like to reconsider being included within a new CPZ given the risk of displacement.

The outcome of this last consultation was reported to the Environment PDS Committee at their meeting on 28th February 2012. The residents of Bevington Road indicated that they wish to be included within the new CPZ but as there was no consensus amongst residents in Manor Grove and that the residents of Downs Road voted against being included in the CPZ, it is proposed to exclude these roads from the zone. In responses to this consultation from some Bevington Road residents, further changes were requested to the layout outside their properties and in the final design there will be some further refinements following the changes requested.

The proposal has been developed based on a new CPZ operating Monday to Saturday 8am to 6:30pm. However, discussions are ongoing with local resident groups and the hours might be extended as a result of the evening trade in Beckenham Town Centre and the traffic that this attracts. Any such changes will be addressed during the detailed design stage.

Concerning the exclusion of Manor Grove and Downs Road from the CPZ, displacement is anticipated to these roads and their position can be reviewed in six months when it is proposed to review both schemes 1 and 2. The roads can also be included in the draft Traffic Management Order should it be necessary to include them for the CPZ in the future. However, no action will be taken to implement road markings for the roads until after the six month review.

The six month review can also review any need for a Beckenham Business Parking Permit.

The proposed decision was scrutinised by the Environment PDS Committee on 28th February 2012.

.....
Councillor Colin Smith
Environment Portfolio Holder

Mark Bowen
Director of Resources
Bromley Civic Centre
Stockwell Close
Bromley BR1 3UH

Date of Decision: 16 Mar 2012
Implementation Date (subject to call-in): 23 Mar 2012
Decision Reference: ENV11042

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for the Environment, Councillor Colin Smith, has made the following executive decision:

DRAFT LONDON'S DOWNLANDS GREEN GRID FRAMEWORK

Reference Report (ES12040):

ENV PDS 280212 Draft London Downlands Green Grid Framework

ENV PDS 280212 Draft London Downlands Green Grid Framework Appendix

Decision:

The draft London's Downlands Framework be endorsed and its delivery agreed in principle.

Reasons:

The draft London's Downlands Framework covers the London Boroughs of Bromley, Croydon and Sutton. It is part of the Mayor of London's All London Green Grid for which he is consulting on Supplementary Planning Guidance. The Framework was also endorsed by the Development Control Committee at its meeting on 12th January 2012.

The proposed decision was scrutinised by the Environment PDS Committee on 28th February 2012 and the Committee supported the proposal.

.....
Councillor Colin Smith
Environment Portfolio Holder

Mark Bowen
Director of Resources
Bromley Civic Centre
Stockwell Close
Bromley BR1 3UH

Date of Decision: 16 Mar 2012
Implementation Date (subject to call-in): 23 Mar 2012
Decision Reference: ENV11043

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LONDON BOROUGH OF BROMLEY
STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for the Environment, Councillor Colin Smith, has made the following executive decision:

PARKING CHARGES

Reference Report (ES12029):

ENV PDS 280212 Parking Charges

ENV PDS 280212 Parking Charges Appendix 1A

ENV PDS 280212 Parking Charges Appendix 1B

ENV PDS 280212 Parking Charges Appendix 1C

ENV PDS 280212 Parking Charges Appendix 1D(1)

ENV PDS 280212 Parking Charges Appendix 1D(2)

ENV PDS 280212 Parking Charges Appendix 1D(3)

ENV PDS 280212 Parking Charges Appendix 2 Permit Price

ENV PDS 280212 Parking Charges - Additional Recommendations as tabled at Committee

Decision:

(1) The proposed scheme of parking charges as set out in Section 4 and Appendix 1 of Report ES12029 be agreed.

(2) Rather than agree the revised permit charges for residents as set out in Section 8 and Appendix 2 of Report ES12029, a refinement of the proposed charges is approved as follows:

(a) for those locations where the current charge is £35, the cost of the permit will rise to £40 (as originally recommended);

(b) for those locations where the current charge is £50/£55, the cost of the permit will rise to £65; and

(c) for those locations where the current charge is £65/£70/£75, the cost of the permit will rise to £80.

The revised charges for Business Parking Permits as recorded at Appendix 2 of Report ES12029 be agreed.

(3) A review on the impact of revised parking charges be undertaken after six months.

(4) Zone D be left as it is for now but included as part of a future review of Zone A i.e. to consider whether a higher cost on-street premium zone (within the current Zone A and including Zone D) is needed for Bromley town centre.

Reasons:

A new pattern of parking charges is recommended across the borough, benchmarked against inflation since prices were last increased during 2004-2008. The opportunity has been taken to address a number of anomalies in the current charging policy, and to link charges in town centres more closely to the needs of the local economy.

In their 2009 report, the Parking Working Group commissioned by the Environment PDS Committee, recommended the development of a new Parking Strategy for the borough, and that proposals were developed for reform of parking charges.

The proposals in Report ES12029 seek to ensure consistency with the objectives of the recently agreed Parking Strategy. The PDS Parking Working Group met on 15th February 2012 to consider the proposals and further recommendations from the Group (along with notes of its meeting) were tabled at the Environment PDS Committee meeting on 28th February 2012.

There are also a number of anomalies in the pricing structure for residential and business parking permits. Accordingly, revised permit charges were proposed at Section 8 and Appendix 2 of Report ES12029. The charges proposed for Resident Parking Permits however have since been further revised and are now set as recorded at Decision 2 above.

Report ES12029 was scrutinised by the Environment PDS Committee on 28th February 2012.

.....
Councillor Colin Smith
Environment Portfolio Holder

Mark Bowen
Director of Resources
Bromley Civic Centre
Stockwell Close
Bromley BR1 3UH

Date of Decision: 21 Mar 2012
Implementation Date (subject to call-in): 28 Mar 2012
Decision Reference: ENV 11037

Report No.
ES12060

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Environment Portfolio Holder

**For pre-decision scrutiny by the Environment PDS
Committee on**

Date: 17 April 2012

Decision Type: Non-Urgent Executive Non-Key

Title: BUDGET MONITORING 2011/12

Contact Officer: Claire Martin, Head of Finance
Tel: 020 8313 4286 E-mail: claire.martin@bromley.gov.uk

Chief Officer: Nigel Davies, Director of Environmental Services

Ward: Boroughwide

1. Reason for report

This report provides an update of the latest budget monitoring position for 2011/12 for the Environment Portfolio based on expenditure and activity levels up to 31st January 2012. This shows a projected underspend of £273k.

2. **RECOMMENDATION**

2.1 The Portfolio Holder is requested to endorse the latest 2011/12 budget projection for the Environment Portfolio.

Corporate Policy

1. Policy Status: Existing policy. Sound financial management
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: Recurring cost.
 3. Budget head/performance centre: All Environment Portfolio Budgets
 4. Total current budget for this head: £43.4m
 5. Source of funding: Existing revenue budgets 2011/12
-

Staff

1. Number of staff (current and additional): 224ftes
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: Statutory requirement. The statutory duties relating to financial reporting are covered within the Local Government Act 1972; the Local Government Finance Act 1998; the Accounts and Audit Regulations 1996; the Local Government Act 2000 and the Local Government Act 2002
 2. Call-in: Call-in is applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The services covered in this report affect all Council Taxpayers, Business Ratepayers, those who owe general income to the Council, all staff, Members and Pensioners.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A.
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 The 2011/12 projected outturn is detailed in Appendix 1, with a forecast of projected spend for each division compared to the latest approved budget and identifies in full the reason for any variances.
- 3.2 Costs attributable to individual services have been classified as “controllable” and “non-controllable” in Appendix 1. Budget holders have full responsibility for those budgets classified as “controllable” as any variations relate to those factors over which the budget holder has, in general, direct control. “Non-controllable” budgets are those which are managed outside of individual budget holder’s service and, as such, cannot be directly influenced by the budget holder in the shorter term. These include, for example, building maintenance costs and property rents which are managed by the Property Division but are allocated within individual departmental/portfolio budgets to reflect the full cost of the service. As such, any variations arising are shown as “non-controllable” within services but “controllable” within the Resources Portfolio. Other examples include cross departmental recharges and capital financing costs. This approach, which is reflected in financial monitoring reports to budget holders, should ensure clearer accountability by identifying variations within the service that controls financial performance. Members should specifically refer to the “controllable” budget variations relating to portfolios in considering financial performance. These variations will include the costs related to the recession.

4. POLICY IMPLICATIONS

- 4.1 The Resources Portfolio Plan includes the aim of effective monitoring and control of expenditure within budget and includes the target that each service department will spend within its own budget.
- 4.2 The four year financial forecast report highlights the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2011/12 to minimise the risk of compounding financial pressures in future years.
- 4.3 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council’s budgetary control and monitoring arrangements.

5. FINANCIAL IMPLICATIONS

- 5.1 The total variation for the Environment Portfolio is £273k of which the controllable budget is projected to be underspent by £249k. Some of the major variations are summarised below with more detailed explanations included in Appendix 1.
- 5.2 Parking services is projected to generate additional income of £147k mainly from on street parking fees and an increase in the number of contraventions in bus lanes.
- 5.3 There is an overall deficit of NRSWA income from the various notices and the London Permit scheme of Dr £94k
- 5.4 As a result of increasing trade waste collection prices by over 10% for the last two years there has been a reduction in customers of just over 11%. This has meant that income projections are £85k below budget. This has been partly offset by extra income from waste totalling Cr £20k.

5.5 A summary of income variations is shown in the table below: -

Income Variations	£'000	£'000
Income from bus lane contraventions	(113)	
On street income	(40)	
Other parking income	<u>6</u>	(147)
Trade waste income	85	
Other waste income	<u>(20)</u>	65
Shortfall of income from NRSWA/London Permit income		94
Deficit in income from markets	30	
Road closure income	(25)	
Income from street traders	<u>(4)</u>	1
Total variation projected for income		<u><u>13</u></u>

5.6 Underspends are projected for winter maintenance caused by the mild winter (Cr £90k), net staff savings from vacancies and the transfer of staffing costs to TfL funding together with running expenses (Cr £45k). Parking is projecting a variance of Cr £52k mainly due to a £50k provision no longer required and there are corresponding trade waste savings (Cr £75k) from both the collection and disposal contracts as a direct result of the reduction in customers.

5.7 A summary of expenditure variations is shown in the table below: -

Expenditure Variations	£'000	£'000
Parking provision no longer required	(50)	
Other variations on running expenses within parking areas	<u>(2)</u>	(52)
Ranger service staffing review implementation delays	42	
Net overspend on staffing and running costs for street regulation	20	
Underspend on staffing and running expenses within traffic and road safety	(26)	
Underspend on staffing & running costs within highways	(74)	
Savings on market expenditure to partly offset income deficit	<u>(7)</u>	(45)
Reduction in waste contract costs as a result of the decrease in trade waste customers		(75)
Winter maintenance underspend is projected due to mild winter		(90)
Total variation for expenditure		<u><u>(262)</u></u>

Non-Applicable Sections:	Legal, Personnel
Background Documents: (Access via Contact Officer)	2011/12 budget monitoring files within ES finance section

Environmental Services Portfolio Budget Monitoring Summary

2010/11 Actuals £'000	Division Service Areas	2011/12 Original Budget £'000	2011/12 Latest Approved £'000	2011/12 Projection £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
(5,515)	Customer & Support Services							
	Parking	(5,366)	(5,351)	(5,550)	(199)	1 - 5	(167)	0
1,605	Support Services	1,554	1,928	1,928	0		0	0
(3,910)		(3,812)	(3,423)	(3,622)	(199)		(167)	0
	Public Protection - ES							
112	Emergency Planning	114	114	114	0		0	0
112		114	114	114	0		0	0
	Street Scene & Green Space							
5,803	Area Management/Street Cleansing	5,975	5,945	5,945	0	6	0	0
2,165	Highways	0	2,422	2,418	(4)	7	(6)	0
(65)	Markets	(47)	(21)	2	23	8	14	0
6,225	Parks and Green Space	6,153	6,137	6,179	42	9	42	0
567	Street Regulation	519	549	569	20	20	30	0
16,091	Waste Services	16,892	16,837	16,827	(10)	11	(50)	0
30,786		29,492	31,869	31,940	71		30	0
	Transport & Highways							
7,277	Highways incl London Permit Scheme	9,236	6,713	6,643	(70)	12	0	0
147	Highways Planning	144	169	160	(9)	13	0	0
843	Traffic & Road Safety	790	665	629	(36)	13	(2)	0
216	Transport Strategy	235	235	229	(6)	13	0	0
8,483		10,405	7,782	7,661	(121)		(2)	0
35,471	TOTAL CONTROLLABLE	36,199	36,342	36,093	(249)		(139)	0
7,151	TOTAL NON CONTROLLABLE	(692)	4,768	4,744	(24)	14	5	0
2,596	TOTAL EXCLUDED RECHARGES	2,348	2,301	2,301	0		0	0
45,218	PORTFOLIO TOTAL	37,855	43,411	43,138	(273)		(134)	0

Reconciliation of latest approved budget

£'000

Original budget 2011/12

37,855

Repairs & Maintenance (Non-controllable)

348

Supplementary estimate for capital accounting adjustment relating to

Government Grants Deferred

5,670

Lead Local Flood Authorities Grant income - transferred to

Local Services Support Grant

110

Transfer of design studio to Corporate Services (Resources Portfolio)

(61)

Transfer of Post 11599 from Parks to Customer Service Centre

(16)

Rental Income budget adjustments (Non-controllable)

(34)

Transfer of NRSWRA income to central contingency

(260)

Transfer from Waste to CSC re Kitchen Waste Service - food bags etc

(15)

Property Maintenance - non-controllable virements actioned by KT

(106)

Allocation of fuel from contingency for street lighting

100

Allocation of savings from key negotiations of waste contracts

(180)

Latest Approved Budget for 2011/12

43,411

1. Bus Lane Enforcement Cr £113k

There is a projected net surplus of £113k as follows:

- An increase in the number of contraventions has resulted in additional projected income of £106k for 2011/12 (net of the bus lane works below).
- Anticipated increase in income from PCNs issued in prior years of £7k.

The above figures include the projected shortfall of income of £50k, (full-year effect £100k) as a result of the suspension of bus lane restrictions in Cray Avenue, following the diversion of traffic as a result of the bridge replacement at Chislehurst Road.

2. Off Street Car Parking Cr £16k

Off-street car parking income is projected to be £30k below budget expectation. This has improved slightly since the end of 2011. The overall deficit is mainly due to reduced demand and parking fees not having been increased to match inflation added to the budget as a result of the normal estimate process, nor the loss of income as a direct result of the increase in VAT.

The projected income shortfall is mainly from the four multi-storey car parks (Dr £50k), offset by additional income projected for car parks within Beckenham and Petts Wood.

This projected shortfall in income is offset by a balance from a provision of £50k no longer required for contract payments following successful negotiations with the parking contractor.

There are overspends across general running expenses of £4k.

3. On Street Car Parking Cr £26k

There is currently projected to be a surplus of £40k from on-street car parking income. £11k is from the Beckenham area, and £29k from elsewhere across the borough.

There are projected overspends of £11k due to tariff changes to machines being carried out before 31st March 2012, and £3k on repairs and maintenance.

4. Parking Enforcement Cr £15k

There is currently a projected shortfall of income of £62k from PCNs issued in previous years compared to what was expected.

This shortfall is offset by projected additional income of £63k for 2011/12 as a result of more efficient use of CCTV cameras for enforcement. This gives a projected net income surplus of £1k.

There is a net underspend of £14k on employee costs as a result of the new CCTV car not being operational until June 2011.

5. Permit & Disabled Parking Cr £29k

Additional income is projected for permit & disabled parking of £23k due to the full-year effect of new parking schemes and increased charges for disabled badges from January 2012. There are other minor variations of Cr £6k across general running expenses.

Summary of variations within Parking:**£'000**

Bus Routes Enforcement	(113)
Off Street Car Parking	(16)
On Street Car Parking	(26)
Deficit in PCN income issued in previous years	62
Additional PCN income due to more efficient use of CCTV cameras in 2011/12	(63)
Underspend on CCTV employee costs	(14)
Permit & disabled parking	(29)
Total variation for parking	(199)

6. Area Management & Street Cleansing £0k

As 80% of graffiti removal works are pro-active, this element of the Street Cleansing contract has been reduced £68k to fund additional spring and autumn cleaning works, costing £73k.

Due to the delay in implementing the toilet closure programme, there is a net overspend of £12k.

The net contract cost of nuisance vehicles is £17k lower than budgeted. This is due to additional income being generated by the contractor as a result of the high price of scrap metal which has reduced the contract cost to the Council.

7. Highways (SS&GS) Cr £4k

Following the unexpected gales experienced in January, additional emergency tree works had to be undertaken, resulting in an overspend of £70k. To meet this unforeseen cost, works carried out under the Minor Improvements budget have been delayed until 2012-13, Cr £70k.

There is currently a small surplus of £4k projected from Street Traders' Licences due to more businesses applying for licences.

8. Markets Dr £23k

There is a projected shortfall in income of £30k mainly due to the continuing effects of the recession, which is partly offset by underspends across supplies and services budgets of £7k, giving a net overall deficit of £23k.

9. Parks & Green Space Dr £42k

There is a net overspend on staffing of £48k due to the 2011/12 budget savings relating to the ranger service review of £156k not being fully met in year, and not appointing to the vacant Parks Project Officer post. The overspend is partly offset by an underspend of £6k due to a reduction in grant to the Chislehurst Common Conservators.

10. Street Regulation Dr £20k

There is an overspend on staffing of £30k. This is due to:

- Dr £25k 2011/12 budget savings not being fully met in year
- Dr £5k net costs incurred as cover for staff on long-term sick

This is partly offset by an underspend of £5k on staff advertising and another £5k from across transport and supplies and services budgets.

11. Waste Management Cr £10k

Prices for trade waste collections were increased by 15% in April 2011 and 13% in April 2010. For 2010/11 the fall-out of customers equated to 3.8%, however in 2011/12 this percentage has nearly trebled, to currently 11.2%. When setting the new fees and budgets an assumption was made that there would be reduction of a further 5% of customers and therefore the additional reduction of 6.2% has meant that income is currently projected to be £85k below budget.

It should be noted that this is partly offset by a corresponding reduction in contract collection costs of £15k and £56k for disposal costs due to a projected reduction of 700 tonnes from the decrease in customers.

There is an overspend within other disposal costs of £88k due to a projected increase of 1,100 tonnes. This could be as high as £112k if the year-end variation results in an increase of 1,400 tonnes.

It is anticipated that income received as a result of the payment mechanism built into the disposal contract will result in a surplus of £92k, based on tonnages to date, and those currently anticipated for the remainder of the year.

There is a small surplus of £10k within income from recycled paper, and £3k from other recycling.

There is also small surplus of £7k from the income received within the Schools Recycling Service. This has arisen due to more schools taking up the service than originally anticipated.

All variations are summarised in the table below : -

Summary of Variations:-	£'000
Shortfall of trade waste collection income due to reduction in customers	85
Corresponding reduction in trade waste collection contract costs	(15)
Reduction in disposal tonnage from trade waste collection customers	(56)
Deficit in disposal tonnages (other than trade waste collected)	88
Surplus within payment mechanism	(92)
Surplus income from paper & other recycling	(13)
Additional income due to increase in customers within Schools Recycling Service	(7)
Total variation for waste management	<u>(10)</u>

12. Highways & London Permit Scheme Cr £70k

Highways Dr £52k

There is a projected underspend on salaries of £46k through a combination of vacancies and reduced hours following an early retirement.

Other variations include general running expense budgets and income (excluding NR&SWA) of £16k.

Following a relatively mild winter, an underspend on winter maintenance of £90k is projected. This relates to the snow clearance budget not being spent. Kier's normal work of carrying out street cleansing duties was suspended, allowing the necessary clearance of snow at no additional cost. This projection is dependant on no further significant snowfalls occurring before 31st March 2012.

There is an overall net deficit of £134k within NR&SWA income as follows:

- Inspections	82
- Defect notices	100
- Section 74 notices	-60
- Fixed Penalty Notices	12
	<u>134</u>

The deficit within inspections has arisen as a result of a revised criteria applied for inspections charged to Thames Water and invoice being adjusted accordingly. Also, charges relating to 2010-11 are expected to be cancelled following within "Category A" items (relating to works in progress).

The deficit within defect notices has arisen due to cancelled invoices relating "D2" (in progress) charges. Of these, the majority relates to Thames Water, although some cancellations are being processed regarding the smaller utility companies too.

London Permit Scheme Cr £52k

There is a projected surplus of £40k from permit scheme income, and an underspend across employee costs and running expenses of £12k. This gives a projected underspend on the controllable budget of £52k which is offset by additional recharges of £52k associated with the additional volumes of London Permit permits compared to budgeted level. Therefore, the overall total budget will be balanced.

All variations are summarised in the table below : -

Summary of Variations:-	£'000
Underspend on Highways salaires	(46)
Surplus across Highways running expenses and income (excluding NR&SWA)	(16)
Underspend on winter maintenance	(90)
Net deficit across NR&SWA income	134
Underspends across LPS employee costs and running expense	(12)
Surplus within LPS income	(40)
Total variation for Highways & London Permit Scheme	(70)

13. Highways Planning, Traffic & Road Safety and Transport Strategy Cr £51k

An underspend of £15k is projected on staffing as a result of transferring costs to Transport for London earlier than previously anticipated, and reduced working hours.

There is a projected over-achievement of income from road closure charges of £25k, due to higher volumes in the second half of the year than previously anticipated.

There are further underspends totalling £11k across services from supplies and services budgets.

14. Non-controllable budgets Cr £24k

For information here, the variations relate to a net surplus within property repairs and maintenance and rental income budgets across the department. Property department are accountable for these variations.

Virements Approved to date under Director's Delegated Powers

Details of virements actioned by Chief Officers under delegated authority under the Financial Regulations "Scheme of Virement" will be included in financial monitoring reports to the Portfolio Holder. Since the last report to the Executive, the following virements have been actioned:

1) A virement of £50k has been actioned from the Highways (SSGS) Minor improvement budget to Highways Tree Planting & Maintenance. This is to fund emergency works undertaken as a result of gales experienced in January, and tree-pruning to mitigate third party liability claims.

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Report No.
ES12058

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Environment Portfolio Holder

**For pre-decision scrutiny by the Environment PDS
Committee on**

Date: 17 April 2011

Decision Type: Non-Urgent Executive Non-Key

Title: **CHISLEHURST AND ST. PAULS CRAY COMMONS
CONSERVATORS - NOMINATIONS FOR ELECTION AND
ANNUAL REPORT**

Contact Officer: Patrick Phillips, Head of Parks and Greenspace
Tel: 020 8 313 4322 E-mail: patrick.phillips@bromley.gov.uk

Chief Officer: Nigel Davies, Director of Environmental Services

Ward: Chislehurst, Cray Valley West

1. Reason for report

This report details nominations to the Board of Conservators. The Portfolio Holder is requested to approve the re-appointment of four nominees to serve for the three-year period to 31st March 2015 and receive the Annual Report for 2011.

2. **RECOMMENDATIONS**

The Portfolio Holder is recommended to:

- 2.1 Note and approve the retirements and requests for re-standings set out more specifically in paragraph 3.3 below;
- 2.2 Record the vacancy that exists and authorise the Chislehurst and St Pauls Cray Commons Conservators to appoint as and when a suitable candidate volunteers - reporting such details at the next nomination report in 2013 to this committee, and;
- 2.3 Receive and note the Conservators Annual Report for 2011 (See Appendix A)

Corporate Policy

1. Policy Status: Existing policy.
 2. BBB Priority: Quality Environment.
-

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Parks and Greenspace - Parks Management
 4. Total current budget for this head: £36,300 fixed for 5 years
 5. Source of funding: Existing revenue budget 2012/13
-

Staff

1. Number of staff (current and additional): Less than 0.1 FTE
 2. If from existing staff resources, number of staff hours: 30 hours pa
-

Legal

1. Legal Requirement: Non-statutory - Government guidance.
 2. Call-in: Call-in is applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Approximately 50,000 visits per annum to the Commons as visitors or passing through
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes.
2. Summary of Ward Councillors comments: These will be reported on the evening if any are received

3. COMMENTARY

- 3.1 There are currently 15 members on the Board of the Chislehurst and St Paul's Cray Commons Conservators. Up to five appointments can be made to the Board annually with each member serving for a period of three years. The 1888 Act, establishing the Conservators, requires that up to eight Conservators be elected from the Chislehurst vestry and seven by the St Paul's Cray vestry. There is currently one vacancy caused by a mid-term resignation of a member.
- 3.2 In addition the Lord of the Manor can appoint one person to the Board, making a total of 16 members. The London Government Order (1966) makes reference to the requirement that four members of the Board shall be landowners with property fronting the St Paul's Cray Common (Frontagers). There are four existing frontagers on the Board so there is no requirement for the two nominees to be frontagers.
- 3.3 The format of Conservators, which needs affirming are those:

Whose term of office has expired during 2011 and are seeking re-election:

David Calver – *till March 2015*
John Hayhow – *till March 2015*
Tom Murray – *till March 2015*
Margaret Yardley – *till March 2015*

Vacancies which exist:

One vacancy following the approved appointment of Ian Leonard and Peter Woodward in June 2011, following the retirement/resignations of David Howard, Ray Gittins and Elizabeth Greenwood.

