



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

TELEPHONE: 020 8464 3333

CONTACT: Lisa Thornley
Lisa.Thornley@bromley.gov.uk

DIRECT LINE: 020 8461 7566

FAX: 020 8290 0608

DATE: 16 January 2012

To: Members of the
**RENEWAL AND RECREATION POLICY DEVELOPMENT AND SCRUTINY
COMMITTEE**

Councillor Sarah Phillips (Chairman)
Councillor Pauline Tunnicliffe (Vice-Chairman)
Councillors Reg Adams, Julian Benington, John Getgood, John Ince, Paul Lynch,
Alexa Michael, Ian F. Payne, Neil Reddin and Michael Tickner

A meeting of the Renewal and Recreation Policy Development and Scrutiny
Committee will be held at Bromley Civic Centre on **THURSDAY 26 JANUARY 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

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 ALTERNATE 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 4 working days before the date of the meeting. Therefore please ensure questions are received by the Democratic Services Team by 5pm on Friday 20 January 2012.

**a QUESTIONS FOR THE RENEWAL AND RECREATION PORTFOLIO
HOLDER**

**b QUESTIONS FOR THE CHAIRMAN OF RENEWAL AND RECREATION PDS
COMMITTEE**

- 4 **MINUTES OF THE RENEWAL AND RECREATION PDS COMMITTEE MEETING HELD ON 13 DECEMBER 2011** (Pages 3 - 20)
- 5 **MATTERS ARISING** (Pages 21 - 24)

HOLDING THE RENEWAL AND RECREATION PORTFOLIO HOLDER TO ACCOUNT

- 6 **RENEWAL AND RECREATION PORTFOLIO - PREVIOUS DECISIONS** (Pages 25-32)
To note decisions of the Portfolio Holder made since the previous meeting of the Committee.
- 7 **PRE-DECISION SCRUTINY OF RENEWAL AND RECREATION PORTFOLIO REPORTS**
The Renewal and Recreation Portfolio Holder to present scheduled reports for pre-decision scrutiny on matters where he is minded to make decisions.
 - a **CAPITAL PROGRAMME MONITORING Q3 2011/12 & ANNUAL CAPITAL REVIEW 2012 TO 2016** (Pages 33 - 38)

POLICY DEVELOPMENT AND OTHER ITEMS

- 8 **DRAFT 2012/13 BUDGET** (Pages 39 - 50)
- 9 **DEVELOPMENT OF THE RENEWAL AND RECREATION PDS COMMITTEE WORK PROGRAMME 2011-12** (Pages 51 - 56)

PART 2 (CLOSED) AGENDA

- 10 **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 is members of the Press and public were present there would be disclosure to them of exempt information.

Items of Business

Schedule 12A Description

- 11 **EXEMPT MINUTES OF THE RENEWAL AND RECREATION PDS COMMITTEE HELD ON 13 DECEMBER 2011** (Pages 57 - 58)

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.

RENEWAL AND RECREATION POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.30 pm on 13 December 2011

Present:

Councillor Sarah Phillips (Chairman)
Councillor Pauline Tunnicliffe (Vice-Chairman)
Councillors Councillor Julian Benington, Councillor John Getgood, Councillor John Ince, Councillor Paul Lynch, Councillor Alexa Michael, Councillor Ian F. Payne, Councillor Neil Reddin FCCA and Councillor Michael Tickner

Also Present:

Councillor Peter Morgan

104 APOLOGIES FOR ABSENCE AND NOTIFICATION OF ALTERNATE MEMBERS

Apologies were received from Councillor Reg Adams.

105 DECLARATIONS OF INTEREST

Councillor Ian Payne declared a personal interest as a member of the Executive of the Association of Town Centre Managers and as a member of the British BIDS Board.

Councillor John Getgood declared a personal interest in view of his wife being a voluntary tutor with the Bromley Adult Education College.

The Chairman declared a personal interest as a Governor of the Bromley Adult Education College.

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

107 QUESTIONS FOR THE RENEWAL AND RECREATION PORTFOLIO HOLDER

Three questions to the Portfolio Holder had been received and details of the questions and replies are at **Appendix A**.

108 QUESTIONS FOR THE CHAIRMAN OF RENEWAL AND RECREATION PDS COMMITTEE

There were no questions to the Committee.

**109 MINUTES OF THE RENEWAL AND RECREATION PDS
COMMITTEE MEETING HELD ON 11TH OCTOBER 2011**

The minutes were agreed subject to:

Minute 93, 4th paragraph, reading - *“Councillor Payne declared an interest in item 6e: Orpington Town Centre Bids as he was a Member of the British BIDS and a Member of the Association of Town Centre Managers”*

Minute 96, first sentence of 4th paragraph, reading – *“A Member reported that he had heard that 3 Bromley staff would be made redundant”*.

Concerning feedback from the upcoming royal visit (final paragraph of minute 96), Members were advised that there would be a report on the matter early in the New Year.

In regard to governance at Crystal Palace Park (minute 97c), the Assistant Director (Culture) advised that a couple of dates had been proposed for a meeting of the Crystal Palace Park Management Board in the New Year.

110 MATTERS ARISING

Report RES11127

The position was reported on matters arising from previous meetings.

Concerning Minute 83b, *“Norman Park: Multi- hub site”*, Members were advised that a report (on the outcome of the tendering process and proposals received) should be available in October 2012.

On Minute 100, *“R&R PDS Work Programme”*, a Town Centre Market (Charter Market) report would be dependent on finalising the Bromley North design.

**111 RENEWAL AND RECREATION PORTFOLIO - PREVIOUS
DECISIONS**

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

**112 PRE-DECISION SCRUTINY OF RENEWAL AND RECREATION
PORTFOLIO REPORTS**

112.a BUDGET MONITORING 2011-12

Report DRR11/140

Based on expenditure and activity levels to 31st October 2011 the controllable budget for the Renewal and Recreation Portfolio was projected to show an underspend of £180k.

Details were provided of the 2011/12 projected outturn with a forecast of projected spend for each division compared to the latest approved budget. Information related to the variations was also outlined.

RESOLVED that the Portfolio Holder be recommended to endorse the latest 2011/12 budget projection for the Renewal and Recreation Portfolio.

112.b CAPITAL PROGRAMME MONITORING - Q2 2011/12

Report RES11146

At its meeting on 16th November 2011 the Executive agreed a revised Capital Programme for 2011/12 to 2014/15 and changes agreed by the Executive related to the Capital Programme for the Renewal and Recreation Portfolio were highlighted.

A revised programme for the Portfolio was provided as well as comments on individual schemes and latest expenditure figures.

RESOLVED that the Portfolio Holder be recommended to endorse the changes agreed by Executive in November and to confirm that the following post-completion reports be received later in the year:

Walnuts Leisure Centre – roof

Biggin Hill Leisure Centre.

112.c RENEWAL & RECREATION BUSINESS PLAN 2011/12 MONITORING REPORT - QUARTER 2

Report DRR11/134

Members considered the Quarter 2 Monitoring Report for the Renewal and Recreation Business Plan 2011/12.

Actions in the Business Plan identified as priorities in Quarter 2 were reported together with updates provided by lead officers. The monitoring report also identified new actions, milestones and targets for inclusion in the Business Plan. In Quarter 2 Bromley Adult Education College reviewed its performance for the 2010/11 academic year and following self assessment, set new milestones and targets for the 2011/12 academic year (these would be carried over into the 2012/13 Business Plan as a final report would be provided in the first quarter of the next financial year). The Portfolio Holder was asked to approve these additions to the 2011/12 Business Plan.

A Member asked whether there should be more regular meetings/briefings on the Town Centre Area Action Plan in view of a faster pace of events. The Director advised that as the next Town Centre Steering Group meeting would

take place on 31st January he advised that all Members of the R&R PDS should consider attending this and future meetings of the Steering Group. The Director confirmed that he would ensure that Members will be regularly briefed on Town Centre development matters. This will be particularly important next year when he anticipated a number of schemes coming forward for approval.

An enquiry was made on when additional income would be received from surplus space at the Civic Centre. The Director advised that staff would be in the North Block in April 2012 so freeing up the Joseph Lancaster and Ann Springman blocks for re-letting or demolition. All other moves at the Civic Centre were dependent on the North Block being occupied and savings could then be generated.

Referring to Aim 6b *“Effective external and internal communications”* a Member asked whether a dedicated Communications Officer for Renewal and Recreation was needed and she enquired whether the work could be undertaken by the existing communications team. The Director indicated that the making of such an appointment should be deferred following discussion with the Portfolio Holder and the Chief Executive. Renewal and Recreation Communications was being shared with the Environmental Services Department; there were two posts of which one was currently filled by an agency member of staff and in the New Year officers will be reviewing the need to regularise that position.

Concerning the section of the Monitoring Report *“Business Plan Updates: New Work Undertaken in Quarter 2”* the Member also highlighted a target at aim 4a, *“Maintain a high quality adult education service which offers a wide range of accessible courses designed to meet local people’s needs”*. The target referred to 21% of tutors achieving a Grade 1 “Outstanding” assessment and 61% of tutors achieving a Grade 2 “Good” assessment and the Member indicated that this left 18% of tutors whose performance would not be so good and underperforming. The Acting Principal indicated that 17% of tutors were satisfactory and the aim was to reduce this each year. Currently only 10% of lesson observations undertaken nationally by Ofsted are graded outstanding.

Concerning Aim 3a, *“Identify further opportunities to modernise/improve the library offer”*, it was confirmed that savings of some £50k were made in restructuring the library site officer team. For aim 5a, *“Complete alterations to the Civic Centre accommodation to make more efficient use of space, improve accessibility, lower energy consumption and reduce future maintenance liability”*, the Director encouraged Members to visit the new reception area when open in late April/early May next year.

