



THE LONDON BOROUGH
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DATE: 30 August 2013

To: Members of the
PUBLIC PROTECTION AND SAFETY POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Councillor Kate Lymer (Chairman)
Councillor Gordon Norrie (Vice-Chairman)
Councillors Douglas Auld, Jane Beckley, John Canvin, Roxhannah Fawthrop,
Peter Fookes, David Hastings and Harry Stranger

Non-Voting Co-opted Members –

Dr Robert Hadley, Bromley Federation of Residents Associations
Samantha Popely, Bromley Victim Support
Andrew Spears, Bromley Youth Council
Abdulla Zaman, Bromley Youth Council

A meeting of the Public Protection and Safety Policy Development and Scrutiny Committee will be held at Bromley Civic Centre on **TUESDAY 10 SEPTEMBER 2013 AT 7.00 PM**

MARK BOWEN
Director of Corporate Services

*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 DECLARATIONS OF INTEREST**
- 2 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 3 APPOINTMENT OF CO-OPTED MEMBERS (Pages 3 - 4)**
- 4 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING**

In accordance with the Council's Constitution, questions to this Committee must be received in writing four working days before the date of the meeting. Therefore please ensure that questions are received by the Democratic Services Team by 5pm on Wednesday 4th September 2013.

- 5 **MATTERS ARISING** (Pages 5 - 10)
- 6 **MINUTES OF THE PUBLIC PROTECTION AND SAFETY PDS COMMITTEE MEETING HELD ON 18TH JUNE 2013** (Pages 11 - 26)
- 7 **CHAIRMAN'S UPDATE**
- 8 **POLICE UPDATE**

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

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

In accordance with the Council's Constitution, questions to the Portfolio Holder must be received in writing four working days before the date of the meeting. Therefore please ensure that questions are received by the Democratic Services Team by 5pm on Wednesday 4th September 2013.

10 **PUBLIC PROTECTION AND SAFETY PORTFOLIO - PREVIOUS DECISIONS** (Pages 27 - 34)

To note Portfolio Holder Decisions made since the Committee's previous meeting.

11 **PRE-DECISION SCRUTINY OF REPORTS TO THE PUBLIC PROTECTION AND SAFETY PORTFOLIO HOLDER**

a **BUDGET MONITORING** (Pages 35 - 42)

b **INCREASE IN ENFORCEMENT ACTIVITY INITIATIVE** (Pages 43 - 48)

POLICY DEVELOPMENT AND OTHER ITEMS

12 **WASTE 4 FUEL - ORAL PRESENTATION BY THE ENVIRONMENT AGENCY**

13 **OVERVIEW OF COUNCIL SERVICES FOR YOUNG PEOPLE** (Pages 49 - 54)

14 **SUMMER ACTIVITIES UPDATE** (Pages 55 - 60)

15 **DUKE OF EDINBURGH AWARDS - UPDATE** (Pages 61 - 68)

16 **BROMLEY SAFEGUARDING ADULTS BOARD ANNUAL REPORT 2012/13** (Pages 69 - 110)

17 **WORK PROGRAMME AND CONTRACTS REGISTER** (Pages 111 - 116)

18 **MEMBER VISITS**

Agenda Item 3

Report No.
RES 13149

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Public Protection and Safety PDS Committee

Date: 10th September 2013

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

Title: **APPOINTMENT OF CO-OPTED MEMBERS**

Contact Officer: Stephen Wood, Democratic Services Officer
Tel: 020 8313 4316 E-mail: stephen.wood@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

1.1 Co-opted Members were appointed at the Committee's previous meeting. Since then the Bromley Community Engagement Forum (BCEF) have notified a change of BCEF representation for the Committee.

1.2 A nomination for Co-opted Membership has also been received from Bromley Neighbourhood Watch for 2013/14.

1.3 This report invites Members to appoint both nominations to the Committee.

2. **RECOMMENDATIONS**

2.1 The following be confirmed as non-voting Co-opted Members for 2013/14:

- Mr Terry Belcher (Bromley Community Engagement Forum) and
- Mr Alf Kennedy (Bromley Neighbourhood Watch)

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous Co-opted Member appointment reports

Corporate Policy

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

Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £363,070
 5. Source of funding: 2013/14 revenue budget
-

Staff

1. Number of staff (current and additional): 10 posts (8.55fte)
 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: Not Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Appointing Co-opted Members enables the Committee to benefit from a range of experienced people from various parts of the community.
-

Ward Councillor Views

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

Agenda Item 5

Report No.
RES13146

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Public Protection and Safety PDS Committee

Date: 10th September 2013

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

Title: **MATTERS ARISING**

Contact Officer: Steve Wood, Democratic Services Officer
Tel: 020 8313 4316 E-mail: stephen.wood@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

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 review progress on matters arising from previous meetings.**

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous matters arising reports and minutes of meetings.

Corporate Policy

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

Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £363,070
 5. Source of funding: 2013/14 revenue budget
-

Staff

1. Number of staff (current and additional): 10 posts (8.55fte)
 2. If from existing staff resources, number of staff hours: Completion of "Matters Arising" Reports for PP&S PDS meetings can take up to a few hours per meeting.
-

Legal

1. Legal Requirement: None
 2. Call-in: Not Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for Members of the Public Protection and Safety PDS Committee.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: N/A

<u>Minute Number/Title</u>	<u>Decision</u>	<u>Update</u>
13 th March 2012		
206. Bethlem Royal Hospital Update	<p>It was resolved that:</p> <p>(1) a complete review of the physical complex of the hospital be recommended for security purposes;</p> <p>(2) a re-write of relevant staff training procedures be recommended for consideration as staff appeared to have been too relaxed at the time of the escape incident;</p> <p>(3) the monitoring of CCTV coverage be recommended for review so that what might be taking place on the hospital site at any given time can be readily identified and action taken;</p> <p>(4) consideration be recommended to whether CCTV coverage at the hospital site can be linked to the Council's CCTV system; and</p> <p>(5) the South London and Maudsley (SLaM) NHS Foundation Trust be requested to provide a briefing to the Committee's next meeting following the completion of investigations.</p>	<p>For recommendation (4) it will not be possible to link CCTV coverage at the Bethlem Royal Hospital to the Council's CCTV system without excessive cost. As reported at the Committee's meeting on 31st May 2012, an underground cable would cost in the order of £120k. The Council would not fund this and it was thought that the hospital management would not commit to this.</p> <p>Following the Bethlem Royal Hospital meeting in November 2012, a further meeting with SLaM representatives was held on 3rd May 2013 at the Civic Centre. This included the Acting Chief Executive of SLaM, the Medical Director of SLaM, the Leader of the Council, the Public Protection and Safety Portfolio Holder and the former PP&S PDS Committee Chairman. It was agreed to hold further meetings on a quarterly basis.</p> <p>SLaM representatives also attended the Committee's meeting on 18th June 2013. SLaM indicated that they:</p> <p>a) would follow up on whether Councillors could be elected to the Trust's Council of Governors;</p> <p>b) could provide a summary of findings to the Portfolio Holder from an independent review following the February 2012 incident. The Portfolio Holder asked that the independent review of the incident be provided to him before 26th July 2012.</p>

27th November 2012		
58. Tackling Gangs in Bromley	<p>It was resolved that:</p> <p>(2) a further report be brought back at the end of a 12 month period, setting out work undertaken in tackling gang related activity within the borough.</p>	A further report on gang related activity in the borough has been scheduled for the Committee's meeting on 5 th November 2013.
22nd January 2013		
72C. Putting Victims First – More Effective Responses to Anti-Social Behaviour	<p>Although the number of interventions would be reduced by the Draft Anti-Social Behaviour Bill as it removed certain Orders and condensed layers of intervention and noting that the schedule of short, medium and longer term objectives set out at paragraph 3.3 of Report ES13015 would be contained within existing budgets, it was nevertheless recommended that an assessment be made of any additional costs potentially falling to the Council - this assessment to involve engagement with other Council Departments (including Legal) and agencies such as the police.</p>	<p>Work is continuing to assess resource requirements as a result of measures outlined in the Draft Anti-Social Behaviour Bill. Until legislation is finalised and central government guidance received on the new arrangements (e.g. allocation of responsibilities, definitions etc.), it will not be possible to accurately assess the extent of any additional costs.</p> <p>It has been agreed to provide a report when such information becomes available. This has been tentatively scheduled for the Committee's meeting on 5th November 2013. At this stage it is possible to advise that there might be some small cost around injunctions if the Council is given the power to use them.</p>
26th March 2013		
88. Questions to the Portfolio Holder from Members of the Public and Councillors attending the meeting	<p>Samantha Popely representing Bromley Victim Support indicated that she had been pressing RSL's in Bromley to contribute to the work of Bromley Van but there was no contribution to date. The Portfolio Holder advised that the bid to MOPAC included an element for Safer Bromley Van funding (Proposal 6). When the outcome of the Council's bid had been confirmed the Portfolio Holder indicated that a meeting would be arranged with Bromley Victim Support.</p>	The MOPAC bid was successful for Bromley Van.

<p>90D. Bromley Perpetrator Programme</p>	<p>RESOLVED that the Portfolio Holder be recommended to:</p> <p>(1) agree in principle that a perpetrator programme becomes part of the domestic abuse strategy and work plan, subject to funding from MOPAC and delivery partners; and</p> <p>(2) agree that a further report be brought back to Members with confirmation of the level of funding secured and the estimated annual cost of the programme.</p>	<p>A further report is scheduled to be brought back to the Committee on 5th November 2013.</p>
<p>18th June 2013</p>		
<p>14. MOPAC Crime Prevention Fund – Bid Outcome</p>	<p>At a meeting with the Deputy Mayor for Policing and Crime on 9th May 2013 the Leader of the Council and the Portfolio Holder expressed their concern over the funding decisions by MOPAC. At the meeting it was agreed that it might be possible to re-allocate the £86k <i>Substance misuse, Intensive Support Programme</i> grant to ASB initiatives provided a new bid was submitted and approved. A new bid had been submitted but no formal MOPAC decision had been received on the re-allocation.</p> <p>It was also resolved <i>inter-alia</i> that:</p> <p>(2) a report be submitted in 12 months detailing progress on the funded projects.</p>	<p>Following submission of a new bid, grant funding has been provided and allocated to ASB initiatives.</p> <p>A report will be scheduled for the Committee's meeting in June 2014.</p>
<p>15. Enforcement Activity - October 2012 - March 2013</p>	<p>RESOLVED that:</p> <p>(2) further reports be received every six months on activity related to the Portfolio Plan and enforcement under delegated powers.</p>	<p>A report on enforcement activity 1st April 2013 to 30th September 2013 is scheduled for the Committee's meeting on 5th November 2013.</p>
<p>16. Bromley Youth Council Manifesto 2013/14</p>	<p>Bromley Youth Council (BYC) would produce a mid term progress report in October 2013 (for the Mental Health manifesto campaign). An end of Year Report would also look at the impact of the campaign as well as reporting individual and group outcomes and achievements. This would be the subject of a briefing for elected</p>	<p>BYC to take forward.</p>

	members in early 2014.	
18. Work Programme and Contracts Register	A progress report on delivery against the MOPAC funded programme would be added to the Committee's meeting on 5th November 2013.	This item is scheduled for the Committee's meeting on 5 th November 2013.
19. Member visits	<p>For a visit to the London Ambulance Centre Control Room at Waterloo (to be arranged), the Chairman, Councillor Gordon Norrie, Councillor Douglas Auld, Councillor Peter Fookes, Dr Robert Hadley, Councillor Harry Stranger and Abdulla Zaman expressed a wish to attend.</p> <p>The possibility of visiting one or more Youth Centre Hubs and the Youth Offending Team had also been suggested and the Chairman, Councillor Gordon Norrie, Councillor Douglas Auld, Councillor Peter Fookes and Samantha Popely expressed a wish to attend.</p>	<p>A visit had been made to the Bromley Ambulance Station on 4th July 2013 and a visit to the London Ambulance Service Control Room at Waterloo will now be arranged.</p> <p>Arrangements will be made to provide the visits.</p>

PUBLIC PROTECTION AND SAFETY POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 18 June 2013

Present

Councillor Kate Lymer (Chairman)
Councillor Gordon Norrie (Vice-Chairman)
Councillors Douglas Auld, John Canvin,
Roxhannah Fawthrop, Peter Fookes, David Hastings and
Harry Stranger

Dr Robert Hadley, Samantha Popely, Andrew Spears and
Abdulla Zaman

Also Present

Councillor Tim Stevens J.P. and Councillor John Ince

1 APPOINTMENT OF CHAIRMAN

Following the recent resignation of Councillor Douglas Auld as Chairman of the Committee, it was agreed to appoint Councillor Kate Lymer as the new Committee Chairman for 2013-14.

In so doing, a vacancy was thereby created for the position of Committee Vice-Chairman and it was agreed to appoint Councillor Gordon Norrie to this role.

2 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies were received from Councillor Jane Beckley and Mr Ian Smith.

3 APPOINTMENT OF CO-OPTED MEMBERS 2013/14

Report RES13120

Members agreed the appointment/re-appointment of Co-opted Members to the Committee for 2013/14.

Details were awaited of a nomination from Bromley Neighbourhood Watch.

RESOLVED that:

(1) the following Co-opted Members be confirmed for 2013/14:

- **Dr Robert Hadley (Bromley Federation of Residents Associations)**
- **Ian Smith (Bromley Community Engagement Forum)**

- **Samantha Popely (Bromley Victim Support)**
- **Andrew Spears (Bromley Youth Council)**
- **Abdulla Zaman (Bromley Youth Council); and**

(2) a Bromley Neighbourhood Watch representative be appointed as a Co-opted Member for 2013/14.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

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

There were no questions from Councillors or Members of the Public.

6 MINUTES OF THE PUBLIC PROTECTION AND SAFETY PDS COMMITTEE MEETING HELD ON 26TH MARCH 2013

The minutes were agreed.

7 MATTERS ARISING

Report 13104

Members noted the position on matters arising from previous meetings.

8 CHAIRMAN'S UPDATE

In her update, the Chairman referred to a recent large 'Community Clean Up' at Star Lane and on the Riverbirds Estate at St Mary Cray to target criminal and environmental concerns and clear long term rubbish.

In addition to Council staff, the joint operation included the Police, staff from the Vehicle and Operator Services Agency (VOSA), Affinity Sutton and local residents. The Chairman highlighted that 17.4 tonnes of rubbish was cleared from the estate and enforcement officers also obtained evidence leading to prosecutions. Residents had commented that there had been marked improvements including on the estate around the environment especially.

Going forward, the Chairman referred to partnership working with the police to tackle "hot spots" and before each "hot spot" was tackled, ward Councillors would be informed.

9 POLICE UPDATE

The Chairman invited the Portfolio Holder to make a short statement on the recent shooting of a young Somali man in Penge and the recent arson attack at the Darul Uloom School at Chislehurst.

The Portfolio Holder advised that he had been actively engaged with local ward Councillors for Penge and had visited the Darul Uloom School that morning. He added that the Council were in contact with community groups. Attending the meeting to provide an update on police matters, Chief Inspector Carron Schusler explained that investigations on both the Penge shooting and school arson attack were ongoing. There had been some arrests concerning the arson incident and police were looking at scaling down their 24/7 presence at the school.

The Chief Inspector advised that the former Orpington Police Station building and car park area was now for sale having been placed on the market the previous day. Members would also be informed of the Safer Neighbourhood bases as soon as these were known. New staff were also arriving locally including 24 special constables. Welcoming the addition of ten police officers to the borough, Councillor Auld asked if there was a date for starting the new policing model in the borough. Members were advised that police officers locally were currently involved in a preference exercise i.e. who wanted to go where. Bromley Police were in Tranche 2 for introducing the new police model which was expected to start in September 2013. There was no further development concerning cluster bases in the borough.

Residential burglaries had reduced in the year to date and there had been a large number of arrests. With burglaries, criminals often travelled into the borough and the Met Police locally worked closely with Kent police.

Police were also pursuing a line of enquiry on an incident earlier in the day at a Jeweller's shop at Locksbottom.

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

A question was received from Mr Colin Willetts for written reply. Details of the question and reply are at **Appendix A**.

11 PUBLIC PROTECTION AND SAFETY PORTFOLIO - PREVIOUS DECISIONS

Members noted Decisions of the Portfolio Holder made since the previous meeting of the Committee.

12 PRE-DECISION SCRUTINY OF REPORTS TO THE PUBLIC PROTECTION AND SAFETY PORTFOLIO HOLDER

A) PROVISIONAL OUTTURN 2012/13

Report ES13064

The provisional 2012/13 final out-turn for Public Protection and Safety showed a £17k under-spend against a controllable budget of £3.325m, representing a 0.51% variation. Details of the variations were outlined.

Against the Member Priority Initiative of Targeted Neighbourhood Activity, £16k has been spent in 2012/13 leaving a balance of £134k.

RESOLVED that the Portfolio Holder be recommended to:

(1) endorse the 2012/13 provisional outturn position for the Public Protection and Safety Portfolio; and

(2) note the outturn position in respect of the targeted Neighbourhood activity project.

B) PORTFOLIO PLAN 2013/14

Report ES13053

Members considered a draft of the 2013/14 Public Protection and Safety Portfolio Plan. This included an addendum to the Plan tabled at the meeting entitled "*Services to Young People*".

Councillor Fookes felt that the Plan should make more reference to measures against crime and include reference to reducing burglary. He considered drinking a major issue and suggested that the Council was not taking a major lead in co-ordinating a drugs policy. He referred to drug dealing in the Penge area and at Beckenham he suggested there was evidence of significant drinking e.g. waste cans and bottles - this was also a public health matter. He also felt there was no joined up approach to mentoring across the Council e.g. with the Education Portfolio and was also concerned that charitable organisations had been prosecuted over material deposited on their premises.

The Portfolio Holder explained that enforcement against burglary was a partnership issue and one of the top three priorities for the police. The Portfolio Holder felt that convicted burglars often received prison sentences that were not long enough. He explained that the police were consistently being given targets for reducing the level of burglary. He shared the concerns of Councillor Fookes for drug crime in the Penge area and felt that a high level of community tension should not be a reason to forego efforts to ensure adherence to the law.