- 3.4 Members requested in May 1990 that efforts were made to ensure that suitable local organisations were invited to submit nominations in the future. However, in this instance no other organisations than the Chislehurst Board of Conservators has put forward nominations.
- 3.5 Given the unexpected early retirement of one member during 2011, and the current lack of additional nominations; it is suggested that the Board of Conservators are simply given authority to appoint a suitable new member in due course, should a volunteer with the necessary skills and attributes present themselves. This will need to be ratified by this committee at the next annual nominations report during 2013.

4. POLICY IMPLICATIONS

- 4.1 The Authority has for a number of years made a financial contribution to the management and maintenance of the Chislehurst and St Pauls Cray Commons Conservators, rather than undertake direct responsibility itself.

5. FINANCIAL

- 5.1 The Chislehurst and St Paul's Cray Commons Conservators receive a five year fixed grant of £36,300pa from this Authority, which commenced on April 1st 2011.

6. LEGAL IMPLICATIONS

- 6.1 The Chislehurst and St Pauls Cray Commons Conservators under the Metropolitan Commons (Chislehurst and St Paul's Cray) Supplemental Act 1888 '*may from time to time appoint a fit and proper person, or fit and proper persons, to be their clerk and treasurer, and shall appoint or*

employ such common-keepers, collectors, and other officers and servants as may be necessary and proper for the preservation of order on, and the enforcement of bye-laws with respect to, the Commons, and otherwise for the purposes of this scheme, and may make rules for regulating the duties and conduct of the several officers and servants so appointed and employed (altering such rules as occasion may require); and the Conservators may pay, out of the moneys to be received under this scheme, to such officers and servants such reasonable wages, salaries, or allowances as they may think proper, and every such officer and servant shall be removable by the Conservators at their pleasure’.

Non-Applicable Sections:	Personnel
Background Documents: (Access via Contact Officer)	Minutes of the Board Meeting 6.03.2012

Appendix A

Annual Report Year ending 31st August 2011

The Commons Conservators

The Chislehurst and St Paul's Cray Commons Conservators (known locally by their working title: the Trustees of Chislehurst Commons) were set up by the Metropolitan Commons (Chislehurst and St Paul's Cray) Supplemental Act, 1888 to protect and maintain the commons. The conservators are now a registered charity and carry out their work with funds granted by the London Borough of Bromley, generous donations from local residents, small annual grants from government-sponsored bodies and occasional grants from other organisations.

Governing document and objectives

The 1888 Act sets down the responsibilities of the Board of Conservators. These responsibilities are translated into a working strategy by the 10-year Management Plan, which currently runs from 2004 to 2014.

Location

The Trustees operate from leasehold premises situated at:
The Old Fire Station, Hawkwood Lane, Chislehurst BR7 5PW

Organisation

The Trustees of the charity consist of a board that has 16 members.

Mr Andrew Osmond (Chairman)
Mr Colin Yardley (Vice Chairman)
Mr Ray Philo (Treasurer)
Mr Anthony Bompas Q.C.
Mrs Alexandra Burman
Mr David Calver
Mr Ray Gittins (retired May 2011)
Miss Avril Greatrex
Mrs Elizabeth Greenwood (retired May 2011)
Mr John Hayhow
Mr Peter Hedges
Mr Roy Hopper
Mr David Howard (retired May 2011)
Dr Brian Knights
Mr Ian Leonard (appointed May 2011)
Mr Tom Murray
Mr Peter Woodward (appointed May 2011)
Mrs Margaret Yardley

Mr Patrick Phillips serves *ex officio* representing the London Borough of Bromley

Staff

The Board employs three members of staff:

Mr John Goff (Clerk to the Board)

Mr Jonathan Harvie (Head Keeper)

Mr Peter Edwards (Assistant Keeper)

Mr Goff retired in August 2011. The trustees would like to record their thanks to him for many years of loyal and active service.

Board Structure and decision-making

The Board, which meets seven times a year, has a number of committees:

Natural Environment: Directly responsible for the implementation of the Commons 10-year Management Plan and also recommends major projects to the Board.

Verge: Responsible for liaising with public utilities and those whose land adjoins the Commons, including the London Borough of Bromley, in relation to roads and verges, in order to ensure no encroachment occurs.

Fund Raising: Responsible for raising funds in order to augment the income from other sources. Professional fund raisers are not employed.

Staff: Responsible for advising the board on all personnel matters.

These committees are appointed by the board and report to it. Reports are also received from the clerk and the head keeper. Responsibility for day-to-day management resides with the chairman and vice-chairman of the board, the treasurer, the clerk and head keeper.

Public Benefit Statement

The main aim of the charity is to protect and maintain the commons for public use. All the resources of the charity are used to satisfy these aims. The Commons are open to all members of the public without charge and provide much needed open space for recreation and leisure. The Commons are situated in a predominately suburban setting and are therefore an important amenity for local residents.

If the charity did not exist, the Commons would quickly become unusable in that they would be subject to fly tipping and litter and would overgrow rapidly. There is also strong evidence that encroachment from some adjoining properties would take place with the permanent loss of land.

The Trustees are satisfied that the work of the charity meets the requirements of current legislation relating to public benefit.

Trustees

Trustees are appointed to the board for a period of three years and may be appointed for subsequent three-year periods. Trustees are appointed by the London Borough of Bromley after consultation with local organisations and the Board about skill requirements. The Lord of the Manor of Scadbury, who holds the freehold of the Commons, appoints one trustee. Trustee induction is provided. All trustees are volunteers and receive no emoluments.

Financial Report

Total incoming resources for the year were £118,252, an increase of 18% compared to last year. The grant from the London Borough of Bromley was £42,727, a reduction of 10%. This reduction represents the first few months of a new 5 year agreement whereby the Borough will support the Trustees at the rate of £36,310 p.a.

In an effort to make up this shortfall a major appeal was launched in the spring of 2011. This consisted of leafleting every household in Chislehurst explaining the situation the Trustees found themselves in as a result the cut in grant that the Borough have had to impose as part of the general cutback in government expenditure. We are pleased to report that the residents of the Chislehurst have responded very positively. Total donations for the year totalled £68,917, an increase of 52% on the previous year. This figure includes a generous donation to cover the cost of the appeal and also the contributions received as a result of the film evening. (See item below).

Much of the increase in donations has come from standing orders set up to give the trustees a regular and predictable income. We are extremely grateful to all those who have responded to our campaign whether by giving a single contribution or by a regular sum. Without this help, the charity would not survive.

Expenditure fell slightly this year. Employee salaries were frozen and there was a 47% drop in the depreciation charge since much of the mechanical equipment has been written down. General maintenance costs rose by £3,035 and total expenditure reduced by 3% to £111,419.

An operating surplus of £5,779 was generated with the result that balance sheet increased by the same amount to a total of £80,588. With the generous gifts of so many local residents and the continuing support of the Borough of Bromley, the trustees are confident they can continue to operate satisfactorily.

Bankers

Barclays Bank PLC
7 High Street
Chislehurst
BR7 5AB

Film Night

As part of this year's fundraising activities a film night was held in the "school pit" on Chislehurst Common. Fortunately the event took place on a warm July evening and almost 500 people attended. Refreshments were available and in the gathering darkness a popular family film was shown. The professional equipment for projecting the film was generously lent at no cost for the occasion and about £4,000 was raised over the evening. The trustees are most grateful to all those who made the event such a success.

Tree Inspections

The Trustees are conscious of their responsibilities to provide as safe an environment as possible for the public who walk on the commons. To this end a programme of tree inspection continues. The Head Keeper and some of the trustees have received training and undertake an inspection regime to try and identify trees that might be dangerous. This is an inexact science and therefore care is taken to ensure that as far as reasonably possible, those trees that are adjacent to roads, well frequented paths and adjacent private properties receive the greatest attention.

Chislehurst Chase

For the third year running the Chislehurst Chase took place in September. A 10km race for adults was organised to run through St Paul's Cray Common and round Scadbury Park whilst a Fun Run was held for children. As in previous years the event was well supported and it was interesting this year that many of the competitors came from outside the immediate area. News of the event is clearly spreading.

The Big Draw

The Big Draw was held once again on the common on a lovely sunny Saturday in September. This was the eighth year that this most successful event has been held. The theme this year was "Our World in Common" and was to celebrate the upcoming Olympic Games in London. Attendance was again at record levels resulting in a financial surplus. The organisers kindly donated this to the

trustees. We are most grateful to those who supported the day through sponsorship and their time and effort.

Litter and Fly-Tipping

As reported in previous years, litter and fly-tipping continues to be a major issue. We are fortunate that there are a number of local residents who regularly go round the key areas of the common where litter is left and clear it up. Our keepers are also active in helping to eradicate this eyesore.

Unfortunately there seems to be little that can be done to stop this problem on a permanent basis. The trustees will continue to stress the importance of people taking their litter home or, at least, using the bins provided.

Friends of the Commons

The trustees are fortunate to be supported by a growing group of people, currently numbering nearly 500, who contribute financially to the costs of maintaining the Commons or who are active in working in one of our regular volunteer groups. Without the support of these members of the local community the charity could not operate. We have about 20 volunteers who regularly carry out maintenance tasks on the Commons under the supervision of the Head Keeper. Their work roughly equates to us employing a third full time keeper.

Friends' Reception

Once again, the trustees held a reception in April for the Friends of the Commons in St Nicholas Church Hall to thank them for their support and contributions. This year, the opportunity was taken to explain the financial situation resulting from the reduced Bromley grant and to announce the new appeal. As always, the refreshments were provided by the trustees personally, at no cost to the charity. About 120 people present enjoyed an excellent evening.

Newsletter

The trustees aim to publish a newsletter at least once a year to keep our friends updated on current issues. This provides an excellent form of communication and encourages much needed donations as well as general support for our activities.

Risk Management

The Board reviews the risks to which the charity is exposed and has systems in place to mitigate them. Regarding financial risks, the board has a policy of having at least three months' expenditure in reserve to meet its obligations in the event of a substantial loss of income. Our staff and volunteers are informed of the risk assessments which have been conducted for the various tasks they undertake. They are not allowed to use any machinery for which they have not been properly trained.

Further efforts have taken place this year to ensure the safety of our volunteer workers. A full first aid kit is on site wherever work is undertaken and all volunteers are issued with protective helmets when they are working on the common.

The Board has employer's liability and public liability insurance and trustees' indemnity insurance. The principal risk factors outside the Board's control are accidents to members of the public arising from falling trees or branches and trips due to exposed tree roots. We endeavour to minimise these risks by means of our tree inspection and path improvement programmes.

The Future

A year ago the trustees were very concerned to learn of the Borough of Bromley's proposal to cut their grant substantially as a result of the deficit reduction plan. Subsequent discussions resulted in a new 5 year agreement for funding albeit at the reduced rate of £36,310. With annual expenditure in excess of £100,000, this clearly left a wide gap. Donations over recent years have been very generous, but it was clear that increased funding would be required if we were not going to cut back the work done on the commons substantially. This was further underlined by the fact that the new grant has no inflation provision at a time of steeply rising prices.

The major appeal held in 2011 has been very successful, particularly since many of the donations are in the form of regular payments along with Gift Aid income tax refunds. About two thirds of the trustees' funds now come from local residents. This is a great achievement and demonstrates the value that the local community place on the commons. We are most grateful to all these people for ensuring we have a viable future.

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Report No.
ES12063

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Environment Portfolio Holder

For Pre-decision scrutiny by the Environment PDS Committee on

Date: 17 April 2012

Decision Type: Non-Urgent Executive Non-Key

Title: ALLOTMENTS - STATUS CHANGE OF TEMPORARY SITES

Contact Officer: Patrick Phillips, Head of Parks and Greenspace
Tel: 020 8313 4322 E-mail: patrick.phillips@bromley.gov.uk

Chief Officer: Nigel Davies

Ward: Copers Cope, Kelsey and Eden Park, Bromley Town, Chislehurst, Bromley Common and Keston. Bickley, Chelsfield and Pratts Bottom, Farnborough and Crofton, Plaistow and Sundridge

1. Reason for report

The Leisure Gardens and Allotments Panel have formally requested the status of a number of existing 'Temporary' sites be confirmed as 'Statutory', given their significant permanency and longstanding.

2. **RECOMMENDATION(S)**

The Environment Portfolio Holder is requested to approve the status of the following nine sites from 'temporary' to 'statutory':

Adams Road; Beckenham Lane; Chelsfield; Halls Farm; Hillcrest; Kingshall Road (Alders); Harvington; Tugmutton and Wickham Road

Corporate Policy

1. Policy Status: New policy.
 2. BBB Priority: Quality Environment.
-

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Parks Delegated Management
 4. Total current budget for this head: £160,210
 5. Source of funding: Existing revenue budget 2012/13
-

Staff

1. Number of staff (current and additional): less than 0.1fte
 2. If from existing staff resources, number of staff hours: less than 72 hours pa
-

Legal

1. Legal Requirement: Non-statutory - Government guidance.
 2. Call-in: Call-in is applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 3000 Plot holders Borough Wide
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes.
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 At the last two meetings of the Leisure Gardens and Allotments Consultative Panel in October 2011 and February 2012, the Bromley Allotments and Leisure Gardens Federation (BALGF) raised the matter of those sites which, according to the Council's last survey undertaken in 2005, are still listed as "Temporary". The BALGF have sought comment from the respective Associations about their history (outlined in Appendix A), and as a result, have established that all of them have been in active use for considerably more than 25 years. This figure is quoted as, when the question of the application of "statutory" status was given detailed consideration by a Parliamentary Committee into 'The Future of Allotments' in 2001 by the former Department of Environment, Transport and the Regions; they concluded that, after a period of 25 years, allotment sites in continuous use, should be designated as "statutory".
- 3.2 Attached in Appendix A is a summary of those sites which are listed as "temporary" together with the statements about each one as provided by the site representatives. The four rented sites at Bull Lane, Holy Trinity, Hook Farm and Pine Walk are not included at this stage as they are on land not owned by the Authority. Jubilee Allotments are restricted in their availability and are also excluded. Of nine remaining, all have been in continuous use for well over 25 years – two in excess of 100 years!
- 3.3 From the research that has been carried out it would appear most likely that the designations go back to the creation of the London Borough in 1965, when, for reasons which are unknown, all other sites were given statutory status, but these were not. The research included some conversations with the Borough Archivist which has helped create the most accurate data possible, given the largely historic situation.
- 3.4 For the sake of consistency the BALGF accordingly asks that the Council now formally record that the status of those sites which are regarded as eligible be changed from "temporary" to "statutory".
- 3.5 In considering this request, it should be made clear that in addition to giving those sites greater protection, it also enables them to make more extensive use of leveraging in external funding through grants and sponsorship. This is currently frustrated by their 'temporary' status.

4. POLICY IMPLICATIONS

- 4.1 The Leisure Gardens and Allotments Consultative Panel, currently Chaired by Councillor Ellie Harmer, provides dialogue between Elected Members, Officers and the Bromley Allotments and Leisure Gardens Federation (BALGF) - and identifies policy and strategy objectives for the furtherance of the Boroughs 52 allotment sites.

5. LEGAL IMPLICATIONS

- 5.1 The Departmental Committee of Inquiry into Allotments' (*otherwise known as the Thorp Report*) Cmnd. 4166 dated October 1969 made the following observation with regard to the status of allotment sites:-

"It has therefore been necessary for many years to find a way of distinguishing the various types of allotment land provided by allotments authorities, and at the same time distinguish between land provided by allotments authorities and that derived from other sources. The following definitions of allotment land – although not included in the legislation – became widely accepted:-

- i) *Land of which the freehold was vested in the allotments authority, and which had either been originally purchased for allotments or had subsequently been appropriated to allotment use, became known as STATUTORY allotment land.*
- ii) *Land which was either rented by the allotments authority on lease or tenancy, or, being owned by the authority, was destined ultimately for some other use, became known as TEMPORARY allotment land.*
- iii) *Land which was neither owned nor administered by the allotments authority in whose are it was situated, became known as PRIVATE allotment land.*

In Chapters 4 and 5 we will refer to the confusion which these definitions have caused. We will only comment at this point that since almost all the land provided by allotments authorities is in discharge of their statutory obligations, the choice of the word 'statutory' to describe one type of such land seems to us to be unfortunate. Since, however, the word (if not the definition) is now generally known, we propose to adopt this terminology in our report."

Non-Applicable Sections:	Finance and Personnel
Background Documents: (Access via Contact Officer)	Minutes of the Leisure Gardens and Allotments Consultative Panel, October 2011 and February 2012

APPENDIX A

Those allotment sites shown in the 2005 Survey as carrying Temporary Status

- 1 ADAMS ROAD – Kelsey and Eden Park
- 2 KINGSHALL ROAD (ALDERS) – Copers Cope
- 3 HARVINGTON – Kelsey and Eden Park
- 4 WICKHAM ROAD – Kelsey and Eden Park
- 5 BECKENHAM LANE – Bromley Town
- 6 PINE WALK – Plaistow and Sundridge
- 7 BULL LANE - Chislehurst
- 8 HOOK FARM – Bromley Common and Keston
- 9 HOLY TRINITY – Bromley Common and Keston
- 10 JUBILEE ALLOTMENTS - Bickley
- 11 CHELSFIELD – Chelsfield and Pratts Bottom
- 12 TUGMUTTON – Farnborough and Crofton
- 13 HALLS FARM – Plaistow and Sundridge
- 14 HILLCREST – Plaistow and Sundridge

Notes:-

Sites 1, 2, 3 and 4 - Each of these four sites come within the ambit of the Beckenham and District Allotment Society. Records show that Adams Road, Harvington and Wickham Road are all listed in a schedule seen from the minutes of an AGM of the Amalgamated Allotments Associations which suggests that their existence dates back to at least 1930. The BDAS was incorporated in 1921 upon the acquisition of land for the Forster Road site. Whatever the precise details may be, it is evident that each of these sites has been in operation for over 80 years.

Sites 6, 7, 8 and 9 - are privately owned sites leased to the Council and as such, as far as we are aware, not able to be classified as “statutory”. While they may not therefore have the protection afforded to “statutory” sites, they have nonetheless been allotment sites for periods in excess of 25 years and were any attempt made to change the use of the land they occupy, the Federation would strongly oppose any application and pursue our opposition to the highest level.

Site 10 - is unique in that it is locked behind houses in Blackbrook Lane and tenancies are therefore restricted to householders whose gardens back onto the relatively small site. The status of the site is accordingly governed by this restriction.

Site 5 - is closely aligned to the Valley Primary School and therefore the question is raised as to which has primacy in terms of security of tenure. Again, there have been allotments on this site for well over 25 years and the Federation would argue strongly that it should have the status of a “statutory” site at least in terms of its protection.

Site 14 - Our knowledge of the history of this site is somewhat limited. What is known, however, is that it is adjacent to land owned by Thames Water. Local opinion is that the site has been in active use for over 25 years and as it is not rented from Thames Water the presumption is that the Council are able to afford it “statutory” status.

Site 11 - This site has been established since 1905 and local opinion is that it may well have been earlier than that. The land was gifted to the village of Chelsfield for allotments (or, for the use of villagers) by the Waring family, who lived in the big house which is now Chelsfield Park

Hospital. The Association hold a copy of a membership card from 1905. The term “temporary” does not, therefore, seem appropriate to a site with the continuous length of time it has been in use. Furthermore, as the land was gifted, it seems highly likely that there would be a covenant governing the use of the site.

The Association have informed the Federation that some 20 years ago, the council split off an area at the top end of the site due, it is believed, to lack of interest which was something that was being experienced across many sites at that time. The situation is now dramatically different in that the Association have a waiting list (7 at the latest count) and therefore it would seem that serious consideration should be given to reclaiming all or part of this piece of land.

Site 12 - As this site celebrated its centenary in 2009 it is very difficult to attach the status of “temporary” to it. It is unfortunate that due to the actions of a former office holder of the Association, many records have been misappropriated. However, it is known that at one time the site was occupied by Gypsy Lee although whether she had an allotment is not clear!

Site 13 - The Association chairman has had meetings with the Borough Archivist and whilst appearing to establish that the site was given delegated powers in 1981, the council minutes confirming this are “not available”. Local knowledge, however, is that the site was being used as allotments during the war and they are marked on a map produced at the time. There were also allotments adjacent to the farm house in Milk Street but these are no longer in being. It is, nonetheless, reasonable to assume that the Halls Farm site has been in continuous use since that time , if not for an indeterminate time pre-war.

As these sites have all been in existence for over 25 years they cannot be considered temporary. BALGF requested that the Panel recognises these sites as statutory. The Panel unanimously agreed that these temporary sites are transferred to statutory status and the necessary arrangements organised by Parks & Greenspace.

Report No.
ES12066

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Environment Portfolio Holder

**For pre-decision scrutiny by the Environment PDS
Committee on**

Date: 17 April 2012

Decision Type: Non-Urgent Executive Non-Key

Title: PROPOSAL FOR PROVISION OF ENFORCEMENT SERVICES

Contact Officer: Peter Turvey, Head of Street Environment
Tel: 020 8313 4901 E-mail: peter.turvey@bromley.gov.uk

Chief Officer: Nigel Davies, Director of Environmental Services

Ward: All

1. Reason for report

This report advises on the proposal for an external agency to provide an enforcement service for serving fixed penalty notices (FPNs) for offences related to littering and dog fouling.

2. **RECOMMENDATIONS**

- 2.1 To note the proposal offered by an external agency for the provision of certain enforcement services.
- 2.2 To waive the requirement for competitive tendering under CPR 13.1 and agree to enter into a six-month trial period with XFOR for the issuing of FPNs, starting 1 June 2012, to determine the suitability and effects of the services being offered.
- 2.3 To remove the early payment discount presently offered to those issued with FPNs to make the proposed service more financially viable.

Corporate Policy

1. Policy Status: New policy.
 2. BBB Priority: Quality Environment.
-

Financial

1. Cost of proposal: Estimated cost net nil
 2. Ongoing costs: Non-recurring cost.
 3. Budget head/performance centre: Streetscene and Greenspace
 4. Total current budget for this head: £29.8m
 5. Source of funding: Existing revenue budget 2012/13
-

Staff

1. Number of staff (current and additional): N/A
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: Non-statutory - Government guidance.
 2. Call-in: Call-in is applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All residents and visitors
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? No.
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 On 6 April 2006, powers under the Clean Neighbourhoods and Environment Act 2005 came into effect, allowing the serving of FPNs for litter, waste and various other offences. At the meeting of the Environment and Leisure Portfolio Holder on 27 June 2006 (Report No. ELS06163), the Portfolio Holder approved the introduction of FPNs for dealing with all the offences outlined in the aforementioned legislation.
- 3.2 At the meeting of the Environment & Leisure Portfolio Holder on 8 March 2007 (Report No. ELS07031), the Portfolio Holder approved the adoption of the standard London-wide template for FPNs, as agreed through London Councils, which included the levels of fine, the discount amount and the early payment period. The Portfolio Holder also noted the protocol for issuing FPNs to juveniles.
- 3.3 Since April 2007 the Metropolitan Police, through their PCSOs, have been operating in partnership with Council officers to serve FPNs. In the last year 40 FPNs have been served for littering offences with 5 of these being served by PCSOs. The present level of fine is £80, payable within 14 days and reduced to £50 if paid within 10 days.
- 3.4 The Council has received a proposal from XFOR Local Authority Support Ltd., (XFOR), to provide an enforcement service for the serving of FPNs to offenders who drop litter or allow their dogs to defecate in public places. The uniformed enforcement officers would also be able to advise and educate the public in relation to environmental awareness.
- 3.5 XFOR currently provide a similar service for Enfield Council. The service started in February 2009 with a two-year trial period. A tendering process then followed and only XFOR tendered for the contract as there were no other similar providers. Enfield Council has informed us of the following:-
- i) XFOR currently issue around 4,700 FPNs annually, with very little seasonal variation and 99% of these are for cigarette litter.
 - ii) There is a 60% payment rate with around 60 prosecution cases prepared each month for non-payment of FPNs. If proved successful, the Court fine goes to the Crown, but the £100 costs normally imposed contribute towards the legal costs.
 - iii) The issuing officers have body worn video cameras that record the interaction between the officer and the alleged offender. This not only provides good evidence of the interaction, but also monitors the issuing of FPNs thus avoiding spurious claims of the number of FPNs issued by the contractor.
 - iv) FPNs are not issued to persons under 18 years of age nor to those who may be suffering from a mental disorder. In cases where the person is under age, their details are obtained so that a letter can be sent to their parents or guardian advising of the offence.
 - v) The level of fine is £80 and there is no reduction for early payment.
 - vi) XFOR provide the Enforcement Officers and Administration staff with a supervisor. They will provide the administration and processing of all FPNs. The compilation of prosecution files, reports on all complaints and enquiries from members of the public.
 - vii) The Council is expected to provide; the FPNs, serially numbered Pocket Books, staff facilities at the Council's offices, provision of suitable computing and office equipment for performing administrative duties.

viii) Enfield Council has estimated that management of the contract requires 5% of a full time equivalent Head of Service. This would be in addition to any other services, such as those provided by Legal, Finance, IT and administration of contract monitoring.