Referring to Aim 1d, *“Promote business investment and development, particularly in the borough’s key commercial and industrial areas”*, a Member asked whether the aim to *“Ensure publication and distribution of bi-monthly e-bulletin to over 2,600 business mailboxes”* was a matter of looking at quantity over quality. He asked what had been done to find out what businesses think

of the e-bulletin and suggested a link on the Council's website whereby businesses could be asked to re-subscribe to the bulletin if they want it.

RESOLVED that the Renewal and Recreation Portfolio Holder be recommended to:

- **note the progress made towards delivery of actions agreed in the Renewal and Recreation Business Plan 2011/12, Quarter 2, as described in the monitoring report (Appendix 1 to Report DRR11/134); and**
- **approve new actions for addition to the Renewal and Recreation Business Plan 2011/12.**

112.d BROMLEY ADULT EDUCATION COLLEGE REVIEW

Report DRR11/146

Of six options considered by an internal board reviewing strategic options available to the Adult Education College for the future, two were escalated for further detailed analysis: a) remaining as a core, scaled down directly provided adult education service and b) merging with Bromley College of Further and Higher Education.

Both providers were tasked with producing high level business cases to demonstrate how their proposal would protect and enhance the adult learning offer for Bromley and submissions were received from the BAEC management team and the Further Education (FE) College. Both submissions were provided for consideration during exempt proceedings of the meeting.

The review board analysed the two options and a summary of key points from the analysis was included in the board's report appended to report DRR11/146.

The board endorsed the Bromley Adult Education College option but recognised the strategic importance to the borough of a strong and sustainable lifelong learning offer that: (i) supported and facilitated progression to higher education and other adult learning opportunities; and (ii) promoted economic growth and strengthened routes into employment whilst continuing to maintain a rich range of learning activities for personal and life enhancement reasons.

From this perspective, it was felt in report DRR11/146 that the opportunity to merge with Bromley College of Further and Higher Education College might represent a more financially sustainable option in the long term but at this stage it was felt that the additional benefits of bringing such a package of services together had not been sufficiently articulated; the financial drivers were not clearly set out and the risks to service quality during implementation based on the proposal's current stage of maturity was high. The principle of a merger was sound, but the Board considered the business case to be under

developed and concluded that it would be premature to recommend a merger at this stage, and certainly not within the timescales set out in the FE proposals.

The board went on to recommend that that in addition to consulting staff and their representatives on proposals to implement a restructuring of the existing Adult education service, the BAEC management team work collaboratively with the FE College over the next twelve months to develop the business case for merger, and subject to consultation with staff, their representatives and all other stakeholders to consider a potential implementation date of August 2013. Any joint proposal would need to set out how a merger would enhance, not just consolidate, the lifelong learning offer in Bromley and to set out in detail the full implications for staff.

Introducing the item the Director referred to action being taken in anticipation of funding reductions given the importance of the service to the borough. The Director summarised the principal work carried out by the board and referred to the six original options for consideration being reduced to two. Questions had been put to the Adult Education College and the FE College about the viability of the long term Adult Education Service. The option presented by the Adult Education College protected the current level of service, driving out significant savings. The FE College option was also considered to have merits, potentially in the medium/longer term and should be the subject of further discussion with the College. The Director then referred to the recommendations to the Portfolio Holder.

An enquiry was made on which future meeting would consider a report on the outcome of negotiations/consultation and it was agreed that a report would be provided to the Committee's meeting on 27th March 2012.

Members were advised that the FE College had indicated their belief that there would be adequate space but had also indicated a preference to retain one of the Adult Education College establishments. The Director indicated that further work was still required on this. The Chairman referred to the effort that the Adult Education College had put towards high standards and she felt that it was right not to rush but to ensure that all provisions the College have now are somehow accommodated.

A Member enquired whether cultural and personal development activities would go ahead with any future merger of the colleges. Members were advised that such courses were delivered using funding from the adult safeguarding learning fund. Accordingly the Authority would expect a certain range of courses to be delivered but income from student fees would also be needed for the courses.

Given the board's preference for the Adult Education College proposal a Member asked why it was necessary to consult, preferring to see the proposal implemented and a shadow over staff removed. The Director referred to the necessity of consulting staff and there would be detail for consideration in

exempt proceedings of the meeting requiring the Authority to consult - if there were implications for staff, potential or real, it was necessary to consult.

The Member also expressed concern for vulnerable learners using the Adult Education College. He advocated a reduction in general subjects and an increasing emphasis on supporting vulnerable people. He felt that vulnerable learners might find it difficult in the atmosphere of the FE College. He also referred to the FE College being a new College and "bedding in" following merger with Orpington College. He felt that most Adult Education College learners would not be happy with the FE College and cautioned against discussion which presumed there would be a future merger.

The Chairman recognised that the report will have raised worries and referred to the consultations hopefully allaying fears. The Assistant Director (Organisational Improvement) also referred to the board's report recommending the in-house AEC proposal.

RESOLVED that the Portfolio Holder be recommended to:

(1) note the final report of the Adult Education Review Board and in particular the benefits including the levels of potential savings that have been identified;

(2) agree that the Director of Renewal and Recreation commences consultation with staff at Bromley Adult Education College and their representatives on the review, both in the short and medium term and its potential implications for staff and to continue with detailed discussions with the Bromley College of Further and Higher Education on the potential opportunities for adult learning in the longer term; and

(3) agree that the Director of Renewal and Recreation bring a report to the Committee's meeting on 27th March 2012 on the outcome of these negotiations and consultation.

112.e BROMLEY TOWN CENTRE VARIABLE MESSAGE SYSTEM

Report DRR11/138

On 18th January 2011 the Environment Portfolio Holder decided:

"That the funds for the (variable message) system be released in principle, but the matter be referred on to the Portfolio Holder for Renewal and Recreation for his consideration and assessment as to whether such technology provides value for money and will contribute positively to Bromley Town Centre's economy."

It was reported that the adopted Bromley Area Action Plan (AAP) and supporting information identified a programme of transport improvements that were necessary to support both the future planned development growth in the town centre and the town's ongoing success as a thriving Metropolitan

Centre. The VMS system was seen as the best way of providing the information drivers needed (in real time) as it would efficiently redistribute parking demand to car parks with spare capacity. Report DRR11/138 therefore referred to the VMS system being considered an essential requirement to support the successful implementation of Phase 1 of the Area Action Plan. The report also referred to the requirement being tested and supported at an Examination in Public before a Planning Inspector as part of the AAP adoption and representing value for money which should be supported.

During the first five years of the AAP (Phase 1), two car parks were due to be developed – Westmoreland Road (581 space capacity) and South Street (68 spaces at weekends only). Additionally, due to structural issues at The Hill car park, an additional 81 spaces could not be used. Although Site G would provide additional parking stock to existing levels, this was likely to be one of the final sites to be developed (currently scheduled for Phase 3). Therefore, a Parking Migration Strategy had been developed to determine the impact of the loss of spaces and to consider possible mitigation measures, a draft of which had been reported to the Town Centre Working Party for consideration.

In Phase 1 of the AAP, Site K Westmoreland Road had the most significant transport impact given the temporary closure of the car park during the construction period and the resultant loss of parking spaces. Analysis suggested that the likely impact would be felt by more than one car park as drivers sought to find the most attractive alternative, whilst dealing with likely capacity issues at The Mall car park, which was closest to Westmoreland Road.

Report DRR11/138 explained that information to drivers would be particularly important and that otherwise there was likely to be a negative impact on the economy of the town centre. Better information, beyond written information, on alternative car parks and where there might be available spaces would be required by drivers to avoid wasted journeys to a full car park, and a permanent VMS system was considered to be the most effective method of doing this.

Other benefits of a permanent VMS system, in addition to reductions in overall congestion, included air quality improvements, more reliable journeys for customers and higher satisfaction ratings for the motorists, especially shoppers. Bromley was also responding positively to the challenge set by Croydon, Sutton and Kingston town centres all of which currently had VMS systems in operation.

The system was supported by businesses within the town and written comments from the General Manager of the Glades Shopping centre were reported.

Reference was also made in Report DRR11/138 to the estimated cost of the VMS system at £200k being considered good value for money.

Introducing the item the Head of Town Centre Planning Projects referred to passive and static signs being limited and not able to respond during the day. Real time VMS could reduce congestion and lead to more reliable journeys and higher satisfaction ratings.

A Member highlighted the need for the signs to be kept up to date including at weekends and he suggested that useful road travel information is also provided for drivers. Members were advised that the system would be managed externally and reference was made to a map provided to the Committee and Portfolio Holder identifying some indicative locations for the VMS signs. There was capacity to introduce signing requirements in contracts and it was a matter of what could be provided for within the budget.

Another Member referred to decluttering the street scene and the Head of Town Centre Planning Projects advised that 21 signs could be removed as part of the implementation of VMS systems.

A further Member spoke in support of the VMS signs and he felt that extra information on the signs was also important. The Chairman expressed support for making the signs as flexible as possible in terms of information provided.

RESOLVED that the Portfolio Holder be recommended to agree implementation of the VMS scheme as part of the delivery of the Area Action Plan given that the proposed scheme provides value for money and will contribute positively to Bromley Town Centre's economy.

112.f MYTIME ACTIVE SERVICE DELIVERY PLAN 2012/13

Report DRR11/136

Members considered the Mytime Active (Mytime) draft Service Delivery Plan (SDP) for 2012/13 and received a presentation from Mr Dennis Barkway and Mr Steve Price of Mytime Active.

Mr Barkway referred to the extension of the Council's contract with Mytime Active with resultant savings for the Council. The Pavilion development was an asset to re-developing Bromley town centre and investment in Bromley facilities continued e.g. Memorial Swimming Pool, Biggin Hill. There was nevertheless a concern about economic pressure on discretionary spend.

Mr Price explained that the contract extension to 2024 provided an opportunity to forward plan. There would be a reduced main grant for 2012/13 with no main grant from the Council the following year. This was a sign of the organisation's development and its social enterprise model was bearing fruit. Mr Price referred to concessionary services and some changes – Mytime were looking for more efficient ways of running the service. Further schemes were coming forward and the organisation remained committed to Building a Better Bromley. The organisation was looking at schemes to replicate the success of Orpington and West Wickham. Arts and daytime programmes

were having an effect in the more deprived parts of the borough. There was a desire to roll out greater participation in services provided following the Olympic Games next year.