Concerning alcohol abuse, the Portfolio Holder referred to work of the Council's General Purposes and Licensing Committee (and Licensing Sub Committee hearings). He also referred to test purchasing and where there were failures by premises, ward Councillors would be informed and failures tackled. There was a reliance on the police but the Council tackled abuses.

On mentoring, the Portfolio Holder indicated that Care services were now involved. The mentoring initiative would be continuing and would be expanded.

On illegal dumping of waste and fly-tipping the Portfolio Holder explained that he and the Environment Portfolio Holder wanted a more aggressive approach. It was necessary for action to be taken. There were concerns for the position at Cotmandene Crescent and enforcement measures in the location would be resourced - there would be a drive against illegal dumping there.

Concerning a re-focus of the test purchase service towards educating businesses, Councillor Auld asked if it would be possible to include a target for the number of businesses to be educated. The Assistant Director (Public Protection) confirmed that a target would be included.

RESOLVED that the Portfolio Holder be recommended to adopt the Public Protection and Safety Portfolio Plan for 2013/14 including the addendum to the Plan, "*Services to Young People*", tabled at the meeting.

C) FOOD SAFETY SERVICE

Report ES13067

Members considered the Annual Food Safety Service Plan 2013/14 along with background information on the work of the Food Safety Team including references to key legislation, the role of the Food Standards Agency (FSA) and the Council's responsibilities under the FSA Food Law Code of Practice (COP) (April 2012).

Responding to questions from Councillor Auld, the Head of Food Safety, Occupational Safety and Licensing highlighted the importance of inspection frequency, with the rating of a business following inspection informing the frequency of forthcoming inspections. He also advised that a reduction in food safety officers at 1.5fte and administration staff at 0.5fte had taken place over approximately five years. Inspections were slightly reduced this year and what was not achieved in a year is carried forward to the following year's inspection plan. Although the focus was on higher risk premises it continued to be necessary to carry out inspections of other food businesses at the frequency required by the FSA to ensure continued compliance.

With the number of registered food businesses in the borough and the inspections needed, Councillor Auld thanked the Food Safety team for their work.

The work and inspections of the team was also briefly compared to that of the LB Bexley and statistical and graphical information was made available for Members at the end of the meeting. Shortcomings highlighted by the FSA on the LB Bexley Food Safety service were outlined to Members.

It was confirmed that the complement of the Food Safety team was not based on a ratio of the number of food businesses in the borough. Officers would therefore have to do more with an increased number of food businesses. In the current economic climate increased numbers were turning to an involvement in catering at home.

LB Bromley had not been audited by the FSA for some time - the Agency monitored the work of the Food Standards team based on performance figures the team supplied to the Agency.

RESOLVED that:

(1) the legal framework within which the Food Safety team operates be noted along with the extent and scope of work undertaken by the team; and

(2) the Portfolio Holder be recommended to approve the Annual Food Safety Service Plan for 2013/14.

D) PROPOSED FEES FOR ANIMAL BOARDING & RIDING ESTABLISHMENTS LICENCES AND STRAY DOGS

Report ES13050

In the context of the Council's responsibilities for licensing (i) premises where cats and dogs are boarded under the provisions of the Animal Boarding Establishments Act 1963 (Animal boarding establishments) and (ii) riding establishments where horse riding lessons are provided under the Riding Establishments Act 1964 and 1970, Members supported proposals for a revised fee structure for animal boarding and riding establishments.

To reflect the range of operations and make fees fairer, a new fee structure was proposed based on two elements:

- a. a basic fee element common to all businesses of that type irrespective of the number of animals boarded or horses available for riding and
- b. an additional fee per head of animal.

For animal boarding establishments, it was proposed to introduce a basic core fee of £200 plus an amount of £4.00 per animal, with a cap at 100 animals. For Riding establishments, a core fee of £640 was proposed plus a charge per horse of £7.00. Appendices to Report ES13050 illustrated the effect on individual businesses for both types of establishments. The proposed fee structures would achieve a wider spread of fees which more fairly reflects the number of animals involved. The smaller businesses would benefit from reduced fees whilst the larger ones would have higher fees.

It was proposed to introduce the revised fees from 1st October 2013 to provide adequate time to advise businesses of the changes to the fees.

Members also supported proposals related to Stray Dog Fees. Charges currently included a statutory fee of £25 and a contractor's fees for collection and return of a dog. This part of the fee varied, depending on whether the dog was collected in or outside of office hours. Kennelling costs are also recovered.

As the service was due to be re-tendered, it was proposed to rationalise the fees by applying a single, average, fee irrespective of the time of day an animal was picked up. A flat fee of £100 was proposed from 1st July 2013 for the collection and return of a dog making the fees fair and in line with neighbouring London Boroughs. The new fee structure was outlined in Report ES13050.

RESOLVED that the Portfolio Holder be recommended to approve the revised fee structure for:

- **animal boarding and riding establishments with effect from 1st October 2013; and**
- **the stray dog service with effect from 1st July 2013.**

13 BETHLEM ROYAL HOSPITAL UPDATE

Representing the South London and Maudsley (SLaM) NHS Foundation Trust, Dr Martin Baggaley, Medical Director of the Trust and lead for Clinical Governance attended the meeting along with Eleanor Davies, Service Director, Behavioural and Developmental Clinical Academic Group.

Dr Baggaley provided a brief outline of the Bethlem Royal Hospital. He indicated there were some 300 beds at the hospital, a number of which were for forensic patients. There were also some specialist units. A wide range of patients were provided for but there had been no escapes from the medium secure unit at the Riverside (middle house) building since its opening in February 2012. Most absconding incidents occurred when patients were on leave from the hospital. Patients were permitted back into the community as their condition improved. Within the last year, four patients had absconded when off site and eight patients had breached their leave. Between April 2012 and April 2013 there had been some 18,000 instances of leave. There had been a serious incident last October involving patient unrest on a ward. Police attended and the incident was contained with no absconding. A review had been undertaken and the findings would be passed to the Council.

Following the February 2012 incident where four young men escaped from the Bill Yule adolescent facility, the unit was now closed with no intention to re-open it - the facility had now been converted to another ward.

Dr Baggaley referred to the buddy tagging system operated via GPS, enabling patients who had escaped/absconded to be tracked and returned. Dr Baggaley explained that safety and security was taken very seriously and it was necessary to keep lines of communications open.

Members asked a number of questions. Councillor David Hastings asked why SLaM representatives had not attended recent meetings of the Committee when invited to do so. Dr Baggaley advised that the Committee's previous two meetings clashed with dates for the Trust's Board meeting. Responding to a question from Dr Robert Hadley on the type of police restraint necessary for the October incident, Dr Baggaley advised that staff found themselves isolated during the incident and were calming down patients; police applied no physical restraint.

Councillor Fookes asked whether SLaM would welcome Bromley Councillors on to the Trust Board. Dr Baggaley suggested that it would be unusual for representation on the Trust's Board of Directors but there might be an opening for Councillors to be elected to the Trust's Council of Governors. He would follow this up. Eleanor Davies indicated that the Council of Governors and Members' Council have a significant influence.

Councillor Auld enquired of progress with an independent review following the February 2012 incident. Eleanor Davies advised that a report had been completed and a summary of findings could be provided to the Portfolio Holder. Dr Baggaley highlighted that it was an independent report and indicated that the Trust were also frustrated at not receiving it sooner.

Councillor Auld also enquired about staff training following the incident. Eleanor Davies referred to the need for staff to be refreshed. It was demanding working on wards and she was looking at how to support staff. Consideration was being given to rotating staff with other settings e.g. work at a prison, so that staff were not locked into one place of deployment.

The Chairman referred to a recent incident of a patient absconding whilst off site at West Wickham Post Office. Dr Baggaley explained that a patient had leave to collect some money from the Post Office. When considering leave, a risk assessment is undertaken on the likelihood of the patient absconding. An absence of leave provision could cause frustration on the ward. In this case the absconder was not from a forensic ward and was not regarded as a risk. There would be incidents of absconding from time to time. On having a "*no surprises*" policy, Eleanor Davies indicated that SLaM needed to improve. If there was an escape from the Riverside building, SLaM would brief thoroughly.

The Chairman enquired whether there was any scope for rolling out the "Buddy" system more extensively. Eleanor Davies indicated there were plans to develop the technology so that an individual could, if they wished, call a key contact. If messages were left with the contacts e.g. Doctor, the individual could be called back. This would be a voluntary arrangement for the patient. It

was the intention to profile this and carry out some clinical evaluation. The economic evaluation would be for O2, with SLaM updating clinically.

The Portfolio Holder welcomed the openness of SLaM and comments concerning the Trust's Council of Governors. He asked that the independent review of the February 2012 incident be provided before 26th July 2012. Acknowledging the need for patients to have leave, he felt that it was necessary for hospital staff to be sharper in their response and more alert when escorting patients. Dr Baggaley felt that "escorting" patients was not an appropriate description - non-forensic patients were accompanied rather than escorted. Additionally, the hospital did not have the staff to guarantee that a patient would not abscond. On ward rounds an assessment is made of whether a patient can be given leave. But in the case of the individual absconding from the West Wickham Post Office, it was acknowledged that a wrong judgement had been made.

In concluding, Dr Baggaley confirmed that SLaM would be willing to update the Committee further and would provide further advice on both membership of the Trust and the Trust's Council of Governors.

14 MOPAC CRIME PREVENTION FUND - BID OUTCOME

Report ES13055

Concerning the London Crime Prevention Fund, Members were informed of decisions by the Mayor's Office for Policing and Crime (MOPAC) on the level of Crime Prevention funding for Bromley. The notification received was indicative and subject to specified conditions. It was also subject to the signing of a grant agreement (yet to be signed).

The funding decisions for LB Bromley (2013/14) comprised:

Bids funded

Domestic Abuse Strategy £45,000
Domestic Abuse Advocacy Project £22,539
Community Domestic Abuse Projects £59,619
Safer Bromley Van £27,073
Community Safety Mentoring Programme £58,000

Bids to be amended before funding is granted

(funding for these bids might be subject to conditions, such as outcomes being more specific and measurable)

Substance misuse, Intensive Support Programme £86,000

Unsuccessful Bids

Part funding for Bromley's Anti Social Behaviour (ASB) Team £55,000
Part funding for Safer Neighbourhood Officers £59,350

Junior Citizens Scheme £5,918
Youth Offending Team (YOT) Substance Misuse Worker £40,000
Summer Diversionary Activities £58,000

Concerning the unsuccessful bids for part funding Bromley's ASB Team and Bromley's Safer Neighbourhood Officers, a consultation document set out proposed staffing reductions to achieve budgetary savings required from the loss of funding. The consultation period ended on 1st June 2013.

At a meeting with the Deputy Mayor for Policing and Crime on 9th May 2013 the Leader of the Council and the Portfolio Holder expressed their concern over the funding decisions by MOPAC. At the meeting it was agreed that it might be possible to re-allocate the £86k *Substance misuse, Intensive Support Programme* grant to ASB initiatives provided a new bid was submitted and approved. A new bid had been submitted but no formal MOPAC decision had been received on the re-allocation.

MOPAC funding of £212,231 for 2013/14 is split between the Public Protection and Safety and Education Portfolios as outlined below:

<u>MOPAC Funding</u>	£	£
Public Protection and Safety Portfolio		
Domestic Abuse Strategy	45,000	
Domestic Abuse Advocacy Project	22,539	
Community Domestic Abuse Projects	59,619	
Safer Bromley Van	27,073	
Total for PPS Portfolio		154,231
Education Portfolio		
Community Safety Mentoring Programme	58,000	
Total Education Portfolio		58,000
Total MOPAC funding for LBB		<u>212,231</u>

Although disappointed on the bid outcome, particularly in view of the high priority given by LB Bromley to tackling ASB, the Portfolio Holder was confident that MOPAC would provide funding towards Bromley's ASB Team given the possibility raised when meeting the Deputy Mayor for Policing and Crime on 9th May 2013. The Portfolio Holder also referred to funding from Public Health and Education and Care Services in the context of troubled families.

The Portfolio Holder expected that the Council would be able to deliver a level of service in tackling ASB. Although measures had been taken to manage the effect of the funding outcome for Bromley's ASB Team, the Assistant Director (Public Protection) indicated that the position might change should the bid become successful.

To meet additional staffing costs in the ASB and Safer Neighbourhood teams due to MOPAC's late notification of funding withdrawal, a further recommendation was tabled that the Executive approve a transfer to Community Safety (for 2013/14 only) of £46k set aside for the mentoring service.

Dr Hadley enquired whether the notification of funding withdrawal for the ASB and Safer Neighbourhood teams ran in parallel with the Police Safer Neighbourhood Panels. The Portfolio Holder advised that the Police wanted to move to Sector Panels although the Deputy Mayor for Policing and Crime preferred to keep to Ward Panels. Sector Panels would set priorities for the whole sector.

Councillor Auld considered the Junior Citizens Scheme a good investment. In view of the £5,918 bid for the scheme being unsuccessful with MOPAC, the Portfolio Holder confirmed that it would instead be funded from Portfolio funds.

RESOLVED that:

- (1) the grant funding decision by MOPAC be noted;**
- (2) a report be submitted in 12 months detailing progress on the funded projects; and**
- (3) the Executive be recommended to approve that the £46k set aside for the mentoring service be transferred to Community Safety for 2013/14 only, to meet additional costs of staffing within the Anti-Social Behaviour and Safer Neighbourhood teams incurred due to the late confirmation of funding withdrawal from MOPAC.**

15 ENFORCEMENT ACTIVITY - OCTOBER 2012 - MARCH 2013

Report ES13054

For the period 1st October 2012 to 31st March 2013 Members noted activity related to the annual Portfolio Plan and enforcement under delegated powers.

Councillor Fookes highlighted a problem of excessive noise from car music systems. Members were advised that this type of nuisance from moving cars is not easily enforced under the Environmental Protection Act 1990. In instances of noise associated with drivers leaving licensed premises, there is liaison between the Council's Noise team and the Council's Licensing team. Where appropriate, action is taken against the licensee of a licensed premises.

RESOLVED that:

- (1) the contents of the report be noted; and**

(2) further reports be received every six months on activity related to the Portfolio Plan and enforcement under delegated powers.

16 BROMLEY YOUTH COUNCIL MANIFESTO 2013/14

Report RES13123

Information briefing to the Education PDS Committee on the Bromley Youth Council Manifesto 2013/14 was provided to the PP&S PDS for consideration. Andrew Spears outlined background to the Manifesto.

At the BYC Manifesto event in March 2013, Mental Health was identified as a key issue for 2013/14 with Youth Activities, Staying safe and Tuition Fees as the next most prioritised concerns. Mental Health was identified to be the Youth Council's primary campaign for 2013 with the others as secondary campaigns. Last year, there was a successful campaign on bullying as the key issue.

Andrew Spears outlined some views of young people on what needed to change e.g. having more awareness to get help and advice and where to direct friends in order to get help. Reference was made to a number of young people having concerns about admitting a problem. There were pressures for example with adolescence in addition to those related to exams, relationships, transition, and any additional stress from family relationship issues and breakdown problems etc.

It was intended to campaign with Public Health and design and distribute an information leaflet to raise awareness of the signs and symptoms of mental health issues and services available to support young people. It was also intended to produce an information film for use in schools/colleges and community facilities to raise awareness of services and how to access them. Work would also be undertaken alongside Public Health to offer training to schools, colleges and Governors about mental health issues in adolescents. An awareness campaign would also be delivered with a focus around anti-bullying week 'I'm not mad'. Additionally, and using the BYSP summer diversionary programme, it was intended to speak to young people and distribute leaflets etc. Information would also be provided on Facebook to facilitate and support the campaign and signpost young people to appropriate help.

The Youth Council would produce a mid term progress report in October 2013 and an end of Year Report would look at the impact of the campaign as well as reporting individual and group outcomes and achievements. This would be the subject of a briefing for elected members in early 2014.

The film and leaflet would be provided through Youth Councillors represented at the majority of schools in LB Bromley. The Youth Council was currently in the process of seeking funding and exploring opportunities to resource the campaign. Costs related to the film would comprise some £4k.

RESOLVED that information provided in the briefing be noted.

17 WASTE 4 FUEL LTD (ORAL REPORT)

The Head of Environmental Protection provided an oral update on matters concerned with the *Waste 4 Fuel* transfer station at Cornwall Drive, Orpington.

The company was authorised by the Environment Agency with a licence to operate. There had been a number of fires on the site and a suspension notice was placed on the company. The Agency had provided the company with a target to reduce the amount of waste on site. By June 2013, the waste should have reduced to zero but only about one-third had been removed. As such the company was not compliant with the notice.

Although the fire risk was reducing (as the amount of waste reduced) enforcement options continued to be open to the Environment Agency. No decision had been taken on enforcement action and prosecution and there continued to be a significant amount of waste on site. The Director added that the matter was within the governance of the Environment Agency and the Council along with the Fire Brigade were pushing hard for action.

Councillor John Ince as a Ward Member for Cray Valley West was invited to address the Committee. He acknowledged that responsibility for action lay with the Environment Agency but there were serious concerns from local residents and considerable distress had been caused. He felt it was necessary for the Council to take whatever action it could to influence the Agency.

Members for Cray Valley West had met Environment Agency officials. Councillor Ince hoped the Council would use its authority to help end the licence for *Waste 4 Fuels* to operate. There had been much pollution and it was also dangerous with heavy goods vehicles "backing up".

Councillor Ince added that the company should have cleared the site of waste by 10th June 2013. However, if the licence is subsequently withdrawn, he also acknowledged there would be a fire risk and other problems from the waste left on site. He indicated that the company had received Planning Permission on appeal and could only operate with builder's waste.

Councillor Fookes asked if it would be possible to ask the Environment Agency to attend the Environment PDS Committee meeting on 25th June 2013. The Director advised that the matter was more within the governance of the Public Protection and Safety Portfolio but would nevertheless put the request to the Environment PDS Chairman. The Director also referred to meeting at senior level with the Fire Brigade and the Portfolio Holder indicated that Bob Neill M.P. was aware of the matter. The Portfolio Holder added that the Agency could be invited to the September PP&S PDS meeting - it would then be possible to see whether the company improves during this time.

