

## **EXECUTIVE**

Minutes of the meeting held on 9 January 2013 starting at 7.00 pm

### **Present:**

Councillor Stephen Carr (Chairman)  
Councillors Graham Arthur, Robert Evans, Peter Morgan,  
Colin Smith, Tim Stevens and Stephen Wells

### **Also Present:**

Councillor Nicholas Bennett J.P., Councillor Peter Fortune,  
Councillor Russell Mellor and Councillor Ernest Noad

### **106 APOLOGIES FOR ABSENCE**

All Members were present.

### **107 DECLARATIONS OF INTEREST**

Councillor Carr declared an interest as his daughter did casual work for Bromley Mytimeactive. Councillor Morgan declared an interest as his daughter worked for Kier Property and Councillor Colin Smith declared an interest as his daughter worked in the Library service.

### **108 MINUTES**

#### **(a) Minutes**

**RESOLVED that the minutes of the meeting held on 28<sup>th</sup> November and the special meeting on 6<sup>th</sup> December 2012, excluding exempt information, be confirmed.**

#### **(b) Matters Arising** Report RES13014

The Executive received an update on matters arising at previous meetings. It was reported that Councillor Nicky Dykes had resigned from the SEN Working Party reappointed by the Executive at its meeting on 23<sup>rd</sup> May 2012 and a replacement member had been sought.

**RESOLVED that the appointment of Councillor Roger Charsley to fill the vacancy as a member of the SEN Working Party be confirmed.**

**109 QUESTIONS FROM MEMBERS OF THE PUBLIC ATTENDING THE MEETING**

No questions had been received.

**110 COUNCIL TAX SUPPORT/REDUCTION**

RES13011

Further to Minute 35 (25<sup>th</sup> July 2012), consideration was given to a report on the results of the public consultation exercise on the changes to Council Tax Benefit and the proposed new local scheme. Approval was being sought to the draft Council Tax Support/Reduction scheme to be agreed and recommended for adoption at the Council Meeting scheduled for 21<sup>st</sup> January 2013 and Members were advised that a copy of the full scheme would be circulated for that meeting. It was noted that early printed versions of the report contained a minor typing error at page 6, where the Council Tax liability percentage should have been 19%, rather than 21%. This did not affect the calculations in the report which had been based on the correct figure of 19%, following changes by the government in providing additional funding. Also attached for attention was the Equality Impact Assessment that had been undertaken on the changes.

The Executive was presented with two options – Option 1 which was for working age claimants to contribute a minimum of 19% towards their Council Tax Liability, but with transitional protection applied in 2013/14 limiting the minimum contribution to 8.5%; and Option 2 which was to apply the 19% minimum in 2013/14 without the transitional protection. The report had been pre-scrutinised by the Executive & Resources PDS Committee at its meeting the previous week whose comments were noted in support of Option 1. Members in discussing the proposals also indicated support for Option 1. Reference was made to the impact on collection levels and the Finance Director commented that depending on how the scheme worked during the first year it would be possible to make any alterations as necessary at a later date. The Chairman commented that the impact of the policy would need to be assessed and work undertaken with Housing Associations and private landlords in the future. The Head of Benefits confirmed that a meeting had been arranged in the next few weeks with Registered Social Landlords (RSL) to discuss the new scheme.

**RESOLVED that**

- 1) the responses to the public consultation exercise be noted;**
- 2) the amount of additional Government funding made available for 2013/14 and the criteria that needs to be met to access the funds be noted;**
- 3) Option 1 be supported and referred to the Council for adoption at the Council Meeting on 21st January 2013; and**

**4) the content of the Equality Impact Assessment attached to the report be noted.**

**111 DRAFT 2013/14 BUDGET UPDATE**

Report RES13015

The Executive received a report seeking approval of the initial draft 2013/14 Budget which included actions to reduce the Council's medium term "budget gap". The report was part of the process of forward financial planning and management leading up to the Council considering its Council Tax levels later in February. It also contained a forecast of the financial prospects for the next 4 years and identified the significant changes which had impacted on the Council's finances from 2013/14 arising from the final outcome of the Local Government Resources review that included the localisation of business rates and the new council tax support scheme.