The Chairman asked why the Memorial Swimming Pool at Biggin Hill was under performing. Mr Price explained that the facility had been underperforming since it had been taken on. Such a facility takes about three years to build up. Mytime had a broad base of services in the portfolio some requiring support and some not requiring support. The Spa at Beckenham was about the best of its type in the country. On the other hand Crofton Halls and Beckenham Public Hall required an ongoing subsidy. Action being taken by Mytime for the Memorial Swimming Pool included marketing, the resolution of “snagging items” and training staff.

A Member considered cleanliness a matter of concern. Another asked how it was possible to compete against private facilities such as David Lloyd Leisure Clubs given pressures building on the Mytime offer. Mr Price referred to Mytime being a high volume “pay and play” organisation which would like to compete with the private sector on quality and price. Mytime was constantly looking at ways of improving.

Surveys carried out by Mytime include regular mystery shopping and annual customer surveys. There is also a customer forum. In regard to reach, the locations of customers can be known from post codes. Mytime carries out work in areas of deprivation and tries to inspire participation.

On partnership working with other organisations, Mr Price referred to working with Charlton Athletic Football Club. Mytime also worked with the Police, Affinity Sutton and local colleges. Programmes are also taken to people not in employment, education or training (NEET).

Concerning the Biggin Hill Memorial Pool a Member asked whether Mytime had found any loss from the West Wickham and Darrick Wood pools. Mr Price advised that customers moving from the West Wickham pool had now stabilised. In view of leisure coming to the Pavilion at Bromley Town Centre a question was asked on whether the same would apply for Orpington and West Wickham. Mr Price referred to the Pavilion facilities increasing the amount of time spent in Bromley Town Centre. Mytime would enhance the swimming pool and gym at West Wickham.

Beyond the borough, a Member asked whether Mytime sporting facilities were increasing. Mr Price explained that the contract with Bromley continued to be the biggest contract. Mytime Active was now growing and had golf courses elsewhere. There was also a contract to run health services elsewhere and a GP referral system was operated by Mytime in Bromley.

A Member referred to young people not in employment, education or training (NEET) and asked if there was any significant increase in young people attending Mytime facilities. The Member also asked whether Mytime was offering any other financial incentives for young people. In his reply, Mr Price

referred to DJ and MC activities for young people as well as IT based activities. Mytime was “scratching the surface” and working closely with the youth service. Mytime could offer more but it was a question of where services would be coming from.

Another Member referred to schools and asked whether Mytime had seen any negative effect on funding. Mr Price commented that no effect had been seen that is measurable. In the school setting, Mytime have developments with schools and programmes in schools. They saw themselves as a management operation in such dual use sites. However, Mr Price questioned whether schools would be able to sustain their asset base and accordingly there were sustainability doubts for the future.

RESOLVED that the Renewal and Recreation Portfolio Holder be recommended to:

- (1) consider the commentary within this report;**
- (2) approve Mytime’s Service Delivery Plan for 2012/13; and**
- (3) approve Mytime’s Investment Fund Programme of Works for 2012/13.**

113 PRE-DECISION SCRUTINY OF A REPORT TO THE EXECUTIVE

113.a BROMLEY MUSEUM AT THE PRIORY - ORPINGTON

Report DRR11/135

Members considered an update on the outcome of the first stage application to the Heritage Lottery Fund (HLF) for financial support to extend the borough’s museum service into part of the vacated library building at the Priory, Orpington.

Report DRR11/135 highlighted the HLF’s decision not to offer a first round pass and therefore financial support. It seemed that the Priory application was competing at a national level for funding at a time when the value of applications significantly outweighed available funding at that time.

At a regional level the HLF had indicated that they viewed the application as a priority and would wish to see it re-submitted with a reduced grant request so enabling a decision to be taken at regional rather than national level. The HLF had further advised that if the Council were minded to re-submit the application then it should be re-submitted by the first week of March so that it could be considered by a regional board on 13th June 2012.

The Committee supported the recommendation to the Executive that re-submission of the first stage application to the Heritage Lottery Fund be approved with a further report provided to a future Executive meeting on the outcome of the application.

RESOLVED that the Portfolio Holder be recommended to approve:

- (1) the re-submission of the first stage application to the Heritage Lottery Fund and**
- (2) the submission of a further report to a future meeting of the Executive on the outcome of the application.**

114 TOWN CENTRES DEVELOPMENT PROGRAMME UPDATE

Report DRR11/137

Members considered a report which outlined progress in delivering the Town Centres Development Programme and provided an update on the detail of the Outer London Fund (OLF) Round 2 bid submissions. An update was also provided on the current six week period of public consultation on the outline designs for improvements to the public realm in Bromley North Village.

In discussion Councillor Michael Tickner suggested that the Beckenham and West Wickham Town Centre Working Group be reconvened to look at proposals for the OLF Round 2 Beckenham Town Centre Project. The Chairman referred to the Round 2 applications having been submitted already; however, she explained that an area based bid for Beckenham Town Centre could be submitted to TfL in 2012 and the Working Party could give an indication of what should be included in that bid.

It was agreed that the original membership of the Working Party be invited to become Members of the new Working Party i.e. Councillors Michael Tickner, Nicholas Bennett, Stephen Wells and Peter Fookes. The Chairman also indicated that she would like to be a Member of the Working Party.

In regard to Site A, Bromley North, it was agreed to let the Committee know of the outcome of the challenge by Linden Homes/Network Rail to the Council position that the site can accommodate around 250 residential units.

RESOLVED that:

- (1) the Beckenham and West Wickham Town Centres Working Party be reconvened to review the OLF Round 2 proposals for Beckenham Town Centre and to recommend new proposals for the Town Centre to form the basis of an area based bid to TfL in 2012;**
- (2) the membership of the Working Party comprise Councillors Sarah Phillips and Michael Tickner and, subject to their agreement, Councillors Nicholas Bennett, Stephen Wells and Peter Fookes;**
- (3) the outcome of the Working Party's considerations be reported back to the Committee in July 2012 and included in the Committee's Work Programme; and**

(4) concerning Site A, Bromley North, the outcome of the challenge by Linden Homes/Network Rail to the Council position that the site can accommodate around 250 residential units be provided to the Committee when known.

115 LIBRARIES UPDATE

Report DRR11/133

Members considered a report providing an update on the 'Trust Option' for Libraries. In particular, the report identified that as a consequence of the Government determining the baseline for rateable values earlier than predicted, it would not be possible to establish a joint Libraries Trust with Bromley and Bexley within the necessary timescales.

The report also highlighted the development of detailed questionnaires so that the opinion of 'library users' as a whole can be gauged. This follows the Executive's decision not to amend opening hours or the operation of the borough's library service. Library specific questionnaires had been developed in view of usage, opening hours and the range of services available differing widely between libraries. The questionnaires would also cover the issue of charging for a range of services currently provided by the library service as well as the introduction of new services such as electronic books. Copies of the draft questionnaires would be circulated to Ward Members for their views and comments. It was proposed that the market research exercise would be conducted in mid January 2012, the outcome of which would be reported to the March meeting of the Committee.

Responding to an enquiry, the Assistant Director (Culture) referred to local authority plans to reduce library services being blocked by various court successes based on Equality Impact Assessment. It was therefore important not to underestimate the importance of having an Equality Impact Assessment completed in regard to the closure of a library.

Responding to a further enquiry related to libraries and partnership working, the Assistant Director referred to exploring such a hub concept where possible - this arrangement enabled Biggin Hill library to have enhanced opening hours. He indicated that partnership working was the future for library provision.

Based on the success of bringing Orpington library into the town centre a Member advocated a similar approach for Beckenham library. He also sought further understanding on why it would not be possible to establish a trust by 1st April and re-enforced a point made earlier in discussion of the item that the views of non users of libraries should be captured.

The Assistant Director explained that a trust would comprise a joint Bromley/Bexley service and both authorities would need to sign up to establishing a trust. Establishing a trust would also involve the transfer of

some 300 staff under TUPE requirements which would take some 90 days - there would be staff/trade union consultations. He cautioned against setting up a trust in quick time.

RESOLVED that the report be noted.

116 WORK PROGRAMME 2011-12

Report RES11152

Members considered the Committee's Work Programme and agreed the following additions to the Programme:

<u>Subject</u>	<u>Meeting</u>
Outcome of negotiations/ consultation with BAEC staff	27 th March 2012
Outcome of market research/responses to Library specific questionnaires.	27 th March 2012
Beckenham and West Wickham Working Party report	July 2012

It was also agreed to delete the item on *Christmas Lights Policy 2012* which was scheduled for the Committee's meeting on meeting on 27th March 2012.

The Chairman also highlighted the Committee's additional meeting on 26th January 2012 to consider the draft 2012/13 budget proposals in respect of the Renewal and Recreation Portfolio.

RESOLVED that the Work Programme be agreed subject to the changes outlined above.

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

118 EXEMPT MINUTES OF THE RENEWAL AND RECREATION PDS COMMITTEE HELD ON 11TH OCTOBER 2011

The Part 2 minutes were agreed.

119 RENEWAL AND RECREATION PORTFOLIO - PREVIOUS DECISIONS

Part 2 Decisions of the Renewal and Recreation Portfolio Holder made since the previous meeting of the Committee were noted.

120 PRE-DECISION SCRUTINY OF REPORT TO THE EXECUTIVE

120.a LIBRARY STOCK SUPPLY CONTRACT REVIEW 2011

Report DRR11/142

Members considered a report concerning the Library Stock Contract.

121 BROMLEY ADULT EDUCATION COLLEGE REVIEW - APPENDIX 2

Business case proposals from Bromley Adult Educating College and Bromley College of Further and Higher Education were provided In connection with the Part 1 item, "*Bromley Adult Education College Review*" (item 7d).