Members were advised that the waste was liable to combustion when broken up and loaded on to lorries. Councillor John Canvin felt the company should restrict its operations to builder's waste and not have combustible material; Councillor Ince suggested the problems had occurred because the company had taken on material beyond building rubble.

RESOLVED that the Environment Agency be invited to the Environment PDS Committee meeting on 25th June 2013 (subject to the agreement of the Environment PDS Chairman) but if this is not possible to arrange, the Agency be invited to the PP&S PDS Committee meeting on 10th September 2013.

18 WORK PROGRAMME AND CONTRACTS REGISTER

Report RES13064

The Portfolio Holder indicated that as from Annual Council on 15th May 2013, daily operational responsibilities for the Council's Youth Offending Team (YOT) and Youth Service passed to the Public Protection and Safety Portfolio. The Committee would therefore have scrutiny responsibility for these services. However, the Portfolio Holder for Education retained overall strategic management responsibility for the services via the Executive.

The Youth Service was a new area for the Public Protection and Safety Portfolio and a report would be provided to the Committee's September meeting on the role of the Bromley Youth Support Programme. An update report on the Summer Diversionary Programme would also be provided to the meeting.

On enforcement matters the Public Protection and Safety and Environment Portfolios were working together on increased enforcement activity which would lead to high profile prosecutions in some cases. The emphasis would be on enviro-crime with a message that if waste is illegally dumped, enforcement activity will follow. A report on this would be additionally provided to the September meeting.

A progress report on delivery against the MOPAC funded programme would be added to the Committee's 5th November meeting.

RESOLVED that:

(1) the Committee's Work Programme be agreed subject to the additional reports outlined above; and

(ii) the Public Protection and Safety Portfolio Contracts be noted.

19 MEMBER VISITS

Members were advised that a visit has been arranged to the Bromley Ambulance Station, Crown Lane, Bromley for 4th July 2013 at 11.15 a.m. The

Portfolio Holder, Chairman and Dr Robert Hadley had already registered their intention to attend and Councillors David Hastings and Harry Stranger also expressed a wish to attend. Councillor Peter Fookes asked to be added as a possibility.

For a subsequent visit to the London Ambulance Centre Control Room at Waterloo (to be arranged), the Chairman, Councillor Gordon Norrie, Councillor Douglas Auld, Councillor Peter Fookes, Dr Robert Hadley, Councillor Harry Stranger and Abdulla Zaman expressed a wish to attend.

The possibility of visiting one or more Youth Centre Hubs and the Youth Offending Team had also been suggested and the Chairman, Councillor Gordon Norrie, Councillor Douglas Auld, Councillor Peter Fookes and Samantha Popely expressed a wish to attend.

APPENDIX A

QUESTION TO THE PORTFOLIO HOLDER FROM MR COLIN WILLETTS FOR WRITTEN REPLY

With regard to the 25 sacks of arisings and 20 sacks of arisings/one builders bag/five wheelie bins filled with arisings dumped at the northern end of Cotmandene Crescent during our late Sunday afternoon inspections 19th and 26th May 2013 respectively, could the Portfolio Holder tell us if this fly tipping was caught on CCTV camera and was any action taken against the offender/s?

Reply

The cameras have only just been connected and were being tested over the last few days, during which time they were set in the default position. Although they might have possibly picked up some movements, the fly tipping referred to would not be picked in sufficient detail to identify any perpetrators. As such we would be unable to take formal action against any perpetrators in this instance.

However, for the purposes of the operation, recently instigated by one of the enforcement officers, we have now re-orientated the Control room so that these cameras are wired in to a single dedicated screen and the operators have instructions to monitor this screen now for all incidents of fly tipping.

Once identified, they have the authority to zoom in on the perpetrators and obtain full details, including car registration numbers and this will allow the Council to properly identify any such fly tippers.

The Meeting ended at 9.07 pm

Chairman

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LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Public Protection and Safety, Councillor Tim Stevens J.P., has made the following executive decision:

PROVISIONAL OUTTURN 2012/13

Reference Report (ES13064):

PP&S Provisional Outturn 2012/13, 18/06/2013 Public Protection and Safety Policy Development and Scrutiny Committee

Enc. 1 for PP&S Provisional Outturn 2012/13, 18/06/2013 Public Protection and Safety Policy Development and Scrutiny Committee

Decision:

(1) The 2012/13 provisional out-turn position for the Public Protection and Safety Portfolio be endorsed.

(2) The out-turn position in respect of the targeted Neighbourhood activity project be noted.

Reasons:

The provisional 2012/13 final out-turn for Public Protection and Safety shows a £17k under-spend against a controllable budget of £3.325m, representing a 0.51% variation. Report ES13064 outlines details of the variations.

Report ES13064 also outlines that £16k has been spent in 2012/13 against the Member Priority Initiative of Targeted Neighbourhood Activity, leaving a balance of £134k.

The proposed decision was scrutinised by the Public Protection and Safety PDS Committee on 18th June 2013 and the Committee supported the proposal.

.....
Councillor Tim Stevens J.P.
Portfolio Holder for Public Protection and Safety

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

Date of Decision: 24 Jun 2013
Implementation Date (subject to call-in): 1 Jul 2013
Decision Reference: PPS13001

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Public Protection and Safety, Councillor Tim Stevens J.P., has made the following executive decision:

PORTFOLIO PLAN 2013/14

Reference Report (ES13053):

PPS Portfolio Plan 2013/14, 18/06/2013 Public Protection and Safety Policy Development and Scrutiny Committee

Enc. 1 for PPS Portfolio Plan 2013/14, 18/06/2013 Public Protection and Safety Policy Development and Scrutiny Committee

PPS PDS 180613 Addendum to Portfolio Plan, 18/06/2013 Public Protection and Safety Policy Development and Scrutiny Committee

Decision:

The Public Protection and Safety Portfolio Plan for 2013/14, including the addendum to the Plan, “Services to Young People”, tabled at the Public Protection and Safety PDS Committee meeting on 18th June 2013, be adopted.

Reasons:

The Public Protection and Safety Portfolio provides a lead in the delivery of the Council’s activity to ensure that Bromley continues to become a safer place.

The Portfolio Plan includes an outline of activity in all areas of Public Protection work delivered by the Council and through the Council’s leadership of the Safer Bromley Partnership. The Plan sets out the Council’s priorities for action in making Bromley a safer place for its residents and those that visit the borough.

For 2013/14, the focus of activity will be to achieve further positive outcomes and deliver reductions in crime and disorder across the borough, while ensuring that services remain value for money. In particular, the priorities outlined below have been highlighted:

- Support for businesses in Bromley to trade successfully within the law, using multi-agency visits, and by supporting schemes such as Best Bar None.
- Provide advice, guidance and support to vulnerable members of the community, who are victims or potential victims of domestic abuse, scams and doorstep crime.
- Encourage young people to achieve their potential by rejecting crime and anti-social behaviour, through positive activities such as Youth Diversion and mentoring.
- Provide advice, guidance and communication that support crime prevention and reinforces confidence in the borough as a safe place to live, work and

enjoy recreation.

- Explore the potential for sold services, commissioning and working with other boroughs.
- Continue to work with and support the Safer Bromley Partnership, and contribute to the Public Health Agenda.

Adoption of the Portfolio Plan includes the addendum to the Plan, "*Services to Young People*" tabled at the Public Protection and Safety PDS Committee meeting on 18th June 2013.

The proposed decision was scrutinised by the Public Protection and Safety PDS Committee on 18th June 2013 and the Committee supported the proposal.

.....
Councillor Tim Stevens J.P.
Portfolio Holder for Public Protection and Safety

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

Date of Decision: 24 Jun 2013
Implementation Date (subject to call-in): 1 Jul 2013
Decision Reference: PPS13002

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Public Protection and Safety, Councillor Tim Stevens J.P., has made the following executive decision:

FOOD SAFETY SERVICE

Reference Report (ES13067):

Food Safety Service, 18/06/2013 Public Protection and Safety Policy Development and Scrutiny Committee

Enc. 1 for Food Safety Service, 18/06/2013 Public Protection and Safety Policy Development and Scrutiny Committee

Decision:

The Annual Food Safety Service Plan for 2013/14 be approved.

Reasons:

It is essential to the health of Bromley residents and visitors that safe food is prepared and sold in the Borough.

The Council is the statutory Food Authority under section 40 of the Food Safety Act 1990 and has responsibilities to enforce legislation relating to food, including the primary production of food.

The Food Standards Agency (FSA) is the national body with responsibility for food safety and works in partnership with other bodies including Local Authorities at a local level who have responsibility for enforcement within their locality. The ways in which Local Authorities discharge their food safety role is subject to detailed guidance and audit by the FSA.

The main responsibilities and roles that the Council has as the Food Authority as set out in the FSA Food Law Code of Practice (COP) (April 2012) is briefly summarised below:

- Appoint suitably qualified authorised Food Safety Officers and ensure their ongoing competency. Nominate a Lead Officer to the FSA.
- Appoint a Public Analyst and submit samples for analysis.
- Provide appropriate resources to implement a risk based interventions programme (Inspections, Revisits and Audits etc).
- Risk rate businesses and issue Food Hygiene Rating Scores.
- Maintain an up-to-date database of food business establishments and register businesses.
- Maintain a capability to deal with food incidents/hazards.

- Have an up-to-date food law enforcement policy.

The Food Standards Agency require Local Authorities to seek Member approval of a food service work plan and to review it annually and publish it.

The proposed decision was scrutinised by the Public Protection and Safety PDS Committee on 18th June 2013 and the Committee supported the proposal.

.....
Councillor Tim Stevens J.P.
Portfolio Holder for Public Protection and Safety

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

Date of Decision: 24 Jun 2013
Implementation Date (subject to call-in): 1 Jul 2013
Decision Reference: PPS13003

LONDON BOROUGH OF BROMLEY

STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Public Protection and Safety, Councillor Tim Stevens J.P., has made the following executive decision:

PROPOSED FEES FOR ANIMAL BOARDING AND RIDING ESTABLISHMENTS LICENCES AND STRAY DOGS

Reference Report:

Proposed fees for animal boarding licences and stray dogs, 18/06/2013 Public Protection and Safety Policy Development and Scrutiny Committee

Enc. 1 for Proposed fees for animal boarding licences and stray dogs, 18/06/2013 Public Protection and Safety Policy Development and Scrutiny Committee

Enc. 2 for Proposed fees for animal boarding licences and stray dogs, 18/06/2013 Public Protection and Safety Policy Development and Scrutiny Committee

Enc. 3 for Proposed fees for animal boarding licences and stray dogs, 18/06/2013 Public Protection and Safety Policy Development and Scrutiny Committee

Decision:

Approval is given to the revised fee structure for:

- **animal boarding and riding establishments with effect from 1st October 2013; and**
- **the stray dog service with effect from 1st July 2013.**

Reasons:

In the context of the Council's responsibilities for licensing (i) premises where cats and dogs are boarded under the provisions of the Animal Boarding Establishments Act 1963 (Animal boarding establishments) and (ii) riding establishments where horse riding lessons are provided under the Riding Establishments Act 1964 and 1970, this Decision approves a revised fee structure for animal boarding and riding establishments.

To reflect the range of operations and make fees fairer, the new fee structure is based on two elements:

- a. a basic fee element common to all businesses of that type irrespective of the number of animals boarded or horses available for riding and
- b. an additional fee per head of animal.

For animal boarding establishments, a basic core fee of £200 will be introduced plus an amount of £4.00 per animal, with a cap at 100 animals. For Riding establishments, a core fee of £640 will be introduced plus a charge per horse of £7.00. Appendices to Report ES13050 illustrate the effect on individual businesses for both types of establishments. The fee structures will achieve a wider spread of fees more fairly

reflecting the number of animals involved. The smaller businesses will benefit from reduced fees whilst the larger ones will have higher fees.

The revised fees will be introduced from 1st October 2013 to provide adequate time to advise businesses of the changes to the fees.

This Decision also approves proposals related to Stray Dog Fees. Charges currently include a statutory fee of £25 and a contractor's fees for collection and return of a dog. This part of the fee varies, depending on whether the dog is collected in or outside of office hours. Kennelling costs are also recovered.

As the service is due to be re-tendered, the fees will be rationalised by applying a single, average, fee irrespective of the time of day an animal is picked up. A flat fee of £100 will apply from 1st July 2013 for the collection and return of a dog making the fees fair and in line with neighbouring London Boroughs. The new fee structure is outlined in Report ES13050.

The proposed decision was scrutinised by the Public Protection and Safety PDS Committee on 18th June 2013 and the Committee supported the proposal.

.....
Councillor Tim Stevens J.P.
Portfolio Holder for Public Protection and Safety

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

Date of Decision: 24 Jun 2013
Implementation Date (subject to call-in): 1 Jul 2013
Decision Reference: PPS13004

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Report No.
ES13102

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Public Protection and Safety Portfolio Holder

For Pre-Decision Scrutiny by the Public Protection and Safety PDS Committee on

Date: 10th September 2013

Decision Type: Non-Urgent Executive Non-Key

Title: BUDGET MONITORING 2013/14

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

Chief Officer: Nigel Davies, Executive Director of Environmental and Community Services

Ward: Boroughwide

1. Reason for report

This report provides an update of the latest budget monitoring position for 2013/14 for the Public Protection and Safety Portfolio based on expenditure and activity levels up to 31st July 2013. This shows a projected underspend of £10k.

It reports the level of expenditure and progress with the implementation of the selected project within the Member Priority Initiatives and provides details of the latest expenditure within the Community Safety Budget as set out in Appendix 3.

2. **RECOMMENDATION(S)**

2.1 The Portfolio Holder is requested to:

2.1.1 Endorse the latest 2013/14 budget projection for the Public Protection and Safety Portfolio.

2.1.2 Note the progress of the implementation of the targeted Neighbourhood activity project.

2.2 The PDS Committee is asked to comment on the allocation of Community Safety expenditure as set out in Appendix 3.

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Recurring Cost
 3. Budget head/performance centre: Public Protection & Safety Portfolio Budgets and earmarked reserve for Members Priority Initiatives
 4. Total current budget for this head: £3.5m and £150k
 5. Source of funding: Existing revenue budgets 2013/14 and the earmarked reserve for Member Priority Initiatives
-

Staff

1. Number of staff (current and additional): 59 ftes
 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: Applicable
-

Customer Impact

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

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 The 2013/14 projected outturn is detailed in Appendix 1, with a forecast of projected spend for each division compared to the latest approved budget and identifies in full the reason for any variances.
- 3.2 Costs attributable to individual services have been classified as “controllable” and “non-controllable” in Appendix 1. Budget holders have full responsibility for those budgets classified as “controllable” as any variations relate to those factors over which the budget holder has, in general, direct control. “Non-controllable” budgets are those which are managed outside of individual budget holder’s service and, as such, cannot be directly influenced by the budget holder in the shorter term. These include, for example, building maintenance costs and property rents which are managed by the Property Division but are allocated within individual departmental/portfolio budgets to reflect the full cost of the service. As such, any variations arising are shown as “non-controllable” within services but “controllable” within the Resources Portfolio. Other examples include cross departmental recharges and capital financing costs. This approach, which is reflected in financial monitoring reports to budget holders, should ensure clearer accountability by identifying variations within the service that controls financial performance. Members should specifically refer to the “controllable” budget variations relating to portfolios in considering financial performance. These variations will include the costs related to the recession.
- 3.3 Council on 26th March 2012 approved the setting aside of £2,260k in an earmarked reserve for Member Priority Initiatives. The Public and Protection and Safety Portfolio is responsible for the delivery of one of the projects – Targeted Neighbourhood Activity with an allocation of £150k.
- 3.4 Appendix 2 has the details of the progress of this scheme.
- 3.5 Within the 2013/14 Community Safety Budget there are a number of budgets that are subject to Portfolio Holder authorisation and for information these budgets are listed below: -

Expenditure requiring Portfolio Holder approval	2013/14 Budget £	Allocation Agreed to Date £	Current Bids £	Balance of Budget Unallocated £
Portfolio Holder Initiative Fund Grants	53,530	20,000	0	33,530
Youth Diversion Expenditure	58,250	44,835	0	13,415
Safer Neighbourhood Development Grants	40,000	8,845	2,000	29,155
Operation Payback	8,400	0	0	8,400
	160,180	73,680	2,000	84,500

4. POLICY IMPLICATIONS

- 4.1 The Resources Portfolio Plan includes the aim of effective monitoring and control of expenditure within budget and includes the target that each service department will spend within its own budget.
- 4.2 Bromley’s Best Value Performance Plan “Making a Difference” refers to the Council’s intention to remain amongst the lowest Council Tax levels in outer London and the importance of greater focus on priorities.
- 4.3 The four year financial forecast report highlights the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2013/14 to minimise the risk of compounding financial pressures in future years.
- 4.4 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council’s budgetary control and monitoring arrangements.

5. FINANCIAL IMPLICATIONS

- 5.1 The latest projections from managers show that a projected underspend of £10k is expected for the Public Protection and Safety Portfolio for 2013/14.
- 5.2 The projected variance has arisen due to an underspend within the staffing budget of £24k which is offsetting the projected shortfall of income from the provision of CCTV services to registered social landlords of Dr £14k. More details of the reasons for the variances are included in Appendix 1.
- 5.3 It should be noted that the Youth Service budget will be included in the next budget monitoring report for the Public Protection and Safety Portfolio. A balanced budget is currently being projected for this service which is currently split over two other Portfolios – Care Services and Education.
- 5.4 Appendix 2 shows that an amount of £39k has been spent/committed for the Targeted Neighbourhood Activity project. Officers are currently investigating whether gating is required in some areas within Mottingham.
- 5.5 To date, a total of £73,680 has been committed/spent from the community safety budgets as detailed in Appendix 3, leaving an unspent balance of £86,500. A bid of £2,000 for a dog microchip service has been submitted to be considered by the Portfolio Holder. Elsewhere on this agenda is a report requesting the Portfolio Holder to agree that £20,000 is allocated for additional enforcement activities from the Safer Neighbourhood Grant budget.