The Finance Director briefly introduced the report and advised that a very prudent approach to the budget had been taken, particularly recognising the significant projected budget gap in future years. Careful consideration was given to the implications for the next 4 years. The financial projections identified in the report assumed a Council Tax increase of 2% per annum. Attention was also drawn to the recommendation to Council that an earmarked reserve be set up to support the future integration of health and social care initiatives and the 'promise' programme. Bromley Primary Care Trust (PCT) had identified initial funding of £2.5m which was expected to be followed by a further contribution at the end of the financial year. The utilisation of the funding would be determined within a formal Section 256 agreement between the Council and the PCT and following Council approval to the earmarked reserve of this money any future draw down of funds would require the approval of the Executive. The Resources Portfolio Holder asked for the recording of his appreciation and thanks to the Director and his staff who stayed late to produce the report which had been delayed awaiting the government's funding announcement on the last day before closure of the offices for Christmas.

The Director had also circulated at the meeting a further recommendation to be added to his report seeking Executive approval for the allocation of £55,000 from the Local Reform and Community Voices Grant (total grant sum £208,498) in 2013/14 and 2014/15 to fund the Healthwatch service. A full report on this matter was going to the Care Services PDS Committee meeting next week for approval by the Portfolio Holder seeking agreement to proceed with market testing for the provision of a local Healthwatch organisation by the 1<sup>st</sup> April 2013, which was a statutory requirement. Although Members accepted that by dealing with the request at this meeting it would save time approval would only be given subject to the PDS Committee and Portfolio Holder agreeing the proposals.

**RESOLVED that**

- 1) the initial draft 2013/14 Budget, including the additional savings identified as part of the 2012/13 Budget process and the further savings detailed in Appendix 4 be agreed;**
- 2) the initial draft 2013/14 budget for each Portfolio be referred to the relevant PDS Committee for consideration;**
- 3) the financial projections for 2014/15 to 2016/17 be noted;**
- 4) it be noted that there are still areas of financial uncertainty which will impact on the final 2013/14 Budget and future year forecasts;**
- 5) the setting of the schools budget, mainly met through Dedicated Schools Grant, be delegated to the Education Portfolio Holder, allowing for consultation with head teachers, governors and the Schools Forum;**
- 6) the outcome of the consultations with the PDS Committees be reported to the next meeting of the Executive;**
- 7) the proposed contribution of £340,732 in 2013/14 to the London Boroughs Grants Committee be approved;**
- 8) where consultation has not already commenced, approval be given for the Officers to begin the process of consulting on the savings proposals prior to finalising the implementation of the savings in Appendix 4 of the report;**
- 9) the significant budget gap remaining of an estimated £39m per annum by 21126/17 be noted;**
- 10) Council be recommended that a sum of £2.5m, relating to funding from the PCT, be set aside as an earmarked reserve to ensure the support of key initiatives relating to the integration of the health and social care/ "promise programme;**
- 11) any decision on recommended council tax levels to Council, will be undertaken at the next meeting of the Executive; and**
- 12) approval be given to the allocation of £55k from the Local Reform and Community Voices Grant (total grant sum £208,498) in 2013/14 and 2014/15 to fund the Healthwatch service, subject to the agreement on 16<sup>th</sup> January 2013 of the Care Services Portfolio Holder, in consultation with the Chairman of the Care Services Policy Development and Scrutiny Committee, to the award of the contract for Healthwatch.**

**112 THE WINTER HEALTH PROJECT**

Report CE1212

Consideration was given to a report from the Director of Public Health giving details of a Winter Health Project which sought to address the excess Winter Deaths in Bromley in 2012/13 and to the draw down of funding which had been received from the government. Bromley had been successful in a bid to the Department of Health for funding from their Warm Homes Healthy People Fund to identify, assist and support vulnerable groups of people at risk of ill health in the winter months to March 2013. The original bid had been for £92,000 but the Department of Health had advised that due to the high number/costs of the bids received all successful bids had been reduced by 19% and Bromley had been offered a grant of £74,000. The Assistant Director, Public Health explained that the application had met the Department of Health criteria and was based on the implementation of the objectives and therefore only very limited changes could be made to the project. In respect of the issues raised about Project Management the Assistant Director advised that in-house resources would be used as far as possible and expertise would only be brought in if absolutely necessary. She also briefly explained how the winter deaths were calculated and that the project would run with key partners in the voluntary organisations and the community.

The report had been pre-scrutinised by the Executive & Resources PDS Committee last week who had raised a number of issues but had accepted that the project should be supported. The Executive noted the matters raised and the Chairman commented that he also was concerned that there should be no duplication. The Assistant Director responded to Members questions seeking clarification on a number of issues concerning the process and how the project would be targeted. The proposals were closely based on similar work undertaken last year and it was confirmed that only those most vulnerable and in receipt of benefits would be eligible. The Chief Executive advised that the Director of Education and Care Services would be involved with the project and its co-ordination. Members whilst agreeing to approve the draw down of funding asked that a report come back in April on the results of the project.