APPENDIX A

QUESTIONS TO THE RENEWAL AND RECREATION PORTFOLIO HOLDER FOR WRITTEN REPLY

Question from Nichola Beeston

1. As a long-standing student at BAEC, I have serious concerns regarding the behaviour of the student population at the FE Colleges. I have visited both Bromley and Orpington FE campuses during the past year and I consider the environment and attitude displayed by students not appropriate. Can you assure me that the proposed merged College will provide the adult environment which BAEC students experience now and expect in the future?

Reply

Firstly, it is not appropriate for me to comment on the attitude of students at the FE College. However, you have raised the issue of the environment, which I am sure is an important point for many existing students at the Adult Education College. Ensuring an appropriate environment is an area that will be fully explored by both organisations as part of both the business case for any proposed merger and the consultation process. That way the views and needs of current users can be used to inform the more detailed planning that would follow.

Supplementary Question

2. In her supplementary question, Ms Beeston felt that it was not just the behavioural environment in college but also the external environment. In highlighting her concerns she referred to a violent incident outside an FE College.

Reply

In reply, the Portfolio Holder referred to his previous role as Portfolio Holder for Public Protection and Safety and explained that much had been achieved to rectify personal safety concerns during the evening at Orpington. Without satisfaction on proper safety for students any merger would not take place.

Question from Paul Clark

BAEC has existed in its present form for 30 years and is highly rated as 'GOOD' by both OFSTED and MATRIX.

3. If the merger were to proceed would the merged college be able and equipped to offer the number and variety of courses currently provided by BAEC, in order to fulfill their obligations to the residents of the borough?

Reply

Clearly any offer of courses would be subject to the funding available, both from the Skills Funding Agency and student fee income, regardless of whether a merger goes ahead or not.

If the merger were to proceed, the provision of adult education by the FE College would be delivered under a service level agreement. That contract would enable the authority to specify certain conditions which the FE College would be required to comply with. These could include the range and type of courses as well as the need to provide suitable accommodation in which to locate some of the specialist resources and facilities that could be relocated from the Adult Education College's existing premises if necessary.

4. Has any thought been given to the governance of the merged college and what representation would LBB have on the governing body to ensure that the current standards of tuition and customer care are replicated in the merged college?

Reply

As you appreciate, discussions are at a very early stage and issues relating to governance would be the kind of detail that I would expect to be explored as part of the business planning stage. However, again, a requirement of any service level agreement could be the inclusion of one or more authority nominated persons on the governing body of the FE College following merger.

Supplementary Question

5. Mr Clark highlighted that there were currently three Members nominated by the borough to the BAEC Governing Body and he asked whether the same level of representation would continue.

Reply

The Portfolio Holder confirmed his preference to see a significant Member representation on the BAEC Governing Body, the position of which could be three for the future and it was necessary to see what could be done on this.

The Meeting ended at 10.14 pm

Chairman

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Agenda Item 5

Report No.
RES12012

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Renewal and Recreation PDS Committee

Date: 26th January 2012

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

Title: **MATTERS ARISING**

Contact Officer: Lisa Thornley, Democratic Services Officer
Tel: 020 8461 7566 E-mail: lisa.thornley@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Resources

Ward: N/A

1. Reason for report

1.1 **Appendix A** updates Members on matters arising from previous meetings.

2. RECOMMENDATION

2.1 The Committee is asked to consider progress on matters arising from previous meetings.

Non-Applicable Sections:	Policy, Financial, Legal and Personnel
Background Documents: (Access via Contact Officer)	-

Corporate Policy

1. Policy Status: Existing policy. The Committee is regularly updated on matters arising from previous meetings.
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £344,054
 5. Source of funding: Existing 2011/12 budget.
-

Staff

1. Number of staff (current and additional): There are 9 posts (8.22 fte) in the Democratic Services Team.
 2. If from existing staff resources, number of staff hours: Monitoring the Committee's matters arising can take up to a couple of hours per meeting.
-

Legal

1. Legal Requirement: No statutory requirement or Government guidance.
 2. Call-in: Call-in is not applicable. The report does not involve an executive decision
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The report is intended primarily for Members of this Committee.
-

Ward Councillor Views

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

PROGRESS ON MATTERS ARISING FROM PREVIOUS MEETINGS

<u>Minute Number/Title</u>	<u>Decision</u>	<u>Update</u>	<u>Action</u>	<u>Completion Date</u>
83b. Norman Park: Multi-hub site (from the meeting held on 5 th July 2011)	That a further report be brought detailing the outcome of the tendering process and details of the proposals received.	Report scheduled for October 2012	Assistant Director Renewal and Recreation	October 2012
97e. Proposed Business Improvement District for Orpington (from the meeting held on 11 th October 2011)	A further update on the Orpington BID be presented to the Committee.	Report scheduled for March 2012.	Head of Town Centre Management and Business Support	March 2012
97f. Bromley North Village Public Realm Improvement Design for Consultation (from the meeting held on 11 th October 2011)	The results of the public consultation be reported to the Renewal and Recreation PDS Committee, prior to submission to Transport for London.	Report scheduled for January 2012	Head of Town Centre Renewal	January 2012 Additional updates to be presented to future meetings when available.
114. Town Centres Development Programme Update (from the meeting held on 13 th December 2011)	That the Beckenham and West Wickham Town Centres Working Party be reconvened to review the OLF Round 2 proposals for Beckenham Town Centre and to recommend new proposals for the Town Centre to form the basis of an area based bid to TfL in 2012.	A meeting of the Beckenham and West Wickham Town Centres Working Party to be arranged, with the outcome of the Working Party's considerations to be reported to the committee in July 2012	Assistant Director Renewal and Recreation	July 2012

114. Town Centres Development Programme Update (from the meeting held on 13 th December 2011)	That the outcome of the challenge by Linden Homes/Network Rail to the Council position with regard to Site A be provided to the Committee.	An update to be provided when available.	Assistant Director Renewal and Recreation	TBC
115. Libraries Update (from the meeting held on 13 th December 2011)	That the outcome of the market research exercise conducted in mid-January 2012 be reported to the Committee	Report scheduled for March 2012	Assistant Director Renewal and Recreation	March 2012

Agenda Item 6

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Renewal and Recreation, Councillor Peter Morgan, has made the following executive decision:

BUDGET MONITORING 2011-12

Reference Report (DRR11/140):

RR PDS 131211 Budget Monitoring 2011-12

RR PDS 131211 Budget Monitoring 2011-12 Appendix 1

Decision:

The latest 2011/12 budget projection for the Renewal and Recreation Portfolio be endorsed.

Reasons:

Based on expenditure and activity levels to 31st October 2011, the controllable budget for the Renewal and Recreation Portfolio is projected to show an underspend of £180k.

The proposed decision was scrutinised by the Renewal and Recreation PDS Committee on 13th December 2011 and the Committee supported the proposal.

.....
Councillor Peter Morgan
Portfolio Holder for Renewal and Recreation

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

Date of Decision: 22 Dec 2011

Implementation Date (subject to call-in): 4 Jan 2011

Decision Reference: RR11030

LONDON BOROUGH OF BROMLEY
STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Renewal and Recreation, Councillor Peter Morgan, has made the following executive decision:

CAPITAL PROGRAMME MONITORING - Q2 2011-12

Reference Report (RES11146):

RR PDS 131211 Capital Programme Monitoring - Q2 2011-12

RR PDS 131211 Capital Programme Monitoring Q2 2011-12 Appendices A and B

Decision:

- (1) The Capital Programme for the Renewal and Recreation Portfolio be endorsed following changes agreed by the Executive in November.**
- (2) The following post-completion reports be received later in the year:**
 - **Walnuts Leisure Centre – roof**
 - **Biggin Hill Leisure Centre.**

Reasons:

At its meeting on 16th November 2011 the Executive agreed a revised Capital Programme for 2011/12 to 2014/15.

Changes agreed by the Executive relating to the Capital Programme for the Renewal and Recreation Portfolio are highlighted in Report RES11146 which includes a revised programme for the Portfolio as well as comments on individual schemes and latest expenditure figures.

The proposed decision was scrutinised by the Renewal and Recreation PDS Committee on 13th December 2011 and the Committee supported the proposal.

.....
Councillor Peter Morgan
Portfolio Holder for Renewal and Recreation

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

Date of Decision: 22 Dec 2011
Implementation Date (subject to call-in): 4 Jan 2011
Decision Reference: RR11031

LONDON BOROUGH OF BROMLEY
STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Renewal and Recreation, Councillor Peter Morgan, has made the following executive decision:

RENEWAL AND RECREATION BUSINESS PLAN 2011-12 MONITORING REPORT - QUARTER 2

Reference Report (DRR11/134):

RR PDS 131211 Renewal and Recreation Business Plan 2011-12 Monitoring Report - Quarter2

RR PDS 131211 Renewal and Recreation Business Plan 2011-12 Monitoring Report - Qtr 2 - Appendix

Decision:

- (1) Progress made towards the delivery of actions agreed in the Renewal and Recreation Business Plan 2011/12 for Quarter 2 be noted.
- (2) New actions for addition to the Renewal and Recreation Business Plan 2011/12 be approved.

Reasons:

Report DRR11/134 outlines the Renewal and Recreation Business Plan 2011/12 Monitoring Report for Quarter 2. This includes the reporting of actions identified as priorities in Quarter 2 along with updates provided by lead officers.

Concerning new actions, milestones and targets for inclusion in the 2011/12 Business Plan, Bromley Adult Education College has reviewed its performance for the 2010/11 academic year in the quarter, and following self assessment have set new milestones and targets for the 2011/12 academic year. These will be carried over into the Renewal and Recreation Business Plan 2012/13 as a final report will be provided in the first quarter of the next financial year.

The proposed decision was scrutinised by the Renewal and Recreation PDS Committee on 13th December 2011 and the Committee supported the proposal.