Non-Applicable Sections:	Legal, Personnel
Background Documents: (Access via Contact Officer)	2013/14 budget monitoring files within ECS finance section

Public Protection & Safety Budget Monitoring Summary as at 31 July 2013

2012/13 Actuals £'000	Division Service Areas	2013/14 Original Budget £'000	2013/14 Latest Approved £'000	2013/14 Projection £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
573	Public Protection Community Safety	430	432	432	0	1	0	0
297	Mortuary & Coroners Service	339	338	338	0		0	0
2,438	Public Protection	2,456	2,491	2,481	(10)	2	0	0
3,308	TOTAL CONTROLLABLE	3,225	3,261	3,251	(10)		0	0
298	TOTAL NON CONTROLLABLE	6	6	6	0		0	0
321	TOTAL EXCLUDED RECHARGES	229	217	217	0		0	0
3,927	PORTFOLIO TOTAL	3,460	3,484	3,474	0		0	0

Reconciliation of latest approved budget

£'000

Original budget 2013/14

3,460

Allocation of Localisation & Conditions Pay Award

26

Budget transfer within ECS department

(2)

Latest Approved Budget for 2013/14

3,484

Public Protection Portfolio - Budget Monitoring Notes - 31 July 20131. Community Safety £0k

The projected overspend on staffing of £46k due to the late notification of revised MOPAC funding has been funded by the agreed diversion of the Prevent monies of Cr £46k.

2. Public Protection Cr £10k

There is likely to be a net surplus of Cr £10k within Public Protection. This is due to the secondment of the Head of Public Health Nuisance to Executive Assistant for most of 2013/14 offset by the effect of delays in implementing the budget options for 2013/14. This has resulted in a net underspend of Cr £24k. This is more than offsetting a projected shortfall in income of £14k from the provision of CCTV services to registered social landlords.

Analysis of Members' Initiatives - Earmarked Reserves @ 31.7.13

Item	Divison / Service Area	Responsible Officer	Allocation £'000	Spend To Date £'000	Commitments £'000	Total Spend & Commitments £'000	Balance Available £'000	Comments on Progress of Scheme
Targetted Neighbourhood Activity	PPS - Public Health Complaints & Anti-Social Behaviour	Jim McGowan	150	29	10	39	111	Officers are currently investigating whether gating is required in some areas within Mottingham.
TOTAL			150	29	10	39	111	

Portfolio Holder Funds 2013/14

2013/14 SUMMARY

	Budget Allocation £	Actual Spend £	C'mitmnts To date £	Current Bids £	Budget Balance £
Portfolio Holder Initiative Fund Grants (£53,530)					
Operation Condor- Licensing Visits		0	2,400	0	
Best Bar None		0	15,000	0	
Mottingham Community Day		816	184	0	
Cray Festival 6.7.13		1,012	588	0	
	53,530	1,828	18,172	0	33,530
Youth Diversion Expenditure (£58,250)					
£40k for Summer Diversion Activities agreed 26.3.13		40,000	0	0	
Youth Manifesto		0	1,655	0	
Junior Citizen		0	1,980	0	
Junior Citizen		0	1,200	0	
	58,250	40,000	4,835	0	13,415
Safer Neighbourhood Grants (£40,000)					
Doorstep Crime Rapid Response Awareness		0	3,845	0	
Crime Summit		0	5,000	0	
Dog Microchip service bid		0	0	2,000	
	40,000	0	8,845	2,000	29,155
Operation Payback (£8,400)	8,400	0	0	0	8,400
					0
Total Portfolio Holder's Grants 2013/14	160,180	41,828	31,852	2,000	84,500

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Report No.
ES13095

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: PORTFOLIO HOLDER FOR PUBLIC PROTECTION AND SAFETY

For Pre Decision Scrutiny by the Public Protection and Safety PDS Committee on

Date: 10th September 2013

Decision Type: Non-Urgent Executive Non-Key

Title: INCREASE IN ENFORCEMENT ACTIVITY INITIATIVE

Contact Officer: Jim McGowan ,Head of Environmental Protection
Tel: 020 8313 4651 E-mail: jim.mcgowan@bromley.gov.uk

Chief Officer: Nigel Davies, Executive Director of Environment & Community Services

Ward: All

1. Reason for report

To consider options for funding increased enforcement activity against those who commit Enviro Crime type offences within the borough.

2. **RECOMMENDATIONS**

The Portfolio Holder is asked:

2.1 To agree to the increased enforcement activity set out in paragraph 3.7 – 3.25

2.2 To agree to allocate £20k from the Safer Neighbourhood Development Grant budget to fund the additional activity

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Quality Environment, Safer Bromley
-

Financial

1. Cost of proposal: £20k
 2. Ongoing costs: n/a:
 3. Budget head/performance centre: Safer Neighbourhood Development Grant budget within Community Safety
 4. Total current budget for this head: £53,530, with an uncommitted balance of £33,530 available
 5. Source of funding: Existing revenue budget for 2013/14
-

Staff

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

Legal

1. Legal Requirement: Primarily relates to statutory functions
 2. Call-in: Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 300,000+
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: Not applicable

3. COMMENTARY

- 3.1 The Enforcement Concordat provides guidance to Councillors, Officers, businesses and individuals on the range of options that are available to achieve compliance with legislation enforced by the London Borough of Bromley.
- 3.2 A wide range of enforcement mechanisms are available, ranging from informal action, such as, verbal warnings to formal action with Notices and prosecution.
- 3.3 In all instances an enforcement method that is relevant and proportionate to the offence or contravention will be used and this will include taking into account the past history of an individual or a business. The policy is built around a process of escalation and prosecutions will only take place in circumstances where a defendant has acted willfully, where they have ignored written warnings or formal notices or obstructed an officer in the course of their duties.
- 3.4 Officers from both the Public Protection and Environment Portfolio currently engage in numerous enforcement activities to catch and prosecute those companies and individuals who act in an anti social or criminal manner. Many of these acts are classed as Enviro crime and have a detrimental and negative effect on the physical environment. Enviro crime activity such as fly tipping, littering, graffiti and dog fouling cost the London Borough of Bromley a significant amount of money per annum. The collection and disposal of fly tipped material alone cost LBB over £130k in 2012/13.
- 3.5 This report proposes an increase in action to tackle Enviro Crime activity and to combat the irresponsible and anti social behaviour of a minority number of individuals. The proposed programme of activity would supplement existing functions and would run during the six months from October 2013 until 31 March 2013.
- 3.6 The activities would cover a coordinated effort to catch and prosecute those acting in an anti social way or committing Enviro Crime, and subsequently publicise both the actions, the individuals and the punishments. The following commentary describes the proposed activities with an indication of the associated costs.

PROPOSED ACTIVITIES

Multi-agency Clean ups

- 3.7 A programme of multi-agency clean ups will fit in with the MPS Policing Plan and the LBB Safer Neighbourhood aims. It is proposed to have six operations with support from Street scene contractors to remove fly tipped waste; the estimated £3000 costs does not allow for officers existing time to organise and liaise with Police, Affinity Sutton, Probation and other partners. During these clean up operations enforcement officers will be tasked with searching the fly tips to try and find evidence of who has dumped the rubbish and proceedings will be instigated against any perpetrators who are identified.

- estimated cost £3,000.

Surveillance of Fly-tip Hot Spots

- 3.8 Following extensive fly-tipping around the recycling area in the car park at Cotmandene Crescent, a CCTV surveillance operation was carried out. From the CCTV coverage it has been possible to identify over 100 cases of fly-tipping, ranging from one black sack to a pile of old furniture. It was necessary to employ an additional administrative resource for one week to view the CCTV coverage, make DVLA enquiries and prepare documentation for processing the formal actions.

- 3.9 Notices are sent to the registered keepers of the vehicles to determine who was in charge of the vehicle at the time of the offence taking place. From this information it is then possible to go forward with enforcement action, which will include issuing of FPNs and prosecutions, dependant on the severity of each case. It is hoped the income received from the FPNs will go toward funding some of the additional resource required.
- 3.10 Other sites are being identified across the Borough, where fly-tipping has increased and it is intended to carry out similar operations to these sites as those used at Cotmandene Crescent but using mobile surveillance and recording systems. Where practicable, CCTV equipment can be deployed to sites where there are high instances of fly-tipping.
- 3.11 The viewing of CCTV tapes and the logging of details is very time consuming and the cost of this exercise alone amounts to £750 per week. If a contractor was deployed to provide a manned surveillance operation, the cost of this would be in the range of between £15 and £20 per hour per officer.
- 3.12 Where vehicles are involved there is a requirement to serve a Notice on the vehicle's registered keeper to provide details of those in charge of the vehicle at the time of the offence. On receipt of this information it is then possible to start enforcement action. Additional administrative support is necessary for this process. It is hoped the income received from the FPNs will go toward funding some of the additional resource required.
- 3.13 It is estimated that the mobile CCTV equipment cost will be £2,300; review of tapes will cost £1,500 and additional manned surveillance £1,200

- Estimated cost £5,000

3.14 Investigation of Advertised Services for Waste Removal

- 3.15 A "desk-top" exercise could be carried out to determine all the companies that operate in the Borough that carry out waste and rubbish removal service are properly licensed and acting within current legislation.
- 3.16 Companies advertised in the local press, on the internet and other advertising media could be investigated and their details checked against the Environment Agency's web site to determine whether they were a licensed waste carrier.
- 3.17 Those companies not licensed could be used in a "sting" operation by offering them work to determine what they do with the waste.
- 3.18 Additional resources would be required to carry this whole process at a cost of between £15 and £20 per hour per officer. To review the local media for companies and check waste carrier licences over a 4 week period is estimated to be £1,500 and the additional organisation and delivery of an appropriate Sting Operation £3,500

- Estimated cost £5,000

Dog Fouling

- 3.19 Delegation for surveillance operations, fixed penalty notices and prosecutions for dog fouling offences could be extended to SDK, who is the Council dog warden contractor and to the Council's other contractor, Kingdom Security for enforcement ion Parks.

- Estimated costs £4,000

Fly tipping on private and unregistered land eg alleyways

3.20 There are a number of protocols to deal with residents and contractors who fly tip in private areas where Public Protection will serve Notice on the perpetrator or the owner/occupier of the land. This is normally covered by the officers in Public Protection, however, where the land is unregistered, then Notices may be served on the households that front on to or otherwise abut the land that has been tipped. Public Protection can then arrange for costs to be recovered from those people but this process does not cover normal Council costs and would need to be supplemented in order to pursue this option.

- Estimated cost:- £3,000

Targeted Stop & Check Vehicle Operations

3.21 Cooperation from the Police and other such Partners as Customs & Excise, Environment Agency and Trading Standards to be sought to carry out joint-operations that are target led at regular monthly intervals. These operations are to be carried out at no additional cost to the Council.

3.22 Establish a list of 'top ten' locations, taken from the Policing Plan and the Council's MOPAC targets, to carry out these operations over a six month period.

3.23 Confirmation sought to use their Police ANPR (Automated Number Plate Recognition) system and ANPR interceptor car for enviro crime operations. Public Protection to arrange.

Enviro crime reward scheme

3.24 It is proposed that Bromley should re-establish the enviro crime reward scheme whereby our residents are asked to help keep our streets safe and clean by reporting these crimes to us for a reward. If their information helps us to successfully prosecute an offender, then they could receive up to £500 as a 'thank you', depending upon the seriousness of the offence and resultant punishment.

3.25 Under this scheme, if a resident sees an envirocrime being committed, they report it to the Police and contact us with the information. They provide a description of the offender, vehicle registration, photograph or any other detailed information which could be used as evidence and may enable us to prosecute. Their personal details are treated as confidential but sometimes it may be necessary for witnesses to give evidence in court.

- Estimated cost - It is expected that this will be less than £2,000 and will be funded from the Street scene and Green Space budgets within the Environment Portfolio.

4. POLICY IMPLICATIONS

4.1 Tackling and reducing the level of the various types of enviro and providing reassurance to the people of Bromley are key elements of the PPS and ECS portfolio plans and of the Council's commitment to Building a Better Bromley.

5. FINANCIAL IMPLICATIONS

5.1 The six month enforcement activity programme is estimated to cost £20,000 and the table below summarises the costs: -

Additional enforcement activities	£'000
Multi-agency Clean-ups	3
Surveillance of fly tip hot spots	5
Sting operation re unauthorised waste removal services	5
Dog fouling	4
Flytipping on private & unregistered land eg alleyways	3
Total estimated cost	20

5.2 The 2013/14 Community Safety Budget has an amount of £53,530 allocated for Safer Neighbourhood Development Grants. An uncommitted balance of £33,530 is currently available. This report is requesting Portfolio Holder approval to contribute £20,000 from this budget to fund the additional enforcement activities proposed in this report.

5.3 The enviro crime reward scheme is expected to cost less than £2,000 and it will be funded from the Street Scene and Green Space budget within the Environment Portfolio.

6. LEGAL IMPLICATIONS

6.1 There is a wide range of legislation available to the enforcement officers of the Council in tackling the various elements of enviro crime. The legislation is primarily based around the various Public Health Acts and the Environmental Protection Act 1990. The legislation allows for prima facie prosecutions as well as a system of serving enforcement Notices, which may be followed up with Fixed penalty notices, prosecutions and works in default of the Notice.

7. PERSONNEL IMPLICATIONS

7.1 Personnel requirements to be met from within existing resources, except for those as detailed in the body of the Report, where additional agency staff are needed to supplement the operation.

Non-Applicable Sections:	N/A
Background Documents: (Access via Contact Officer)	

Agenda Item 13

Report No.
ES13091

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: PUBLIC PROTECTION AND SAFETY PDS COMMITTEE

Date: 10th September 2013

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

Title: OVERVIEW OF COUNCIL SERVICES FOR YOUNG PEOPLE

Contact Officer: Paul King, Head of Youth Support Services
Tel: 020 8461 7572 E-mail: paul.king@bromley.gov.uk

Chief Officer: Terry Parkin

Ward: Boroughwide

1. Reason for report

This report is intended to provide an overview of the content and purpose of Council services for young people.

2. RECOMMENDATION

2.1 Members of the Public Protection and Safety Committee are asked to note the contents of the report.

Corporate Policy

1. Policy Status:
 2. BBB Priority: Children and Young People Safer Bromley:
-

Financial

1. Cost of proposal::
 2. Ongoing costs: Recurring Cost:
 3. Budget head/performance centre: Education, Care and Health Services/Bromley Youth Support Programme and Youth Offending Team
 4. Total current budget for this head: £3,143,860
 5. Source of funding: ECS Approved Budget for 2013/14 and various grant sources; Youth Justice Grant; Public Protection and Safety Youth Diversion Funding and contract charges
-

Staff

1. Number of staff (current and additional): 67 FTE
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Statutory Requirement:
 2. Call-in: Not Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 36,000 children and young people aged 8 – 19 (based on average of 3,000 per each age cohort).
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 The Portfolio Holder's recent update to this committee reported that responsibility for Leadership of the Council's services to Young People had recently been delegated to the Portfolio Holder for Public Protection and Safety from Education, Care and Health Services.
- 3.2 The scope of these services and the statutory responsibilities that they are intended to meet are detailed in Appendix 1 to this report.
- 3.3 These services contribute to meeting Council responsibilities to:
- support young people to remain in Education, Employment and Training
 - promote and provide things for young people to do outside of school time
 - deter young people from anti-social and offending behaviour
 - safeguard and support young people if they do offend and enter the youth justice system
 - manage work experience and educational visits
- 3.4 The Bromley Youth Support Programme (Targeted and Universal), Education Business Partnership and the Youth Offending Service Teams are situated within the Education, Care and Health Services Children's Care Service Division. Together these services employ 67 full time equivalent staff located at the Civic Centre, 4, Masons Hill and at the 4 Youth Centres across the Borough.
- 3.5 The Bromley Youth Music Trust, the Duke of Edinburgh Awards, Youth Council, Summer Activities Programme, Bromley Mentoring Initiative and the Borough's Youth Centres are examples of services that fall within the area of the Council's services to Young People. Additionally, officers within the service have a role to play in supporting, promoting and co-ordinating with private and voluntary sector providers of services to young people.
- 3.6 Service performance reports are presented each year for the Bromley Youth Support Programme, Bromley Youth Council, Duke of Edinburgh Awards, Youth Offending Team and Bromley Youth Music Trust. From 2014, the Education Business Partnership will also be producing an annual performance report.

4. FINANCIAL IMPLICATIONS

- 4.1 The total net budget for the Council's services to Young People is £3,143,860.