**RESOLVED that**

- 1) agreement be given for the drawing down of the funds to allow Public Health to lead on the implementation of the Winter Home Health Project during December 2012 to March 2013; and**
- 2) the process for managing and reporting on the activities of the project be confirmed and a report be submitted back to the Executive in April 2013 on the results of the project.**

**113 BROMLEY NORTH VILLAGE PUBLIC REALM IMPROVEMENTS**

Report DRR13/012

The Executive considered a report seeking endorsement of the overall design of the Bromley North Village Public Realm Improvements and the release of the Council's match funding contribution, subject to the Transport for London (TfL) approval being secured on 14<sup>th</sup> January 2013. Subject to this confirmation and the written agreement from Design for London that the Outer London Fund contribution could be paid on the raising of orders, it was proposed to purchase materials in order for these to be charged to the 2012/13 Outer London funding allocation, which might be at risk if not defrayed before the end of March 2013.

Members were pleased to see progress on this but wished to be assured that the problems that had occurred with the Orpington Town Centre improvements scheme would not be replicated and were advised by the Director of Renewal and Recreation that these issues had been fully addressed with the Contractor. He also confirmed that nothing would happen until the funding from TfL was confirmed. In response to a question on the likely start date for the project the Director advised that it was hoped to make a start in February and could take between 12 – 18 months. Full consultation would take place with local businesses on each phase of the Scheme.

**RESOLVED that, subject to Transport for London approving the Bromley North Village Area Based funding on 14<sup>th</sup> January 2013 and written confirmation from Design for London, the overall design of the project be endorsed and approval given for the release of £1.5m of match funding from the Council's Capital Reserves earmarked for the implementation of Bromley Town Centre Improvement programme.**

**114 REDUCING TEMPORARY ACCOMMODATION INVEST TO SAVE PROJECT (BELLEGROVE)**

Report CS12058

The Executive briefly discussed a report on an Invest to Save initiative to use Bellegrove, a former residential home, as temporary accommodation to enable the Council to meet its statutory housing duties and to assist towards reducing the significant costs incurred by the Council as a result of the increased use of nightly paid accommodation. The bid for funding was to cover the cost of the refurbishment work required to the property to bring it up to a suitable letting standard and other associated costs. It was proposed that the existing contractor with the Council, Orchard & Shipman, be used to oversee the planning and refurbishment process and then to lease and manage the property on the Council's behalf. In response to a query from Councillor Morgan the Finance Director confirmed that the future savings achieved by the project would be paid back to the Invest to Save fund.

**RESOLVED** that approval be given for –

- 1) the use of Bellegrave as temporary accommodation to meet the Council's statutory housing obligations under the homelessness legislation;
- 2) the invest-to-save bid, as previously approved by the Members Strategic Asset Management Group, for the refurbishment and associated fees to bring Bellegrave to a suitable standard for this purpose; and
- 3) the use of Orchard & Shipman to oversee the project through the planning and refurbishment process, and then to lease and manage Bellegrave as temporary accommodation under the existing leasing scheme agreement which was approved by the Executive in December 2010.

**115 CONSIDERATION OF ANY OTHER ISSUES REFERRED FROM THE EXECUTIVE AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE**

There were no other issues to be reported from the Executive and Resources PDS Committee.

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

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

**The following summaries  
refer to matters  
involving exempt information**

**117 EXEMPT MINUTES OF THE MEETING HELD ON 28TH NOVEMBER AND THE SPECIAL MEETING HELD ON 6TH DECEMBER 2012**

The exempt minutes of the meetings held on 28<sup>th</sup> November and 6<sup>th</sup> December 2012 were confirmed.

*Executive*  
*9 January 2013*

**118            AWARD OF FRAMEWORK CONTRACT FOR SERVICES FOR  
PEOPLE WITH LEARNING DISABILITIES**

The Executive considered a report on the outcome of the tendering process for a framework agreement for learning disabilities and agreed the award of a 5 year contract for Community Based Support services to commence from 1<sup>st</sup> February 2013.

**119            STREET WORKS TENDER (NRSWA)**

Further to Minute 100/1 (28<sup>th</sup> November 2012), the Executive agreed the award of the Inspection of Street Works Contract to a different contractor who had been one of the original tenderers as a result of the withdrawal from the procurement process of the preferred bidder agreed at the November meeting.

Chairman

The Meeting ended at 7.36 pm