.....
Councillor Peter Morgan
Portfolio Holder for Renewal and Recreation

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

Date of Decision: 22 Dec 2011

Implementation Date (subject to call-in): 4 Jan 2011

Decision Reference: RR11032

LONDON BOROUGH OF BROMLEY
STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Renewal and Recreation, Councillor Peter Morgan, has made the following executive decision:

BROMLEY ADULT EDUCATION COLLEGE REVIEW

Reference Report (DRR11/146):

RR PD 131211 Bromley Adult Education College Review

Decision:

(1) The final report of the Adult Education Review Board be noted and in particular the benefits including the levels of potential savings that have been identified.

(2) The Director of Renewal and Recreation commences consultation with staff at Bromley Adult Education College and their representatives on the review, both in the short and medium term and its potential implications for staff and to continue with detailed discussions with the Bromley College of Further and Higher Education on the potential opportunities for adult learning in the longer term.

(3) The Director of Renewal and Recreation is requested to provide a report on the outcome of these negotiations and consultation which can be considered for scrutiny at the meeting of the Renewal and Recreation PDS Committee on 27th March 2012.

Reasons:

Of six options considered by an internal board reviewing strategic options available to the Adult Education College for the future, two were escalated for further detailed analysis: a) remaining as a core, scaled down directly provided adult education service and b) merging with Bromley College of Further and Higher Education.

Both providers were tasked with producing high level business cases to demonstrate how their proposal would protect and enhance the adult learning offer for Bromley and submissions were received from the BAEC management team and the Further Education (FE) College.

The review board analysed the two options and a summary of key points from the analysis is included in the board's report appended to report DRR11/146.

The board endorsed the Bromley Adult Education College option but recognised the strategic importance to the borough of a strong and sustainable lifelong learning offer that: (i) supported and facilitated progression to higher education and other adult

learning opportunities; and (ii) promoted economic growth and strengthened routes into employment whilst continuing to maintain a rich range of learning activities for personal and life enhancement reasons.

From this perspective, it is felt that the opportunity to merge with Bromley College of Further and Higher Education College might represent a more financially sustainable option in the long term but at this stage it is felt that the additional benefits of bringing such a package of services together has not been sufficiently articulated; the financial drivers are not clearly set out and the risks to service quality during implementation based on the proposal's current stage of maturity is high. The principle of a merger is sound, but the Board considered the business case to be under developed and concluded that it would be premature to recommend a merger at this stage, and certainly not within the timescales set out in the FE proposals.

The board went on to recommend that that in addition to consulting staff and their representatives on proposals to implement a restructuring of the existing Adult education service, the BAEC management team work collaboratively with the FE College over the next twelve months to develop the business case for merger, and subject to consultation with staff, their representatives and all other stakeholders to consider a potential implementation date of August 2013. Any joint proposal would need to set out how a merger would enhance, not just consolidate, the lifelong learning offer in Bromley and to set out in detail the full implications for staff.

The proposed decision was scrutinised by the Renewal and Recreation PDS Committee on 13th December 2011. The Committee supported the proposal and agreed that a report on the outcome of negotiations/consultation would be provided to the Committee's meeting on 27th March 2012.

.....
Councillor Peter Morgan
Portfolio Holder for Renewal and Recreation

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

Date of Decision: 22 Dec 2011
Implementation Date (subject to call-in): 4 Jan 2012
Decision Reference: RR11033

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Renewal and Recreation, Councillor Peter Morgan, has made the following executive decision:

BROMLEY TOWN CENTRE VARIABLE MESSAGE SYSTEM

Reference Report (DRR11/138):

RR PDS 131211Bromley Town Centre Variable Message System

Decision:

Implementation of the VMS scheme as part of the delivery of the Area Action Plan be agreed given that the proposed scheme provides value for money and will contribute positively to Bromley Town Centre's economy.

Reasons:

On 18th January 2011 the Environment Portfolio Holder decided:

"That the funds for the (variable message) system be released in principle, but the matter be referred on to the Portfolio Holder for Renewal and Recreation for his consideration and assessment as to whether such technology provides value for money and will contribute positively to Bromley Town Centre's economy."

The adopted Bromley Area Action Plan (AAP) and supporting information identifies a programme of transport improvements that are necessary to support both the future planned development growth in the town centre and the town's ongoing success as a thriving Metropolitan Centre. The VMS system is seen as the best way of providing the information drivers need (in real time) as it will efficiently redistribute parking demand to car parks with spare capacity. It is considered, therefore, to be an essential requirement to support the successful implementation of Phase 1 of the Area Action Plan. This requirement was also tested and supported at an Examination in Public before a Planning Inspector as part of the AAP adoption and represents value for money.

During the first five years of the AAP (Phase 1), two car parks are due to be developed – Westmoreland Road (581 space capacity) and South Street (68 spaces at weekends only). Additionally, due to structural issues at The Hill car park, an additional 81 spaces cannot be used. Although Site G would provide additional parking stock to existing levels, this is likely to be one of the final sites to be developed (currently scheduled for Phase 3). Therefore, a Parking Migration Strategy had been developed to determine the impact of the loss of spaces and to consider possible mitigation measures, a draft of which has been reported to the Town Centre Working Party for consideration.

In Phase 1 of the AAP, Site K Westmoreland Road has the most significant transport impact given the temporary closure of the car park during the construction period and the resultant loss of parking spaces. Analysis suggests that the likely impact will be felt by more than one car park as drivers seek to find the most attractive alternative, whilst dealing with likely capacity issues at The Mall car park, which is closest to Westmoreland Road.

Information to drivers will be particularly important; otherwise there is likely to be a negative impact on the economy of the town centre. Better information, beyond written information, on alternative car parks and where there might be available spaces will be required by drivers to avoid wasted journeys to a full car park, and a permanent VMS system will be the most effective method of doing this.

Other benefits of a permanent VMS system, in addition to reductions in overall congestion, include air quality improvements, more reliable journeys for customers and higher satisfaction ratings for the motorists, especially shoppers. Bromley is also responding positively to the challenge set by Croydon, Sutton and Kingston town centres all of which currently have VMS systems in operation.

The system is supported by businesses within the town and written comments from the General Manager of the Glades Shopping centre are reported in Report DRR11/138.

The proposed decision was scrutinised by the Renewal and Recreation PDS Committee on 13th December 2011 and the Committee supported the proposal.

.....
Councillor Peter Morgan
Portfolio Holder for Renewal and Recreation

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

Date of Decision: 22 Dec 2011
Implementation Date (subject to call-in): 4 Jan 2012
Decision Reference: RR11034

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Renewal and Recreation, Councillor Peter Morgan, has made the following executive decision:

MYTIME ACTIVE SERVICE DELIVERY PLAN 2012/13

Reference Report (Report DRR11/136):

RR PDS 131211 Mytime Active Service Delivery Plan 2012-13

RR PDS 131211 Mytime Active Service Delivery Plan 2012-13 Appendix 1

RR PDS 131211 Mytime Active Service Delivery Plan 2012-13 Appendix 2

Decision:

- (1) Mytime's Service Delivery Plan for 2012/13 be approved.**
- (2) Mytime's Investment Fund Programme of Works for 2012/13 be approved.**

Reasons:

Mytime Active (Mytime) have historically provided the Council with a draft Service Delivery Plan (SDP) including their Investment Fund proposals for the forthcoming financial year.

Under the new contractual arrangements within the Deed of Variation agreed between Mytime and the Council, Mytime will receive a significantly reduced Main Grant for 2012/13 and from 2013/14 Mytime will receive no Main Grant from the Council.

In light of these new arrangements, Mytime have provided a shortened SDP for 2012/13, and from 2013/14 Mytime will provide an Annual Report detailing their achievements in the previous year, along with their future plans and aspirations, their Investment Fund proposals and how these support their Business Plan.

The proposed decision was scrutinised by the Renewal and Recreation PDS Committee on 13th December 2011 and the Committee supported the proposal.

.....
Councillor Peter Morgan
Portfolio Holder for Renewal and Recreation

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

Date of Decision: 22 Dec 2011
Implementation Date (subject to call-in): 4 Jan 2012
Decision Reference: RR11035

Report No.
RES12024

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: Renewal & Recreation Portfolio Holder

**For pre-decision scrutiny by the Renewal & Recreation PDS
Committee on 26th January 2012**

Date: 26th January 2012

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

Title: **CAPITAL PROGRAMME MONITORING Q3 2011/12 & ANNUAL
CAPITAL REVIEW 2012 TO 2016**

Contact Officer: Martin Reeves, Principal Accountant (Technical & Control)
Tel: 020 8313 4291 E-mail: martin.reeves@bromley.gov.uk

Chief Officer: Director of Resources

Ward: All

1. Reason for report

On 1st February, the Executive will receive a report summarising the current position on capital expenditure and receipts following the 3rd quarter of 2011/12 and presenting for approval the new capital schemes supported by Chief Officers in the annual capital review process. The Executive will be asked to agree a revised Capital Programme for the five year period 2011/12 to 2015/16. This report highlights in paragraphs 3.1 to 3.5 changes recommended to the Executive in respect of the Capital Programme for the Renewal & Recreation (R&R) Portfolio. The revised programme for this portfolio is set out in Appendix A and detailed comments on individual schemes are included at Appendix B.

2. **RECOMMENDATION(S)**

The Portfolio Holder is asked to endorse the changes to be considered by the Executive on 1st February.

Corporate Policy

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

Financial

1. Cost of proposal: Estimated cost N/A
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: N/A (Capital Programme)
 4. Total current budget for this head: £15.4m for the R&R Portfolio over five years 2011/12 to 2015/16
 5. Source of funding: Capital grants, capital receipts and revenue contributions
-

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: 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): N/A
-

Ward Councillor Views

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

3. COMMENTARY

Capital Expenditure

3.1 The report to the February meeting of the Executive sets out proposed changes to the Capital Programme following a detailed monitoring exercise carried out after the 3rd quarter of 2011/12 and also seeks approval to new capital schemes supported by Chief Officers in the annual capital review process. This report identifies changes relating to the R&R Portfolio and the table in paragraph 3.2 summarises the overall position if all changes proposed, both in the Q3 monitoring exercise and in the new bid process, are approved.