The controllable items of this budget are summarised below

Item	Youth Support Programme	Music Service	Education Business Partnership	Youth Offending Team	Total
Employees	1,126,670		315,480	1,098,060	2,540,210
Running costs (premises, transport, supplies and services)	297,430		55,830	102,770	456,030

Contracts	79,900	318,200		90,320	488,420
Income (grant and recharges)	(113,960)		(307,000)	(378,530)	(799,490)
Total	1,390,040	318,200	64,310	912,620	2,685,170

The non controllable element amounts to £458,690. This in the main consists of recharges, capital asset charges, repairs and maintenance, etc that the service has no influence over

5. LEGAL IMPLICATIONS

5.1 Appendix 1 details the statutory responsibilities that the Council's services to Young People are intended to meet.

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

INFORMATION ADVICE AND GUIDANCE (IAG)	PROMOTING POSITIVE ACTIVITIES	YOUTH OFFENDING TEAM/SERVICE
<p>Under Section 68 of the Education and Skills Act of 2008, Local Authorities have a duty to 'assist, encourage and enable' young people aged 13-19 (and young adults with a learning difficulty and/or disability up to the age of 25) to participate in education or training. Services provided under this duty were previously delivered under the 'Connexions' brand which was replaced by an all-age careers service by April 2012. Local authorities are no longer required to provide a universal careers guidance offer, but do retain a responsibility for providing targeted support for vulnerable young people. There are no stipulated requirements and the method by which they meet this duty is at the discretion of individual Local Authorities.</p>	<p>Under Section 507B of the Education Act 1996, Local Authorities have a duty to ensure that young people have access to sufficient educational leisure-time (Positive) activities which are for the improvement of their well-being and personal and social development, and sufficient facilities for such activities; that activities are publicised; and that young people are placed at the heart of decision making regarding the positive activity provision. There are no stipulated requirements and the content and mode of delivery of a local "youth offer" is largely at the discretion of the Local Authority.</p>	<p>Under Section 39 (1) of the 1998 Crime and Disorder Act Local Authorities, acting in co-operation with partners (who are also under a duty to co-operate with the Local Authority) have a duty to establish in their area one or more Youth Offending Teams.</p> <p>The introduction of the Legal Aid Sentencing and Punishment of Offenders Act 2012 from December 2012, places an increased duty on the Local Authority with respect to the safeguarding and care of all young people held on remand.</p>
<p>Section 72 places a duty on Local Authorities to secure and provide information about learner and participation in education and training. The content of the information required is defined by a Department for Education specification to which an individual Local Authority is required to adhere. Local Authorities are permitted to discharge this duty via a third party.</p> <p>Both Section 68 and 72 are integral to Local Authorities duties in respect to the Raised Participation Age which will be effective from September 2013.</p> <p>Section 139A of the Learning and Skills Act 2000 places a duty on Local Authorities to arrange for an assessment of needs of young people with Learning Difficulties and Disabilities who are making a transition between places of learning after Year 11 of their compulsory education. The Act stipulates the required competence of staff undertaking the assessment and the points at which assessment must be made.</p>	<p>MANAGEMENT OF WORK EXPERIENCE</p> <p>Under Section 112 of the School Standards and Framework Act 1998, the enactments relating to the prohibition or regulation of the employment of children do not apply to the employment of a child in his last two years of compulsory schooling if the employment is in pursuance of arrangements made—</p> <p>(a) by a local education authority, or</p> <p>(b) by the governing body of a school on behalf of such an authority,</p> <p>with a view to providing him with work experience as a part of his education.</p> <p>Therefore, although it does not have a duty to provide work experience, the local authority needs to maintain a policy setting out conditions whereby a governing body may act on its behalf and monitor provision made under this delegated authority.</p>	<p>MANAGEMENT OF EDUCATIONAL VISITS</p> <p>The main legislation covering this area is the Health and Safety at Work etc Act 1974 and regulations made under that Act.</p> <p>Regulations made under the Health and Safety at Work etc. Act 1974 set out what actions employers are required to take.</p> <p>Health and safety arrangements must be set out in a written health and safety policy and employers must ensure that employees receive relevant training.</p> <p>Where the local authority is the employer, it may give a direction concerning the health and safety of persons (including pupils) on the premises or taking part in activities elsewhere. Under section 29(5) of the Education Act 2002, governing bodies of schools must comply with any such direction from the local authority.</p> <p>The employer (the local authority, governing body or proprietor) is responsible for health and safety, though tasks may be delegated to staff..</p>

SUMMARY OF SERVICES PROVIDED BY OR THROUGH THE BROMLEY YOUTH SUPPORT PROGRAMME IN MEETING STATUTORY DUTIES

<p>CAREERS IAG FOR ALL</p>	<p>ACTIVITY DELIVERED DIRECTLY BY THE TARGETED YOUTH SUPPORT PROGRAMME (TYSP)</p>	<p>ACTIVITY DELIVERED DIRECTLY BY THE UNIVERSAL YOUTH SUPPORT PROGRAMME (UYSP)</p>	<p>ACTIVITY DELIVERED DIRECTLY BY THE YOUTH OFFENDING TEAM</p>	<p>ACTIVITY DELIVERED DIRECTLY BY BROMLEY EDUCATION BUSINESS PARTNERSHIP (BEBP)</p>
<p>The programme signposts young people to Impartial Careers Information, Advice and Guidance via websites/helpline and local services:</p> <ul style="list-style-type: none"> National Careers Service website/ helplines (and other as appropriate) School/College Careers Education and Work Related Learning programmes and sources of Careers IAG Bromley Education Business Partnership activities purchased by schools/colleges Library (self service IAG access points) 	<p>1-1 and groupwork Support from BROMLEY TARGETED YOUTH SUPPORT PROGRAMME (BYSP)</p> <p>Specialist support to young people with LDD to meet statutory duties re. Section 139A Assessments.</p> <p>TYSP also provides source of referrals for:</p> <ul style="list-style-type: none"> ESF employability support projects Princes Trust Bromley Employment Project Bromley Education Business Partnership: <ol style="list-style-type: none"> Bromley Mentoring Initiative Pre-apprenticeship programme Work Experience 	<p>Youth centre based activity programme operated at 4 Youth Support Hubs</p> <ul style="list-style-type: none"> Duke of Edinburgh Award Scheme Mobile Youth Support Team Youth Involvement (including Youth Council) Youth Offer for young people with disability <p>ACTIVITY DELIVERED BY THE UYSP THROUGH COMMISSIONS AND COLLABORATION</p> <ul style="list-style-type: none"> Bromley Music Education Service (Bromley Youth Music Trust) Bromley and Downham Youth Club Darrick Wood Youth and Community Youth Centre Bromley Council for Voluntary Youth Services Grant funded activity Bromley Mytime Arts Train and Myfutures Pro-Active Bromley Sports Partnership Programme <p>Promotion of total Bromley Youth Offer via Borough's marketing channels</p> <p>Lead delivery partner for the Community Safety parks based summer and Easter diversionary programme</p>	<p>The YOT team delivers a remit of court and community and prevention and intervention work that is statutorily required to include the following activities:</p> <ul style="list-style-type: none"> the provision of assistance to young people to determine whether reprimands or warnings should be given the provision of support for children and young people remanded or committed on bail while awaiting trial or sentence co-ordination with Children Social Care to facilitate the placement in local authority accommodation of children and young people remanded or committed to such accommodation under section 23 of the Children and Young Persons Act 1969 the provision of reports or other information required by courts in criminal proceedings against children and young people provision of activity appropriate to the prevention of first time entry to the youth justice system and to the support and supervision of young people on return from custody 	<p>Develops and maintains the local authority's policy, procedures, guidance for provision of work experience for:</p> <ul style="list-style-type: none"> children below MSLA who attend Bromley education establishments children and young people who are placed by (or on behalf of) LBB teams <p>Monitors compliance with work experience standards through range of support services:</p> <ul style="list-style-type: none"> review meetings, consultancy and helpline specialist training and bespoke systems placement vetting and cross-borough partnerships <p>Supports the Council's arrangements as a work experience placement provider.</p> <p>Promotes and brokers apprenticeship and work experience opportunities for young people by:</p> <ul style="list-style-type: none"> 1:1 support and job preparation workshops for young people including vulnerable and hard to reach individuals Advice and recruitment campaigns for employers Marketing campaigns and direct employer engagement <p>Manages a comprehensive service offer that promotes enterprise, employability and positive activities and improves participation in EET by young people including provision for LAC/LC, YOT and plus:</p> <ul style="list-style-type: none"> Bromley Mentoring Initiative involving 100+ community and business mentors through MOPAC Key Stage 4 engagement programme – identifying those at risk, raising aspirations and improving attendance <p>Develops and maintains the local authority's policy, procedures, guidance and service offer for management of educational visits by schools and LA teams. Represents the BYSP and education business link partners at BCSB Education Committee and LBB Education Safety Committee and implements safeguarding / H&S action points relating to BYSP / BEBP provision.</p> <p>Triggers ESF funding, national grants and in excess of £1m match-funding per annum.</p> <p>Provides referrals to TYSP Post-16 and contributes to tracking of NEET / EET</p>
<p>Collection and management of information to assist with targeting of support and learner provision and to demonstrate levels of post-16 learner participation in education and training (Year 11-14).</p>				

Report No.
ES13092

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: PUBLIC PROTECTION AND SAFETY PDS COMMITTEE

Date: 10th September 2013

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

Title: SUMMER ACTIVITIES UPDATE

Contact Officer: Paul King, Head of Youth Support Services
Tel: 020 8461 7572 E-mail: paul.king@bromley.gov.uk

Chief Officer: Nigel Davies, Executive Director of Environment & Community Services

Ward: Boroughwide

1. Reason for report

As requested by the PDS committee this report provides details of the confirmed content, publicity and budget for the Summer Diversionary Activities Programme 2013.

2. **RECOMMENDATION(S)**

Members of the Public Protection and Safety PDS Committee are asked to consider and comment on the contents of the report.

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Children and Young People Safer Bromley
-

Financial

1. Cost of proposal: Not applicable as reporting back on spend relating to summer activities
 2. Ongoing costs: N/A
 3. Budget head/performance centre: Youth Diversion Grant Budget within Community Safety and Youth Service Budget, Staying Healthy Budget within ECHS.
 4. Total current budget for this head: £78k plus £25k 'in kind' staffing hours from ECHS
 5. Source of funding: Existing revenue budget for 2013/14 and contributions from partners.
-

Staff

1. Number of staff (current and additional): 32
 2. If from existing staff resources, number of staff hours:1,745
-

Legal

1. Legal Requirement: None
 2. Call-in: Not applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 6,000 +
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 Following a report to a previous meeting on March 2013 (ES13013), the Portfolio Holder gave approval to fund a programme of activities for young people in the borough's parks, youth hubs and projects during the summer of 2013. The contribution agreed is £40,000 from the Youth Diversionary fund. Since the previous meeting the contribution of partners has been confirmed as £63,000 (see section 4 below).
- 3.2 A 36 day programme started on Saturday 20 July 2013 and will run until Sunday 1 September in parks across the borough. Appendix 1 lists the parks at which the programme is taking place. The programme has been set a target to exceed levels of participation in the previous years' programme by 20%. Participation in the previous programme was 6,451 in total with an average of 179 attending each individual event. Participation at the end of Week 3 of the current programme on August 10 2013 was reported to be 4,997 (an update on performance at the end of the programme will be provided to Members of the Committee at the meeting).
- 3.3 The programme has been designed for young people aged between 10 and 19 (or up to 25) for those with disabilities. It includes activities such as sports; football, basketball, hula hoops and rounders; creative activities including henna tattoos, jewellery making, nail art, paper mache statues and smoothie making. Delivery is a combination of commissioned and directly delivered services organised by the Bromley Youth Support Programme.
- 3.4 The programme was publicised widely in news and on-line media throughout June and July. Details of the dates and venues were made available from early June 2013 with confirmed details of activities about the programme being made available from 12 July via facebook and www.bromleyyouthactivities and bromley.gov.uk/youthactivities.
- 3.5 Schools were asked to promote the programme, particularly to parents of Year 4,5 and 6 pupils. Each Primary School was provided with sufficient brochures for the whole of their year 6 cohort. Elected Members on school governing boards were invited to encourage the circulation of publicity through Parent Mail and other school and parent communication channels.
- 3.6 Programme publicity has been in the form of a brochure available at youth events, at youth centres, distributed through schools and libraries and on Facebook where up to the minute information and pictures about the programme are posted. An article in the Newshopper promoting the brochure followed a press launch attended by the Portfolio Holder held at the Civic Centre. The public are also able to post questions and comment about the programme on Facebook.

4. FINANCIAL IMPLICATIONS

4.1 The table below summaries the financial position of the Summer Activities programme for 2013/14: -

<u>Summer Activities</u>	£
Costs	
Staffing	16,842
Specialist equipment & activities	43,930
Other equipment & activities	15,000
Marketing	2,228
Total costs	78,000
Funded by:	
Community Safety contribution	40,000
Public Health contribution	10,000
Contribution from the 'Tackling Troubled Families' Programme	20,000
ECS contribution	8,000
Total Funding	78,000

4.2 In addition to the £8,000 contribution shown above, ECS also provided 'in kind' funding totalling £25,000, by supplying staff for planning and organising delivery of the Summer Programmes as well as diverting BYSP staff to deliver the activities for the park days.

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

Appendix One

BYSP PARK DAYS AND DATES 2013

Opening times: 2pm - 6pm.

Dates	Park	Ward
Week 1		
Mon 22 July	Penge Rec	Penge and Cator
Tue 23 July	Shaftesbury Park	Plaistow and Sundridge
Wed 24 July	Hoblingwell Wood Rec	Cray Valley West
Thurs 25 July	Norman Park	Hayes and Coney Hall
Fri 26 July	Queens Gardens	Bromley Town
Sat 27 July	Biggin Hill Rec	Biggin Hill
Week 2		
Mon 29 July	Royston Fields	Penge and Cator
Tue 30 July	Mottingham Sports Ground	Mottingham and Chislehurst North
Wed 31 July	Goddington Park	Chelsfield and Pratts Bottom
Thur 1 Aug	Parkfield Rec	Bromley Common and Keston
Fri 2 Aug	Tillingbourne Green	Cray Valley West
Sat 3 Aug	Priory Gardens	Orpington
Week 3		
Mon 5 Aug	Churchfields Rec	Clockhouse
Tue 6 Aug	Kingsmeadow	Plaistow and Sundridge
Wed 7 Aug	St Mary Cray Rec	Cray Valley East
Thur 8 Aug	Mc andrews recreation Ground	West Wickham
Fri 9 Aug	Norman Park	Bromley Common and Keston
Sat 10 Aug	Church House Gardens	Bromley Town
Week 4		
Mon 12 Aug	Croydon Road Rec	Kelsey and Eden Park
Tue 13 Aug	Whitehall rec Ground	Bickley
Wed 14 Aug	Grassmead Rec	Orpington
Thur 15 Aug	Tugmutton	Farnborough and Crofton
Fri 16 Aug	Petts Wood Rec	Petts Wood and Knoll
Sat 17 Aug	Betts Park	Crystal Palace
Week 5		
Mon 19 Aug	Crystal Palace park	Crystal Palace
Tue 20 Aug	Queensmead	Shortlands
Wed 21 Aug	St Pauls Cray rec	Cray Valley East
Thur 22 Aug	Coney Hall Rec	Hayes and Coney Hall
Fri 23 Aug	Tubbenden Lane	Farnborough and Crofton
Sat 24 Aug	Walden Road Rec Ground	Chislehurst
Week 6		
Tue 27 Aug	Mottingham Sports Ground	Mottingham and Chislehurst North
Wed 28 Aug	Poverest Park	Cray Valley East
Thur 29 Aug	Biggin Hill Rec	Biggin Hill
Fri 30 Aug	Leamington Ave Playground	Chelsfield and Pratts Bottom
Sat 31 Aug	Cator Park	Coopers Cope
Sun 1 Sep	Alexandra Rec	Penge and Cator

Criteria for selection of parks

Parks have been identified on the basis of the following criteria:

1. One park in each of the borough's wards as far as geographically possible.
2. Park needs to be big enough both in terms of actual size to accommodate a large number of activities it also needs to be accessible to enable providers to bring the equipment in to the park
3. Park needs to be available (some are undergoing works which meant they could not be used)
4. A balance has to be struck between being near enough houses to attract local people but not to be too near that the noise from the generators disturbs the local residents.
5. Parks also need to have resources in place to attract local young people (eg playground).

Parks are also chosen on the basis of the numbers that attended the summer programme in the previous year, this is balanced against the need to ensure that all wards are covered as some parks may be quiet because of their location.

Agenda Item 15

Report No.
ES13093

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: PUBLIC PROTECTION AND SAFETY PDS COMMITTEE

Date: 10th September 2013

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

Title: DUKE OF EDINBURGH AWARDS - UPDATE

Contact Officer: Paul King, Head of Youth Support Services
Tel: 020 8461 7572 E-mail: paul.king@bromley.gov.uk

Chief Officer: Terry Parkin, Executive Director of Education, Care and Health Services

Ward: Boroughwide

1. Reason for report

To update members on the performance of the Duke of Edinburgh Award programme in Bromley.

2. **RECOMMENDATION**

Members of the Public Protection and Safety Committee are asked to note the contents of the report.

Corporate Policy

1. Policy Status: Not Applicable
 2. BBB Priority: Children and Young People
-

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Recurring Cost £95,078 for the staffing establishment identified below.
 3. Budget head/performance centre: Education, Care and Health Services/Bromley Youth Support Programme
 4. Total current budget for this head: £2,084,140
 5. Source of funding: ECS Approved Budget for 2013/14 with income derived from enrolment and expedition training charges as described in section 4 of the report
-

Staff

1. Number of staff (current and additional): 2.1 FTE and 12 volunteer staff
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: None:
 2. Call-in: Not Applicable
-

Customer Impact

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

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 Introduced in 1956, the aim of the Duke of Edinburgh (DoE) Award is to provide an enjoyable, challenging and rewarding programme of activities for young people, which gives young people aged 14-24 the chance to develop skills for work and life, fulfil their potential and have a brighter future.
- 3.2 Irrespective of interest and ability, background or gender, the Award offers the opportunity to gain nationally recognised certificates of achievement at three levels:
- Bronze Award for those aged 14 and over.
 - Silver Award for those aged 15 and over.
 - Gold Award for those aged 16 and over.
- 3.3 To undertake the award young people are required to embark on activity in four different sections which include:
- Volunteering (helping other people in the local community);
 - Expeditions (training for, planning and completing a journey on foot, or horseback, by boat or cycle);
 - Skills (covering almost any hobby, skill or interest);
 - Physical recreation (sport, dance and fitness);
 - Residential project - Gold Award only (a purposeful enterprise with people not previously known to the participant).
- 3.4 The Award connects young people with their communities, enabling them to belong and contribute to society, through volunteering and supporting them to have a voice in decisions which affect their lives.
- 3.5 The Award offers young people opportunities in safe environments to take part in a wide range of sports, arts, music and other activities, through which they can develop a strong sense of belonging, socialise safely with their peers, enjoy social mixing, experience spending time with older people, and develop relationships with adults they trust.
- 3.6 The Award supports the personal and social development of young people through which they build the capabilities they need for learning, work, and the transition to adulthood, improving young people's physical and mental health and emotional well-being.
- 3.7 The Award helps those young people at risk of dropping out of learning or not achieving their full potential to engage and attain in education or training; and raises young people's aspirations, builds their resilience, informs their decisions – and thereby reduces teenage pregnancy, risky behaviours such as substance misuse, and involvement in crime and anti-social behaviour.
- 3.8 Bromley Youth Support Programme (BYSP) is responsible for managing the DoE Award Licence held by the Local Authority (LA) which enables young people in the Borough to take part in the Award. As Licence holders, the LA is responsible for maintaining the quality and standards of the award and the health and safety of young people who undertake the Award in the Borough, through direct delivery from the Bromley Youth Support Programme DoE Award Team, or via a group within a school setting. The Bromley Youth Support Programme's DoE Award Team comprises staff (paid and voluntary) who are responsible for developing, offering

and supporting the Award to young people who live, work or are educated in Bromley. The operation and development of the Award in Bromley is supported by a DoE Support Committee.