3.6 As stated in 3.5(v) above, Enfield Council do not offer the discount for early payment. Our existing policy on FPNs for litter and dog fouling offences has a provision for discounting the fine for early payment as recommended by London Councils. If we were to adopt the Enfield Council model then our policy would need to be amended to remove the early payment discount option.

3.7 Subject to Portfolio Holder approval, XFOR will submit a more formal proposal and draft Service Level Agreement. A trial period of 6 months is proposed, starting 1 June 2012, to enable both parties to determine the effects and suitability of the service. XFOR would provide one team leader and four patrolling enforcement officers operating for 40 hours per week, Monday to Saturday between 8.00am and 6.00pm, with any other days, hours or special projects by agreement. XFOR's fees for providing this service would be £45 + VAT for each FPN issued.

4. POLICY IMPLICATIONS

4.1 To contribute towards a quality environment for Building a Better Bromley and maintain street cleanliness. It is hoped this proposal will provide support to existing Council resources in bringing about an improvement to the borough's street scene through a reduction in the amount of litter on the street.

5. FINANCIAL IMPLICATIONS

5.1 As no other data is available from other Boroughs, an assumption has been made that the same level of FPNs would be issued in Bromley as in Enfield and therefore a total of up to 2,350 FPNs could be issued during the 6 month trial period.

5.2 It is recommended that like Enfield, the level of fine is £80 with no reduction for early payment as the scheme would not breakeven if the discounted rate was available. The deficit could be up to £60k if the discounted rate was continued which would not make the trial scheme a viable option.

5.3 The table below sets out the estimated costs and income based on information supplied by Enfield as mentioned in 3.5 above:-

	£'000
Cost of XFOR (£45 x 2,350)	106
Cost of printing, stationery & postage	7
Total estimated costs	<u>113</u>
Expected income (£80 x 2,350 x 60%)	(113)
Estimated net cost of trial scheme	<u><u>0</u></u>

5.4 There is a risk to the Council that if the 60% recovery rate is not be achieved, there will be a cost to the Council that will be to be funded from the Es Portfolio budget.

5.5 XFOR would refund any monies where a FPN has not been paid as a result of incorrect data supplied by them or if the FPN was served incorrectly.

- 5.6 There will be a requirement for printing of additional FPN pads, pocket books, stationery and postage costs as well as associated costs for publicity of the new service and publishing of Public Notices. There will be a requirement to facilitate the contractor with computing equipment and a work space within the Civic centre. It is anticipated that this cost will be in the region of £7k and will be funded from the estimated income generated.
- 5.7 At this moment in time, it is not known what level of legal support will be available for pursuing outstanding FPNs and whether costs will be fully recovered through successful prosecution.

6. LEGAL IMPLICATIONS

- 6.1 The FPN process operates in accordance with the requirements of The Clean Neighbourhoods and Environment Act 2005. This legislation also enables the Council to enter into an agreement with a contractor for its employees to serve FPNs. The contractor's employees must be individually authorised in writing by the Council to issue FPNs on its behalf.
- 6.2 The estimated income to the contractor XFOR would be over £100K and, as such, the Council would normally expect to get competitive tenders to ensure VFM. Anecdotal evidence suggests there are few if any other private sector providers for this sort of service. Under CPR 13.1 with the support of the Director of Resources and the Finance Director, the Portfolio holder may agree to waive this requirement. In light of the limited trial nature of the service, the information of the effectiveness of XFOR received from LB Enfield and the limited market it is considered reasonable to accept their proposal solely for a 6 month trial.
- 6.3 Whilst an external contractor can effectively decide what level of enforcement it provides, and hence the income it derives, Members will note the marginal financial benefit. The service must therefore be judged on its environmental and social benefits. It should be noted that the current discounted rate option will need to be removed if the service, even on the most optimistic analysis, is to break even. Members will be aware of discounted rates which are offered to motorists who receive Parking Notices and will need to determine whether a different approach is justified with the range of offences subject to FPNs.
- 6.4 It is estimated that some 60% of individuals receiving FPNs pay. This means some 40% in respect of which the Council will have to pay the £45 charge to XFOR will need to be pursued through the courts. At the present time any fine which is issued supplants the FPN and is payable to the Court. The only financial redress which the Council receives would be costs. These may or may not cover the actual costs of preparing the case and attending court and, of course, in some cases defendants do not pay the costs. Whilst the principle purpose of a prosecution is its deterrent effect, the resources of the legal team are limited and the number of cases which may be pursued will need to be limited and prioritised alongside other prosecution work.
- 6.5 Dependent upon the success of the trial the Council may seek to extend the agreement with XFOR on the currently proposed terms or seek to renegotiate those, market the service more widely or consider the use of neighbourhood officers as in other Councils.

7. PERSONNEL IMPLICATIONS

- 7.1 There will be a requirement to manage the agreement with XFOR, which will have an impact on existing services. At this stage it is difficult to gauge the level of impact, but something that could be monitored during the trial period.

Non-Applicable Sections:	None
Background Documents: (Access via Contact Officer)	<p>Proposal to introduce Fixed Penalty Notices in respect of litter. Report No. ELS05339. 20 October 2005.</p> <p>An update on Fixed Penalty Notices in respect of litter. Report No. ELS06163. 27 June 2006.</p> <p>Fixed Penalty Notices for Enviro-crime offences. Report No. ELS07031. 8 March 2007.</p>

Report No.
ES12051

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Environment Portfolio Holder

**For Pre-decision Scrutiny by the Environment PDS
Committee on**

Date: 17th April 2012

Decision Type: Non-Urgent Executive Non-Key

Title: **BRITTENDEN PARADE, GREEN STREET GREEN - OPTIONS
FOR MAKING UP FOR ADOPTION AS HIGHWAY
MAINTAINABLE AT PUBLIC EXPENSE**

Contact Officer: Duncan Gray, Development Manager
Tel: 020 8313 4556 E-mail: duncan.gray@bromley.gov.uk

Chief Officer: Nigel Davies Director of Environmental Services

Ward: Chelsfield and Pratts Bottom

1. Reason for report

To set out a number of optional schemes, with costs, for the improvement of the footway or footway and carriageway in Brittenden Parade, Green Street Green. The approved scheme would be implemented at the Council's expense under the provisions of the Private Street Works Code contained in the Highways Act 1980 and subsequently adopting the works as highway maintainable at public expense.

2. **RECOMMENDATIONS**

- 2.1 The Portfolio Holder decide whether any of schemes A, B or C should be used as the basis for carrying out a referendum of the owners and occupiers of the retail and residential units situated in Brittenden Parade.
- 2.2 That a further report be submitted detailing the results of the referendum and, if appropriate, seeking a First Resolution under s.205(1) of the Highways Act 1980 for the implementation of the agreed scheme under the provisions of the Private Street Works Code contained in that Act.

Corporate Policy

1. Policy Status: Existing policy.
 2. BBB Priority: Quality Environment.
-

Financial

1. Cost of proposal: Estimated cost Scheme A £12,000; Scheme B £14,050; Scheme C £48,000
 2. Ongoing costs: Non-recurring cost.
 3. Budget head/performance centre: TfL LIP funding 2012/13
 4. Total current budget for this head: £None specified at this moment in time
 5. Source of funding: TfL LIP Formula Funding 2012/13
-

Staff

1. Number of staff (current and additional): 3
 2. If from existing staff resources, number of staff hours: 75
-

Legal

1. Legal Requirement: No statutory requirement or Government guidance. No requirement at this stage but should a scheme proceed then the procedures are set out in legislation
 2. Call-in: Call-in is applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): all users of Brittenden Parade including 5 shops and 4 flats
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes.
2. Summary of Ward Councillors comments: One member has expressed support for Scheme C, with the reservation that perhaps only one lamp column would be needed. The suggestion was also made that perhaps the Council could look to the frontage owners for a contribution towards the cost of the works. No comments were received from the other ward members.

3. COMMENTARY

- 3.1 Brittenden Parade is an unadopted road, running off Glentrammon Road, near its junction with and parallel to Sevenoaks Road. As an unadopted road the Council is not responsible for its maintenance.
- 3.2 It is a cul-de-sac for vehicles and thus serves primarily as a parking area for the retail units in the Parade and probably the area generally.
- 3.3 It does link to the made up path that runs in front of other commercial units and the Waitrose store. There is thus effectively a continuous pedestrian link from Glentrammon Road to Waitrose and Sevenoaks Road/High Street beyond.
- 3.4 The commercial units in the Parade are currently fully occupied having a variety of occupiers such as a newsagent, an estate agent and a betting shop. The parking is well used and there is believed to be a significant footfall along the route between Glentrammon Road and Waitrose/Sevenoaks Road.
- 3.5 There are residential units above the shops in the Parade. It would not normally be the practice to include occupiers of units fronting the street in a referendum as the legislation dictates that the costs rest with the owners of the properties. However, in this case where the Council is proposing to bear the full cost of a scheme, it seems appropriate to include all occupiers both as a way of advising them of the Council's proposals and enabling them to have a say in what, if anything, should be done to improve conditions in the street.
- 3.6 The condition of the Parade, in terms of the surface of both the carriageway and the footway has deteriorated over the years to the extent that it is now the source of regular complaint.
- 3.7 The Environment Portfolio Holder has determined that priority should be given to consideration of a number of options for improvement of the Parade, with a view to carrying out a scheme at the Council's expense rather than recharging the costs to the frontage owners.
- 3.8 Attention is drawn to the fact that should Option C be pursued it may not find favour with the businesses/residents, as it would mean that Brittenden Parade would become adopted public highway. As such it would be available to the public at large and not just visitors to the shops. This is relevant because there is a sign at the entrance to the Parade at its junction with Glentrammon Road to the effect that the parking available is for the use of customers of the Parade only, and that unauthorised vehicles will be clamped. It is considered to be unlikely that this position is enforced, it being assumed that this is intended as a deterrent to all day parking. However, it would not be possible for such a sign to be displayed following adoption of any carriageway works by the Council.
- 3.9 To this end 4 options have been drawn up and costed. The options are shown on drawing no. ESD-10542-1 A and are as follows:

Option	Details	Estimated Cost	Pros	Cons
Do nothing	Footway & parking area remain in their current unmade state	Nil	Remains within current budget provision & priorities	Continued poor quality provision for users of shops in the parade
Scheme A	make up the footway in front of the retail units and link to the existing made up path beyond	£12,000	Improves pedestrian environment for visitors to shops and through route between Gentrathon Road and High Street via Waitrose at relatively little cost to the Council	There is no specific budget provision for this within the LIP, however officers are confident this could be found from agreed schemes which do not progress or are delivered for less than the projected budget
Scheme B	as Scheme A but with the inclusion of one street light	£14,000	Further improves Scheme A again at relatively little cost	As above
Scheme C	as Scheme B but with the inclusion of the making up of the carriageway, a further street light and the provision of surface water gullies, connections and a soakaway to drain the Parade	£48,000	Improves not only the pedestrian environment but also the parking environment, giving a more comprehensive improvement to the area generally	There is no budget provision for this within the LIP and officers are not confident this could be found. Likely reluctance of shopkeepers/residents to lose the ability to control parking in front of the units. Places a greater emphasis on the recovery of some of the cost from the frontage owners

3.10 The Portfolio Holder is requested to endorse implementation of one of these options at the Council's expense.

4. POLICY IMPLICATIONS

4.1 Policy T14 of the Unitary Development Plan(UDP) adopted in July 2006 says that unadopted highways will normally be considered for making up and adoption, as resources permit, only following a referendum conducted in each road, in which the owners of the majority length of frontage are in favour.

4.2 The Policy also indicates that the Council will, however the proposal for making up has arisen, conduct a referendum of frontagers, save in exceptional circumstances. These circumstances are suggested as being where there are overriding traffic or road safety considerations but even then it is suggested that the frontagers will still be consulted.

4.3 It is not considered that such exceptional circumstances prevail in this case and consequently it is recommended that a referendum be carried out.

5. FINANCIAL IMPLICATIONS

5.1 At this stage no funding for any of the options has been set aside for this project. However, in the event that a scheme is supported by Members, residents and businesses funding options will be presented to this committee at the time approval for the First Resolution is sought. For clarification at this stage it is intended that any scheme would be funded by monies associated with the Local Improvement Plan (LIP) budget rather than from Council revenue.

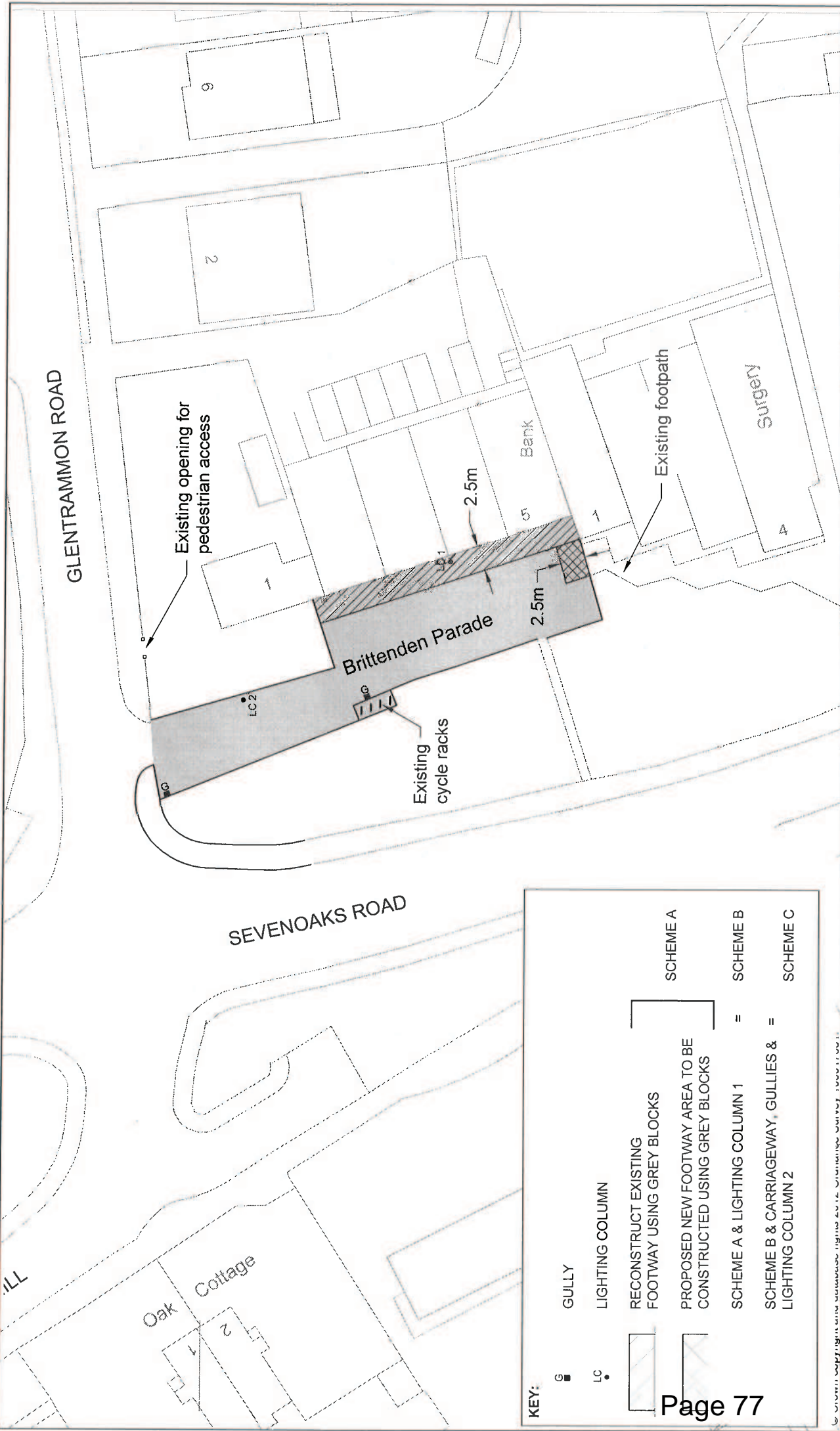
6. LEGAL IMPLICATIONS

6.1 The making up and adoption of unmade highways is regulated by the Private Street Works Code contained in the Highways Act 1980. This involves the Council following the procedures set out therein requiring a First Resolution to approve the principle of an improvement scheme and subsequently a Resolution of Approval for the detailed design thereof. Following this the Council would serve Notices of Provisional Apportionment on the owners of the properties having a frontage to Brittenden Parade. As it is the Council's intention in this case to meet the full costs of any works without charge to the frontage owners, these Notices will show 'nil' street works costs. This means that the frontage owners will not be able to raise objections to the proposals on financial grounds, but may choose to pursue objections on other grounds.

6.2 Any objections which could not be resolved by negotiation would have to be referred to the Magistrates Court for determination, which could delay the scheme and thus jeopardise the availability of external financial provision.

Non-Applicable Sections:	Personnel
Background Documents: (Access via Contact Officer)	

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KEY:

- GULLY
- LIGHTING COLUMN
- RECONSTRUCT EXISTING FOOTWAY USING GREY BLOCKS
- PROPOSED NEW FOOTWAY AREA TO BE CONSTRUCTED USING GREY BLOCKS
- SCHEME A
- SCHEME B
- SCHEME C

SCHEME A & LIGHTING COLUMN 1 = SCHEME B

SCHEME B & CARRIAGEWAY, GULLIES & LIGHTING COLUMN 2 = SCHEME C

Environmental Services Civic Centre, Stockwell Close, Bromley, BR1 3UH Tel: 020 8464 3333 Fax: 020 8313 4555 Email: www.bromley.gov.uk		Job BRITTENDEN PARADE, GREEN STREET GREEN		Scale @ A4 1:500		Date 16/10/09		Checked D.G.		By R.L.		Drawing Number ESD-10542-1		Revision A		Title PROPOSED PRIVATE STREET WORKS OPTIONS		Rev A		Date 22/02/12		Description Schemes A, B and C added		J.J. By	
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Report No.
ES12062

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Environment Portfolio Holder

**For pre-decision scrutiny by the Environment PDS
Committee on**

Date: 17th April 2012

Decision Type: Non-Urgent Executive Non-Key

Title: **PARKING APPEALS POLICY**

Contact Officer: Ben Stephens, Head of Parking Services
Tel: 020 8313 4514 E-mail: ben.stephens@bromley.gov.uk

Chief Officer: Nigel Davies, Director of Environmental Services

Ward: All

1. Reason for report

This report seeks Member endorsement of the guidance given to officers when considering appeals made against parking Penalty Charge Notices.

2. **RECOMMENDATION(S)**

That the Environment Portfolio Holder agrees -

2.1 To endorse the outline guidance set out in the Appendix for appeals against Penalty Charge Notices.

Corporate Policy

1. Policy Status: Existing policy. Parking Strategy
 2. BBB Priority: Quality Environment. Vibrant Thriving Town Centres.
-

Financial

1. Cost of proposal: Estimated cost N/A
 2. Ongoing costs: Recurring cost. N/A
 3. Budget head/performance centre: Parking PCN processing/debt recovery team
 4. Total current budget for this head: £430k
 5. Source of funding: Existing revenue budget 2012/13
-

Staff

1. Number of staff (current and additional): 15 fte (Parking/Processing)
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Non-statutory - Government guidance.
 2. Call-in: Call-in is applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 30,000 appeals and representations p.a.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A.
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 This report seeks Member endorsement for the guidance given to Parking Services staff when dealing with appeals received after a Penalty Charge Notice has been issued. Internal Audit has advised that Member endorsement of these guidelines would demonstrate good practice. The guidelines are set out in the Appendix.
- 3.2 For a number of years the Council has published its policies, and guidance on how to appeal, in a document called 'How We Consider your Appeal'. This document, and our policies and procedures, have also been regularly reviewed to ensure we adhere to best practice and statutory guidance.

Penalty Charge Notices – Background information.

- 3.3 In October 1993, the control and enforcement of all on-street parking throughout the borough (except for designated red routes) was taken over by the London Borough of Bromley. The Police were responsible for control and enforcement before this date. Enforcement was carried out under the 1991 Road Traffic Act until 31st March 2008, when this was superseded by the Traffic Management Act 2004.
- 3.4 Penalty Charge Notices (PCNs) are issued on the Council's behalf by our parking contractor, Vinci Park Services UK Ltd. The Council is identified as the enforcement authority on Penalty Charge Notices. This ensures that there is no confusion about who is responsible for issuing the Notice and where any communication should be addressed.
- 3.5 In October 2003, we began using closed circuit television (CCTV) as a parking enforcement tool to issue penalties to motorists for bus lane contraventions. Since November 2005, CCTV has been used to enforce parking restrictions in congested areas. The experience of using CCTV has proved to be an excellent operational tool that complements more traditional methods.
- 3.6 Mobile CCTV enforcement units are vehicles fitted with recording equipment used in parking enforcement. This method of enforcement was first adopted in October 2007, with the primary aim of alleviating problems caused by vehicles parking incorrectly outside schools. We now have 4 mobile units actively enforcing not only outside schools, but also other parking contraventions.
- 3.7 All matters referred to within this report refer equally to PCNs issued by wardens, and those issued as a result of monitoring by CCTV and CCTV Mobile units.
- 3.8 With effect from 15th April 2011, the Mayor for London and the Secretary of State for Transport approved differential parking charges in London boroughs. Higher penalties are now imposed for more serious parking contraventions, for example; on a yellow line or on school 'Keep Clear' markings; or for parking in a controlled bay without displaying the appropriate permit or badge. Lower penalties are imposed for less serious contraventions, such as, overstaying time paid for in a pay and display bay, or parking outside bay markings.
- 3.9 The appeal process can understandably evoke strong views. Up to date technology supports the issuing of PCNs, and specialist software is used to process appeals. We aim to be responsive in our approach and to provide ample information to assist motorists with their appeals, which we appreciate, can sometimes be stressful and frustrating.
- 3.10 There is comprehensive information on our web page, which complements the statutory information set out on formal documents such as Penalty Charge Notices. Our Annual Report provides background information on why we enforce and how our approach reflects the

approved Parking Strategy. We also have the document 'How we consider your appeal', which explains the process in detail and explains how we reach our decisions.

- 3.11 To further assist motorists who have received a PCN, photographic evidence taken at the time of the alleged contravention is available online. The benefits include a reduction in administration and customer time and greater transparency in our actions. Motorists can also make a challenge or representation online and add attachments, such as j-peg images, which will be received by our back office within seconds. The benefits include a fast and efficient service for our customers, a reduction in the amount of correspondence we receive by post and the associated logging and scanning, which would otherwise be very time consuming.

The Appeal Process and considerations

- 3.12 The appeal process may seem quite complex to motorists. There are many legislative and procedural factors that must be borne in mind. Most importantly each case must be considered on its own merits, taking into account all relevant factors and evidence. Benchmarking figures continue to show that Bromley is efficient in dealing with Challenges, Representations, and debt recovery, and it is considered that current processes continue to work well.
- 3.13 Below is an extract from the 'DfT Operational Guidance to Local Authorities: Parking Policy and Enforcement', revised November 2010, which sets out the issues facing Local Authorities when dealing with appeals.
- 3.14 *It is in the interests of the authority and the vehicle owner to resolve any dispute at the earliest possible stage. Authorities should take account of the CEO's (Traffic Wardens) actions in issuing the PCN, but should always give challenges and representations a fresh and impartial consideration.*
- 3.15 *An authority has a discretionary power to cancel a PCN at any point throughout the Civil Parking Enforcement Process (CPE). It can do this even when an undoubted contravention has occurred if the authority deems it to be appropriate in the circumstances of the case. Under general principles of public law, authorities have a duty to act fairly and proportionately and are encouraged to exercise discretion sensibly and reasonably and with due regard to the public interest.*
- 3.16 *Enforcement authorities have a duty not to fetter their discretion, so should ensure that PCNs, NtOs, leaflets and any other advice they give do not mislead the public about what they may consider in the way of representations. They should approach the exercise of discretion objectively and without regard to any financial interest in the penalty or decisions that may have been taken at an earlier stage in proceedings. Authorities should formulate (with advice from their legal department) and then publish their policies on the exercise of discretion. They should apply these policies flexibly and judge each case on its merits. An enforcement authority should be ready to depart from its policies if the particular circumstances of the case warrant it. The process of considering challenges, representations and defence of appeals is a legal process that requires officers dealing with these aspects to be trained in the relevant legislation and how to apply it.*
- 3.17 *Elected members may wish to review their parking representations policies, particularly in the area of discretion, to ensure consistency with published policies. However, elected members and unauthorised staff should not, under any circumstances, play a part in deciding the outcome of individual challenges or representations. This is to ensure that only fully trained staff make decisions on the facts presented. The authority's standing orders should be specific as to which officers have the authority to cancel PCNs. There should also be a clear audit trail of decisions taken with reasons for those decisions.*

3.18 In adhering to the aforementioned guidance and as further detailed in the DfT guidance, the status of a PCN issued in LB Bromley will be described as follows:

1. Paid (when full payment has been received)
2. Open (payment has not been received and the case has not been closed).
3. Written-off (when we are unable to pursue the PCN and the case has been closed)
4. Cancelled (when we consider that the PCN was incorrectly issued)
5. Waived (when we receive an appeal and accept the mitigating circumstance)
 - o 5a Waived - TMO exemption (See 3.23)
 - o 5b Waived – Mitigation, often medical in nature (See 3.25)
 - o 5c Waived – Guidance (See 3.26)

In respect of Paid, Open, Written Off and Cancelled cases there are statutory procedures that must be followed and these are set out in the Traffic Management Act 2004.