Capital Monitoring – Q3 variations reported to the Executive on 1st February 2012

3.2 The base position was the revised programme approved by the Executive on 16th November 2011, as amended by any variations approved at subsequent Executive meetings (none in this quarter). In response to the major level of slippage at the end of 2010/11, the monitoring process has been made more robust by the introduction of considerably more challenge and review and, in the latest quarter, the entire approved programme has been closely reviewed with a significant number of scheme budgets being deleted. The monitoring exercise resulted in a number of amendments to the approved programme for the R&R Portfolio and these are shown in the table below, together with proposed new schemes. Further details are included in paragraphs 3.3 to 3.5. The revised Programme for the R&R Portfolio is attached as Appendix A and comments on individual schemes, together with latest 2011/12 expenditure figures, are shown in Appendix B.

Capital Expenditure	2011/12	2012/13	2013/14	2014/15	2015/16	TOTAL
	£000	£000	£000	£000	£000	£000
Approved Capital Programme (16/11/11)	7,063	4,254	4,280	10	-	15,607
Q3 monitoring variations						
Review of programme (para 3.3)						
- Newstead Tennis Centre	-27	-	-	-	-	-27
- Central Library – roof covering	-210	-	-	-	-	-210
- Feasibility studies	-10	-	-	-	-	-10
Re-phasing of Expenditure (para 3.4)						
- Bromley Museum at The Priory	-180	180	-	-	-	-
- Pavilion Leisure Centre	628	-628	-	-	-	-
- Chartwell Business Centre	-300	300	-	-	-	-
- Central Library/Theatre - chillers	-457	457	-	-	-	-
Total Q3 Monitoring Variations	-556	309	-	-	-	-247
New schemes (para 3.5)	-	-	-	-	-	-
Revised R&R Capital Programme	6,507	4,563	4,280	10	-	15,360

3.3 Review of approved programme – reductions / deletions (total reduction of £247k)

In the latest quarter, a detailed review has been carried out on all schemes in the programme that was approved by the Executive on 16th November 2011. As a result, reductions totalling in excess of £3.1m have been identified across the Council, including £247k relating to the R&R Portfolio. These are listed in the table above and brief comments are provided in Appendix B.

3.4 Scheme Rephasing

In final outturn reports in June and July, the Executive was informed of the major slippage at the 2010/11 year end, as a result of which some £25.2m had been rephased from 2010/11 into 2011/12. This is the second monitoring report since July and, as reported, additional challenge and review has been introduced into the process, as a result of which, in the Q2 monitoring report in November, a number of changes were agreed and some £9.4m was rephased from

2011/12 into later years, including £1.1m relating to R&R Portfolio schemes. The Q3 R&R monitoring exercise has resulted in changes set out in paragraph 3.3 above and also in further rephasing adjustments totalling £0.3m from 2011/12 into 2012/13. These are itemised in the table in paragraph 3.2 and Appendix B includes comments on scheme progress.

Annual Capital Review – new scheme proposals

3.5 As part of the normal annual review of the Capital Programme, Chief Officers were invited to come forward with bids for new capital investment. Considerably fewer bids were received than in previous years and Chief Officers agreed to recommend new schemes with a total value of £6.4m, of which just £0.8m would require funding from the Council’s resources in the four years 2012/13 to 2015/16. There were no new R&R schemes put forward in this review.

Post-Completion Reports

3.6 Under approved Capital Programme procedures, capital schemes should be subject to a post-completion review within one year of completion. Following the major slippage of expenditure at the end of 2010/11, Members have confirmed the importance of these as part of the overall capital monitoring framework. These reviews should compare actual expenditure against budget and evaluate the achievement of the scheme’s non-financial objectives. At the October meeting, the PDS Committee agreed that post-completion reports on the following schemes should be submitted during 2011/12:

Walnuts Leisure Centre – roof

Biggin Hill Leisure Centre

This will continue to be included in quarterly monitoring reports to the Executive and to the PDS Committee until the post-completion reports are submitted.

4. POLICY IMPLICATIONS

4.1 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.

5. FINANCIAL IMPLICATIONS

5.1 These are reported in full to the Executive on 1st February 2012. Changes recommended to the Executive for the R&R Portfolio Capital Programme are set out in the table in paragraph 3.2.

Non-Applicable Sections:	Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	Departmental monitoring returns January 2012. Approved Capital Programme (Executive 16/11/11). Q2 & Q3 Monitoring report (Executive 16/11/11 & 1/2/12). Capital appraisal forms September/October 2011. Report to Chief Officers’ Executive 21/12/11.

RENEWAL & RECREATION PORTFOLIO- APPROVED CAPITAL PROGRAMME 3rd QUARTER MONITORING										
Capital Scheme/Project	Total Revised Estimate	Actual to 31.3.11	2011/2012		2012/13	2013/14	2014/15	2015/16	Responsible Officer	Remarks
			Previous Estimate	Actual to 29/11/11	Revised Estimate	Revised Estimate	Revised Estimate	Revised Estimate		
	£'000's	£'000's	£'000's	£'000's	£'000's	£'000's	£'000's	£'000's	£'000's	
RECREATION										
Newstead Wood Tennis Centre	2115	2115	27	0	0					Cliff Jones Colin Brand John Turner
Biggin Hill Leisure Centre	5038	4820	218	54	218					
Pavilion Leisure Centre - redevelopment & refurbishment	5500	31	4275	1967	4903	566				
TOTAL RECREATION	12653	6966	4520	2021	5121	566	0	0	0	
LIBRARIES & MUSEUMS										
Central Library/Churchill Theatre - chillers and controls	460	3	457	0	0	457				Cliff Jones Cliff Jones John Turner Colin Brand
Central Library - renew roof covering	0	0	210	0	0					
Orpington library relocation	1944	1084	860	753	860					
Bromley Museum at the The Priory	3000	0	180	0	0	230	2770			
TOTAL LIBRARIES & MUSEUMS	5404	1087	1707	753	860	687	2770	0	0	
OTHER										
Bromley North Village Public Realm Improvements	4800	0	300	0	300	3000	1500			Kevin Munnelly Kevin Munnelly Kevin Munnelly Kevin Munnelly John Turner Marc Hume
Outer London Fund - Bromley Town Centre	133	0	133	5	133					
- Penge Town Centre	45	0	45	0	45					
- Orpington Town Centre	48	0	48	0	48					
Former Chartwell Business Centre, Central Depot - improvement works	300	0	300	0	0	300				
Feasibility Studies	30	0	10	0	0	10	10	10		
TOTAL OTHER	5356	0	836	5	526	3310	1510	10	0	
TOTAL RENEWAL & RECREATION PORTFOLIO	23413	8053	7063	2779	6507	4563	4280	10	0	

RENEWAL & RECREATION PORTFOLIO- APPROVED CAPITAL PROGRAMME 3rd QUARTER MONITORING - EXECUTIVE 01/02/12					
Capital Scheme/Project	2011/2012				Comments for Q3 monitoring
	Actual to 31.3.11 £'000's	Approved Estimate £'000's	Actual to 29/11/11 £'000's	Revised Estimate £'000's	
RECREATION					
Newstead Wood Tennis Centre	2115	27	0	0	Project complete. Underspend, remainder of budget no longer required.
Biggin Hill Leisure Centre	4820	218	54	218	Scheme completed in May 2010, but Contractor has taken some time to satisfy all the planning conditions and complete all outstanding snagging items. These were finally completed in Dec 2011 and retention was released. Now looking to settle final account.
Pavilion Leisure Centre - redevelopment & refurbishment	31	4275	1967	4903	£628k rephased from 12/13 to 11/12. Final completion of Phases 1 & 2 still due on time for 30th March 2012. Rephasing is a result of expenditure brought forward with purchase of major items such as Client's gym equipment and large mechanical plant (9 new boilers), chiller plant craned onto roof, support to unsafe swimming pool ductwork and the installation of a new Building Management System. Project still expected to stay within budget of £5.5m.
TOTAL RECREATION	6966	4520	2021	5121	
LIBRARIES & MUSEUMS					
Central Library/Churchill Theatre - chillers and controls	3	457	0	0	Postponed and rephased into 2012/13. Members considering the future of the building. Advisable to retain the project, given the age of the plant and it's H&S liabilities, until there is a clear decision to dispose/demolish the site.
Central Library - renew roof covering	0	210	0	0	Budget no longer required.
Orpington library relocation	1084	860	753	860	After taking into account actual spend plus outstanding commitments (£42k) it is anticipated all of the budget spend in 2011/12, review later in the year.
Bromley Museum at the The Priory	0	180	0	0	£180k moved into 2012/13 as Initial first round application was not successful, resubmission of 1st stage application to HLF in March 2012 subject to member approval
TOTAL LIBRARIES & MUSEUMS	1087	1707	753	860	
OTHER					
Bromley North Village Public Realm Improvements	0	300	0	300	Funded by TFL in 2011/12 and must be spent by the 31st March. This will be spent and the bulk of orders / payments will be place and paid for in the 4th Quarter
Outer London Fund - Bromley Town Centre	0	133	5	133	Will be spent by 31st March 2012. Tenders have been submitted and Order Placed
- Penge Town Centre	0	45	0	45	Will be spent by 31st March 2012. Tenders have been submitted and Order Placed
- Orpington Town Centre	0	48	0	48	Will be spent by 31st March 2012. Tenders have been submitted and Order Placed
Former Chartwell Business Centre, Central Depot - improvement works	0	300	0	0	Approved by Executive 20/7/11 on a spend to save basis to make the former Chartwell Business Centre suitable for occupation by street cleansing services. Consideration of the planning application deferred until January at the request of Portfolio Holder, which will delay the start date. Budget rephased into 12/13. Tenders higher than budget and next steps being discussed with Finance and the Central Depot Project Board.
Feasibility Studies	0	10	0		
TOTAL OTHER	0	836	5	526	
TOTAL RENEWAL & RECREATION PORTFOLIO	8053	7063	2779	6507	