- 3.9 The demand for DofE is growing and this demand coincides unsurprisingly with the current climate of austerity measures. Young people are very aware of the current levels of unemployment and the rising cost and competition for university places. Young people are also aware that formal paper qualifications by themselves are often not enough. As a result, many young people want to seize every opportunity that adds value to their personal portfolio and record of achievement. Young people wish to present themselves in the most positive way when pursuing those prized apprenticeships, college and university places and/or employment opportunities
- 3.10 Bromley has a long history and a close association with the Award. The Award is currently delivered via 23 schools and groups within the Borough (Appendix 1). Historically, in a few schools within the borough the DoE Award has always performed well particularly at the Bronze level. Participation from other schools has been variable. Negotiations are ongoing with 3 further School and College groups who intend to begin delivery in September 2013.
- 3.11 For several years, in its role as Operating Authority, the Council has worked to increase the take up and involvement of more schools with the Award and encouraged groups to value the quality of the Award product they deliver. This has resulted in increased opportunity for young people in the Borough and a 40% increase in the number of Awards achieved in 2013, with 357 young people receiving awards, our highest figure ever.
- 3.12 Our Duke of Edinburgh Award staff team is a group of staff who are both paid and voluntary employees that are responsible for developing, offering and supporting Duke of Edinburgh Award training to young people who live, work or are educated in Bromley. This team is also responsible for delivery of the Open Award Centre, from which we deliver all our direct provision. Of the 929 new enrolments in 2012/13, 14% came from the Open Award Centre, which provides access to the Award for young people who are unable to access it via their school or other group. Development priorities within The Duke of Edinburgh Award In 2012/13 year were:
- § to undertake full conversion to the “edofe” online Award recording process.
 - § to increase involvement of young people at the Silver Level of the Award.
- 3.13 To support a greater number of young people to achieve the Award who are disadvantaged, are NEET or at risk of becoming NEET, are looked after or are receiving support from the Targeted Youth Support Service.

- 3.14 To continue to increase the numbers of individual participants and groups undertaking the Award in Bromley.

Silver Level increases:

- 3.15 The number of young people undertaking the Silver level Award in Bromley has increased by 37% during the 2012/2013 period.
- 3.16 This increase has been achieved via increasing the direct entrants to the Open Award Centre at Silver Level and also by staff providing direct support to Schools to facilitate and support their development of a Silver Level offer to pupils and students.
- 3.17 Supporting Schools and groups to consider the Quality of their delivery has enabled some groups to increase their offer and encompass the Silver level of the Award.

Increasing involvement by young people who are disadvantaged and socially excluded:

- 3.18 The Award is a framework for young people to undertake positive activities and give back by volunteering in their communities and so the more we can develop opportunities for young people who may be socially excluded or disadvantaged the better. We have sought to bring the Award to new groups of young people.
- 3.19 Young people within the Targeted Youth Support Programme are being supported by the Open Award Centre this year, primarily with a brief of identifying how and what the best methods are to support the additional needs of this group. This group has also included looked after children, youth councillors and young people on the fringe of criminal behaviour.

Increase the numbers of individual participants and groups undertaking the Award in Bromley:

- 3.20 We have visited and worked with key Schools with a view to encourage and support them to offer the Award. Over the last 2 years we have seen 5 new Schools and groups become involved, and much work is currently going on to encourage effective development with those Schools that deliver to very few young people each year, those Schools that have a very poor completion record and to support schools to step up and include Silver/Gold delivery within their offer.

Summary of performance:

- 3.21 In the last year the team have facilitated the achievement of:
- § A 4% increase in the numbers of young people signing up for the Award. (Representing 891 new starters in 2011/2012, compared with 931 new starters in 2012/2013.)
 - § A 100% increase in the numbers of young people achieving an Award at Gold level. (Representing 8 young people in 2011/2012, compared with 16 in 2012/2013.)
 - § An 13% increase in the numbers of young people completing the Award. (Representing 311 completions in 2011/2012, compared with 354 completions in 2012/2013.)
 - § Bromley now has 4.4% (1,628 people) of our 14-24 year olds undertaking the Award, compared with the London average of 3% (32,095 people). A summary of the new enrolments in schools delivering the Award is in Appendix 2.
 - § During the 2012/13 year, 13% of young people undertaking the Award were regarded as at risk of social exclusion.
 - § In order to achieve the 354 D of E Awards in the 2012/13 year, young people have collectively achieved a staggering minimum 6,300 hours of volunteering for local communities. This is equivalent to the workload of three full time employees.

Pricing

- 3.22 This year we are reviewing the pricing structure for the Award Scheme.
- 3.23 Currently we impose an administrative charge of £6 per enrolment of young person to the Award, to supplement income to cover the considerable amount of administrative work required. Given that the majority of Schools now have Academy status, we are also considering the introduction of a charge of between £450/£800 per annum dependent on the number of participants each group enrolls each year. This charge could generate an income in the region

of £15,000 per annum. Additional supplementary fees at each level of registration are also common practice within London local authorities, and we are considering this approach.

3.24 The Duke of Edinburgh Award is supported by a support committee group, which supports the development of the Award in the borough. They hold a fund of money which is available for young people to apply to should the cost of undertaking the Award prove restrictive to young people. This year the Bromley Youth Support Programme also provided a cycling sponsorship event which acted as an opportunity for young people to gain sponsorship to support the costs of involvement with the Award.

4 FINANCIAL IMPLICATIONS

4.1 The budget allocation for delivery of the Duke of Edinburgh Awards in 2013/14 is £95,078 and this funds the employment of a 2.1 FTE staff team. A programme manager is responsible for the line management of the team.

4.2 Revenue is currently collected to cover administration charges for enrolment. Charging is also operated for access to the Open Award Centre expedition training courses. For each level of award the charges are ; bronze £100; silver £300; gold £750.

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

Appendix 1:**List of Schools and Groups currently delivering the Duke of Edinburgh Award in Bromley:**

School/Group	Bronze Award	Silver Award	Gold Award
Babington House	X		
Beaverwood School for Girls	X	X	
Bishop Justus School	X	X	
Bishop Challinor School	X		
Bromley College	X		
Bromley High School	X	X	
Bromley Youth Support Programme Open Award Centre	X	X	X
Bullers Wood School	X	X	
Charles Darwin School	X		
Coopers Technology College	X		
Darrick Wood School	X	X	X
Farringtons School	X	X	X
Glebe School	X		
Hayes School	X		
Kemnal Technology College	X		
Kingswood Centre	X		
Langley Park School for Boys	X		
Langley Park School for Girls	X	X	
Marjorie McClure School	X		
Newstead Wood School for Girls	X	X	X
The Priory	X		X
The Ravensbourne School	X		
Ravenswood School	X	X	X

Appendix 2:

Number of Duke of Edinburgh Award enrolments per School and Group for the 2012/13 year:

School/Group	Bronze Award	Silver Award	Gold Award
Babington House	10		
Beaverwood School for Girls	35	4	
Bishop Justus School	54		
Bishop Challoner School	No new enrolments this period		
Bromley High School	91	31	
Bromley Youth Support Programme Open Award Centre	61	49	16
Bullers Wood School		28	
Charles Darwin School	28		
Coopers Technology College	3		
Darrick Wood School	173	3	11
Farringtons School	28	11	21
Glebe School	No new enrolments this period		
Hayes School	No new enrolments this period		
Kemnal Technology College	26		
Kingswood Centre	5		
Langley Park School for Boys	57	23	
Langley Park School for Girls	31	7	
Marjorie McClure School	2		
Newstead Wood School for Girls	50	25	12
Priory School			6
Ravenswood School	28		
The Ravensbourne School	No new enrolments this period		
Total enrolments	682	181	66

Report No.
RES 13161

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Public Protection and Safety PDS Committee

Date: 10th September 2013

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

Title: **BROMLEY SAFEGUARDING ADULTS BOARD
ANNUAL REPORT 2012/13**

Contact Officer: Stephen Wood, Democratic Services Officer
Tel: 020 8313 4508 E-mail: stephen.wood@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

1.1 Information briefing provided for the Care Services PDS Committee is also provided for consideration by the Public Protection and Safety PDS Committee.

2. RECOMMENDATION

2.1 Members are asked to note the information provided in the attached briefing.

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

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Excellent Council/Supporting Independence
-

Financial

1. Cost of proposal: Not Applicable for providing this reference.
 2. Ongoing costs: Not Applicable for providing this reference.
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £363,070
 5. Source of funding: 2013/14 revenue budget
-

Staff

1. Number of staff (current and additional): 10 posts (8.55fte)
 2. If from existing staff resources, number of staff hours: 0.20hrs to provide this reference.
-

Legal

1. Legal Requirement: None to provide this reference
 2. Call-in: Not Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Attached briefing provided for the information of PP&S PDS Members and Co-opted Members.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: N/A

PART 1 - PUBLIC

**Briefing for Care Services
Policy Development and Scrutiny Committee
3rd September 2013**

**BROMLEY SAFEGUARDING ADULTS BOARD
ANNUAL REPORT 2012/13**

Contact Officer: Aileen Stamate, Quality Assurance Manager
Tel: 020 8313 4753 E-mail: Aileen.Stamate@bromley.gov.uk

Chief Officer: Terry Parkin Director (ECS Division)
Tel: 020 8313 4618 E-mail: Terry.Parkin@bromley.gov.uk

1. SUMMARY

1. This report provides Members with an overview of the main issues raised from the Bromley Safeguarding Adults Board (BSAB) Annual Report (**Appendix 1**), which outlines the Board's work to drive improvement in multi-agency action to safeguard vulnerable adults.

2. BRIEFING

1. The Bromley Safeguarding Adults Board (BSAB) has been responsible since 2008 for the coordination and development of work to safeguard vulnerable adults from abuse and neglect in accordance with the Government guidance, *No Secrets (Department of Health 2000)*. This requires the local authority to act as 'lead agency', holding partner agencies accountable, whilst emphasising the responsibility of all agencies to work in partnership to plan, implement and monitor adult safeguarding work.
2. The provisions of the draft *Care and Support Bill (Department of Health 2012)* set out Government plans for new legislation to provide greater clarity on the responsibilities of public services to collaborate and work together to safeguard vulnerable adults. Core membership of Boards is specified and this would be the local authority, the NHS and the police. The local authority is required to set up the Board and, in consultation with its members, appoint as the Chair a person considered to have the required skills and expertise to ensure the activities of local agencies are effectively co-ordinated. Guidance will be issued on the obligations of Boards and will include the development of its own strategic plan with the local community and publication of an annual report on its progress against that plan. These duties are already embedded in the work of the BASB and so the Board is well placed to meet these requirements.
3. Councillor Robert Evans, Care Services Portfolio Holder, is a member of the Board. Dr Nada Lemic, Public Health Director has led as Chair since September 2011 and from September 2013 the newly appointed Independent chair will oversee of the *BSAB Adult Safeguarding Prevention Strategy 2011-14*. The work of the Board is reported annually to both the care services and public protection policy and scrutiny committees.
4. The BSAB annual report (Appendix 1) provides a full update of progress with the Boards prevention strategy 2011-14 and the achievements last year including:

- 2.4.1 Improved access to justice for vulnerable people, police officers made significant contributions in a number of other safeguarding investigations including, neglect of a person lacking mental capacity (Section 44 of Mental Capacity Act) 2005; an unexplained death of resident leading to a Nursing Midwifery Council referral. Within a psychiatric hospital a number of allegations of serious sexual assaults/violent assaults by both staff and patients against service user. The SAR team have assisted with the Sapphire and CAG lead.
- 2.4.2 Trading Standards has provided advice and guidance to over 1500 older consumers through 44 educational talks to groups in the Bromley area, and 30 training sessions to 570 carers or other professionals in the adult safeguarding field.
- 2.4.3 The London Fire Brigade Bromley Team internal governance arrangements for the safeguarding adults at risk programme Home Fire Safety Visits (HFSV) is targeting vulnerable residents as identified by their internal risk matrix. In addition, a joint initiative with environmental services delivered workshops in home fire safety and working with hoarders to adult social care teams, district nurses, domiciliary care providers and supported living providers.
- 2.4.4 Public Protection offered internal training focusing on legislation relating to individuals who hoard, and premises where hoarding is present. This training opportunity will continue in 2013-14. A presentation given, by the London Fire Brigade and Bromley Council Public Protection Division highlighted the issues arising from these cases. Following referral a large number of cases have now been resolved, with properties having been cleaned and, where applicable, additional support implemented.
- 2.4.5 In September 2012 a computer based e-learning system was commissioned in collaboration with neighbouring local authorities and in conjunction with the Bromley Safeguarding Children Board. It offers unlimited access to free e-learning modules on safeguarding adults and children, over 700 courses have been completed since the launch in mid-September.
- 2.4.6 The Bromley Annual Safeguarding Adults Conference was held on 09/10/2012, with 150 people attending.
5. A report was submitted to the BSAB Executive Meeting of 23rd January 2013 detailing the actions taken in response to the South Gloucestershire Serious Case Review (SCR) undertaken in relation to Winterbourne View Hospital. The SCR provided Bromley Learning Disability Service with the opportunity to review practices and consider whether there are any lessons which can be learnt to improve care management and to increase assurance that Bromley service users are safeguarded against abuse in hospital settings.
6. The Board also considered the Francis Report recommendations to improve NHS services and prevent a repeat of the appalling lack of care. All NHS Hospitals will be required to set out how they intend to respond to the Inquiry's conclusions by the end of 2013. The BCCG has asked all providers to describe how they are implementing the Francis Inquiry report locally, and specifically how they are engaging with front line staff. This is being monitored through the Clinical Quality Review Groups.
- BSAB has reviewed information that confirms Bromley is broadly in line with other similar local authorities in terms of the distribution and outcome of safeguarding referrals: (*Abuse of Vulnerable Adults 2012-13 Comparator Report for Bromley, NHS Information Centre, March 2013*). In 2012/13, 272 cases were concluded of which 55 were repeat referrals.
7. In 2012-13 fewer alerts have turned into referrals. This reflects the efforts that have been made to ensure that alerts are properly assessed against local criteria (as set out in 'Protecting adults at risk: London multi-agency policy and procedures' to safeguard adults from abuse).

This assessment of each alert or concern helps to make sure that issues are treated in a consistent, effective, and proportionate way.

8. In Bromley a higher number of cases in 2012-13 resulted in no further action. The Board has supported efforts to ensure that alerts are measured against agreed thresholds. This work will continue, to ensure that only appropriate cases are considered for adult safeguarding action.
9. Bromley Care Services continue to work with both Kings College London and Kingston University on two projects which aim to improve our understanding of the outcomes for adults at risk. Feedback is sought from the adult at risk and carers about their experience of the adult safeguarding process after case conferences
10. The BSAB strategic work plan for 2013/14 is detailed in the annual report.

3. SUPPORTING DOCUMENTS

1. **Appendix 1** Bromley Safeguarding Adults Board (BSAB) Annual Report 2012/13.
2. Supporting documents listed below can be downloaded from the Bromley Council adult safeguarding web page:

www.bromley.gov.uk/bsab

Draft Care and Support Bill 2012

AVA 2012-13 Comparator report for Bromley

BSAB Prevention Strategy 2011-14

Protecting Adults at Risk: London multi-agency procedures 2011

Guide to scrutiny of adult safeguarding for councillors

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Bromley Safeguarding Adults Annual Report 2012/13



Bromley Safeguarding Adults Annual Report 2012/2013

DRAFT ONLY

CONTENTS

	Page
Foreword by the Bromley Safeguarding Adults Board Chair	
Introduction	1
1. Outcomes for and the experiences of people who use adult safeguarding services in Bromley	1
• Mental Capacity Act - Deprivation of Liberty Safeguards (DOLS)	
• Publicity and promotion	
2. Leadership, Strategy and Commissioning	4
• Key tasks from previous year	
• Responding to the challenge: Winterbourne View, The Francis Report & Allegations against Jimmy Savile	
3. Service Delivery, Effective Practice and Performance and Resource Management	8
• BSAB Training Programme & E-learning	
4. Working Together	10
5. Information and Data Tables	22
Appendix 1 Budget 2012/13	31
Appendix 2 Bromley Safeguarding Adults Board Work Plan to 2014	32

Foreword by the Chair

Welcome to the fifth Bromley Adult Safeguarding Annual Report.

The last 12 months have been very significant for adult safeguarding; with two major reports highlighting that safeguarding adults at risk really must be “everybody’s business”.

In December 2012 ‘Transforming Care: A national response to Winterbourne View Hospital’ was published. The extent of the abuse of adults with learning disabilities at Winterbourne View, shown on the BBC’s Panorama programme, was shocking and disturbing. ‘Transforming Care’ is clear that fundamental change is now required, and further on in this Annual Report you will find a response from the Bromley Learning Disability Service, setting out Bromley’s vision for meeting the challenges presented by the events at Winterbourne View.

On Wednesday the 6th February 2013 the ‘Final Report of the Independent Inquiry into Care Provided by Mid Staffordshire NHS Foundation Trust’, otherwise known as the ‘Francis Report’, was published. This report highlighted the fact that all of us can be adults at risk at times in our life. When we are dependent on others for care and support we are often at our most vulnerable. What we hope for at such times, for ourselves, our friends and relatives, is dignity, compassion and effective care. Tragically, the experiences of many hundreds of patients fell far below even the most basic standards.

When things go wrong as badly as they did at both Winterbourne and Mid Staffordshire, we realise how easily this can happen. We need to be much more alert, but also much more proactive, to minimise the risk of such events happening again. In a civilised society it is a duty of us all to protect our most vulnerable members.