3.19 We receive about 30,000 appeals annually. Our aim is to deal with each of them effectively and address all relevant points raised in each communication. We often request further information in order to resolve each case as efficiently as possible. If we do not feel that there is sufficient evidence to warrant cancelling a case and if an appellant remains dissatisfied with our decision, of course they have the right to go to the London-wide independent adjudicator known as the Parking and Traffic Appeals Service (PATAS). During 2011/12 only 1% of all PCNs issued were heard by PATAS, a proportion which compares well with other authorities.

3.20 An adjudicator may only allow an appeal if one of the statutory grounds for appeal applies. They are unable to make a decision based on mitigating circumstances. However, where a contravention has taken place but the adjudicator considers that the enforcement authority should have used its discretion to cancel the NTO, the adjudicator may refer the case back for the enforcement authority to reconsider. Such referrals are rare; perhaps about a dozen cases per year are referred to the Chief Executive in such circumstances. These are cases where the PCN was correctly issued and the Council has acted correctly, but the adjudicator believes there are sufficient mitigating circumstances for the decision to be reconsidered. In all such cases, the decision is reviewed by the Chief Executive with advice from Parking Services and the Assistant Director CSS.

3.21 The adjudicator's decision is final, provided it is consistent with their statutory powers. No further challenges can be made other than on a point of law through an application to the High Court for judicial review.

3.22 The Appendix outlines in more detail the guidance used by Parking Services staff when dealing with appeals. These guidelines set out the approach currently being taken when considering appeals. The criteria listed are in no way an exhaustive list. Many are governed by clear legislative requirements and therefore do not need to be set out in detail. Some specific categories (3, 12, 14, 17d and 19) have recently been reviewed and amended.

3.23 **Waive – TMO** Within the various Traffic Management Orders (TMOs) there are a number of exemptions from the restrictions set out in the respective schedules. In many of the appeals dealt with, motorists are able to demonstrate that they were exempt from the parking restriction at the time the PCN was issued. These include emergency services (unmarked vehicles) or statutory bodies undertaking statutory duties. PCNs would have been issued as, at the time of the contravention, the exemption would not have been evident to the Traffic Warden. On receipt of an appeal accompanied with appropriate and acceptable supporting evidence, the case would be waived and closed.

- 3.24 There will always be occasions when the motorist receiving the PCN claims to have been entitled to a waiver for reasons set out in the TMO. Officers are required to make a considered judgment, sometimes in the absence of full supporting evidence. These cases can be referred to the Processing Manager, the Head of Parking, or the Assistant Director, as appropriate, for a decision. Factors may include broken down vehicles, persons undertaking statutory functions or legally detained, dropping off or picking up passengers, and loading/unloading.
- 3.25 **Waive – Mitigation.** A type of appeal also exists for which there is no Traffic Management Order exemption, but it is considered reasonable to waive or cancel a PCN, given the ‘mitigating’ circumstances that have been described. Ideally, the appeal would include supporting evidence that may be considered sufficient to close the case. In a number of cases however, officers will be required to make a considered judgement based on the guidance shown in the Appendix, or refer to a more senior officer (see 3.24 above) for a decision, if there is insufficient evidence. Many of these cases are in relation to medical conditions.
- 3.26 **Waive – Guidance.** Given the frequency of the appeal type and content, procedures have been put in place to ensure a sensible, fair and reasonable position is taken. These are given in more detail in the Appendix, but include: confusion over bank holiday restrictions; incorrectly displayed Blue Badges; return to vehicle just after PCN issued; PCN issued at very start or end of restriction times; late back from a doctors appointment; lost keys; etc.
- 3.27 **Cancelled** cases are those that have been found to have been incorrectly issued. This may be for a variety of reasons, such as incorrect vehicle details or incorrect street being recorded at the time of the contravention. Our criteria for cancellations and cases which we have not been able to collect are not included in the Appendix. This is due to our procedures being primarily governed by the need to meet prescriptive legislative requirements.
- 3.28 In approximately 10,000 cases per year, a PCN has been issued and neither an appeal nor payment received. Often such cases progress and a warrant is issued to a bailiff company to collect the debt. Debts are collected for approximately 25% of these cases, but despite extensive checks, some are returned to LB Bromley as uncollectable. These cases may be written off by the Head of Finance, in accordance with financial regulations.

4. POLICY IMPLICATIONS

- 4.1 The proposals in this report are consistent with the objectives of the Council’s Parking Strategy, agreed by the Environment Portfolio Holder following Environment PDS Committee on 18th January 2012.

5. FINANCIAL IMPLICATIONS

- 5.1 The proposed clarification of some of our policies may result in a reduction in the number of cases being referred to PATAS or the Chief Executive, as explained in 3.19. The proposed changes may prevent some appeals being received in some cases, and allow for an earlier decision to waive a PCN on others. On balance it is therefore believed that the proposed changes will probably have a neutral cost effect on the Council overall.

5.2 As can be seen from the table below detailing the total amount of PCN debt written off/waived during the last three financial years, that the amount has decreased during the three year period.

Year	£'000
2008/09	1,535
2009/10	1,441
2010/11	1,364

6. LEGAL IMPLICATIONS

- 6.1 Civil Parking Enforcement (CPE) is a legal process. Enforcement authorities should make sure that their employees and contractors who operate CPE regimes have a clear and full understanding of what the law requires. If enforcement authorities are themselves uncertain about any aspects of these requirements, they should get the appropriate legal advice.
- 6.2 Part 6 of the Traffic Management Act 2004 (TMA) provides for the civil enforcement of most types of parking contraventions. It replaces Part II and Schedule 3 of the Road Traffic Act 1991 and some local legislation covering London only. The legal framework for enforcement authorities in England comprises Part 6 of the Traffic Management Act 2004 and the regulations to bring Part 6 into effect.

Non-Applicable Sections:	Personnel Implications
Background Documents: (Access via Contact Officer)	<p>Environment PDS Committee, 1st June 2009, 'Report of the Member Parking Working Group'</p> <p>http://sharepoint.bromley.gov.uk/Public%20Docs/07%20ENV%20PDS%20010609.doc</p> <p>http://sharepoint.bromley.gov.uk/Public%20Docs/07%20ENV%20PDS%20010609%20-%20Appendix.pdf</p> <p>Parking Strategy' 18th January 2012</p> <p>http://sharepoint.bromley.gov.uk/ielistDocuments.aspx?Cid=127&Mid=3753&Ver=4</p> <p>DfT Operational Guidance to Local Authorities: Parking Policy and Enforcement, revised November 2010</p> <p>http://assets.dft.gov.uk/publications/tma-part-6-cpe-guidance/parkingenforcepolicy.pdf</p> <p>How we consider your appeal</p> <p>http://www.bromley.gov.uk/info/471/street_parking-enforcement_and_fines/334/challenging_a_penalty_charge_notice_and_making_representations</p> <p>London Councils guidance</p> <p>http://www.londoncouncils.gov.uk/policylobbying/transport/parkinginlondon/default.htm</p>

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Outline Guidance on Waiving Penalty Charge Notices

Mitigating circumstances

Policy Number	Policy Name	Description of current policy and considerations
1	Bank holiday restrictions	<p>Appeals sometimes state that they:</p> <ol style="list-style-type: none"> 1. assumed that restrictions did not apply on Bank Holidays; 2. assumed that a particular day was a Bank Holiday; 3. the sign did not state that Bank Holidays were being enforced; or 4. they dispute the benefit of enforcement of a Residential bay on a Bank Holiday. <p>Action</p> <p>If an appeal is received and it is clear from their statement: that there is obvious confusion, misunderstanding , an assumption based on press coverage or practices in another borough that parking was permitted on an official Bank Holiday or day reasonably assumed to be a Bank Holiday, the PCN may be waived with a warning if no other warnings have been given previously</p> <p>Vinci Park, will continue to issue PCNs as and when they observe a contravention on a Bank Holiday for the following reasons:</p> <ul style="list-style-type: none"> • To demonstrate that permit holders are getting full protection for their fee. • To prevent shoppers and commuters from parking in residents' bays. • Traffic Management responsibilities in respect of traffic flow and road safety are being actively managed through appropriate enforcement, ultimately resulting in improved compliance.
2	Blocked access (obstruction)	If an individual receives a PCN for parking over someone else's drive , the PCN should not be waived. Note: we often issue PCNs on marginal cases if an enforcement request is made by the owner of a property, but may waive it with a warning not to park in such a way again
3	Blue badge and disabled drivers /passengers	<p>If a Blue Badge is incorrectly displayed but we can establish that it is a valid badge, the PCN may be waived.</p> <p>If a Blue Badge holder fails to display their Blue Badge correctly, the PCN will be cancelled on no more than one occasion in any rolling 12 month period.</p> <p>If a clock has been (1) incorrectly set or (2) not displayed when required or (3) they have overstayed their allotted time, the PCN will be waived on not more than one occasion in any rolling 12 month period.</p>
4	Broken Down vehicles.	Challenges and representations against PCNs where a motorist claims that the vehicle has broken down will be accepted only if supporting evidence in the form of a confirmation letter from the AA or similar motoring organisation or a garage repair invoice is

	Waive - TMO	produced. If the breakdown appears to have been avoidable e.g running out of petrol/water etc the PCN will not be waived.
5	Legally detained	If a PCN is issued to a vehicle and the owner/driver had been legally detained , consideration will be given to waiving the PCN if supporting evidence is supplied.
6	Dropping off or picking up passengers Waive - TMO	Except on designated clearways and bus stops and pedestrian crossings, a vehicle is allowed reasonable time, i.e. approximately 2 minutes to drop off and pick up passengers , irrespective of any waiting or loading restrictions in place. Greater time applies to those who have a disability. If a CCTV Enforcement Operator or a Traffic Warden observes activity in these circumstances, a PCN should not be issued. A PCN may be waived if it can be demonstrated that the driver was picking up or setting down an individual with a disability who and may have, for example, assisted the individual to their property.
7	Funerals and weddings Bereavement	Exemptions apply for hearses and wedding cars , but vehicles belonging to mourners or wedding guests must park in accordance with the restrictions. Where a motorist claims to have been recently bereaved , consideration may be given to waiving the PCN if evidence to support the claim is provided.
8	Health care workers	If a doctor, nurse or midwife receives a PCN whilst on duty , consideration will be given to waiving it if evidence of the emergency is provided. PCNs will not simply be cancelled due to the nature of their work.
9	Hospital, dental, doctor, opticians appointments	If there is a delay in the appointment time or the treatment took longer than anticipated , waiving the PCN will not normally be considered. However if the delay was caused for reasons outside the driver's control, written confirmation from the medical practitioner will be considered. A reasonable time should also have been purchased, or a reasonable amount of time should have been allowed for the appointment before restrictions started.
10	Loading and unloading Waive - TMO	If loading or unloading at a permitted location takes place, a period of observation will be adhered to. It is acknowledged that the person may have been away from the vehicle while the PCN was being issued. <ul style="list-style-type: none"> • A PCN will normally be waived where the appellant has provided evidence, such as a delivery invoice, confirming loading or unloading took place at the time. • Drivers who claim that they were collecting/delivering high value cash/jewels may be considered if evidence can be supplied. • Collecting shopping is not permitted. <p>A Memorandum of Understanding is in place with the British Security Industry Authority (BSIA), who are the representative body</p>

		for companies who deliver cash to banks, building societies, etc.
11	Lost keys	Where it is claimed that car keys have been lost, stolen or locked inside the car preventing removal from a parking place, the PCN may be waived providing there is supporting evidence from the police or motoring organisation. If the vehicle was parked in contravention before the keys were lost, stolen or locked inside, the PCN will not be waived.
12	Medical & emergency cases	<p>Consideration will be given to any appeal where the appellant believes that a valid emergency situation or medical emergency caused them to park incorrectly, or to be delayed back to their vehicle.</p> <p>If possible, documentary evidence confirming the reason for the delay is of great help, but often this is not possible</p> <p>These type of appeals may include; (1) a child was sick in the car causing them to pull over, (2) an elderly relative was taken ill, (3) a child fell over and hurt themselves whilst running back to the car.</p> <p>Below are examples of medical appeals which may be considered if a medical condition is known:</p> <ul style="list-style-type: none"> • If a motorist claims they had an urgent need to use the toilet, because of a known condition, consideration will be given in these circumstances but there should be documentary evidence to support this claim. • Pregnancy - If an appellant simply states that they are pregnant, the PCN would not normally be waived. If further mitigating circumstances are described, consideration will be given. • Diabetic - PCNs will not be waived as it is a known and manageable condition. DVLA publish clear guidelines stating that medication should be readily to hand and guidance on reporting the incident to them. • Asthmatic - PCNs will not be waived as it a known and manageable condition. • Mental Health issues - PCN may be waived with independent documentary proof. • Temporary mobility problem (e.g, broken leg & on crutches) - PCNs may be waived with independent medical proof from a qualified medical practitioner. • Prescribed medication - If the appellant can demonstrate the they are taking new or amended medication and a medical practitioner can confirm that the would not have been known by the individual, then consideration to waive the PCN would be given. <p>Given the often sensitive nature of this category of appeal and the common lack of supporting evidence, officers will continue to make a considered judgement. These cases will be referred to the Processing Manager or a more senior officer for decision.</p>
13	New/changed restriction	If a new restriction has been implemented or an existing one amended, for approx 1 month consideration will be given to waiving PCNs if the motorist was genuinely confused by the change or simply not aware of any changes.
14	Did not receive	Often a Motorist will only appeal once a Notice to Owner (NTO) has been served. The claim may be that 'they did not receive a

	the PCN on the windscreen.	<p>PCN on their windscreen and they would have paid it if they had known’.</p> <p>Only in exceptional circumstances might we consider accepting such a statement but would request documentary evidence if possible. In these cases, we may offer the motorist the opportunity to pay the discounted amount, i.e, the charge outstanding when the PCN was issued.</p> <p>If there are no grounds to waive the PCN and we have photographic evidence to demonstrate the PCN was served to the vehicle, or pocket book notes taken by the Traffic Warden at the time confirming that the PCN was handed to the driver, we generally reject a claim that they ‘did not receive the PCN’. The owner is then obliged to pay the full charge as stated on the NTO.</p>
15	Change of Enforcement method times/area.	Occasionally traditional enforcement methods are amended or changed . This may be for policy reasons or further to an enforcement request by a member of the public. As there may be local or long standing parking arrangements in place, consideration may be given to cancel the PCN.
16	Pay and display Driver returns just after issue	In some cases the motorist returns to the vehicle as the PCN is being issued or very shortly after. There may be some genuine discrepancies in terms of the times shown on a P&D machine when compared to a motorist’s watch and the time on the Traffic Warden’s hand held computer used for issuing tickets. Consideration is therefore given to waiving the PCN.
17	Pay and display Not aware	Claims from motorists that they did not see or realise they parked in a pay and display location will not be accepted as grounds for waiving a PCN.
17a	Pay and display Machine Fault	Where it is claimed the machine was not working , a check on the machine will be made to determine whether or not a fault was reported or observed at the time the PCN was issued. If this is found to be the case, the PCN will be cancelled. However if there is another pay and display machine close by, the motorist is expected to purchase a ticket from this machine and the PCN should not be waived in these circumstances.
17b	Pay and display Obtain Change	Where the motorist left the vehicle parked without a valid ticket on display to obtain change , consideration will not be given to waiving the PCN.
17b(1)	Pay and display Delayed return	Late or unforeseen delay is not acceptable. However consideration may be given if trains are delayed and evidence can prove the delay was beyond their control.
17c	Pay and display	Often a pay and display ticket is displayed with the expiry details/serial number face down . In these circumstances, the Traffic

	Incorrect display	warden will issue a PCN, as validity of the ticket cannot be verified. The serial number on the reverse of the pay and display ticket will be recorded in the Traffic Warden's pocket book notes and photographs may be taken. On checking the notes taken at the time of the contravention or the photographs, if the pay and display ticket was indeed valid and had not expired, we will waive the PCN.
17d	Pay and display No display	For total failure to display a Pay and Display ticket, a PCN will not be waived. However, if the original or valid copy of the P&D ticket, purchased prior to the PCN issue is provided, the PCN may be waived on the first occasion within a 12 month period.
17e	Pay and display Pay by phone	The concept of using mobile phone parking may be new to some motorist and mistakes can be made. It is for this reason that we will waive the PCN on the first occasion if the appellant tried but failed to start their parking time using a mobile phone. Enforcement should only have taken place if a CEO is satisfied that no valid pay and display ticket was on display.
18	Permits	The parking contravention is for failure to display a permit . However, if on checking our records it is clear that a valid permit is held, the PCN will be waived.
19	Visitor vouchers	A valid visitor voucher may be submitted as part of an appeal, but was not displayed in the car at the time. We would consider waiving the PCN for a first contravention, if a valid visitor voucher is submitted as part of an appeal on no more than one occasion in every 12 month period.
20	Signs and lines Waive - TMO	If a PCN is issued and the driver claims the lines were too worn to be seen or the sign was missing , it may be waived providing a site inspection confirms this to be the case. (This would actually be a cancellation not a waive). However, where a motorist claims that snow, foliage, fallen leaves or flooding covered the signs and markings, providing this can be established, consideration will be given to waiving the PCN.
21	Suspended bays	Consideration will only be given to waiving a PCN if the motorist can show that they could not have reasonably known about the bay suspension .
22	Vehicle not at scene	Where a keeper of a vehicle receives a Notice to Owner and claims that their vehicle was not parked in the area at the time , the keeper will be asked to verify the details of the vehicle including the tax disc number. A PCN will not automatically be waived in these circumstances and will be dependent on the evidence provided by the keeper of the vehicle.
23	Communication and Correspondence	If at any stage it is believed by a senior officer within Parking Services that a motorist has received unreasonable or unsatisfactory service or the motorist has been unduly or avoidably inconvenienced, consideration will be given to waiving the PCN.

24	Start and end of restriction	In some cases the motorist may return to their vehicle as the PCN has been or is being issued. If this occurs either within 5 minutes of the start or end of a restriction , consideration will be given to waiving the PCN.
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Report No.
ES12042

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Environment Portfolio Holder

For Pre-Decision Scrutiny by Environment PDS Committee on:

Date: 17th April 2012

Decision Type: Non-Urgent Executive Key

Title: ENVIRONMENT PORTFOLIO PLAN 2012/15

Contact Officer: Gavin Moore, Assistant Director Customer and Support Services
Tel: 020 8313 4539 E-mail: gavin.moore@bromley.gov.uk

Chief Officer: Nigel Davies, Director of Environmental Services

Ward: All

1. Reason for report

The attached Appendix sets out the draft Environment Portfolio Plan for 2012/15.

2. **RECOMMENDATIONS**

That the Environment Portfolio Holder:

- 2.1 **Endorses the aims and outcomes proposed in the attached draft Portfolio Plan, taking into consideration the budget for 2012/13 which has already been agreed.**
- 2.2 **Receives a further report in July 2012 setting out specific performance expectations for the Environment Portfolio in 2012/15.**

Corporate Policy

1. Policy Status: Existing policy.
 2. BBB Priority: Quality Environment.
-

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Environment Portfolio Revenue Budget & LIP funding
 4. Total current budget for this head: £31.3m, and £6.246m LIP funding from TfL
 5. Source of funding: 2012/13 Revenue budget and 2012/13 LIP funding agreed by TfL
-

Staff

1. Number of staff (current and additional): 206 fte (2012/13)
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: No statutory requirement or Government guidance.
 2. Call-in: Call-in is applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected):
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? No.
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 The report to the Environment Policy Development and Scrutiny Committee on 15th November 2011, and subsequently endorsed by the Environment Portfolio Holder, provided Members with an opportunity to comment at an early stage on the aims and priorities of the Environment Portfolio Plan for 2012/15. These proposed outcomes and actions reflect the Council's "Building a Better Bromley" priorities, and take account of legislative requirements.
- 3.2 The draft Portfolio Plan, attached as an Appendix, sets out the desired outcomes, priority aims and specific activities for 2012/15, together with descriptions of associated performance indicators. 2011/12 year-end performance data is unavailable at the time of drafting the report. It is intended that the Portfolio Plan, after being agreed by the Portfolio Holder, will be presented to the new Environment PDS Committee in July to facilitate:
- Accountability for the achievement of 2011/12 milestones and performance expectations
 - Understanding of the Portfolio's objectives for 2012/15
 - Setting milestones and local performance expectations for 2012/15

The broad approach recommended is that of consistency with the priorities of the 2011/14 Portfolio Plan.

- 3.3 The PDS Committee will receive an update on progress in implementing the Plan in November 2012, as part of its role in scrutinising the Executive.
- 3.4 The Portfolio Plan has been prepared in accordance with the Council's performance management strategy. This is one of the Council's eight corporate Foundation Strategies which have been identified as being the key building blocks on which to grow and improve the authority to be 'excellent in the eyes of local people'.
- 3.5 The Council uses a range of local and national performance indicators and measures to assess whether we are achieving our Building a Better Bromley (BBB) service delivery outcomes. Portfolio Holders are identified by the strategy as having responsibility for ensuring the creation and delivery of their Portfolio Plans; setting the vision and identifying priorities for their service remit. The respective PDS committees provide wider views before those plans are agreed, and then hold the Portfolio Holder to account for performance and delivery of the final plans.
- 3.6 The Committee will be aware of the continuing prominence given to environmental issues and the need to take action on this locally. These issues affect not just the Environment Portfolio, but the Council corporately.
- 3.7 In the previous municipal year the Environment PDS Committee expressed its support for the use of the 2011/14 Portfolio Plan to provide a clear statement of Portfolio priorities for the benefit of the public and staff. In particular, the Committee wanted the Plan to provide a yardstick to measure achievement against objectives that could be used by the public and Members to hold the Portfolio Holder and Environmental Services Department accountable. The Committee wanted some form of benchmarking so that it could assess the performance of the Portfolio, plus judge the value for money delivered by the services offered.
- 3.4 The recommended priorities for the Plan are summarised in Section 4 below, together with background on their significance as the key outcomes which should be sought in 2012/15.

4 POLICY IMPLICATIONS

4.1 Improving the street scene

The quality of the street scene (including street cleaning and graffiti reduction) continues to be of major importance to local people. Residents have consistently identified “clean streets” as one of their most important priorities (alongside health and levels of crime) in making Bromley a pleasant place to live. Public expectations of the quality of these services continue to rise, and Members have emphasised the need to further improve the standards of road sweeping. The Council is also seeking to expand the Street Friends scheme.

4.2 Minimising waste, and increasing recycling and composting

Over 520 kg (1,150 lbs) of waste per household was collected in Bromley during 2010/11. Levels of waste have significantly declined in recent years, but this needs to continue being reduced for both environmental and financial reasons. The Council has made a priority commitment to its Recycling and Composting for All policy borough-wide, aiming to divert even more waste from landfill. The Council is also committed to improving facilities for producing energy and fertiliser from organic waste.

4.3 There is continuing recognition of the importance of high quality green spaces to the character of the borough. Residents appreciate the importance of a continuing programme of improvements to the borough’s parks and green spaces, and this priority is reflected in the number of active Friends of Parks Groups. The Council is committed to expanding this scheme.

4.4 Improving transportation

Traffic congestion, and the need to improve journey times, continues to be a major issue. Businesses are concerned about the effect on the local economy, and many local people believe tackling congestion should be a priority. The Council seeks to achieve this aim through better highway design and tackling delays at key junctions. The Council has successfully promoted school travel plans, seeking to reduce congestion at peak times. Road safety is another key priority and here again partnership with schools is important. The Council will continue to lobby for extensions to the Docklands Light Railway and Tramlink into the borough.

4.5 Maintaining our transport infrastructure

Road and pavement repairs are cited as a key issue by many residents. Bromley has a good reputation in responding to snowfall, and this needs to continue. Effective controls on utilities are essential to ensure good standards of work and to minimise traffic delays.

4.6 Customer Services and Cross-Cutting themes

A range of cross-cutting services support improved delivery across the Portfolio, for example in customer focus, communications, performance management, efficiency, service reviews, and depot & fleet management. The Portfolio plays a leading role in energy efficiency and meeting carbon management responsibilities. In addition, the Council’s parking services are an important customer service for both motorists and residents.

4.7 The Council’s overall objectives, as set out in Building a Better Bromley, are:

- Safer communities
- A quality environment

- Vibrant and thriving town centres
- Supporting independence
- Ensuring that all children and young people have opportunities to achieve their potential
- An excellent Council

4.8 The objectives recommended for the Environment Portfolio Plan support these overall objectives, predominantly in working towards a quality environment.

5 FINANCIAL IMPLICATIONS

5.1 The priorities, as set out in this report will be delivered within the resources identified in the Portfolio budget for 2012/13, £6.246m LIP funding from TfL, together with any further external funding that can be secured.

Non-Applicable Sections:	Personnel, Legal implications
Background Documents: (Access via Contact Officer)	<p>Environment Portfolio Plan 2011/12 http://sharepoint.bromley.gov.uk/leListDocuments.aspx?CId=127&MId=3746&Ver=4</p> <p>Environment Portfolio Plan 2012/13 http://sharepoint.bromley.gov.uk/mgConvert2PDF.aspx?ID=10832</p>

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Environment Portfolio Plan 2012/15

Introduction

Services provided within the Environment Portfolio affect the daily lives of every Bromley resident. We aim to maintain and enhance the local environment in which people live and work, and provide a high quality of life for all. Protecting the borough now and for future generations is a top priority in the face of a challenging financial climate.