Report No.
DRR12/004

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: **Renewal and Recreation PDS Committee**

Date: **26 January 2012**

Decision Type: Non-Urgent Executive Non-Key

Title: **DRAFT 2012/13 BUDGET**

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

Chief Officer: Marc Hume, Director of Renewal and Recreation

Ward: Boroughwide

1. Reason for report

- 1.1 The prime purpose of this report is to consider the Portfolio Holder's Draft 2012/13 Budget which incorporates future cost pressures and initial draft budget saving options which were reported to Executive on 11th January 2012. Members are requested to consider the initial draft budget saving proposals and also identify any further action that might be taken to reduce cost pressures facing the Council over the next four years.
 - 1.2 Executive are requesting that each PDS Committee consider the initial draft budget savings and cost pressures for their Portfolio and the views of each PDS Committee be reported back to the next meeting of the Executive, prior to the Executive making recommendations to Council on 2012/13 Council Tax levels.
 - 1.3 There are still outstanding issues and areas of uncertainty remaining. Any further updates will be included in the 2012/13 Council Tax report to the next meeting of the Executive.
-

2. **RECOMMENDATION**

2.1 The PDS Committee are requested to:

- (a) Consider the initial draft 2012/13 Budget as a basis for setting the 2012/13 Budget;
- (b) Consider the initial draft saving options proposed by the Executive;
- (c) Consider the update on the financial forecast for 2013/14 to 2015/16;
- (d) Provide comments for the February meeting of the Executive on the Draft 2012/13 Budget.

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: Renewal and Recreation Portfolio Budgets
 4. Total current budget for this head: £14.1m
 5. Source of funding: Draft revenue budget 2012/13
-

Staff

1. Number of staff (current and additional): full details will be available with the Council's 2012/13 Financial Control Budget published in March 2012
 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 2012/13 budget reflects the financial impact of the Council's strategies, service plans etc which impact on all of the Council's customers (including council tax payers) and users of the services.
-

Ward Councillor Views

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

3. COMMENTARY

Approach to the Budget

- 3.1 Forward financial planning and financial management is a key strength at Bromley and this has been recognised previously by our external auditors. The Executive report on the 11th January 2012 set out the financial forecast for the next 4 years but with some caution around projections for the 3rd and 4th year of the Comprehensive Spending Review period (2013/14 and 2014/15) as well as the year following the 4-year Comprehensive Spending Review period (2015/16). There are significant changes which can impact on the Council's finances from 2013/14 arising from the final outcome of the Local Government Resources review which includes the localisation of business rates and council tax benefit.
- 3.2 The Budget Strategy has to be set within the context of a reducing resource base – the need to reduce the size and shape of the organisation to secure priority outcomes within the resources available. There is also a need to build in flexibility in identifying options to bridge the budget gap as the gap could increase further. The overall updated strategy has to be set in the context of the national state of public finances, unprecedented in recent times, and the high expectation from the Government that services should be reformed and redesigned. There is also a need to consider “front loading” savings to ensure difficult decisions are taken early in the budgetary cycle, provide some investment in specific priorities and to support invest to save opportunities which provide a more sustainable financial position in the longer term, ensuring stewardship of the Council's resources . Any budget decisions will need to consider the finalisation of the 2012/13 Budget but also consider the longer time frame where it is now clear that a longer period of austerity beyond 2015/16 is inevitable. Members will need to consider decisions now that can have a significant impact on the future year's financial position which ultimately will help to protect key services. Further details of the Council's approach to budgeting were included in the “Update on Council's Financial Strategy 2012/13 to 2015/16” considered by Executive on 7th September 2011.

Changes that could impact on longer term financial projections

- 3.3 In considering the next four years there remain many variables which will impact on any final outcome, these include:-

The scale of schools transferring to Academies will result in further “top slicing” in formula grant funding to the Council. An estimated additional £3 million per annum from 2013/14 has been assumed in the forecast, at this stage;

Income from interest on balances included in the 2011/12 Council Tax report assumed that interest rates will increase to 4.25% by 2014/15. The latest forecast assumes a revised level of 2.0% by 2014/15. Recent indications are that interest rates will remain low in the medium term which was confirmed in the recent downward projections on interest rates included in the Bank of England Inflation Report (November 2011). The credit rating agencies and the market in general continue to be extremely nervous about the financial climate resulting in recent downgrades to UK banks and building societies, primarily Barclays, Santander and Nationwide which will result in reductions to the total value and duration of such investments. This will undoubtedly lead to greater reliance on money market funds, which pay considerably lower rates in exchange for instant access to cash. The recent changes will impact on the Council's ability to earn interest on investments in 2012/13 and 2013/14 and potentially later years.

There will be a review of local government finance and the initial proposals include the abolition of Formula Grant and allow local authorities to retain business rates. Although Bromley would be a net gainer, in reality there would be a business rate equalisation

scheme to support low revenue raising authorities which may offset any gains. Other Government grants will still reduce in future years to reflect planned reductions in public spending. No changes to the financial forecast have been made at this stage. There are planned 10% reductions in Council Tax Benefit Subsidy from 2013/14 which the projections assume will be cost neutral (i.e. offset by a corresponding reduction in payments). These proposals result in a significant risk transfer from central government to local government. Government currently manages the increasing costs of council tax benefit and the risks relating to variations in business rates. These risks will be managed by the Council from April 2013. Finally more detail of the options for “community budgets” will be produced from the local government finance review;

The coalition Government will introduce many changes in its first term including, for example, changes to health (including transfer of funding for public health from 2013/14), welfare benefits, localism (including new powers of competence for Councils to act in the interest of their communities), which have been assumed as cost neutral in the projections at this stage;

There will be many other variables as the forecast is based on predicting the next four years; the longer the timescale the greater the uncertainty. Many of the national issues outlined above, makes accurate forecasting post April 2013 virtually impossible. However, it is clear that a significant “budget gap” will continue.

Latest Financial Forecast

- 3.4 A summary of the latest budget projections including further savings required to balance the budget for 2012/13 to 2013/14 are summarised below:

	2012/13	2013/14	2014/15	2015/16
	£m	£m	£m	£m
Cost Pressures				
Inflation	8.10	15.70	23.40	31.10
Interest on Balances	0.00	0.00	-0.50	-1.00
Grant loss	7.30	11.80	20.10	27.90
Real changes	1.50	3.30	5.70	9.60
Provision for risk	2.00	1.50	1.50	1.50
Loss of grant funding (LACSEG)	0.00	3.00	3.00	3.00
	<u>18.90</u>	<u>35.30</u>	<u>53.20</u>	<u>72.10</u>
Income/Savings				
2.5% increase in Council Tax (assumes freeze at this stage for 2012/13)	0	-3.3	-6.7	-10.1
Savings approved by Executive February 2011	-10.6	-9.7	-9.7	-9.8
Further savings identified	-13.8	-23.9	-23.9	-23.9
	<u>-24.4</u>	<u>-36.9</u>	<u>-40.3</u>	<u>-43.8</u>
Other				
Invest to Save (one-off)	3.00	0.00	0.00	0.00
Council Tax Freeze grant	-3.00	0.00	0.00	0.00
Contribution to Glades	0.90	0.00	0.00	0.00
Increase in Council Tax base	-0.50	-0.50	-0.50	-0.50
New Homes Bonus – transfer to earmarked reserve	2.00	2.30	2.50	2.70
Increase in New Homes Bonus	-1.30	-1.50	-1.80	-2.00
Infrastructure Fund (one off funding)	4.40	1.30		
	<u>5.50</u>	<u>1.60</u>	<u>0.20</u>	<u>0.20</u>
Remaining "Budget Gap"	<u>0.00</u>	<u>0.00</u>	<u>13.10</u>	<u>28.50</u>

The above table shows, for illustrative purposes the impact of a council tax freeze in 2012/13. If Members agree a council tax increase of 2.5% in 2012/13 the medium term "budget gap" reduces by £3.3m. Each 1% council tax increase generates ongoing annual income of £1.3m.

Growth Pressures

- 3.5 A breakdown of growth pressures over the next four years is included in Appendix 3 of the Executive report of 11 January 2012 and included in the table above under "Real Changes". This growth in service pressures across the Council is forecast to be £1.5m in 2012/13 increasing to £9.6m by 2015/16. There is nil growth included for the Renewal and Recreation Portfolio.

4. CHIEF OFFICER COMMENTS

- 4.1 Expenditure pressures in relation to services for the Renewal and Recreation Portfolio are detailed below: -

Adult Education Centre

For the current academic year efficiencies and savings of £310k have had to be identified to balance the budget following the reduction in the Skills Funding Agency Grant. It is not yet known what the grant settlement will be for the forthcoming academic year but it is anticipated that it will be lower than the current level and therefore further savings will have to be identified to meet any reduction in grant. An indicative allocation for the 2012/13 academic year is expected to be provided by the Skills Funding Agency at the end of December 2011. As part of the recent strategic review of the adult education service, a costed three year plan has been developed which demonstrates how the service can realise savings of up to £492k in 2012/13 if necessary.

Income from Planning Applications

Planning fees are currently projected to show a deficit of £427k for the year due to a reduction in the volume of planning applications and again this is being contained by keeping posts vacant and reducing other expenditure. The situation is dependent on the economic situation and any improvements would relieve the budget pressure. The Government consultation on whether fees after planning applications should increase nationally or by enabling Local Authorities to set fees to recover costs took place over a year ago. A response is still awaited.

Income from Building Control

Income from building control notices and first inspection is currently £305k below budgeted income for the first eight months of the year due to a fall in the number of building projects started during this period. This is currently being partly offset by reductions in expenditure and by holding posts vacant.