There is no doubt that these are challenging times. The need to ensure the quality of all services working with adults at risk across the borough has to be balanced against the very real funding issues affecting this, and every council.

As I step down from my role as the Chair of the Bromley Safeguarding Adults Board, I am confident that local adult safeguarding partners will continue to work together to prevent, identify and end the abuse of adults at risk. The last year has seen a great deal of positive progress in the work of the Safeguarding Adults Partnership Board. We have hosted a very successful Conference, continued to use effective multi agency working to ensure good outcomes for service users and developed a successful and popular training programme. I would like to take this opportunity to thank all of those who played a part in these endeavours.

Successful adult safeguarding sometimes involves asking questions, and setting challenges. In that spirit I would like our work over the next 12 months to focus on the views of adults at risk and carers, in order that we can use their experiences and resources to continue to improve our work. We need to know whether people who have used the adult safeguarding process in Bromley feel safer as a result, and if they feel empowered by the process?

To help us to ask the right questions, this year’s Annual Report uses a different format, which reflects the 4 main themes or ‘probes’ in the Association of Directors of Adult Social Services and Local Government Association Adult Safeguarding & Standards Framework:

- 1. Outcomes for and the experiences of people who use services**
- 2. Leadership, Strategy and Commissioning**
- 3. Service Delivery, Effective Practice and Performance and Resource Management**
- 4. Working Together.**

I believe that this will help to assure those that we work with that adult safeguarding in the borough is being measured against clear, open and common sense standards.

Adult safeguarding is about prevention and about responding when things go wrong, but I also know that the vast majority of people who support adults at risk in Bromley are decent and caring. There is a phrase from The Minister for Care's introduction to 'Transforming Care' states that that captures this.

'Stories of poor care are a betrayal of the thousands of care workers doing extraordinary things to support and improve people's lives'.

There are a great many individuals and organisations here in Bromley that do just such extraordinary things every day. This is why I have no doubt that, together, we can continue to make Bromley a safe place, where adults at risk are supported and empowered to end abuse.

Nata Lewin

Introduction

This Annual report from the Bromley Safeguarding Adults Board (BSAB) reflects the partnership working that enables and empowers adults at risk to end abuse. The Bromley Adults Safeguarding Board firmly believes that adult safeguarding is everybody's business, and this year's report has a focus on multi agency working. We are therefore pleased to include contributions from some of the local authority's key partners including the Police, Bromley Clinical Commissioning Group, Oxleas NHS Foundation Trust, the London Fire Brigade, South London Healthcare and Bromley Healthcare. The whole community, the voluntary sector, care providers, bank staff, neighbours and active citizens all have a crucial role to play in recognising, reporting and responding to concerns about the abuse of adults at risk.

The Chair has noted that this has been a significant year in adult safeguarding. This has certainly been the case locally, where there has been a great deal of activity over the past year across the partnership. Further information about this can be seen under the 'Publicity & Promotion' and 'Working Together' sections of this report.

The past year also saw a significant increase in the number of adult safeguarding alerts. These concerns were raised from all areas of the community, and it has been heartening to see the care and concern that those who live and work in Bromley have for those who may be experiencing times of increased vulnerability.

1. **Outcomes for and the experiences of people who use adult safeguarding services in Bromley**

One of the principal aims of Bromley Council's 'Building a Better Bromley' Strategy is 'supporting independence'. This means that the Council, as lead agency for safeguarding adults at risk of abuse, will enable and encourage citizens to take more responsibility for their own lives, with the most vulnerable being provided with the help they need.

Adult safeguarding work here in Bromley aspires to this aim and has resulted in positive and very real changes for adults at risk and those who support and care for them.

Joint work between the Police, a care provider and the borough resulted in the successful prosecution of an abusive care worker. The worker received an 18 month sentence, having been found guilty on 6 counts under the Mental Capacity Act.

Adult safeguarding interventions in provider services have also helped to drive improvements in standards not only for individuals directly affected, but for all users of those services.

Mental Capacity Act - Deprivation of Liberty Safeguards (DOLS)

Bromley Safeguarding Adults Board oversees the implementation of multi-agency work to ensure that people who may lack mental capacity benefit from the safeguards provided by the Mental Capacity Act 2005 and the Deprivation of Liberty Safeguards (DOLS).

The Mental Capacity Act 2005 sets out a framework to enable professional care staff, health service staff and families to lawfully make decisions on behalf of vulnerable adults who are unable to do so. All such decisions have to be taken in the individual's best interests.

The Deprivation of Liberty Safeguards (DOLS) came into force during 2009 and provide for the lawful deprivation of liberty of those people who lack mental capacity. The safeguards cover situations when someone is unable to consent to the arrangements made for their care or treatment in either a hospital or a care homes, and he or she needs to be deprived of liberty in their own best interests, to protect them from harm. DOLS should be used when the care and treatment regime of an individual imposes such excessive restrictions on them, that they amount to a 'deprivation of liberty', in accordance with human rights legislation.

The process in Bromley for DOLS is well established, with an officer responsible for Mental Capacity Act implementation, who has been in post since 2008, providing continuity of service and a valuable point of contact as well as an important monitoring role. Hospitals and care homes are required to identify any potential deprivations of liberty and make an application for the deprivation to be authorised. Assessment for authorisation requires professional assessment and consultation with family and carers. DOLS applications that are deemed to meet the legal requirements are granted and then subject to periodic review in accordance with the legislation.

Data on DOLS is submitted to the Department of Health and the overall impact and effectiveness of DOLS is monitored and reported on by the Care Quality Commission.

Area	Total DOLS applications	DOLS applications granted	DOLS applications not granted	% DOLS applications granted
Bromley	7	6	1 withdrawn	100%

BSAB has maintained an overview of DOLS to ensure that the Council and BCCG continue to fulfil their legal duties.

The numbers of requests for DOLS assessments is slightly reduced this year, more so than in our neighbouring authorities. This might be related to managing authorities (care homes and hospitals) making greater attempts in care plans to avoid excessive restrictions on individuals. An above average percentage of cases referred which then receive authorisations may indicate that homes and hospitals are reaching a better understanding of situations in which a deprivation of liberty is happening and requiring approval.

Plans are in place to provide quarterly workshops, particularly for care home staff, though not exclusively for them, so that staff working with MCA/DOLS legislation can consider their work with clients, residents and patients. It is also the intention to provide more training for hospital staff where the legislation and procedures are taking longer to embed into daily care activities.

Training on the Mental Capacity Act 2005 and Deprivation of Liberty Safeguards

The Board oversees a training strategy for health and social care staff, to ensure:

- all staff can demonstrate compliance with the principles of the Mental Capacity Act (MCA), when working with people who may lack capacity;
- staff who make decisions about long term care or serious health treatment understand their duties under the Act;

- staff in care homes and hospitals can recognise and report potential cases for a DOLS assessment;
- specified staff are able to assess for deprivations of liberty and make recommendations about granting DOLS applications;
- in 2011/12 a total of 113 people attended MCA training:
 - (i) Introduction to Mental Capacity Act - 62 staff
 - (ii) Mental Capacity Act and Decision-Making – 35 staff
 - (iii) Deprivation of Liberty Safeguards – 16 staff
- the officer for Mental Capacity Act implementation has also conducted 24 specific training events in 2011/12 across partner organisations including care homes, voluntary organisations, and professional teams in the community and hospitals. In 2012/13 these sessions have been extended to GP surgeries.

During 2012/13 Bromley's use of Independent Mental Capacity Advocates (IMCAs) has continued to increase. Bromley is now significantly out-performing neighbouring comparator boroughs in ensuring that adults who lack mental capacity to make decisions about their care and accommodation and who are "un-befriended" are referred for support by Independent Mental Capacity Advocates.

This positive development has largely been achieved by the additional training delivered by the commissioned provider to increase the understanding of professional staff in LBB Education Care and Health and Oxleas NHS Trust of the role of the IMCA in achieving positive outcomes for service users and patients. The outreach training will be extended to the Princess Royal University Hospital in 2013/14.

Publicity and Promotion

We rely on the community to help us to identify instances of abuse. A key part of this is ensuring that people have information to help them to recognise and report any concerns.

Over 2,000 copies of the easy read 'How to Stop Abuse' leaflet have been distributed throughout the borough and are available at all council offices, GP surgeries and through a large number of community groups.

The adult safeguarding section of the Bromley Council website continues to receive numerous views and is an easy way for those people who have access to the internet to get information.

The popular Bromley Annual Safeguarding Adults Conference was held on 09/10/2012, with 150 people attending. It was considered to have been a positive day by all who took part.

Representatives of the BSAB try to make sure that they are present at as many public events as possible, to help to promote the key messages for adult safeguarding. In 2012/13 this included the following activities:

- Information stand at the Penge Festival
- Information stand in The Glades for Dementia Day
- Joint Information stand with trading standards at PRUH for World Elder Abuse day
- Presentation and distribution of adult safeguarding leaflets and Little Book of Big Scams at Bromley Community Engagement Forum.
- Home Fire Safety Initiative Workshop and Presentation on Working with Hoarders for adult social care teams, District Nurses, Domiciliary care providers and supported living providers.

Bromley's adult safeguarding work has also featured in the local media in 2012/13.

“Carer who stole from vulnerable Orpington man sentenced” (News Shopper April 2013)

“Bromley Council advises how to protect elderly people from abuse” (New Shopper June 2012)

2. Leadership, Strategy and Commissioning

Key tasks from previous year

Last year's Annual Report (2011-12) set out 3 key tasks for 2012/13. These tasks reflect the importance of partnership working, workforce competence and continuous learning and improvement.

Significant progress has been achieved for each of these aims.

Oversight of the progress of the action plans regarding the recommendations of Serious Case Reviews commissioned 2011/12

The action plans are regularly reviewed and updated at BSAB meetings to ensure that all recommendations are properly responded to. During 2013 a series of 'Lessons Learned' events will take place across the borough to help embed the learning from Serious Case Reviews. Preventative work remains a key priority across the adult safeguarding partnership.

E-learning implementation across partners and review of future training requirements in the light of lessons learned

A programme of e-learning for adult safeguarding is now well established in the borough and can be easily accessed by partner agencies. This approach has proven to be an effective way of ensuring that as many people as possible can access awareness training to help them to recognise, respond to and refer concerns about adults at risk who may be experiencing abuse. Detailed information can be found in the 'BSAB Training Arrangements Section –see page 8.

Ensuring adult safeguarding is prioritised in new healthcare commissioning arrangements

Bromley Clinical Commissioning Group (BCCG) is an important adult safeguarding partner and is represented at both the full Bromley Safeguarding Adults Board and the BSAB Executive committee. Information sharing agreements are in place between the London Borough of Bromley and the BCCG and this helps to ensure that relevant intelligence about commissioned services is shared. The BCCG participates in multi-agency decision making in regard to the suspension or termination of commissioning in provider services. The BCCG is fully compliant with the framework set out in "Safeguarding Vulnerable People in the Reformed NHS Accountability and Assurance Framework" (NHS Commissioning Board 2013) and has a nominated adult safeguarding lead.

As well as monitoring and reviewing the aims and actions set out by the BSAB and sub-groups, there are a number of other methods used to monitor the effectiveness of the partnership and ensure that adult safeguarding practice is leading to positive outcomes for adults at risk and those who support them.

- The appointment of Terry Parkin as a new Statutory Director of Adult Social Services has strengthened the strategic leadership of adult safeguarding within the local authority's role as lead agency
- Safeguarding case cases are regularly audited to ensure that they have been managed appropriately. These audits may indicate general areas where practice needs to improve. Where this is identified the specific issues are fed back to the Training and Awareness sub- group so that it can be incorporated into future training. The Training Strategy is discussed in greater detail below. Any concerns that an adult at risk may not have been appropriately safeguarded will lead to that case being reopened and reviewed.
- Feedback is sought from the adult at risk and carers about their experience of the adult safeguarding process after Case Conferences. Ensuring that we get a higher level of feedback is a central aim for 2013/14. Bromley Social Services will continue work with both Kings College London and Kingston University on 2 projects which aim to improve our understanding of the outcomes for adults at risk.
- Complaints, appeals and comments about the adult safeguarding process are responded to by the local authority as lead agency and where appropriate referred to the Chair of the Board in accordance with the policy set out in the Bromley multi-agency adult safeguarding toolkit.
- Group discussions are held with Safeguarding Adult Managers, so that themes, issues, successes and challenges can be shared.
- Statistical information regarding the timeliness and outcomes of Strategy Meetings and Case Conferences is shared with the Executive sub group and, where required, remedial action is taken.

BSAB has agreed a prevention strategy for adult safeguarding which remains in place until the end of March 2014. See hyperlink below.

http://www.bromley.gov.uk/downloads/file/367/prevention_strategy_2011-2014

Responding to the Challenge: Winterbourne View, the Francis Report & Allegations against Jimmy Savile

As the Chair noted in her introduction, 2012 saw the publication of two significant reports which focused on the abuse and neglect of adults at risk. Everyone who read these reports, or who saw the graphic violent footage captured on the BBC's Panorama programme will have realised the vital importance of preventing such abuse from happening again.

Winterbourne View

A full report was submitted to the BSAB Executive Meeting of 23rd January 2013 detailing the actions taken in response to the South Gloucestershire Serious Case Review (SCR) undertaken in relation to Winterbourne View Hospital.

The SCR provided Bromley Learning Disability Service with the opportunity to review practices and consider whether there are any lessons which can be learnt to improve care management and to increase assurance that Bromley service users are safeguarded against abuse in hospital settings.

There are currently 8 Bromley residents accommodated within Hospital settings, the majority of whom are accommodated locally. Of these, 7 have been admitted under Section 3 of the Mental Health Act and one following a Community Treatment Order. This is in stark contrast to the situation at Winterbourne House in which a significant minority of patients were not detained under the provisions of the Mental Health Act 1983. Admission under section ensures a statutory framework for review with a minimum frequency of 12 monthly reviews. All of the patients concerned have named allocated care managers and named local clinicians, and have received annual Care Management reviews in addition to their Care Programme Approach Reviews (CPA). In addition, regular visits and informal reviews take place as part of discussions with other professionals in the planning of future placements. The average length of stay for Bromley patients within these settings is between 6 and 9 months.

Roles and responsibilities

Care Managers/Social Workers had two principal roles in relation to service users admitted to Winterbourne View.

- (1) Care coordination - Whilst the majority of care coordinators were nurses, a significant minority were social workers and in this role it was their responsibility to monitor the care and welfare of patients on behalf of the funding local authorities and primary care trusts.
- (2) Adult Safeguarding – to act as the lead professionals in the coordination of investigations into safeguarding alerts.

The SCR concludes that social workers failed to challenge Winterbourne View about the quality of care and the effectiveness of the organisational response to serious incidents including allegations of staff assaults against patients.

All Bromley residents accommodated in Hospital facilities receive a CPA review in accordance with statutory guidelines and those patients who have been admitted on a long term basis additionally receive an annual care management review. Care Managers are required to undertake outcome focussed assessments and reviews to define the objectives and expected progress for service users in hospital facilities.

Where possible, timescales for discharge must be defined, together with pathway plans for future provision following discharge.

The SCR concludes that safeguarding officers did not challenge the local police force when they failed to investigate and similarly did not pursue their own investigations in the absence of any involvement from the police. Similarly where safeguarding teams relied on the hospital to conduct investigations there was a failure to follow-up on cases where Winterbourne did not provide the required reports from their investigations.

It is recognised and understood by Learning Disability care management that thresholds for criminal investigation may not always be the same as those for safeguarding investigations and as such care management may be required to undertake an investigation of allegations of abuse in the absence of a police investigation. In Bromley there is a clear framework for safeguarding supported by the Carefirst IT system. This process is scrutinised by local managers within the Learning Disability Team, together with the Safeguarding Lead and Quality Assurance Managers. This process ensures that care management are proactive in following up cases where the police or providers have failed to respond to requests for investigations. The framework also ensures that local care managers are able to track the progress of investigations being undertaken by other local authorities in cases where hospitals are located out of borough.

Analysis of alerts and identification of trends at Winterbourne View

South Gloucestershire's adult safeguarding team received 40 alerts concerning Winterbourne View from October 2007 to April 2011 and care co-ordinators picked up on other serious incidents but failed to piece these together to identify any trends of concern. The SCR concluded that this was partly because of an ineffective multi-agency safeguarding response.

Bromley's inter-agency guidelines place a clear responsibility on stakeholder agencies to share information concerning safeguarding concerns. In practice this means that there are clear opportunities again not only for managers within the LD team but also the Safeguarding Lead and Quality Assurance Managers to identify trends or patterns of concern and to undertake further multi-agency investigation as required. This process is supported by Carefirst which produces reports detailing the number of Safeguarding Alerts in each service.

Conclusion

Strong assurance can be given that Bromley residents can be safeguarded against the type of sustained abuse identified within Winterbourne View and that robust policies and procedures are in place to respond to safeguarding alerts as they are raised.

The London Borough of Bromley does not fund any hospital placements for people with learning disabilities or autism. A range of local provision for people with learning disabilities and autism, including specialist services, is available within the region.

The Francis Report

The Francis Report made 290 recommendations to improve NHS services and prevent a repeat of this appalling lack of care. All NHS Hospitals will be required to set out how they intend to respond to the Inquiry's conclusions by the end of 2013.

The BCCG has asked all providers to describe how they are implementing the Francis Inquiry report locally, and specifically how they are engaging with front line staff. This is being monitored through the Clinical Quality Review Groups.

Individual BCCG commissioners have undertaken a review of elements highlighted in this inquiry. By measuring these against existing quality assurance systems they have ensured that they are fit for purpose.

Due to the publication date of the report and associated recommendations, the bulk of the work carried out in response to this report will be covered in the 2013/14 Annual Report.

Jimmy Savile Allegations

In addition to the 2 reports above, most of us will be aware of the distressing and deeply concerning allegations regarding Jimmy Savile.

South London Healthcare Trust took action in response to these allegations. A review of procedures for celebrities' involvement with the hospital was carried out in response to a Department of Health letter to NHS Trusts. The Trust considered access to patients by volunteers and celebrities and how best to ensure that patient concerns were heard and acted upon.