Many of our services compare favourably with those of other authorities. We nevertheless strive to improve our performance further still, so that our environmental services are seen as excellent in the eyes of local people. A 'clean and green' Bromley is one of the main reasons people enjoy living or working in the borough. Residents rightly expect services such as street cleaning, waste collection, highways maintenance, and parks to meet high standards of effectiveness and efficiency.

The department continues to meet the demanding Customer Service Excellence standard, one of the first council services nationally to do so. We have built on the award to develop even higher standards of customer service.

The Environment Portfolio also leads the Council's carbon reduction programme. The Council itself is seeking to become more energy efficient to reduce our carbon emissions and costs, including liabilities under the coalition government's carbon tax. We will also seek to work with and support partner organisations, including schools, to ensure they play their part in reducing carbon emissions and improving energy efficiency borough-wide. The Bromley Environment Awards (BEAs) celebrate the hard work and effort of residents, businesses and schools in contributing to this aim.

Improving the Street Scene

The quality of the street scene continues to be a priority for Bromley. A well maintained street scene is closely related to how safe residents feel and how satisfied they are with their area. The cleanliness of the borough's streets has been consistently identified by residents as a particularly important issue. In recent years, real progress has been made. This has been a result of a range of initiatives to improve cleanliness including spring cleanups, deep cleansing, new ashtray/litter bins, recycling bins, bus stop cleaning beats, chewing gum removal, and awareness raising campaigns. We will continue to enforce on-the-spot fines for littering and dropping of chewing gum. The Council continues to make progress on the Rights of Way Improvement Plan. The street traders we license, and the markets we manage, also add vitality to the borough's street scene.

A new contract for street cleaning has been in place since April 2012. A thorough review of our approach to street cleaning identified a range of efficiencies which could be made whilst maintaining a high standard of service. In the coming year we will work hard to successfully manage the transition to the new street cleaning contract.

We have now reached landmark agreements with the police, and our parks contractor Ward Security, for their officers and staff to serve Fixed Penalty Notices for enviro-crime offences - including the damage caused by graffiti. Over the past few years we have also had significant success in reducing the incidence of fly-tipping and abandoned vehicles. The Council offers a service for the removal and disposal of unwanted vehicles free of charge, which has contributed to this success. In addition, devolved powers from the DVLA enable us to take enforcement action against untaxed vehicles. We will ensure that this approach is sustained.

Recycling and Waste

With the Landfill Tax increasing year on year there is an important financial benefit in recycling more and sending less of our waste to landfill. The environmental benefits of reducing waste and increasing the level of recycling are also important. Bromley's recycling performance is exceptional by both national and London standards, yet the borough remains a relatively high waste-producing area.

In the longer term producing less waste in the first place is the real answer, and manufacturers and retailers have an important role to play in achieving this. Until they do, the cost of waste services will remain a bigger issue for Bromley residents than should be the case. We will therefore encourage and support the Government to bring forward proposals to tackle this problem. We will continue to work with residents to help them reduce the amount of rubbish they generate.

From October 2011, the Composting for All kitchen waste recycling scheme was expanded to include flats across the borough. This has led to a further reduction in the overall domestic waste tonnage produced, and an increase in our recycling rate to 50% in the second half of the year. We will continue to enhance the service through our Recycling for All programme and ensure our waste advisors work with residents, visiting households and encouraging greater participation.

Over the course of the coming year we will host a new trial for a Green Garden Waste collection service, and assess the demand for a borough-wide roll out. We will also introduce a new textile collection service, which will incorporate new 'bring back' sites across the borough as well as a kerbside collection service.

Enhancing Parks and Green Spaces

The high standard of our parks and open spaces, and access to nature, figure highly amongst the issues identified by residents as a vital part of making the borough a good place to live in.

In the last year we worked closely with residents in Penge and Anerley to enhance their wellbeing through our 'Park Fit' and 'Grow Time' initiatives. We also successfully facilitated a pilot voluntary action scheme to encourage young people living in the Cray Valley to support their community.

We continue to support Friends groups, and seek to promote their activities in enhancing the borough's parks and street scene.

Friends of Parks have helped to raise in excess of £250,000 of external funding in the last year and have provided over 280,000 hours of voluntary work to enhance our landscapes. We will continue to work with local groups in seeking additional funding to enhance local parks and green spaces.

We look to emulate this success through building stronger bonds with our Street Friend and Snow Friend groups. Snow Friends has shown tremendous potential, with over 3,000 residents participating in the scheme. Organised by 180 community co-ordinators, the Snow Friends scheme has grown from strength to strength, demonstrating the commitment of Bromley's residents,

We will continue to promote the activities of Friends groups and others in enhancing the borough's parks and street scene, investigating opportunities to link with a range of initiatives, including recycling.

Last year we planted over 315 trees, and removed 34 abandoned vehicles from our parks. More than 1 in 5 of all street trees had a comprehensive safety inspection. Park security has been improved, including the issuing of fixed penalty notices for dog-related crime. We are liaising closely with the Police to facilitate a joint approach to dangerous dog offences. We will continue our work in improving the safety and security in parks, and the cleanliness and tidiness of all our green spaces.

We plan to provide additional reserved areas to help alleviate pressures on the borough's remaining burial spaces. We will seek additional spaces to reduce the borough's allotment waiting list.

Transport Improvements

Traffic congestion has been identified by residents as a priority issue facing the borough. Solutions will, however, be both long-term and costly. Major highway and traffic schemes which the borough wishes to see developed are often dependent upon funding from Transport for London (TfL), and this could be uncertain in the future. As part of our programme to improve journey times through better highway design, this year we will focus on the A224 and A222.

Local people themselves should be able to play their part. We continue to work with schools, developers and businesses to implement effective travel plans. We are also committed to supporting the development of travel planning and advice for the Council's own staff.

Bromley has a good record in road accident reduction, with record low levels of serious and fatal accidents. We have an active programme of educating road users, with a particular focus on children and teenagers as they approach driving age. We will continue our programme of targeted safety improvements to reduce deaths and injuries on our roads.

We will continue to seek improvements in public transport to provide more choice. In the coming year we will resurface and adopt Kent House Station Approach to improve access to the station. We will also make improvements to local cycling and walking facilities.

Congestion should also be tackled in conjunction with neighbouring boroughs, as motorists avoiding more congested areas can impact on others. We will work through sub-regional bodies, and maintain contact with our partners from the former Seltrans partnership, to identify and lobby for projects which will deliver benefits for travellers across south and south-east London.

A number of parking schemes are under development. We will extend the New Beckenham (Lennard Road) car park, and implement a parking scheme around Beckenham town centre. Other potential parking schemes in Eden Park, Bickley and Green Street Green will be investigated.

Our parking services ensure visitors and residents across the borough have access to good parking facilities. The introduction of mobile phone payments for parking is an example of how we have expanded the choice for motorists.

Transport Infrastructure

The condition of Bromley's roads and pavements has been consistently identified by residents as a particularly important issue, and their maintenance continues to be a priority for the Council.

We intend to commence a programme of major repairs, and successfully complete the £4.5 million renewal of Chislehurst Road Bridge.

The London Permit Scheme has been successfully introduced in Bromley. We will seek to reduce traffic congestion caused by utility companies' street works even further.

The Council has played an effective role in keeping traffic moving and safe through successive winter snowfalls. We continue to review the lessons learned to ensure that key services can continue to operate during adverse weather conditions.

Outcome 1	Improving the Street Scene
Issues	Clean streets are a high priority for residents
	Satisfaction with the street scene has a significant impact on residents' confidence in the Council

Aims	Maintain street cleanliness
In the coming year we will:	Resources required in addition to those currently available
Implement a contract for the issuing of fixed penalty notice for littering and dog fouling, through a private enforcement company.	
Expand the Street Friends scheme, and forge greater links with Friends of Parks	
Successfully manage the transition to the new street cleansing contract.	
Continue to monitor street cleanliness standards effectively and accurately	
Continue to develop the borough's street café culture, and increase visits by specialist street markets,	Partnership with Town Centre Management

Performance Indicators	10/11 Actual	11/12 Target	11/12 Actual	12/13 Target	13/14 Target	14/15 Target
NI 196: Enforcement actions taken against fly-tipping; and	212	220		220	220	220
Number of illegal fly-tipping incidents	2886	<2500		<2500	<2500	<2500
Street and environmental cleanliness (% of streets below standard; (NI 195)						
- litter	4%	6%		6%	6%	6%
- detritus	8%	8%		8%	8%	8%
- graffiti	2%	3%		3%	3%	3%
- fly-posting	1%	1%		1%	1%	1%

Outcome 2	Minimising Waste, and Increasing Recycling and Composting
Issues	Encouraging greater public involvement in waste minimisation and recycling

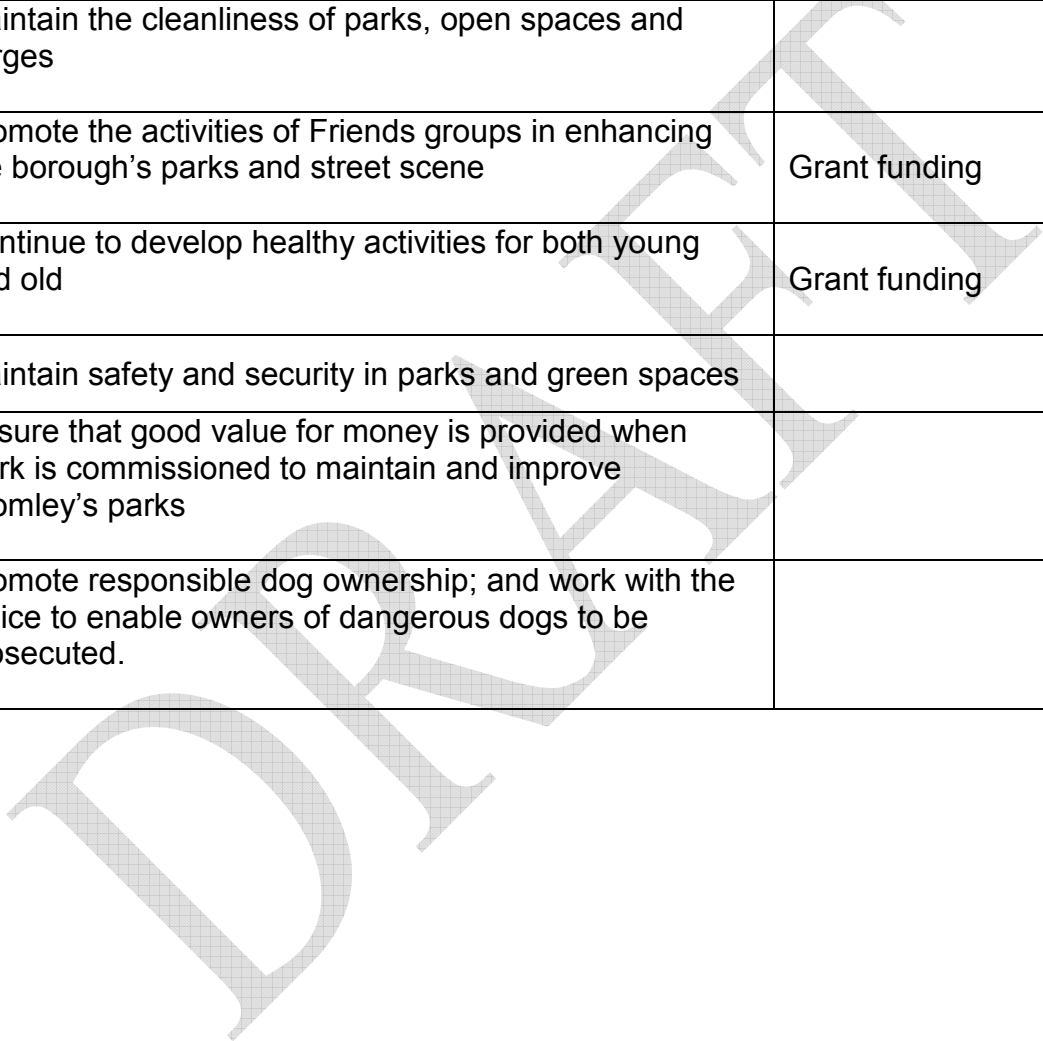
Aims	Increasing the proportion of waste recycled and composted
	Reducing the amount of waste sent to landfill

In the coming year we will:	Resources required in addition to those currently available
Consolidate the borough-wide implementation of our Recycling for All policy	
Through our waste advisers, assist residents to minimise their waste and recycle more	
Host a trial Green Garden Waste collection service, and assess demand for a borough-wide roll out	
Introduce a textile collection service, incorporating new 'bring banks' and a kerbside service	
Support schools and businesses to recycle, working closely with other initiatives such as Friends groups.	

Performance Indicators	10/11 Actual	11/12 Target	11/12 Actual	12/13 Target	13/14 Target	14/15 Target
Household waste recycled/composted (%) NI 192	44%	48%		50%	52%	53%
Municipal waste land-filled NI 193 (%)	34%	30%		25%	22%	21%
Residual household waste (kg per household) NI 191	524kg (1,155 lb)	490kg (1,080 lb)		470kg (1,036 lb)	450kg (992 lb)	440kg (970 lb)

Outcome 3	Enhancing Bromley's Parks and Green Spaces
Issues	Develop community involvement in our parks

Aim	Conserve and enhance Bromley's parks and green spaces	
In the coming year we will:		Resources required in addition to those currently available
Maintain the cleanliness of parks, open spaces and verges		
Promote the activities of Friends groups in enhancing the borough's parks and street scene		Grant funding
Continue to develop healthy activities for both young and old		Grant funding
Maintain safety and security in parks and green spaces		
Ensure that good value for money is provided when work is commissioned to maintain and improve Bromley's parks		
Promote responsible dog ownership; and work with the police to enable owners of dangerous dogs to be prosecuted.		



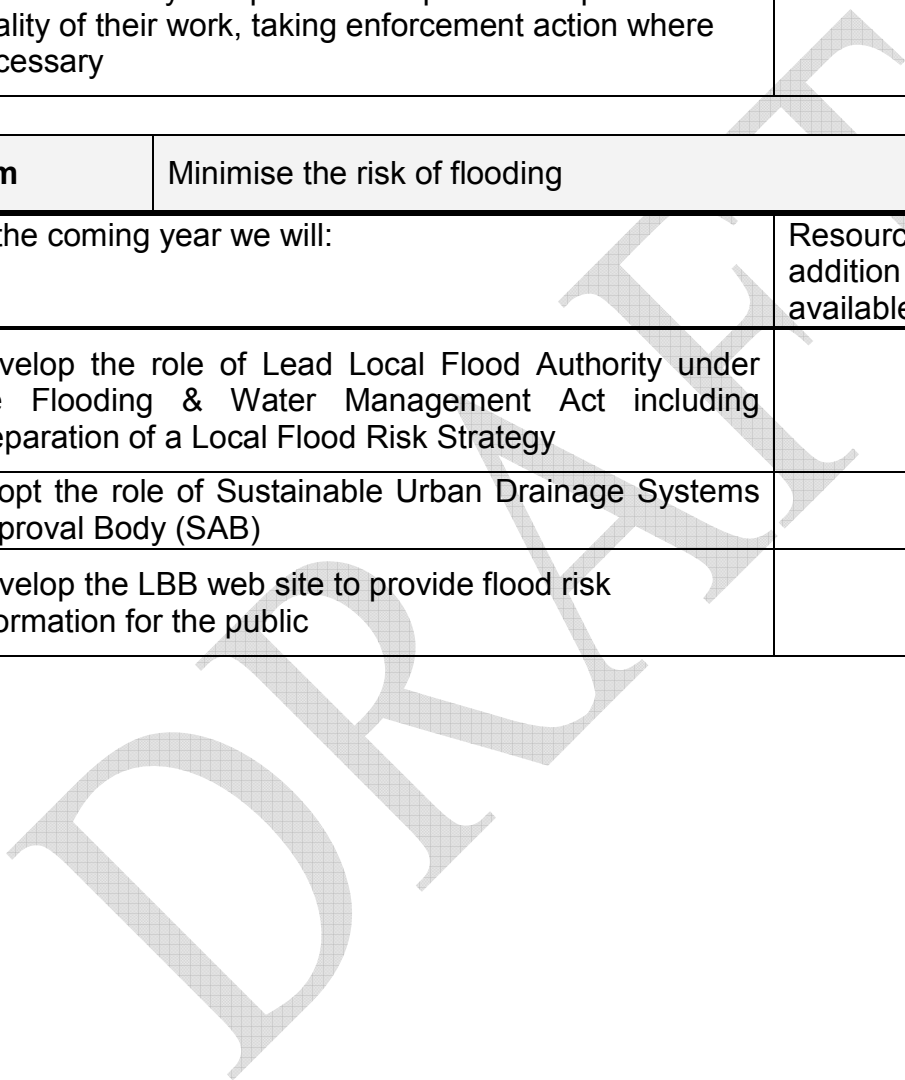
Outcome 4	Securing our transport infrastructure
Issues	Satisfaction with the condition of roads and pavements has a significant impact on residents' confidence in the Council
	Ensure maintenance of the borough's infrastructure is carried out in a timely and effective way.

Aim	Maintain roads, pavements and street lighting in a good condition	
In the coming year we will:		Resources required in addition to those currently available
Commence a new street lighting programme to replace 8,000 old lamp columns during 2012/14		
Continue street light dimming through replacement of old columns in residential areas, and commence a new trial on traffic routes		
Review the effectiveness and priorities of the winter service in the light of experience		
Complete the reconstruction of Chislehurst Bridge		TfL
Complete a major programme of carriageway resurfacing works on principal roads including A208 (white horse lane) and A233 (Leaves Green road).		TfL

Performance Indicators	10/11 Actual	11/12 Target	11/12 Actual	12/13 Target	13/14 Target	14/15 Target
Condition of principal roads (NI 168) (% should be considered for maintenance)	3%	<7%		<6%	<6%	<6%
Condition of non-principal classified roads (NI 169) (% should be considered for maintenance)	5%	<8%		<8%	<8%	<8%
Condition of footway surfaces (% should be considered for maintenance)	18%	<30%		<30%	<30%	<30%

Aim	Improve the standard of work carried out by the utilities	
In the coming year we will:		Resources required in addition to those currently available
Continue to inspect 80 % of utilities works, 50% more than expected in the national code of practice		
Work with utility companies to improve the speed and quality of their work, taking enforcement action where necessary		

Aim	Minimise the risk of flooding	
In the coming year we will:		Resources required in addition to those currently available
Develop the role of Lead Local Flood Authority under the Flooding & Water Management Act including preparation of a Local Flood Risk Strategy		
Adopt the role of Sustainable Urban Drainage Systems Approval Body (SAB)		
Develop the LBB web site to provide flood risk information for the public		



Outcome 5	Improving Transportation
Issues	Predicted long-term increase in car ownership
	Transport needs of those without private cars

Aims	Promotion of cycling, walking and public transport to: improve access to services, facilities, and employment; reduce peak time congestion; and lower carbon emissions
	Improve the road network and journey times for all users
	Promote safe and secure parking provision

In the coming year we will:	Resources required in addition to those currently available
Continue implementing the traffic element of the Bromley Town Centre Area Action Plan, including : <ul style="list-style-type: none"> introducing a strategy to meet parking demand after the planned closure of Westmoreland Road MSCP; working towards a medium-term 10% modal shift reduction in journeys by car to Bromley Town Centre. 	
Lobby for extensions of the Docklands Light Railway and Tramlink into the borough	
Look to decrease congestion and reduce journey times on priority routes, focusing on the A224 and A222.	TfL
Improve priority bus routes and, where practicable, reduce bus journey delays	TfL
Continue to support schools, developers and businesses in implementing effective Travel Plans to reduce traffic congestion, improve road safety and encourage walking and cycling.	TfL
Extend the New Beckenham (Lennard Road) car park	TfL
Resurface and adopt Kent House Station Approach to improve access to the station	

Performance Indicators	10/11 Actual	11/12 Target	11/12 Actual	12/13 Target	13/14 Target	14/15 Target
% of children travelling to school by car (from School Census; former NI 198)	29%	31%		31%	31%	31%

Aim	Fewer road casualties	
In the coming year we will:	Resources required in addition to those currently available	
Implement a programme of accident reduction measures in key locations, alongside a programme or road safety education	TfL	
Identify and prioritise locations for accident reduction measures in 2013/14		
Deliver a programme of skid resistant road surfacing to improve safety	TfL	

Performance Indicators	2010 Actual	2011 Target	2011 Actual	2012 Target	2013 Target	2014 Target
People killed/seriously injured in road accidents NI 147	90	No more than 128	86 (provisional)	No more than 123	No more than 119	No more than 114
Children killed/seriously injured in road accidents NI 48	5	No more than 11	5 (provisional)	No more than 11	No more than 11	No more than 10
Total road accident injuries and deaths	816	No more than 850	799 (provisional)	No more than 819	No more than 788	No more than 757

Outcome 6	Customer Services and cross-cutting themes
Issues	Opportunities to contribute to wider environmental improvements
	Motorists expect parking enforcement to be fair and effective
	Meet public expectations for high standards of customer service

Aim	Reducing energy costs and emissions	
In the coming year we will:	Resources required in addition to those currently available	
Lead a programme of activity, including energy efficiency improvements, to reduce the Council's carbon emissions and mitigate the impact of the carbon tax		
Provide exemplars of good practice and celebrate the achievements of Bromley's residents and businesses at the Bromley Environment Awards		
Work with local private and public sector organisations to minimise waste, improved environmental resilience and reduce carbon emissions across the borough		

Performance Indicators	10/11 Actual	11/12 Target	11/12 Actual	12/13 Target	13/14 Target	14/15 Target
% cumulative reduction in CO ₂ emissions since 2008 due to Council operations (former NI 185)	11.9%	12%		16%	20%	24%
% cumulative annual reduction in borough-wide CO ₂ emissions (former NI 186)	14.0% (2009)	14.16%		16.09%	19.8%	22.65%
Adaptation to a changing climate (level of preparedness – former NI 188)	n/a	2		3	3	4

Aim	Provide fair and effective parking services	
In the coming year we will:	Resources required in addition to those currently available	
Continue to improve the effectiveness and fairness of the Council's parking enforcement activities		
Provide a choice of parking payment methods for motorists		
Ensure that good parking facilities and reasonable charges support the vitality of the borough's town centres		
Ensure motorists are fully informed about the revised parking charges introduced in April 2012		

DRAFT

Aim	Maintain high standards of customer service	
	Ensure services are efficient and provide value for money	
	Uphold good governance and accountable decision making	
In the coming year we will:		Resources required in addition to those currently available
Sustain improvements in our standards of customer service and make it easier for customers to contact us		
Use customer feedback to help us improve service performance		
Embed coherent and effective business planning and performance management		
Continue to improve the use of ICT and flexible mobile working to benefit our customers		
Maintain control of our contracts at both Member and operational level, including reviewing our approach to services whenever contracts are renewed		
Continue to achieve demanding service objectives within the context of tightened budget constraints		
Relocate street cleansing services to the Central Depot to secure improvements in service and efficiency		
Support the Environment PDS Committee in exercising its powers of scrutiny over a range of public bodies, including the Council itself		
Ensure that formal decision-making is supported by sound procedures and is accessible to the public		

Communications issues

Our key messages:

- Promote Bromley's image as a clean and green borough
- Communicate the challenges facing the Environment Portfolio in a tight financial climate

Improving the street scene

- Improve public understanding of, and support for, the Council's approach to tackling fly-tipping, litter and graffiti
- Ensure residents are informed about changes to the street cleansing service introduced in the new contract

Minimising waste, and increasing recycling and composting

- Increase resident participation to secure environmental and other benefits through recycling and waste minimisation, in support of our Recycling and Composting for All programme
- Promote the new Green Garden Waste collection service to residents
- Promote the new textile collection service to residents

Enhancing Parks and Greenspaces

- Promote the activities of Friends groups and others in enhancing the borough's parks and street scene

Securing our transport infrastructure

- Ensure motorists are kept informed about major highways schemes undertaken to improve road conditions and safety

Improving transportation

- Promote our partnership work with schools to improve road safety and the advantages of cycling, walking, car sharing and using public transport
- Promote cycling, walking, car sharing and the use of public transport to businesses, visitors and residents, focusing on town centre locations
- Ensure that our messages on road safety are communicated effectively to the public
- Continue to communicate key messages regarding progress with replacement of Chislehurst Road Bridge and in particular publicising its re-opening.

Customer Services and cross-cutting themes

- Improve understanding of how to access parking services in Bromley
- Inform motorists about the increase in parking charges
- Promote the Bromley Environment Awards to celebrate the achievements of local residents and businesses in protecting and improving the quality of the local environment

****END****

Report No.
ES12059

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Environment Portfolio Holder

For any pre-decision scrutiny questions by the Environment PDS Committee on

Date: 17 April 2012

Decision Type: Non-Urgent Executive Non-Key

Title: PRIVATE STREET WORKS - RAVENSBOURNE AVENUE - REVISED SECOND RESOLUTION

Contact Officer: Malcolm Harris, Team Leader:Traffic Engineering
Tel: 020 83134500 E-mail: malcolm.harris@bromley.gov.uk

Chief Officer: Nigel Davies, Director of Environmental Services

Ward: Bromley Town

1. Reason for report

To obtain a revised second Resolution of Approval under the Private Street Works Code, in respect of the unadopted section of Ravensbourne Avenue. This will enable the street to be made-up and adopted as a highway maintainable at the public expense, with the addition of surface water drainage.