- 4.2 A summary of the savings options relating to the Renewal and Recreation Portfolio is shown in the table below:

Summary of Savings Options	2012/13	2013/14
	£'000	£'000
Appendix 1A - Savings currently being implemented by Chief Officers	229	411
Appendix 1B - Savings related to on-going impact of 2011/12 budget options	0	511
Appendix 1C - Further savings identified	47	297
Portfolio Total	276	1,219

- 4.3 Further analysis of these savings options is included within Appendix 1 and more detail will be provided verbally at the meeting.

5. POLICY IMPLICATIONS

- 5.1 The Council's key priorities are included within the Council's "Building a Better Bromley" statement and include:

- Safer Communities
- A quality environment
- Vibrant, thriving town centres
- Supporting independence, especially of older people
- Ensuring all children and young people have opportunities to achieve their potential

- An Excellent Council

5.2 “Building a Better Bromley” refers to aims/outcomes that includes remaining amongst the lowest Council tax levels in Outer London” and achieving a “sustainable council tax and sound financial strategy”.

6. FINANCIAL IMPLICATIONS

6.1 The financial implications are contained within the overall report.

7. LEGAL IMPLICATIONS

7.1 The delivery of some budget options will be dependant on consultation and formal decisions outside of the budget setting process. The Council has to set a lawful balanced budget before 11th March which will include contingencies to cover such items.

8. PERSONNEL IMPLICATIONS

8.1 The Corporate Trade Union and Departmental Representatives’ Forum receives regular updates on the Council’s finances and the associated policy implications and challenges. Staff and their trade union representatives will be consulted individually and collectively on any adverse staffing implications arising from the budget options. Managers have also been asked to encourage and facilitate staff involvement in budget and service planning.

Non-Applicable Sections:	
Background Documents: (Access via Contact Officer)	Documents held within ES/RR finance section

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<u>SECTION 1 BUDGET OPTIONS</u>	2012/13 Budget £'000	2013/14 Budget £'000
SAVINGS ALREADY DELIVERED OR 1 ABLE TO BE DELIVERED	9	9 Reduction of general running expenses within planning.
2 SENIOR MANAGEMENT SAVINGS	130	195 Review of management.
3 OTHER STAFF SAVINGS	0	94 Review of staffing.
STAFFING CHANGES/CHANGE IN 4 SERVICE DELIVERY/OTHER	50	50 Reduction of Portfolio Holder Initiative Fund.
SAVINGS THROUGH 5 OUTSOURCING/SERVICE REDESIGN	40	63 Re-organisation of Town Centre Management and Business Support Team.
INVEST TO SAVE BIDS (ALREADY 6 APPROVED BY EXECUTIVE)	0	0
TOTAL	229	411

REF	Department	Budget 2011/12 £'000	Budget Option Identified	Savings 2013/14 £'000	Impact on other services /Notes
Renewal & Recreation					
1	Recreation	705	Full year effect of deletion of management fee payable to Bromley Mytime following successful negotiations and agreement by Executive. This figure includes the net saving from the pavilion scheme included in the four year forecast.	305	
2	Recreation	180	Amalgamate Penge and Anerley Libraries (delay in savings as no suitable building has been identified to date)	90	Improved library/community hub offer -positive impact.
3	Recreation	5,161	Reconfiguration of Library Service relating to savings brought forward relating to shared back office with LB Bexley as agreed by Executive	30	2. Would require all of the capital receipt to be invested back into improving the new library service. Phasing of savings has taken account of the need to plan/consult during year 1 and the tendering process and completion of building works during year
4	Planning	845	Deletion of 2 career graded posts within development control	50	
5	Planning	931	The Core strategy is a key part of the LDF. It is likely that there will be scope for budget savings. This will be further informed by ongoing work in respect of development control and planning administration.	32	Other services throughout the Council rely on policy advice, data analysis and information and the impact is considerable
6	Bromley Auldt Education Service	149	Reduce general budgets e.g. advertising, travelling etc	4	
				511	

No	Service area & detail of proposal	2011/12	Saving in 2012/13	Saving in 2013/14	Status (scoping/planning/implementation)
		Budget £	Cumulative £	Cumulative £	
	MANAGEMENT SAVINGS				
	<u>Other Staff Savings</u>				
1	Planning Development Control - The deletion of two career graded planning posts.	1,126,440	0	80,000	
			0	80,000	
	Sub-Total		0	80,000	
	SAVINGS THROUGH OUTSOURCING/SHARED SERVICES/SERVICE REDESIGN				
2	Recreation (Mottingham & Cotmandene Learning Shops) - Officers are currently in discussions with the Careers Development Group (CDG) with a view to CDG taking on board the management and development of the two Learning Shops from April 2013/14. CDG were the only Charitable organisation to successfully secure a main contract with The Work Programme which has replaced New Deal. As a result they are currently establishing a central office in the Glades and they are currently working out of the two shops on a trial basis delivering the Work Programme.	170,000	0	170,000	The key risk is that CDG do not wish to pursue the management of the two shops. If CDG does not come forward with an offer from 2013/14, then the shops would have to be closed to generate the saving subject to Member approval. Officers would explore other options.
	Sub-Total		0	170,000	
	REDUCTION IN SERVICE/CEASING OF SERVICE				
3	Recreation Field Studies Centre - The Bromley Field Studies Centre has now closed following the termination of the New Deal Contract on 31st August 2011. The centre is expected to be used by CYP.	47,010	47,000	47,000	
	Sub-Total		47,000	47,000	
	TOTAL		47,000	297,000	

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Report No.
RES12011

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Renewal and Recreation PDS Committee

Date: 26th January 2012

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

Title: WORK PROGRAMME 2011-12

Contact Officer: Lisa Thornley, Democratic Services Officer
Tel: 020 8461 7566 E-mail: lisa.thornley@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Resources

Ward: N/A

1. Reason for report

1.1 This report updates the Committee's work programme.

2. **RECOMMENDATION**

2.1 The Committee is invited to review its work programme.

Corporate Policy

1. Policy Status: Existing policy. PDS Committees are encouraged to review their their work programmes.
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £344,054
 5. Source of funding: Existing 2011/12 budget
-

Staff

1. Number of staff (current and additional): There are 9 posts (8.22 fte) in the Democratic Services Team.
 2. If from existing staff resources, number of staff hours: Preparation of the Work Programme report can normally be expected to take up to a couple of hours.
-

Legal

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

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 Each PDS Committee has a responsibility to develop and review its work programme balancing the key roles of:

- Holding the Executive to account;
- Policy development and review; and,
- External scrutiny.

3.2 The Committee is invited to consider its work programme having regard to guidance at Section 8 of the Scrutiny Toolkit and in consultation with the Renewal and Recreation Portfolio Holder and Chief/Senior Officers.

3.3 The Committee's remaining 2011/12 Work Programme, as it currently stands and updated from its previous meeting, is at **Appendix A**. Items expected for discussion at the forthcoming meetings of the Bromley Economic Partnership are also included for information.

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous Work Programme reports.

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RENEWAL AND RECREATION DEPARTMENT FORWARD PROGRAMME 2011/12

Report Title	Report Author	PH Decision? (Y/N)	Referred		Officers Draft Agenda	Reports to Director	Reports to Democratic Services	Agenda Dispatch	Chairman's Callover
			From	To					
Special Renewal and Recreation Policy Development and Scrutiny Committee									
26th January 2012									
2012/12 budget proposals	CM	Yes			-		16 January	17 January	19 January?
Capital Programme Monitoring Q3 2011/12 & Annual Capital Review 2012 to 2016	MR	Yes							
Matters Arising from Previous Meetings	LT	No							
Town Centre Development Update	KM	Yes							
Royal Visit	KM	No							
Renewal and Recreation Policy Development and Scrutiny Committee									
27th March 2012									
Matter Arising from Previous Meetings	LT	No			14 February (9.30am – N65)	8 March (10am)	9 March (12 noon)	13 March	20 March (4pm – N65)
Portfolio Holder Decisions	LT	No							
RR PDS Work Programme	LT	No							
Scrutiny of the Agenda for Bromley Economic Partnership	No report	No							
Budget Monitoring Report 2011/12	CM	Yes							
Capital Programme Monitoring – Q3 2011/12 and 2011 Capital Review	CM	Yes							
Adult Education Fees and Charges 2012/13	CA	Yes							
Renewal and Recreation Portfolio Holder Initiatives Fund 2012/13	MP	Yes							
Fees and Charges for Culture 2012/13	CB	Yes							
Bromley Adult Education College Annual Report 2011/12	CA	No							
Bromley Adult Education College Consultation Outcomes (Part 2)	CA	No							
Chairman's Report	Cllr SP	No							
Bromley North Village Public Realm Improvement Update: Consultation Outcomes	KM	No							
Proposed BID for Orpington	MP	No							
Town Centre 'Charter Market' Report	CB	No							

Report Title	Report Author	PH Decision? (Y/N)	Referred		Officers Draft Agenda	Reports to Director	Reports to Democratic Services	Agenda Dispatch	Chairman's Callover
			From	To					
Orpington Leisure Centre – Roof (post-completion report)	CB	No							
Biggin Hill Leisure Centre (post-completion report)	CB	No							
Outcome of negotiations/consultation with BAEC staff	CA	No							
Outcome of market research/responses to Library specific questionnaires	CB	No							
Bromley Economic Partnership 24th April 2012									
Town Centre Development	KM	-			-	5 April (10am)	11 April (12 noon)	12 April	-
Town Centre Management and Business Support	MP	-							
Local Development Framework and Policy Issues	MM	-							
Partner Updates (verbal)	All	-							
Communications Issues (verbal)	JW	-							
Other Items to be Scheduled									
Update on the Beckenham and West Wickham Town Centre Working Party (each meeting) - full update in August.									
Council's responsibilities in relation to the Olympics									
Bromley Town Centre Variable Messaging System (to be considered by Town Centre Working Party. If agreed to go to RR PDS and Env PDS in October 2011)									
Libraries Working Group									
Beckenham and West Wickham Working Party report (to be referred to the Renewal and Recreation PDS Committee in July 2012)									

Agenda Item 11

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