2. **RECOMMENDATIONS**

- 2.1 That the revised specification with drainage design, as detailed in plan No. 11068-01, sections, estimate and provisional apportionment, which will be on display on the evening of committee, be approved without modification. These replace the previous documents approved by the Environment Portfolio Holder on 1st March 2011.
- 2.2 That the Portfolio Holder further resolves that the Council bears the whole of the cost of the street works, which will be met from funding provided by Transport for London, under the provisions of s. 236(1) of the Highways Act 1980.

Corporate Policy

1. Policy Status: Existing policy.
 2. BBB Priority: Quality Environment.
-

Financial

1. Cost of proposal: Estimated cost £25k
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: TfL LIP funding for walking and cycling schemes
 4. Total current budget for this head: £355k has been allocated for this LIP area, of which £70k has been set aside for off-road cycling/walking link improvements. An uncommitted balance of £55.4k is available
 5. Source of funding: TfL LIP funding for 2012/13
-

Staff

1. Number of staff (current and additional): 1
 2. If from existing staff resources, number of staff hours: estimated at 40 hours depending on whether or not objections are raised at provisional and final apportionment stages
-

Legal

1. Legal Requirement: Statutory requirement.
 2. Call-in: Call-in is applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Surveys taken on 19/3/12 at hours 7.30-9.30, 10.00-11.00 and 15:00-18.30 indicated 192 pedestrians and 28 cyclists using the park entrance in Ravensbourne Avenue. Projected use is double these cyclist and pedestrian movements.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes.
2. Summary of Ward Councillors comments: Ward Members expressed support for this scheme.

3. COMMENTARY

- 3.1 Complaints about the condition of the unmade section of Ravensbourne have been received from residents and users. On several occasions, the Council has been asked to exercise its discretionary powers to carry out urgent repairs to the street at its own expense, under S.230(7) of the Highways Act 1980, but currently there is no budget to enable such repairs to be considered.
- 3.2 On 21st September 2009 and 1st March 2011, the Environment Portfolio Holder received reports regarding the use and condition of part of Ravensbourne Avenue, Beckenham for a shared pedestrian and cycle way that has not been made up and adopted as a highway maintainable at the public expense.
- 3.3 The Council decision was to progress the scheme and some construction work started in January 2012. However the Council then received various complaints about the path design and drainage issues from residents. As construction progressed officers held meetings with some of the residents who raised concerns about water drainage and a potential loss of the turn round head at the park entrance. Ravensbourne Avenue has a downward slope from Crab Hill towards the park, and there is also a slight camber towards the residential houses.
- 3.4 It is felt that there is a duty to reduce all possible flooding risk to residential properties in Ravensbourne Avenue, or at least maintain the status quo here. However, no design drawing for drainage aspects were previously approved by Council, as it was considered as unnecessary for this type of path. The new drawings show the drainage detail, along with a new path which will now lead directly into the park entrance, where trees used to be. The previously approved drawing showed a parallel path to the park giving access to the right hand park path. The improved design will give a larger area for vehicles to be able to turn.
- 3.5 After April 2009 Lewisham significantly altered the entrance to Beckenham Place Park. A large number of trees were cut down, which has now enabled the redesign of the path and also the implementation of soakaways inside the park. Lewisham officers have agreed the new soakaway position just inside the park. They view this new revised design as very beneficial as this location had previously had poor drainage, resulting in surface water build up here after prolonged periods of rain.
- 3.6 To enable the unmade part of the street to become a highway maintainable at the public expense the Council needs to adopt it, but is only empowered to do this following improvement to the appropriate standards. The improvement works may be carried out under the provisions of the Private Street Works Code, but for this to occur the Council has to make two distinct resolutions: a First Resolution to execute the necessary works giving details of those aspects of the street with which it is dissatisfied; and a second Resolution, a "Resolution of Approval". This revised resolution approves a specification for the works required to bring the street up to a suitable standard; an estimate of the cost of such works and a provisional apportionment of these costs amongst the owners of the land fronting, adjoining and abutting on to the street. In order for a new design to be implemented it is necessary to obtain new approval for the revised drawings.
- 3.7 The new specification, as detailed in plan No. 11068-01, sections, estimate and provisional apportionment will be on display on the evening of committee, in respect of the previous scheme approved by the Environment Portfolio Holder.
- 3.8 The Portfolio Holder made a First Resolution under s. 205(1) of the Highways Act 1980 on 1 March 2009. The appropriate revised documents have now been prepared to enable a revised Resolution of Approval which includes new drainage and path detail and these documents will

be available for inspection at the meeting. This enables the Provisional Apportionment, which contains details of property ownerships, to be as up to date as possible.

- 3.9 Ravensbourne Avenue has a junction with Crab Hill which was recently currently made up and adopted.

4. POLICY IMPLICATIONS

Policy T14 of the Council's Unitary Development Plan 2006 safeguards the frontagers, who usually have to meet most of the cost of making-up. In this case, however, it is intended that the Council will meet the whole of the expenses of the street works.

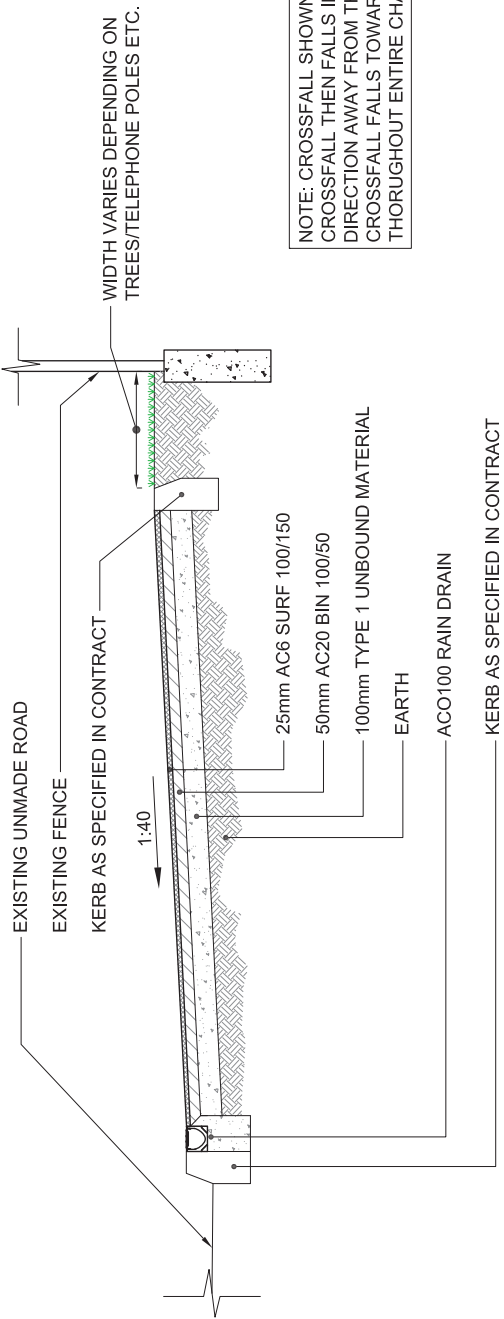
5. FINANCIAL IMPLICATIONS

- 5.1 Funding is available from Transport for London to enable the works to be carried out in 2012/13, in respect of those matters that were the subject of the dissatisfaction (i.e. with the condition of the street) expressed by the Council in the First Resolution. The revised estimated cost of the works is put at £25k. An uncommitted balance of £55.4k is available to fund this scheme from the off-road cycling/walking link improvements allocation within the TfL LIP funding for 2012/13.
- 5.2 These costs are in addition to the cost of works that have been completed during 2011/12, totalling £43k which has been fully funded using TfL LIP monies.
- 5.3 It should be noted that the estimated costs include the cost of staff time directly associated with the administration and supervision of the works.

6. LEGAL IMPLICATIONS

- 6.1 By making a First Resolution in respect of this scheme, the Proper Officer of the Council was required to prepare various documents in accordance with S.205(3) of the Highways Act 1980. These documents must now be approved by a revised Second Resolution, the Resolution of Approval.
- 6.2 In order to take advantage of the external funding available, it is intended that the Council meets the full cost of the scheme itself, but to do this, must pass a resolution to this effect under S236(1) of the Highways Act.
- 6.3 During the period that a s.228 notice is displayed, the owner (s) of the street is / are able to object to its adoption as a highway maintainable at public expense. In this case, the Council is able to apply to the Magistrates Court for an order overruling the objection.

Non-Applicable Sections:	Personnel Implications
Background Documents: (Access via Contact Officer)	Report ES 11023 dated 1/3/11 and a previous 1 st resolution report dated 21/9/09



NOTE: CROSSFALL SHOWN APPLIES TO CH 0-80,
 CROSSFALL THEN FALLS IN OPPOSITE
 DIRECTION AWAY FROM THE ROAD CH80-140.
 CROSSFALL FALLS TOWARDS ACO DRAIN
 THOROUGHOUT ENTIRE CHAINAGE

Nigel Davies
 Director of Environmental Services

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Environmental Services
 Civic Centre, Stockwell Close,
 Bromley, BR1 3UH
 Tel : 020 8464 4333
 Fax : 020 8313 4555
 Email : www.bromley.gov.uk

Job
RAVENSBOURNE AVENUE, BROMLEY

Title
PROPOSED PLAN + TYPICAL SECTION

Scale @ A3 AS SHOWN	Date 11/02/11	Checked MH	By RL	Drawing Number 11068-01	Revision
Nigel Davies Director of Environmental Services					
				Rev	Date
					Description
					By

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Report No.
ES12026

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Environment PDS Committee

Date: 17 April 2012

Decision Type: Non-Urgent Non-Executive Non-Key

Title: ENVIRONMENT DEVELOPMENT ANNUAL REVIEW: 2011/12

Contact Officer: Alastair Baillie, Environmental Development Manager
Tel: 020 8313 4915 E-mail: alastair.baillie@bromley.gov.uk

Chief Officer: Nigel Davies, Director of Environmental Services

Ward: N/A

1. Reason for report

- 1.1 This annual report informs Environment PDS Committee about progress made on environmental development during 2011/12, reflecting the continuing emphasis on integrating environmental management with the Council's efficiency agenda.
-

2. **RECOMMENDATIONS**

- 2.1 That Environment PDS Committee comments on the environmental development activities set out in this annual review.

Corporate Policy

1. Policy Status: Existing policy.
 2. BBB Priority: Quality Environment.
-

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Environment Development
 4. Total current budget for this head: £500k Carbon Management Fund and £27.5k Project Budget
 5. Source of funding: Revenue Budget 2011/12 and Capital Programme for Carbon Management Fund (£250k)
-

Staff

1. Number of staff (current and additional): 3.5 FTE
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: Non-statutory - Government guidance.
 2. Call-in: Call-in is not applicable.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Borough-wide
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A.
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

- 3.1 An environmental ‘terms of reference’ report (ELS 05366) was presented to Environment PDS in November 2005. Having considered the report, Members recommended that environmental development opportunities should be reviewed and that officers should report their findings. These findings were reported in March 2006 (ELS 06115) and Members recommended developing certain priority projects and also requested that an annual report be submitted.
- 3.2 Officers now report annually, allowing Members the opportunity to scrutinise progress over the year and to make an input into environmental policy and practice.
- 3.3 This report informs Environment PDS about progress made on environmental development during 2011/12, in support of the Council’s ‘Quality Environment’ and ‘Excellent Council’ aims.
- 3.4 The report divides into internal and external environmental initiatives:
- Internal Council initiatives relate to how the Council operates: e.g. Carbon Management Programme and the Environmental Champions’ Network (3.11 – 3.18);
 - External borough initiatives concern working with residents and businesses: e.g. Bromley’s Environment Awards and Waste Minimisation campaigns (3.19 – 3.29).
- 3.5 This report should answer to what extent we are becoming more environmentally sustainable. This can be a difficult question to answer. One way of simplifying matters is to use a common measure for environmental sustainability, such as carbon dioxide (CO₂) emissions. We use this measure because not only can it be used to assess the environmental impact of energy and fuel use for statutory reporting, but it can also be used to measure the impact of other natural resource use such as water consumption and waste production.
- 3.6 In line with government best practice, the Council reported on these environmental impacts as part of its 2010/11 [Annual Report & Statement of Accounts](#).
- 3.7 Using carbon dioxide emissions as an environmental yardstick, it is possible to demonstrate progress on environmental sustainability as the:
- Council’s direct carbon footprint has reduced by 14.0% since 2006/07 (to 32,645t CO₂);
 - Borough’s carbon emissions have fallen from 5.2 t/capita (2005) to 4.5t per capita (2009).
- 3.8 Highlights of this 2011/12 environmental development report include:
- successfully reporting our Carbon Reduction Commitment Footprint and Annual Reports
 - decreasing operational carbon emissions by 14.0% (2010/11 compared with 2006/07)
 - avoiding £220k of revenue spend through Carbon Management Programme activity at the Civic Centre and on Street Lighting
 - delivering innovative energy efficiency projects through the Carbon Management Fund
 - developing the Environmental Champions Network, to further green the workplace
 - celebrating residents’ achievements at Bromley’s Environment Awards (BEAs) 2011 and preparing for BEAs 2012
 - contributing to the Bromley Sustainable Schools Forum
 - working with partner organisations in Bromley’s Environment Partnership
 - avoiding some 55,000 tonnes of waste and £3m unnecessary revenue costs through waste minimisation activity since 1995
- 3.9 This report does not seek to record all Environmental Development team activity (as much work involves working with and advising teams across all the Council departments, schools and residents) but rather concentrates on projects and programmes led by the department.

Internal Council Initiatives

3.10 **Summary:** The Council has significant environmental impacts in terms of its natural resource use, greenhouse gas emissions and waste production. By becoming more environmentally efficient we will also become more financially sustainable as an organisation, so there is a clear and beneficial link. Also, we need to be seen to be taking action as an organisation if we are to seek to persuade residents to be more environmental, say in terms of recycling or home energy efficiency. Over the past year, internal Council initiatives have included:

- Environmental Champions' Network (3.11)
- Sustainability Tracking (3.12)
- Carbon Reduction Commitment (3.13)
- Carbon Management Programme (3.14)
- Council Carbon Reduction (3.15)
- Energy Surveys and Heat Mapping (3.16-17)
- Carbon Management Fund (3.18)

3.11 **Environmental Champions:** Staff engagement on environmental issues is important and many organisations now have 'green teams'. Bromley's Environmental Champions' Network was launched by the Chief Executive and Mayor in October 2008 and has continued to develop during 2011/12. The Champions' role is to encourage officers from all departments to become more environmental in their office work – the intention being to reduce direct environmental impacts, revenue costs, and use of natural resources. It is estimated that an effective network can save 10% of an organisation's electricity consumption. The network of some 70 Champions met on five occasions to discuss environmental themes such as energy efficiency, waste reduction, water conservation, sustainable procurement and smarter travel. There is a dedicated team site which includes a handbook, discussion forum, meeting notes, presentations and a monthly e-newsletter. As a result of Champions' actions, Team Oyster Cards are now used across the Council which helps to encourage use of public transport and reduces administrative burden and cost. The Champions' network was also involved in ensuring more than 1,700 items unwanted furniture from North Block refurbishment project were reused or recycled and helped to save energy over the Christmas holidays (7.28% reduction compared with previous year) through its switch-off campaign.

3.12 **Sustainability Tracking:** Developments in sustainability policy, practice and funding continue to be tracked, recorded and distributed to help service managers to act in a timely manner on new issues which may affect future service provision and Bromley's environment. Some key environmental policy initiatives during 2011/12 included:

- [4th Carbon Budget \(DECC / CCC\)](#)
- [Natural Environment White Paper \(Defra\)](#)
- [State of the Environment Report for London \(GLA/EA\)](#)
- [Biodiversity 2020: A strategy for England's wildlife and ecosystem services \(DEFRA\)](#)
- [Committee on Climate Change: 3rd Annual Report \(CCC\)](#)
- [UK Renewable Energy Roadmap \(DECC\)](#)
- [Draft National Policy Planning Framework \(DCLG\)](#)
- [Public Sector Annual Reports: Sustainability Reporting Guidance 2011-12 Reporting \(HMT\)](#)
- [Biodiversity 2020: A strategy for England's wildlife and ecosystem services \(DEFRA\)](#)
- [Delivering London's Energy Future: the Mayor's climate change mitigation and energy strategy](#)
- [Managing risks and increasing resilience: the Mayor's climate change adaptation strategy \(MoL\)](#)
- [Renewable Heat Incentive \(RHI\) Scheme \(DECC\)](#)
- [Mayor's Waste Management Strategies \(MoL\)](#)
- [Water White Paper \(DEFRA\)](#)
- [The Climate Change Risk Assessment UK Government Report \(DEFRA\)](#)
- [Red Tape Challenge - Environment Theme Proposals \(DEFRA\)](#)

3.13 **Carbon Reduction Commitment (CRC) Scheme:** The latest information about the CRC scheme was reported to the Executive on 7 March 2012 ([ES12005](#) item 6). That report set out the Council's 2010/11 emissions (Table 1) and made a four year forecast of the Council's CRC emissions (which may vary due to factors such as weather and building use etc).

Table 1: Forecast LB Bromley CRC Emissions

Tonnes CO ₂	2011/12	2012/13	2013/14	2014/15	2015/16
Operational Property	7,730t (28.34%)	7,576t (27.53%)	7,424t (26.74%)	7,276t (20.51%)	7,130t (19.95%)
Maintained Schools	9,639t (35.33%)	9,831t (35.73%)	10,028t (36.12%)	10,229t (28.83%)	10,433t (29.19%)
Academy Schools	9,910t (36.33%)	10,108t (36.74%)	10,311t (37.14%)	10,517t (29.64%)	10,727t (30.01%)
Unmetered Consumption* (Street Lighting and CCTV)	-	-	-	7,457t* (21.02%)	7,457t* (20.86%)
Total Carbon Emissions	27,279t	27,515t	27,763t	35,479t	35,747t

*LBB Unmetered Supply (Street Lighting and CCTV) emissions are not included until 2014/15

Executive report ES12005 forecast the estimated cost of purchasing CRC allowances (Table 2), which could amount to ~£1m in 2015/16 (and impose a cumulative cost of ~£3m by 2015/16).

Table 2: Forecast LB Bromley CRC Costs

	2011/12	2012/13	2013/14	2014/15	2015/16
Operational Property Cost	£92,765	£121,213	£148,486	£174,620	£199,648
Maintained Schools Cost	£115,664	£157,303	£200,562	£245,488	£292,130
Academies Schools Cost	£118,923	£161,735	£206,213	£252,405	£300,362
Unmetered Consumption (Street Lighting and CCTV)	-	-	-	£178,989	£208,823
Cost of total carbon emissions	£327,352	£440,251	£555,261	£851,502	£1,000,963
Total Carbon Emissions (tCO₂)	27,279t	27,515t	27,763t	35,479t	35,747t
Total Carbon (post 10% de minimis)*	24,511t	24,764t	24,987t	35,479t	35,747
Total Cost (post 10% de minimis)	£294,617	£396,227	£499,735	£851,502	£1,000,963
Predicted Uplift Costs (applied to estimated data)	£2,946	£3,566	£3,998	£5,961	£6,006

* Participants are allowed to exclude 10% of emissions under a de minimis rule

The position regarding academy schools is currently under government review and there is no indication of the government's preference for the treatment of such schools under the scheme. The cost of all schools allowances in Bromley would be met from the Dedicated Schools Grant.

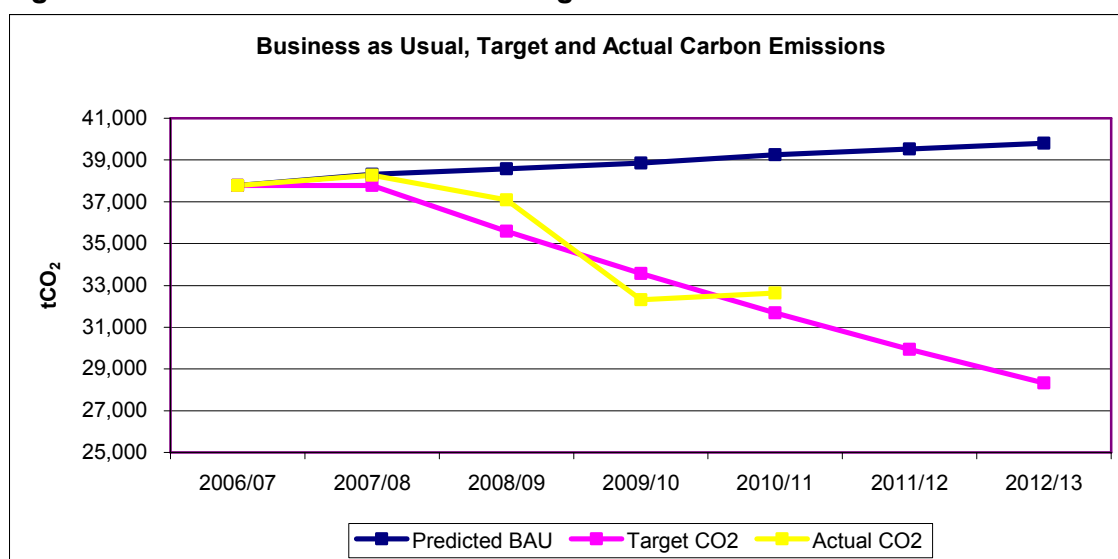
The Chancellor in his budget statement (21 March 2012) stated that he intends to replace the CRC with a new environmental tax if the current scheme cannot be significantly simplified in the next six months. A [consultation](#) was issued on 27 March 2012, which may result in significant changes. For the time being, however, the Council must still submit an annual report and purchase sufficient carbon allowances to cover its emissions (for 2011/12) in July 2012.

3.14 **Carbon Management Programme (CMP):** The CMP, which has operated since 2007/08, is the Council's energy demand management programme. It is designed to control costs by setting a target to reduce energy use and hence carbon emissions by 25% over five years. The CMP Annual Progress Report 2010/11 was presented to the Executive on 7 March 2012 ([ES 12007 Item 5](#)) and is summarised below.

The CMP's scope is broader than that of the Carbon Reduction Commitment. In addition to covering Council buildings and street lighting-related emissions, it also covers Mytime buildings, commuting, fleet and business travel, water consumption and waste production.

Under the CMP, the Council set a commitment to reduce emissions by 25% by 2012/13 against a 2006/07 baseline. Figure 1 (below) plots: 'business as usual' (blue line), the Council's 25% reduction target (magenta line) and actual progress to date (yellow line).

Figure 1: Annual Carbon Reduction Progress



In 2010/11, the Council's aim was to be 15 percentage points towards our 25% target. In reality we achieved a 14 percentage point reduction (5,135t) and need to make a further reduction of 11 percentage points (4,310t) over the next two years to achieve our final 25% target.

Table 3 shows progress since the base year (2006/07) by sector. No sectors consume more than they did in 2006/07 and some sectors have made significant progress in reducing consumption and emissions including Bromley Mytime and Buildings in general.

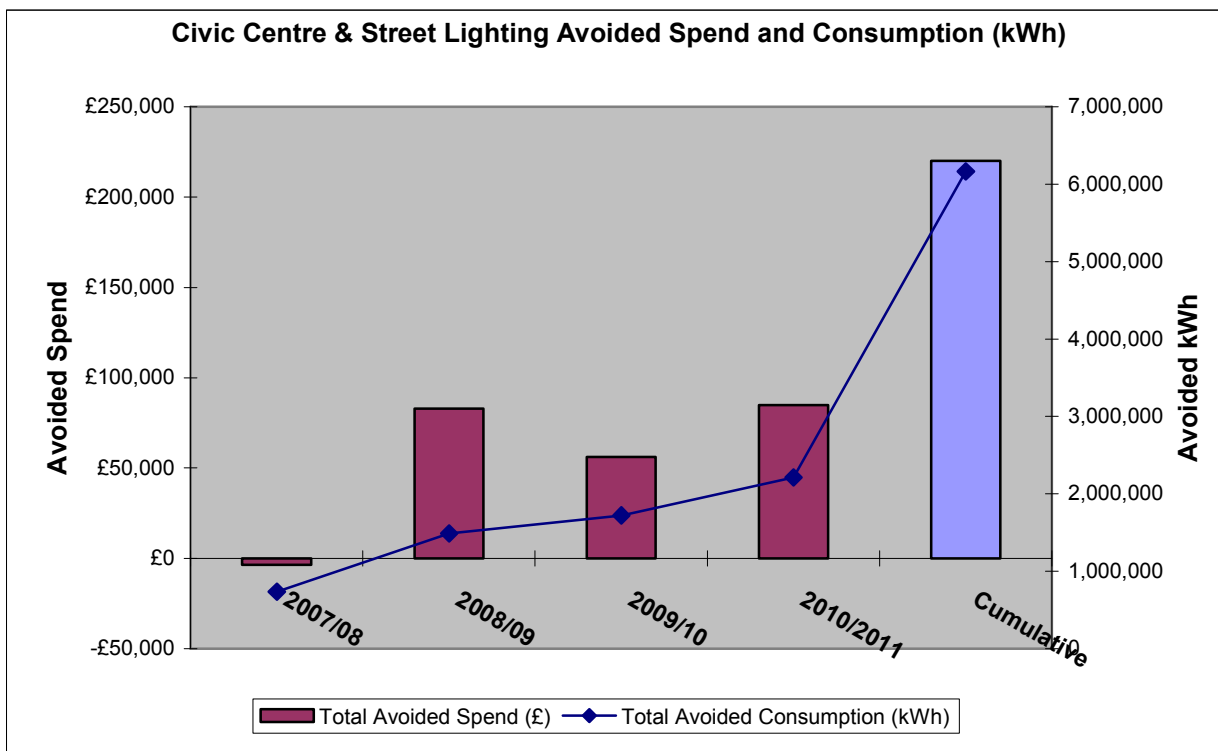
Table 3: CMP Progress against Baseline

Sector (2010/11 sectoral %)	2006/07 (tCO ₂ e)	2010/11 (tCO ₂ e)	Tonnage Change	% Change
Buildings	28,610	23,648	-4,962	-17%
(Buildings – Council) (16%)	5,688	5,150	-538	-9%
(Buildings – Schools) (44%)	17,216	14,487	-2,729	-16%
(Buildings – Mytime) (12%)	5,706	4,011	-1,695	-30%
Fleet/Business Travel (3%)	1,001	991	-10	-1%
Street Lighting (18%)	5,791	5,769	-22	0%
Waste/ Water (0.1%)	104	48	-56	-54%
Commuting (6.9%)	2,274	2,189	-85	-4%
TOTAL	37,780	32,645	-5,135	-14%

There are a range of projects that will enable further emissions reductions and assist the Council in achieving its 25% reduction target. Some of these projects will be funded by the Carbon Management Fund (see section 3.18) and others by Property or Highways' budgets.

Since the start of the CMP (2006/07), the Council has avoided more than 6 million kWh of consumption and thereby avoided more than £220k unnecessary revenue spend (Civic Centre and street lighting only – see Figure 2). This is the difference between what the Council would have consumed under the business-as-usual scenario and what was actually consumed, and then applying the annual average energy price to that consumption.

Figure 2: CMP Avoided Consumption (kWh) and Spend



3.15 Council Carbon Reduction: In 2011, the former National Indicator 185 was replaced by the Single Set indicator ‘*Sharing Information on greenhouse gas emissions from Local Authority own estate and operations*’. It remains a mandatory reporting requirement to publish this dataset online, with DECC linking to it on their own [website](#).

LB Bromley’s 2009/10 & 2010/11 data was published on the [Council’s website](#) in July 2011 and further data will be reported on an annual basis.

The scope of the new requirement is slightly different from the NI185 and in order to avoid duplication and unnecessary work, officers have aligned it with the Council’s Carbon Management Programme data so:

- It has the same organisational scope as the Carbon Management Programme
- 2008/2009 remains the baseline year but the original NI185 baseline data is replaced with the Carbon Management Programme 2008/09 carbon footprint figure
- The 4% per annum reduction target is retained

Table 4 sets out the Council’s own targets and progress against baseline. This is shown in both tonnes of CO₂ as well as annual and cumulative percentages.

Table 4: Progress Year-on-Year and Against Baseline

Year	Reduction target (p.a.)	Reduction achieved	Reduction target tCO ₂ e	Achieved tCO ₂ e	Cumulative achieved (target)
2008/09	4%	n/a	37,087 (baseline)		-
2009/10	4%	12.9%	35,604	32,314	12.9% (4%)
2010/11	4%	-1%	34,120	32,645	11.9% (8%)
2011/12	4%	-	32,637	-	-(12%)
2012/13	4%	-	31,153	-	-(16%)
2013/14	4%	-	29,670	-	-(20%)

As Table 4 shows, in 2009/10 the Council achieved a 12.9% reduction against a 4% target but in 2010/11 emissions increased year-on-year by 1% (largely due to a very cold winter). However, overall, LB Bromley is ahead of target as a cumulative reduction of 11.9% has been achieved, compared with the 8% target.

- 3.16 **Energy Surveys:** Consultants completed a detailed survey of the aging Walnuts' District Heating System. Opportunities were identified (Table 5) ranging from minor works to a complete system overhaul and even a gas-fired Combined Heat and Power Plant to generate electricity and provide local heating. Discussions are now planned between LB Bromley and the heat users (e.g. Bromley Mytime and Orpington College) concerning possible future options.

Table 5: Estimated Cost, Annual Avoided Spend and Carbon Saving

Technology	Cost	Avoided Spend	Carbon Saving	
VSD installation	£8,219	£2,090	13 t/CO ₂	
Run around coils	£43,836	£6,375	73 t/CO ₂	
Control improvements	£56,164	£23,434	142 t/CO ₂	
CHP Installation	£299,658	£59,837	296 t/CO ₂	
Boiler Improvements	£427,397	£53,109	159 t/CO ₂	
Pool covers	£31,507	£19,233	36 t/CO ₂	
Total	£866,781	£164,078	719 t/CO₂	Payback 5.3 years

A general energy survey has also been undertaken of the Central Library site to see what opportunities exist for reducing consumption and costs associated with lighting and heating.

- 3.17 **London Heat Mapping:** In January 2012, the Council worked with the GLA to develop a heat map of the borough. A heat map identifies areas of heat load (demand) and supply and allows a more joined-up approach to sharing heating systems. This heat map is part of the London-wide initiative known as Decentralised Energy and Energy Masterplanning (DEMaP) which is designed to show major energy consumers, fuel consumption, energy supply plants and CO₂ emissions throughout London. This information will be represented on an interactive map which will allow users to identify opportunities for decentralised energy projects. Officers worked with the GLA to populate the heat map for Bromley. This involved collating data on buildings with high heat loads and consumption derived from the Council's NI185 records, planning information and information about the Walnuts District Heating System. In addition to CO₂ emissions data and primary energy consumption, officers also provided information about ownership, typology, heating supply and fuel source of the buildings. This was provided to ARUP who are using GIS software to produce the heat maps. Current analysis shows there is potential for a decentralised energy cluster in Bromley Town Centre. On completion, the [London Heat Map](#) will provide an interactive tool allowing users to identify opportunities for decentralised energy projects both in London and the borough. This map will be updated as more information becomes available.

3.18 **Carbon Management Fund (CMF):** The Council's £500k ring-fenced Carbon Management Fund has been financing invest-to-save energy efficiency projects since 2008 and is providing increasing protection for energy budgets: also see IE&E Sub-committee 18 January 2012 report [ES12006](#). Table 6 shows the CMF's investment costs, and annual avoided carbon and spend.

Table 6: Carbon Management Fund: Project Summary

Completed Projects	Investment Cost	Projected Annual Avoided Spend	Projected Annual Carbon Saving	CRC Cost at £16/t
Street-signage: conversion from 24hr to dusk-to-dawn switching (#1)	£43,482	£18,360	124t	£1,984
Current Projects				
Voltage Optimisation: Civic Centre electricity supply	£89,827	£30,703	141t	£2,256
Street-signage: conversion from 24hr to dusk-to-dawn switching (#2)	£49,385	£14,434	95t	£1,520
Central Island Columns: conversion from 24hr to dusk-to-dawn switching	£17,920	£7,197	47t	£752
Street Lighting: Fit electronic gear to MI26 Lanterns	£93,436	£20,784	87t	£1,392
Planned Projects				
Crossing Bollards: conversion from 24hr to dusk-to-dawn	£19,928	£11,631	53t	£848
Server Room: Evaporative Cooling	£35,000	£21,192	142t	£2,272
North Block: Lighting	£83,920	£17,000	77t	£1,232
Street Lighting: SON Lamp Replacement and Dimming	£242,400	£51,960	218t	3,488

In 2012/13, CMF projects are forecast to save 766t of carbon, avoid £12k CRC allowance costs and avoid £69k energy budget spend. Avoided costs will total ~£600k by 2017/18 (Table 7).

Table 7: Carbon Management Fund: Projected Avoided Spend

PROJECT	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
	£	£	£	£	£	£	£
Completed Projects							
Street-signage: conversion from 24hr to dusk-to-dawn switching (p1)	13,770	18,360	18,360	18,360	18,360	18,360	18,360
Current Projects							
Voltage Optimisation (Civic Centre)	6,415	30,703	30,703	30,703	30,703	30,703	30,703
Street-signage: conversion from 24hr to dusk-to-dawn switching (p2)	0	0	0	13,162	14,434	14,434	14,434
Central Island Columns	0	0	4,870	7,197	7,197	7,197	7,197
Street Lighting: Fit electronic gear to MI26 Lanterns	0	0	0	0	0	17,412	20,784
Planned Projects							
Crossing Bollards: conversion from 24hr to dusk-to-dawn switching	0	0	4,303	11,631	11,631	11,631	11,631
Server Room: Evaporative Cooling (savings are 75% annual savings)	0	0	0	12,682	15,894	15,894	15,894
North Block: Lighting	0	0	0	0	0	1,080	17,000
Total Avoided Spend	20,185	49,063	58,236	93,735	98,219	116,711	136,003
Total Cumulative Avoided Spend	20,185	69,248	127,484	221,219	319,438	436,149	572,152

Completed project savings are based on actual savings and current and planned project figures are based on projected savings.

External Borough Initiatives

3.19 **Summary:** While the Council's environmental impacts are significant, they are much smaller than those of the borough as a whole. For instance, while the Council emits about 32,000t of CO₂ a year, the borough emits about 1.4 million tonnes CO₂ each year (housing, transport and commercial emissions). This isn't surprising because Bromley is London's largest borough by area, with more than 300,000 residents and 130,000 properties. This section deals with borough-wide environment development initiatives, which include:

- Bromley's Environment Awards (3.20)
- Bromley Sustainable Schools Forum (3.22)
- Bromley Environment Partnership (3.23)
- Waste Minimisation Campaigns (3.23 – 3.26)
- Borough Carbon Reduction (3.27)
- Policy Support (3.28)
- Climate Change Adaptation / Resilience (3.29)

3.20 **Bromley's Environment Awards (BEAs):** The Council cannot deliver a 'quality environment' across the whole borough on its own but this is eminently possible with the help of residents and community groups. Naturally the Council wishes to celebrate what people are doing to keep Bromley 'clean and green' and BEAs has been rewarding the best environmental initiatives undertaken by residents, groups, schools and businesses since 1990. Indeed more than 400 awards have been made, over more than 20 years, to say 'thank you' to those who help to care for our shared environment.

The [2011 awards ceremony](#) was held on 15 July 2011 with some 28 award winners and one hundred guests. The event was hosted by the Mayor, Cllr David McBride and Tom Hart Dyke from Lullingstone Castle World Garden as the special guest speaker. Environment Portfolio holder Colin Smith gave the vote of thanks, and winning entries were displayed in the Civic Centre main reception and also posted on the public website (see Appendix 1).

GlaxoSmithKline has now ceased its 13-year sponsorship of the awards as they have moved out of borough. However £6,000 of sponsorship (in cash and in kind) has been secured for the 2012 awards (to be held 13 July 2012) from Coolings Nurseries Ltd and the *News Shopper*.

3.21 **Bromley Sustainable Schools Forum (BSSF):** Bromley has almost 100 Maintained schools and Academies and there are approximately 50,000 children of school age in Bromley so it makes sense to engage with schools if we want Bromley to be more environmentally sustainable. Schools present a valuable opportunity, not only in relation to reducing their direct environmental impacts but also in their ability to influence environmental action at home. The BSSF was launched in summer 2009 and officers continued to engage with schools through initiatives such as Bromley's Environment Awards, which has a specific category for Education, and a regular e-newsletter which disseminates relevant environmental information.

3.22 **Bromley Environment Partnership:** The PDS Committee's response to the 2009/10 Sustainability Review (6 April 2010: Minute 110) noted that 'it was important for the Council to show itself to be a community leader and to work with other public bodies on these issues'. Taking this lead, officers have met with managers from other large Bromley organisations to agree what action can be taken forward to reduce environmental impacts or improve environmental quality. The Partnership was formed in June 2010 and founder representatives include The Glades, The PRUH, RBS Insurance, Bromley College, Affinity Sutton, the Fire Brigade and Police. New members include Thackray Williams and Judge Priestley. Most work is undertaken bilaterally between partners who see a common benefit in working together, such as The Glades sponsorship of the [Penge Green Gym](#) as part of its corporate responsibility role.

3.23 Waste Minimisation: While recycling materials and reducing waste arisings is generally environmentally beneficial, it is much better not to create the waste in the first place. In short, if we become more environmentally efficient we should also become more financially efficient.

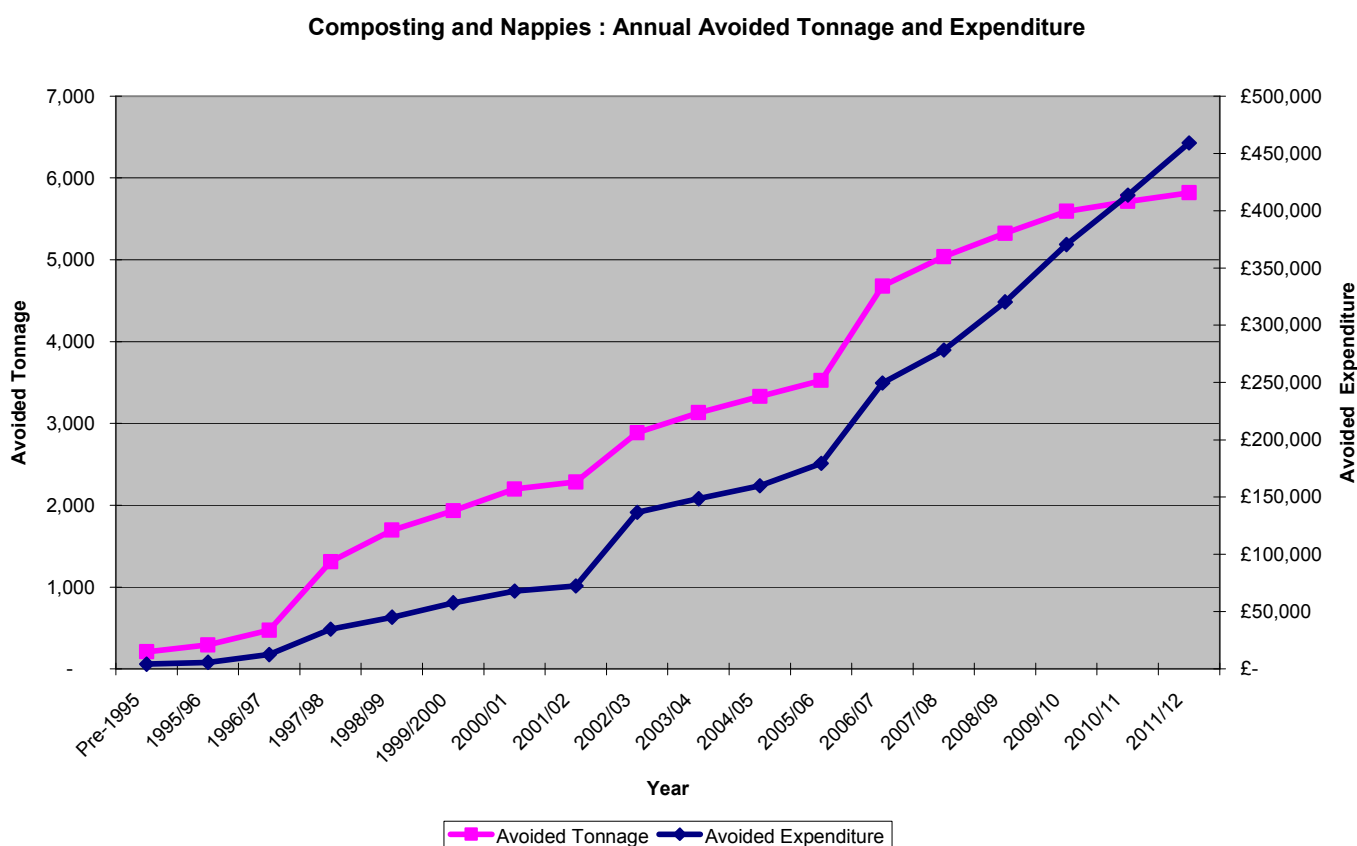
Three long-established campaigns, Home Composting (HC), Real Nappies (RN) and Junk Mail, are operated by the Environment Development team to reduce the environmental impact of the borough's waste arisings and reduce cost pressures on the Waste Service. Table 8 shows that in 2011/12 alone, waste minimisation activity diverted 5,819t of waste and avoided £459,138 of unnecessary revenue spend. And some 55kt of waste and almost £3m of spend have been avoided since records began in 1995.

Table 8: Waste Minimisation Avoided Tonnage and Expenditure

	Composting Avoided Tonnage	Real Nappy Avoided Tonnage	Composting Avoided Spend	Real Nappy Avoided Spend	HC & RN Avoided Tonnage	HC & RN Avoided Spend
2011/12	5,605t	214t	£438,619	£20,518	5,819t	£459,138
1995 to date	52,834t	2,610t	£2,874,618	£141,863	55,444t	£3,016,481

Annual data for the avoided tonnage and savings attributable to this action is shown in Figure 3.

Figure 3: Waste Minimisation: Annual Avoided Tonnage and Spend



While past performance has benefitted both budgets and the environment, it is even more important to sustain such action to protect the Council against future cost pressures. Table 9 shows that over the next four financial years (2012/13 – 2015/16), an additional 25kt of waste is forecast to be diverted from disposal; saving the Council more than £2m in revenue spend (subject to this activity being sustained).

Furthermore, the forecast model shows that by the end of 2015/16, the Council will have diverted almost 81kt of waste since 1995 (Table 9). This activity is projected to have saved the

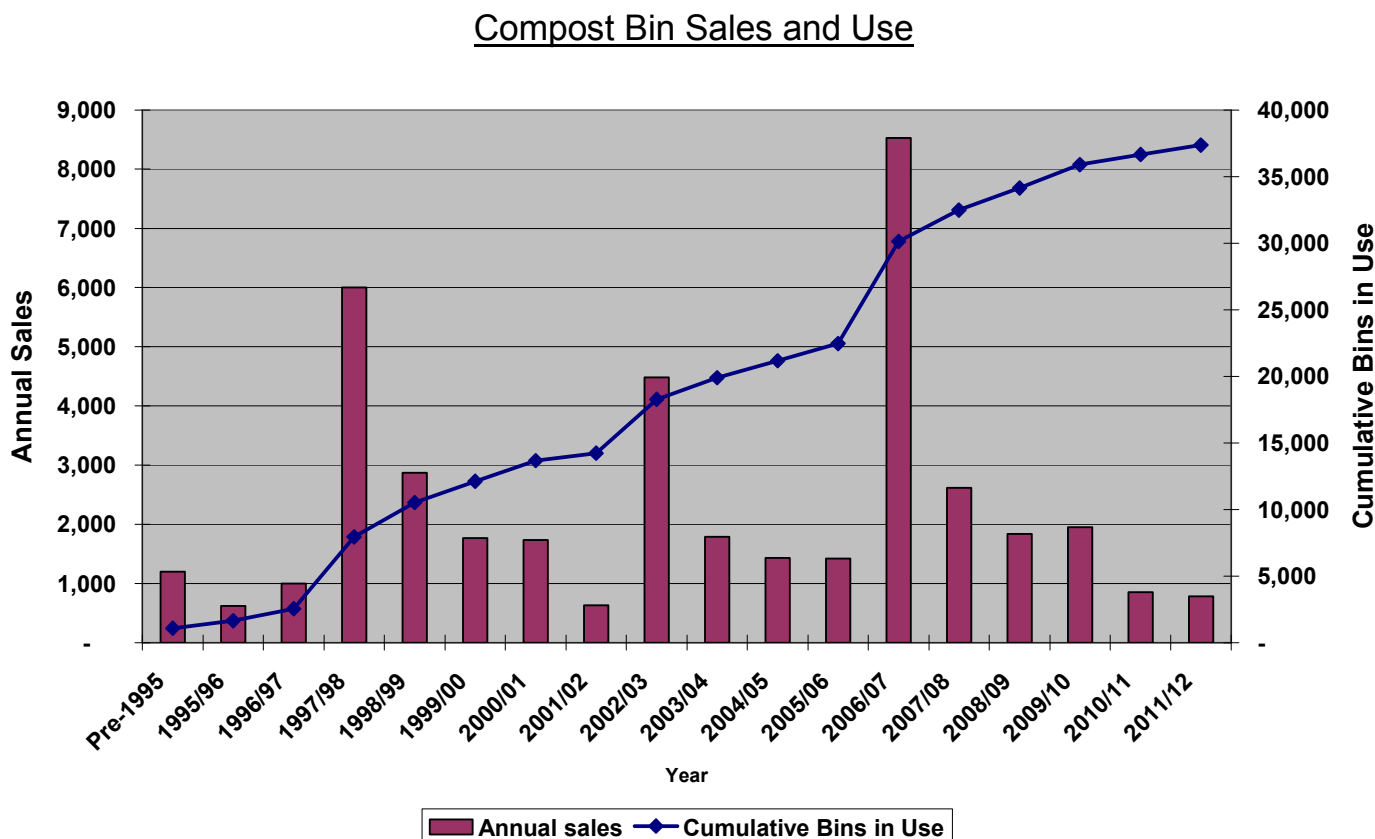
Council more than £5m since recorded waste minimisation activity started, showing the benefit of a sustained approach to tackling costs pressures and environmental impacts.

Table 9: Waste Minimisation: Avoided Tonnage and Spend (Four-year Forecast)

Forecast	Composting Avoided Tonnage	Real Nappy Avoided Tonnage	Composting Avoided Spend	Real Nappy Avoided Spend	HC & RN Avoided Tonnage	HC & RN Avoided Spend
2012/13 – 15/16	24,033t	1,012t	£1,990,231	£106,968	25,046t	£2,097,199
1995 – 2015/16	76,867t	3,622t	£4,864,849	£248,832	80,849t	£5,113,681

3.24 **Home Composting:** Bromley has a good track record in promoting home composting – largely through the provision of reduced price compost bins. In 2011/12, working in partnership with Straight plc (trading as [Evengreener](#)), more than 750 compost bins have been purchased by Bromley residents making more than 41,500 supplied to date (37k of which are estimated to be in active use – see Figure 4).

Figure 4: Annual and Cumulative Compost Bin Sales & Use



As a result of this home composting activity, 5,605t of household waste was diverted from disposal in 2011/12, avoiding almost £439k disposal costs. And since records began in 1995, home composting has diverted almost 53kt and avoided costs of around £2.8m.

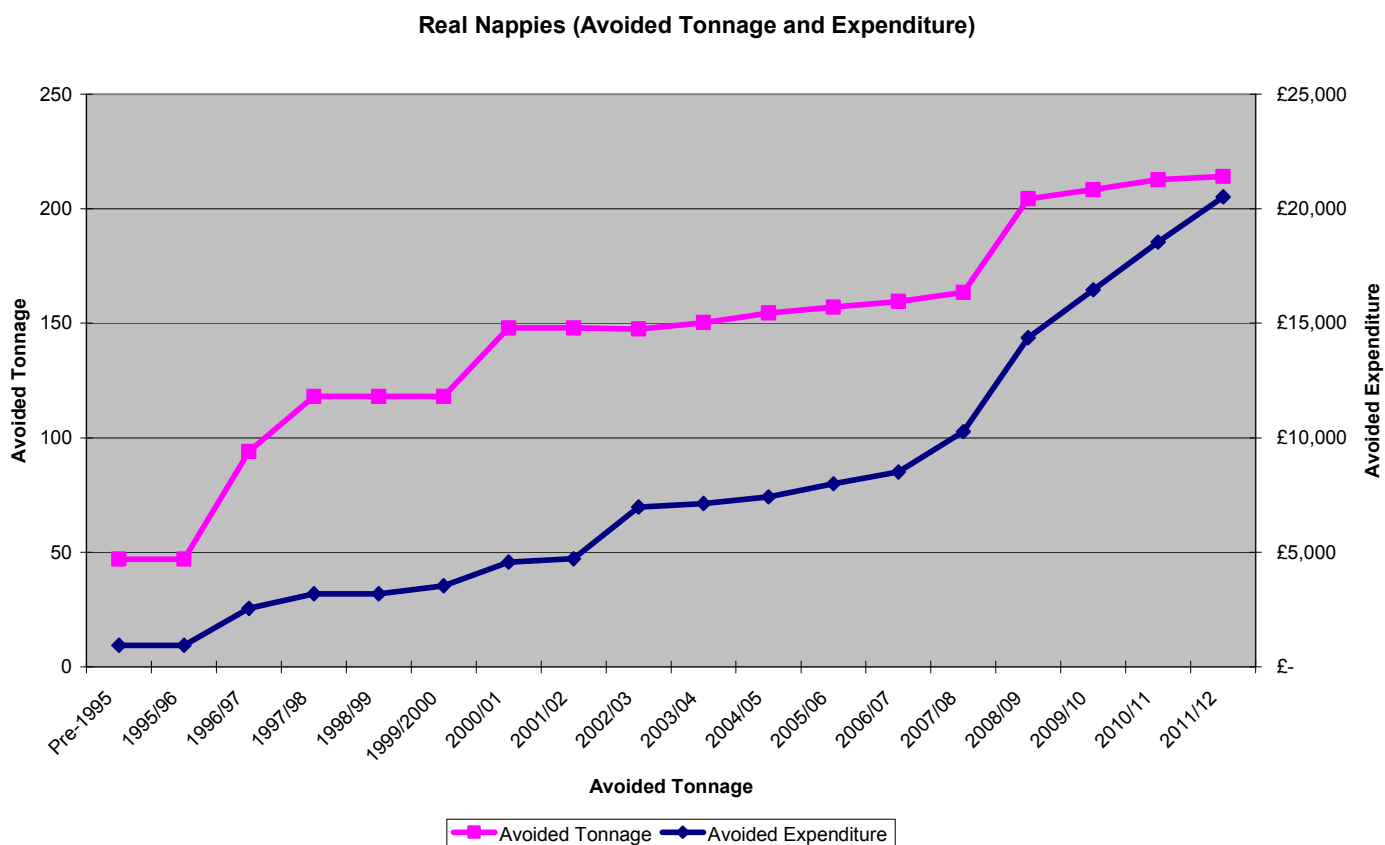
A further 24kt of waste is expected to be diverted over the next four financial years, avoiding an estimated additional £2m disposal spend.

3.25 **Real Nappies:** The Council promotes real nappy use as an alternative to disposables to minimise waste arising, environmental impacts, and costs (both to the resident and the Council). There are around 4,000 births each year in Bromley and at any point in time some 10,000 babies are using nappies – potentially resulting in 60,000 nappies being thrown away every day.

To combat this waste, during 2011/12 the Council promoted the benefits of real nappy use by providing 20 'try-before-you-buy' packs and making 62 waste diversion rewards (to end February 2012). The Council continues to work with local real nappy agents and attends the monthly Early Pregnancy Evenings at the Princess Royal University Hospital. The Council also works with midwives and health visitors to promote real nappies and held three information mornings (two at BEECHE and one at Community House) to encourage real nappy use.

This waste minimisation activity is estimated to have avoided 214t of waste in 2011/12 and saved the Council more than £20k on waste disposal costs (see Figure 5). And since this work started in 1995, the Council has avoided some 2,610t of waste and almost £142k in costs.

Figure 5: Real Nappy Avoided Tonnage & Spend



If this activity continues at a similar level it is forecast that around 1kt of waste could be avoided over the next four financial years, avoiding £107k in waste disposal costs.

3.26 Junk Mail: Acting in response to residents' concerns about the amount of unsolicited post and leaflet drops received, the Council continues to campaign on junk mail (2011/12 was the fifth year of this campaign). Untargeted mailings cause annoyance and generate waste and cost. Requests for the Council's junk mail opt-out packs have now totalled more than 5,000 but it is not possible to reliably calculate the diversionary impact of this work. A new responsibility agreement between the government and the direct marketing sector means that a simpler on-line method of opting-out of such unwanted mailings is expected shortly.

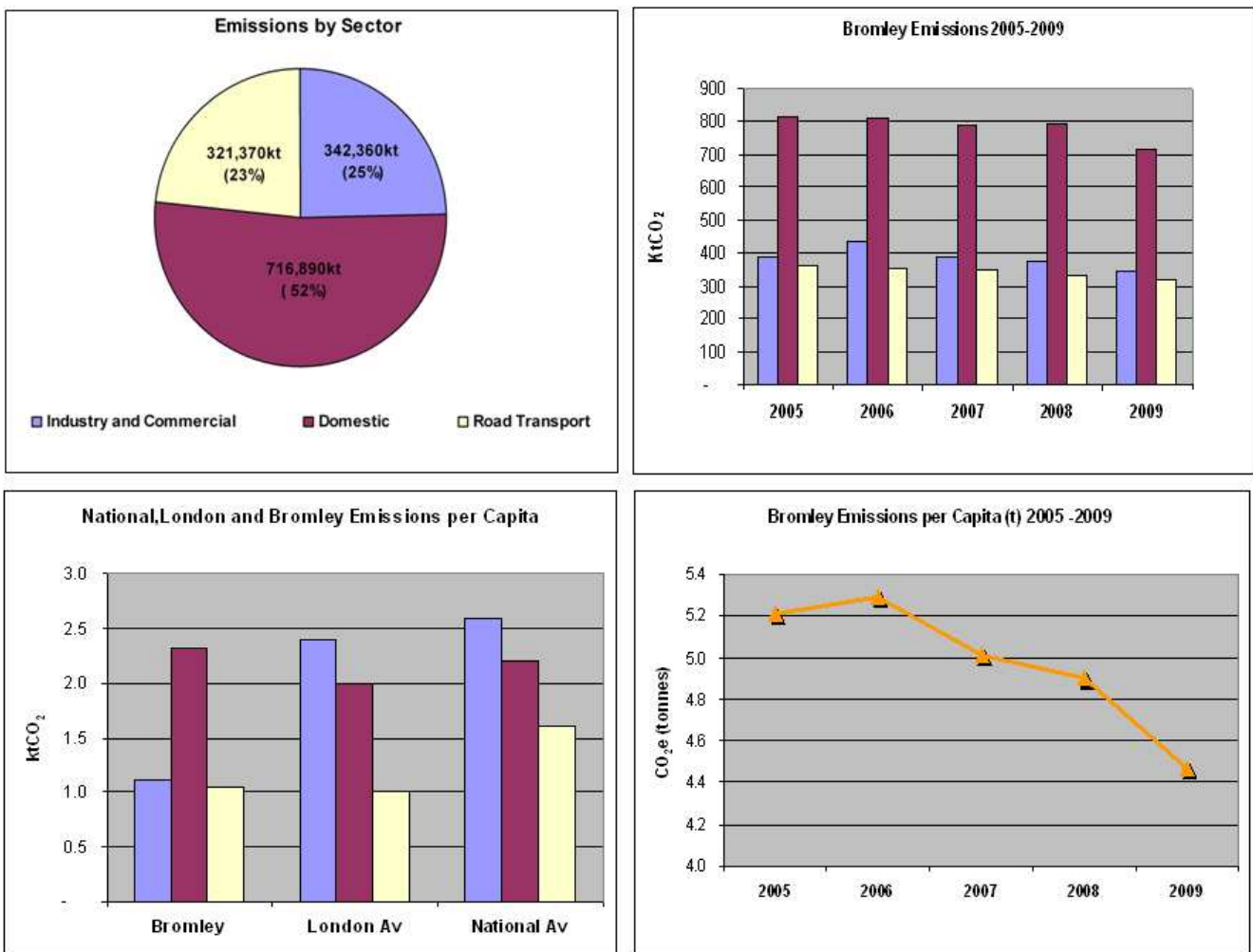
3.27 Borough Carbon Reduction: NI 186, which measured per capita reduction in CO₂ emissions across the borough, is now referred to as '*Carbon Dioxide emissions within the scope of influence of Local Authorities*'. In 2011, DECC released the figures for 2009. The data set includes emissions in Local Authorities' influence such as Industrial and Commercial, Domestic and Road Transport emissions. In 2009, Bromley as a borough emitted a total of 1.4Mt CO₂

comprising: domestic emissions at 717kt (52%); road transport emissions at 321kt (23%); and commercial emissions at 342kt (25%) – see Figure 6.

Bromley’s CO₂ emissions profile shows a marked variance with London and national averages;

- Industry and commerce emissions were 1.1t per capita in 2009, much lower than the London and national average of 2.4t and 2.6t respectively.
- Domestic emissions were 2.3t per capita, above the London and national average of 2.2t and 2.0t respectively. In fact, Bromley has the highest domestic emissions of all the London boroughs.
- Transport emissions were 1t per capita and ranked 13th out of all the London boroughs. This is a marked improvement from 2005 when Bromley had the fifth highest transport emissions per capita in London.

Figure 6: Progress on Borough-wide Carbon Reduction



Overall, the analysis is promising and indicates that per capita emissions have fallen by 9% between 2008 and 2009 and by 14% fall since 2005. However, although the emissions continue to fall, the borough still faces fundamental infrastructure (e.g. hard-to-treat housing) challenges to making further improvements.

For information, the [AEA Microgen Index](#) reports that 0.22% (0.349 MWe) of UK micro-generation (small-scale solar PV and CHP) are installed in LB Bromley.

3.28 Policy Support: Support has been provided to officers in a number of areas including:

- Bromley’s Local Implementation Plan: Officers provided advice on the Strategic Environmental Assessment for the recently published (January 2012) transport strategy. A

particular focus was our changing climate; both mitigating the impact from Bromley's transport and improving the resilience of infrastructure against changes already under way.

- Bromley North Village: Officers were asked to prepare a paper on Sustainability Best Practice Opportunities for this project. The subsequent briefing paper included options to improve design standards for buildings, biodiversity and energy conservation.
- Core Strategy: Bromley's Core Strategy will be the overarching document within Bromley's new planning framework. Officers contributed specialist guidance to sections on mitigation and adaptation, energy efficiency, decentralised energy and renewable energy.

3.29 Climate Change Adaptation / Resilience: NI 188 was originally designed to measure progress in addressing risks associated with our changing climate and embed the management of climate risk across all council services and plans. Councils were required to report on their level of preparedness through a process indicator at the end of each financial year up to 2010/11. However this requirement ceased as a result of the National Indicator set review.

Despite this, the costs and risks (e.g. floods and heat waves) associated with our changing climate mean that adaptation remains a national priority. In January 2012, the government published the [UK Climate Change Risk Assessment](#) which identifies five priority areas for action in managing climate risks. This will inform the proposed the proposed [National Adaption Plan](#): the government sees a major role for local authorities at the forefront of such action. In addition, the Mayor of London has issued an [Adaptation Strategy](#) which will also influence environmental resilience action in Bromley.

At a local level, Bromley needs to ensure that its service provision is suitably adapted to deal with the consequences our changing climate. Under the former reporting regime, the Council had achieved level 1 (assessing local vulnerabilities) and had embarked on achieving the level 2 target (a comprehensive risk assessment of the resilience of our service provision). Officers are continuing to work on this risk assessment and will use the results to formalise an adaptation strategy by end of 2012/13.

4. POLICY IMPLICATIONS

- 4.1 Environmental sustainability generally contributes to the Council's Building a Better Bromley 2020 Vision, especially the Quality Environment and Excellent Council priorities. The Quality Environment section states that 'we are ... determined to work together in reducing energy consumption' and 'reducing energy use' is also identified as an issue to be tackled and how we will judge success. One of the Council's Building a Better Bromley priorities for 2012/13 is to "Improve Energy Efficiency in the Borough".
- 4.2 It is also Council policy to reduce its own operational carbon emissions by 25% over five years (Carbon Management Programme) and the Council has a statutory duty to comply with the Carbon Reduction Commitment Scheme.

5. FINANCIAL IMPLICATIONS

- 5.1 In 2008/09, the Council established an invest-to-save Carbon Management Fund (section 3.18) to help achieve the Carbon Management Programme's 25% carbon reduction target. The Fund which was approved by the Executive (ED 08067) is scrutinised by IE&E Sub-committee (IE&E Sub-committee report: 18 January 2012 [ES 12007](#)) and is summarised in Table 10.

Table 10: Carbon Management Fund: Financial Summary

Carbon Management Fund	£'000
Funding Received to date as at 31.3.2011	
LBB Capital Programme	250
Four Instalments received from Salix	250
Total funding received to date	500
Less expenditure to 31.03.11	(279)
Add back loan repayments to 31.03.11	110
Balance as at 31.03.11	331
Less actual spend 2011/12 as at 31.12.11	(15)
Less commitments as at 31.12.11	(55)
Add back loan repayments 2011/12	59
Latest uncommitted balance as at 31.12.11	320

- 5.2 GlaxoSmithKline provided £2,500 sponsorship towards the cost of Bromley's Environment Awards 2011 (see section 3.20).
- 5.3 The £27,510 sustainability project budget was spent on delivering certain projects in this report.
- 5.4 The cost of purchasing CRC allowances for 2011/12 is currently estimated to be £297,563k (see Section 3.13, table 2 and Executive Report [ES12005 agenda item 6](#) for more detail).

Non-Applicable Sections:	<ul style="list-style-type: none"> • Legal Implications, • Personnel Implications
Background Documents: (Access via Contact Officer)	<ul style="list-style-type: none"> • Sustainable Development Review: Terms of Reference (Environment Policy Development & Scrutiny Report ELS 05366 - agenda item 7) • Sustainable Development Review (Environment PDS and Portfolio Holder ELS 06115 - agenda item 6) • Sustainable Development Review Update 2007 (Environment & Leisure PDS Report ELS 07048 - agenda item 5) • Sustainability Annual Report (Environment & Leisure PDS Committee Report ELS 08032 - agenda item 12) • Sustainability Annual Report March 2009 (Environment PDS Report ES 09043 - agenda item 6) • Sustainability Annual Review 2009/10 (Environment PDS Report ES10045 - agenda item 8) • Environmental Sustainability Annual Review 2010/11 (Environment PDS Report: ES11027 - agenda item 10) • Carbon Management Programme Report 2010/11 (Executive Report 7 March 2012: ES 12007 - agenda item 5) • Carbon Management Fund: Progress Report 2010/11 (IE&E Sub-committee Report 18 January 2012: ES12006 - agenda item 7) • Carbon Reduction Commitment Scheme 2010/11 Annual Report (Executive Report 7 March 2012: ES12005 - agenda item 6)

ENVIRONMENTAL SUSTAINABILITY ANNUAL REVIEW 2011/12: ES 12026
APPENDIX 1: BROMLEY'S ENVIRONMENT AWARD WINNERS: 15 July 2011

Business Award

- Winner: John Laing Integrated Services at Bromley Police Station
- Commended: Circa Ltd

Green Champion Award

- Winner: Gary Cliffe

Group Award

- Winner: The Friends of Mottingham Woods
- Commended: Dorset Road Allotments & Leisure Gardens
- Commended: Branching Out

Household Award

- Winners: June & David Littler

Preschool Award

- Winner: Blenheim Day Nursery

Primary School Award

- Winner: Highfield Infants' School
- Commended: St Mary's Catholic Primary School
- Commended: Hawes Down Infant School
- Commended: Tubbenden Primary School

Secondary School Award

- Winner: The Ravensbourne School

Front Garden Award

- Winner: Fleur Wood
- Commended: Alison & Sophie Freethy

Back Garden Award

- Winner: Fleur Wood
- Commended: Sheila Chivers

Communal Garden Award

- Winner: St Cecilia's Leonard Cheshire Disability Home
- Commended: David Croucher
- Commended: Kevin Whitehead, Change of Horses, Farnborough

Garden Container Award

- Winner: Fleur Wood
- Commended: Blandsford Drummond

Ecologically Friendly Garden Award

- Winner: Philip Baxter, Cottage Farm

All Seasons Garden Award

- Winner: Philip Baxter, Cottage Farm
- Commended: Alison & Sophie Freethy

Outstanding Contribution

- Tom Douglas
- John Penney

Overall Winner

- **The Ravensbourne School**

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Report No.
ES12056

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Environment PDS Committee

Date: 17th April 2012

Decision Type: Non-Urgent Non-Executive Non-Key

Title: **FORWARD WORK PROGRAMME, MATTERS ARISING FROM PREVIOUS MEETINGS, AND CONTRACTS REGISTER**

Contact Officer: Linda Winder, Office Resources Manager
Tel: 020 8313 4512 E-mail: linda.winder@bromley.gov.uk

Chief Officer: Nigel Davies, Director of Environmental Services

Ward: Borough wide

1. Reason for report

1.1 Members are asked to review the Committee's anticipated work programme for 2012/13 and to consider:

- progress on decisions from previous meetings of the Committee;
 - the Contracts summary for the Environment Portfolio.
-

2. **RECOMMENDATIONS**

2.1 **That the Committee:**

- Review the draft work programme attached as Appendix 1;**
- Review the progress report related to previous Committee requests as set out in Appendix 2; and**
- Note the Environment Portfolio contracts listed in Appendix 3.**

Corporate Policy

1. Policy Status: Existing policy.
 2. BBB Priority: Quality Environment.
-

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Environment Portfolio 2012/13 approved budget
 4. Total current budget for this head: £36.3m and £6.680m of LIP funding from TfL.
 5. Source of funding: 2012/13 revenue budget and 2012/13 LIP funding agreed by TfL
-

Staff

1. Number of staff (current and additional): 224 fte
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: No statutory requirement or Government guidance.
 2. Call-in: Call-in is not applicable.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Whole borough
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A.
2. Summary of Ward Councillors comments:

3. COMMENTARY

3.1 Forward Programme

- 3.1.1 The table in **Appendix 1** sets out the Environment Forward Programme for 2012/13, as far as it is known. The Environment Forward Programme indicates which division is providing the lead author for each report. The Committee is invited to comment on the schedule and propose any changes it considers appropriate.
- 3.1.2 Other reports may come into the programme. Schemes may be brought forward or there may be references from other Committees, the Portfolio Holder or the Executive.

3.2 Previous Requests by the Committee

The regular progress report on requests previously made by the Committee is given at **Appendix 2**. This list is rigorously checked after each Committee meeting so that outstanding issues can be addressed at an early stage.

3.3 Contracts Register

Information extracted from the current Contracts register, in a format which addresses the responsibilities of the Environment Portfolio, is attached as **Appendix 3**. Future contracts are marked in *italics*. The Appendix indicates in the final column when the Committee's input to contracts will next be sought. Unless otherwise stated this is the date when contract approval, or approval to an extension, will be sought.

4. POLICY IMPLICATIONS

- 4.1 Each PDS Committee is responsible for setting its own work programme.

Non-Applicable Sections:	Financial, Legal and Personnel
Background Documents: (Access via Contact Officer)	Environment PDS agendas and minutes for the years 2006/07 to 2011/12 http://sharepoint.bromley.gov.uk/default.aspx

APPENDIX 1

ENVIRONMENT PDS COMMITTEE FORWARD PROGRAMME FOR MEETINGS 2012/13

Environment PDS – 3 July 2012		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	C&SS	PDS Committee
Budget Monitoring 2011/12	Finance	For pre-decision scrutiny
Environment Portfolio Plan 2012/13	C&SS	For pre-decision scrutiny
Parking ICT Contract	C&SS	For pre-decision scrutiny
Annual Review of Friends Report	SS&GS	For pre-decision scrutiny
Eden Park CPZ	T&H	For pre-decision/info only
Environment PDS – 25 Sept 2012		

APPENDIX 2

Progress Report on Previous Requests of the Committee

PDS Cttee Minute & Date	Committee Request	Progress
29.11.10	One-off informal meeting for Members to be held as part of the feasibility study on a park and ride scheme	Strategic Asset Management Group has decided not to pursue Park and Ride as a priority option. The issue could be looked at again in the light of the impact of the Westmoreland Road development.
18.01.12	Crossover policy should be reviewed during 2012/13	The Crossover policy review has been scheduled into the work programme for 2012/13.
28.02.12	PDS Committee to consider convening a Parking Working Group to examine the impact of revised parking charges, after the 6 month review period has been completed.	This will be considered by the Committee later in 2012
28.02.12	Examine the feasibility of utilising CCTV coverage of The Highway car park at Chelsfield.	CCTV could be provided if funding were to be available. Vfm is being considered.
28.02.12	Investigate the feasibility of developing a 'faith' parking permit for weekend use at recognised places of worship	This will be considered after the new charging structure has been introduced in April 2012.

Appendix 3

Contracts Register Summary

Contract	Start	Complete	Extension granted to	Contractor	Total Value £	Annual Value £	Environment PDS
Parking ICT	1.04.12	31.09.16	n/a		750,000 est.	150,000 est.	Env PDS – 3 July 2012
Transportation Consultancy	01.04.11	Up to 31.03.17		TfL Framework	1.2m (assumes max. length of 6 years)	200,000	Contract review - Environment PDS 17 April 2012
Removal of surface vegetation from Public Rights of Way	01.05.10	30.04.12	Option for one year extension	Holwood GM Ltd	19,858	59,574	A 12-month extension was agreed with the contractor 6 Dec 2011
Floral Displays	30.05.11	30.04.12		CJS Plants & Village Gardens	67,000	67,000	A 12 month extension was agreed with current contractor for hanging baskets at current costs
Removal of Abandoned Vehicles	01.10.10	30.09.12	Option for a one year extension	Pick a Part	10,600	31,980	
Council Fleet Hire	05.11.06	04.11.12	05.11.13	London Hire	674,383	112,383 (<85,000 from 2012)	
Staff leased Car Contract	16.05.09	31.08.12	Option for a one year extension	OGC Framework	1,923m	641k	During April 2012 HR to agree if extension to contract is to be sought
Bus Route design (Pan-London contract)	01.01.08	01.01.13		Mott Macdonald	1.5m	300,000	These contracts will not be closed early, as Bromley may still need consultancy advice on a scheme that was completed under these arrangements. The contracts will end in 2013 and will not be replaced.
Bus Route design (Pan-London contract)	01.01.08	10.01.13		Buchanan	1.5m	300,000	As above

NRSWA	01.04.10	31.03.12	31.03.13	B&J Enterprises	624,000	312,000	Gateway review agreed by Exec on 16 Nov 2011 A new contract is being prepared for April 2013,
Parking Bailiff Services		31.03.13	n/a	JBW & Swift	320,000 est.	240,000 est.	
<i>Parking Bailiff Services</i>	<i>1.04.13</i>	<i>31.03.16</i>	<i>n/a</i>	<i>ESPO framework</i>	<i>600 to 750k est.</i>	<i>240k est.</i>	
Street Lighting Maintenance & Improvements Contract –	01.04.07	31.03.11	31.03.13	May Gurney	7.1m	1.8m	
<i>Street Lighting Maintenance & Improvements Contract –</i>	<i>01.04.13</i>	<i>31.03.23</i>			<i>7.1m</i>	<i>1.8m</i>	<i>Gateway review agreed by Exec on 16 Nov 2011</i> <i>OJEU advert being prepared for Expressions of Interest</i>
Inspection of Street Works Contract	01.04.10	31.03.13		B&J	900,000	312,000	
<i>Inspection of Street Works Contract</i>	<i>01.04.13</i>	<i>31.03.16</i>	<i>Extension possible for 3+2+2</i>		<i>1.75m</i>	<i>350,000</i>	<i>Executive on 16 Nov 2011 agreed tender process should begin</i>
Ambulance hire	05.11.07	04.11.13		London Hire	2.03m	339,000	ACS will be consulted during summer 2012 over the option to extend the accessible bus fleet contract for 2 years from November 2013
Playground maintenance	01.01.08	31.12.13		Safeplay	369,300	61,550	Extension to the contract will be considered early in 2013.
Rural Grass cutting	30.5.11	29.05.13	29.05.14	Landmark Services	90,000	30,000	Contract being let on a 2+1 year basis
Depot Security	01.04.10	31.03.15	N/A	Sight and Sound	126,000	126,000	
Parking	01.10.06	30.09.11	30.09.16	Vinci Park	10.79m	2.16m	
Street Environment Contract	29.03.12	28.03.17		Kier (public toilets); Community Clean (graffiti removal); Veolia (Gulley cleansing)	281,983 1,221,800 1,463,538	56,397 244,360 292,708	Awarded a five year contract with the option of a two year extension at the Council's discretion.

				Kier (Cleansing, Highway Drainage)	15,798,212	3,159,642	
Maintenance & repair of vehicles	01.04.10	31.03.17	Option for 2 year extension	KCC	940,000		
Highway Maintenance – Minor & Reactive	01.07.10	30.06.17	Option for one year extension	O'Rourke	17m	2.4m	
Highway Maintenance – Major	01.10.10	30.09.17	Option for one year extension	FM Conway	26m	3.7m	
Arboriculture	18.07.08	17.07.17		Gristwood and Toms	5.12m	568,860	
Grounds Maintenance	01.01.08	31.12.17		The Landscape Group	26.1m	2.75m	
Coney Hill Landfill Site Monitoring	28.07.10	27.07.17	Option for 2 year extension	Enitial	952,000	136,000	
Waste Disposal	24.02.02	31.03.19	Extended to March 2019	Veolia	147m	10.5m	Extension approved by Executive on 16 Nov 2011
Waste Collection	01.11.01	31.03.19	Extended to March 2019	Veolia	127.5m	8.5m	Extension approved by Executive on 16 Nov 2011
Parks Security	01.04.10	31.03.20		Ward Security	4.2m	420,000	
CCTV Maintenance Contract	01.04.06	31.03.12		TIS Mansfield	485,000	97,000	New contract in the process of being awarded to commence 1 st april 2012
CCTV Control Room Monitoring	01.04.07	31.03.12		NSL Services	1,335,000	228,000	New contract in the process of being awarded to commence 1 st april 2012
Supply of Pay and Display Equipment	05.01.03	04.01.13	N/A	Parkeon formally Schlumberger Sema	£27,000	£2,700	The further supply of Pay & Display machines is not required, however the maintenance element will form part of the new parking operations and enforcement contract commencing in 2016

Agenda Item 13

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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