Such measures will reduce the likelihood of these abuses occurring again, but again highlight the need for concerned curiosity and vigilance when it comes to ensuring the safety of those experiencing times of increased vulnerability.

3. Service Delivery, Effective Practice and Performance and Resource Management

The aims of adult safeguarding can be expressed in very simple terms; to identify and end the abuse of adults at risk. However, successfully achieving this requires skilled personnel working in partnership across all sectors of the community.

BSAB Training Programme

Having an effective, well trained, workforce is a key element in ensuring the quality of adult safeguarding work in Bromley.

The Board has a detailed training strategy which is underpinned by the Bournemouth University national competence framework for safeguarding adults. All staff and volunteers in the local workforce who are likely to have contact with adults at risks should have the knowledge and skills to undertake their adult safeguarding roles and responsibilities effectively. For staff in provider organisations this includes an understanding of their potential role as whistle-blowers.

Staff who are responsible for responding to allegations of abuse are trained to undertake this complex and demanding role. Investigations are monitored by the Board to ensure that they are carried out by competent staff. In 2012/13, 96.15% were undertaken by 7 staff who met the required BSAB standard. 9 investigations (3.85%) were undertaken by 7 locum or newly appointed staff who had not received adult safeguarding training within Bromley but in all cases their practice was supervised and monitored by experienced senior practitioners to ensure that it met the Bromley Safeguarding Adults Board competence framework.

This year, adult safeguarding courses have focused on consolidating the competence of the workforce in order to attain the key skills required by the London multi-agency policy and procedures for safeguarding adults.

Courses are evaluated and their impact on practice is monitored. Changes have been made where necessary to improve the development of appropriate skills and knowledge. Following an increase in the number of safeguarding investigations within care homes during the last year, more courses have been commissioned for Provider Managers to equip them for their role in responding to safeguarding concerns within their own services.

Courses delivered during 2012/13 included:

- *Level 1: skills and knowledge of abuse prevention, recognising abuse and reporting abuse.* 295 staff received this training. This course included the duty to report abuse, including whistle-blowing. The majority of participants (174) were from private and voluntary care sector.
- *Level 1: Introduction to Adult Safeguarding for Professionals.* This course is designed to give social work staff an overview of their role in adult safeguarding prior to undertaking Level 2/3 training which covers the competencies required to undertake safeguarding risk assessments and investigations. 14 staff completed this training in 2012/13.
- *Financial Abuse Stage 1.* This course is designed to give multi-agency staff members who have a role in identifying, investigating and responding to abuse an overview of the legal framework and resources available to protect adults at risk from financial abuse. 9 safeguarding practitioners received this specialist training.
- *Financial Abuse Stage 2.* This course was provided for the first time to develop the knowledge of 11 practitioners in responding to more complex forms of financial abuse and was delivered with specialist input from financial investigators working with the Metropolitan Police Operation Sterling team from New Scotland Yard.
- *Level 2/3: skills and knowledge of the safeguarding process including multi agency strategy, investigation, risk assessment, protection planning and review.* This course enabled 31 staff to achieve BSAB competence in adult safeguarding case work and case management.
- *Level 2 The Provider Manager's Role in Safeguarding:* This course has been developed to give managers of care services regulated by the Care Quality Commission an understanding of their role in the investigation of adult safeguarding concerns arising within their service and reducing risks to service users, in accordance with the pan-London procedures. This course has proved to be popular: 18 provider managers attended this course in 2012/13 and additional provision is planned for 2013/14.
- *Level 4: skills and knowledge in interviewing vulnerable service users and achieving best evidence processes.* This specialist course is designed to give staff the opportunity to develop skills in interviewing service users who have a communication problem in accordance with the Achieving Best Evidence model. Due to reduced staff turnover in 2012/13, there were insufficient applications to run this intensive 3 day course, so the course was cancelled at no cost to the Board.
- *Level 5: skills and knowledge for managers of staff undertaking safeguarding investigations.* This course ensured that managers are competent in

supervising and supporting staff undertaking adult safeguarding work; 29 members of LBB and Oxleas staff received this training as part of a planned expansion to develop the decision-making skills of members of staff who are required to undertake the Safeguarding Adults Manager role in co-ordinating and supervising safeguarding investigations.

- *Level 6: Safeguarding Adults Managers Practice Development Workshop.* This workshop gave 10 staff the opportunity to focus on supervision of staff and the co-ordination of the adult safeguarding intervention and to reflect on the impact on both professional staff and the adult at risk.
- *Introduction to Mental Capacity Act:* 137 staff across the multi-agency partnership received this half-day training
- *Mental Capacity Act and Decision Making:* 29 staff attended this one day course
- *Deprivation of Liberty Safeguards:* 36 staff from the London Borough of Bromley and the independent care provider sector attended this training.

A total of 619 staff across the BSAB multi-agency partnership received 'classroom' based adult safeguarding, Mental Capacity Act and Deprivation of Liberty Safeguards training.

E- Learning

In September 2012 a computer based e-learning system was commissioned in collaboration with neighbouring local authorities and in conjunction with the Bromley Safeguarding Children Board.

It offers unlimited access to free e-learning modules on safeguarding adults and children, as well as a number of other linked topics including the Mental Capacity Act and domestic violence. Participants from across the partnership, including Bromley Police, and health and social care providers services from statutory and independent sectors have been able to choose those courses that apply to their job role. To the end of March 2013, over 700 courses have been completed since the launch in mid-September, 143 adult safeguarding, 59 the Mental Capacity Act and 39 on the Deprivation of Liberty Safeguards. The Board was encouraged to see the broader spectrum of staff employed in the delivery of health and social care across the partnership who have accessed the e-learning programme, from care homes, domiciliary care agencies, supported living and Shared Lives providers, youth support workers, registered social landlords, GP and dental practices.

In 2013/14 safeguarding adult risk assessment training will be incorporated into both the Level 5 and level 6 training. The aim of this is to ensure that all referrals are properly risk assessed, in accordance with 'Protecting adults at risk' (1.9.2).

4. Working Together

Preventing abuse and empowering adults at risk to end abuse can only be achieved through effective and sustained partnership working. In Bromley this partnership extends to the whole community, and this is reflected in the range of alerts that the local authority receives. We have had contact from concerned neighbours, relatives, bank staff as well as health and social care professionals. Not all of these concerns require action under adult safeguarding policy and procedures, but in some cases a simple call has been enough to enable us to identify, respond to and end the abuse of an adult at risk.

In addition to the wider community the following agencies play an important role in adult safeguarding in Bromley:

- The London Borough of Bromley Education and Care and Health Services (Lead Agency)
- Bromley Clinical Commissioning Group (formerly Bromley Primary Care NHS Trust)
- Bromley Healthcare
- South London Healthcare NHS Trust
- London Ambulance Service
- London Fire Brigade
- Oxleas NHS Foundation Trust
- Metropolitan Police Service
- Advocacy for All
- Bromley Healthwatch
- Provider services across the private, voluntary and independent sector

Some of our key partners have provided their own reports on their adult safeguarding work over the past year and these can be found below.

This partnership is supported by the Bromley Adult Safeguarding Board. The Board provides leadership and strategic direction for all adult safeguarding activity within the Borough.

The Board has successfully implemented the use of 'Protecting adults at risk' (aka Pan-London procedures) alongside all other London boroughs' Safeguarding Adults Boards. The policy and procedures form an integral part of adult safeguarding training.

Bromley Healthcare

Bromley Healthcare is a social enterprise providing a wide range of community health care to people of all ages. Promoting the well-being of the individuals that we work with is an integral part of our work. This includes ensuring that adults at risk are empowered to end abuse.

We play an active part in adult safeguarding work across the borough. Our staff are trained to recognise, respond to and report concerns and issues in the community and to provide expertise and support in cases where health issues form part of the safeguarding concerns.

Our workforce is trained to standards which are compatible with Care Quality Commission (CQC) regulations, professional standards, and agreed best practice. This includes ensuring staff are trained to the appropriate level of BSAB adult safeguarding competence for their professional role. Competence is assessed and training targets for staff are set annually. We have begun training Bromley Healthcare service leads and managers in carrying out safeguarding adults investigations to equip them for undertaking, where appropriate, investigations for incidents occurring within their own service.

A working group has been set up and an action plan is in place to identify ways of increasing competence and confidence in the use of the Mental Capacity Act.

Bromley Healthcare adult safeguarding procedures are easily available for staff to access on the intranet, and the local 'Alerters Guide' has been widely distributed to ensure staff members know how to report concerns. These internal procedures are consistent with 'Protecting adults at risk: London multi-agency policy and procedures to safeguard adults from abuse' and local safeguarding procedures. Guidance on information sharing is included within the procedures.

The high incidence of older people living alone in Bromley and the risk of various scams has led to work with Trading Standards to ensure patients receive information on this. Additionally where patients may be at increased risk of fire due to disability or lifestyle issues a fast track system for fire safety advice is used.

We have incorporated a standard Statement of Safeguarding Adults in contracts and safeguarding is integrated into performance and contracting meetings.

A Pressure Ulcer Prevention Programme is currently operating with 5 care homes to assist in the effective management of skin integrity issues. This forms part of our 'CQUINS' and 'Promise' programme. We have also been working with South London Healthcare Trust on extending distribution of the Bromley Healthcare pressure ulcer information leaflet to patients in Princess Royal University Hospital who are registered with Bromley GPs.

The Director of Quality is Bromley Healthcare's nominated lead for adult safeguarding and represents Bromley Healthcare at the Bromley Safeguarding Adults Board. Bromley Healthcare's Head of Community Nursing has also chaired the Performance Audit and Quality Sub-group throughout the year. This sub group regularly reviews case work, identifying lessons learnt in order to develop practice

This gives us a valuable role in the overall leadership and direction of adult safeguarding across the borough.

Bromley Clinical Commissioning Group

Clinical Commissioning Groups (CCGs) began full operation in April 2013. CCGs are the major Commissioners of local health services and need to ensure that they, and the organisations from which they commission services, have effective Safeguarding arrangements in place for both adults and children.

Adult Safeguarding Self-Assessment Assurance Framework (SAAF) 2012/13

In July 2012 NHS London requested all shadowing CCGs within the cluster to utilise the Adult Safeguarding Self-Assessment Assurance Framework to demonstrate their focus on robust Safeguarding Adults at Risk arrangements across Commissioning and Provider Organisations.

There were 5 Targets set within the framework. Organisations that were responsible for Commissioning of Services were asked to self-score and provide evidence on their current practice to justify their scores against the benchmark statement that was set.

Organisations submitted their returns to their local Safeguarding Adults Board for oversight and challenge. Submissions were then sent for validation by the Cluster Director of Nursing.

There were 6 standards set for the commissioning target. Bromley shadowing CCG self-scored for each of the standards, the final validated scores were assessed as being effective, demonstrating that Bromley CCG has safeguarding strongly embedded within their commissioning arrangements. This includes:

- plans to train its staff in recognising and reporting safeguarding issues (see 'Internal Arrangements for Training in Adult Safeguarding' below);
- a clear line of accountability for Safeguarding properly reflected in the CCG governance arrangement;
- appropriate arrangements to co-operate with the local authorities in the operation of local Safeguarding Children Commissioning Boards, and Safeguarding Adults Boards and Health and Wellbeing Boards;
- effective arrangements for information sharing;
- securing the expertise of designated doctors and nurse for Safeguarding Children and Looked After Children, and a designated paediatrician for unexpected deaths in childhood.
- appointing a Safeguarding Adults lead and a Lead for the Mental Capacity Act (MCA), supported by the relevant policies and training. The CCG also has a Designated Lead Nurse for Adult Safeguarding and a Designated Lead for Serious Incidents.

Internal Arrangements for Training in Adult Safeguarding

Staff should be trained and competent to identify potential indicators of abuse and neglect in adults at risk. They should know how to act on their concerns and fulfil their responsibilities in line with the CCG Adult Safeguarding Policy. This Policy is aligned with BASB's (Bromley Adults Safeguarding Board's) Interagency for Safeguarding Adults at Risk Procedure ('Protecting adults at risk: London multi-agency policy and procedures to safeguard adults from abuse' SCIE 2010).

Staff with an identified role for Safeguarding, and/or who have direct contact with patients /users (that could be deemed at risk and/or vulnerable) are required to undertake Safeguarding training at varying levels of competence depending on their specific role.

BCCG Commissioned Service Providers Monitoring Process for the Adult Safeguarding Self-Assessment Assurance Framework 2012 (SAAF)

In April of this year Bromley CCG met with each service provider as part of our SAAF monitoring process. This provided the opportunity for each of the providers to give a progress report to the CCG on their SAAF Action Plans, identifying their achievements and highlighting any constraints which prevented the service from achieving certain targets on-going monitoring of the Providers Action Plans will be taken through the CCG Adult Safeguarding Commissioning Group.

Lessons Learned During 2012/13

Concerns were raised by the shadowing CCG regarding the number of serious incidents escalated by Bromley Health Care Services surrounding grade 3 and 4 pressure ulcers. Following this a robust action plan was put in place. This included:

- additional training for community nursing staff on tissue viability and adult safeguarding
- closer multi-agency working with GPs across community services

- information to be provided for patients and carers on skin care
- the development of a pressure ulcer group across the three boroughs of Bromley, Greenwich and Bexley to share best practice and agree protocols across local providers and commissioners.

All of the recommended actions have been successfully achieved

Looking Ahead

The CCG has the following objectives for ensuring that adult safeguarding is an integral part of future commissioning.

- (1) Use recommended Safeguarding principles to shape strategic commissioning arrangements.
- (2) Set Safeguarding as a strategic objective in the commissioning of health care services.
- (3) Use integrated governance systems and processes to gain assurance and to act on Safeguarding concerns raised from commissioned services.
- (4) To work with the local Safeguarding Adults Board, patients and community partners to create safeguards for vulnerable people.
- (5) To provide leadership to Safeguarding across the Local Health Economy.
- (6) To ensure accountability and transparency within the organisation and with commissioned partners.

Governance Arrangements for Safeguarding Adults At Risk

Bromley CCG has a clear line of accountability and governance arrangements in place for Safeguarding. This is clearly identified within Bromley CCG's:

- Mission Statement for Adult Safeguarding
- Adult Safeguarding Policy
- Commissioning Strategy
- Organisational Structure for Quality, Governance and Patient Safety Directorate

The Director of Quality Governance and Patient Safety is the Executive Lead for Safeguarding. She is accountable to the CCG Board for providing assurance that the CCGs statutory duties and responsibilities for Safeguarding are being met.

Drugs Related Death Review Panel

The BSAB approved the terms of reference for the Drugs* Related Death Review Panel on 14.03.12. The purpose of the panel is to:

- review all identified and notified substance misuse related deaths within the London Borough of Bromley
- identify the learning from each case
- propose and make recommendations on actions to be taken to the Substance Misuse and Safeguarding Boards for endorsement to:
- remedy system failures, improve services
- develop learning opportunities

- challenge and change practice where appropriate in order to reduce the risk of drug-related deaths.
- disseminate the communication strategy which will include learning points and action plans as appropriate

The first annual Drugs Panel report will be considered by the BSAB by September 2013.

*Drugs in this context includes alcohol

Public Protection Report

In 2012/13 the Public Protection and Safety Portfolio identified a number of priority areas in Bromley. These included:

- providing advice, guidance and support to older members of the community
- encouraging young people to achieve their potential by rejecting crime and anti-social behaviour
- provide clear advice, guidance and communication that supports crime prevention and reinforces the confidence in the borough as a safe place to live, work and enjoy recreation.

In 2012/13 Public Protection offered internal training focussing on legislation relating to individuals who hoard, and premises where hoarding is present. This training opportunity will continue in 2013/14.

During the past year sixteen cases required action in relation to hoarding concerns.

A Summary report was completed, and a presentation given, by the London Fire Brigade and Bromley Council Public Protection Division to highlight the issues arising from these cases.

Following referral a large number of cases have now been resolved, with properties having been cleaned and, where applicable, additional support implemented.

Lessons Learned during 2012/13

Continued improvements to the standard of referrals, assessment and overall communication between the agencies involved in managing concerns relating to hoarding are required. The training programme outlined below aims to address these issues.

Work planned for 2013/14

Public Protection aims to provide a standardised training programme for all front line staff concerning "Environmental Health Public Protection Division: Powers used to assist and deal with Public Health".

This will include training for internal and external organisations such as health providers, the Police, Fire Brigade, Ambulance staff and other relevant organisations.

Community Safety / Safer Bromley Partnership

The Safer Bromley Partnership (SBP) was set up in 1998 to ensure that the public sector agencies, voluntary groups and businesses work together with local communities to reduce crime and improve safety.

During 2012/13 the Partnership led on a wide range of activity to support adult safeguarding work in Bromley.

- The partnership continues to utilise the Safer Bromley Van providing additional home security measures to adults at risk (this will continue in 2013/14).
- Safer Neighbourhood Officers continue to work with adults identified as being at risk by Safer Neighbourhood Police Teams. Work is undertaken to reduce the chance of them being targeted by criminals.
- Adults at risk of abuse are referred to the Keys to Freedom Programme for emotional support and encouraged to access suitable services
- The 'Domestic Violence One Stop Shop' which provides advice from a police officer, a local solicitor, Bromley Homeless Families Unit, Bromley Women's Aid and Victim Support.
- The SBP has continued the partnership work with LFB and Environmental Health Officers to work with known hoarders in the borough and reduce the risk to their homes from fires.

The Partnership supports staff to attend relevant adult safeguarding training and runs Domestic Abuse Awareness Days, which are delivered both in-house and externally.

Trading Standards

Trading Standards governance in safeguarding adults at risk

Protecting vulnerable consumers is a key priority for trading standards and is reported to the Divisional Management Team via the Public Protection reporting priorities report.

The Head of Trading Standards has overall responsibility for adult safeguarding issues within the trading standards remit.

Operational lead officers in doorstep crime and scams against the elderly report monthly to the Head of Trading Standards, who provides strategic vision and leadership, support and recommendations.

The average age of a doorstep crime or scam victim in Bromley in 2012 was 81 years.

Internal arrangements for training in adult safeguarding

Trading Standards officers received training in 2012/13 on the basic concepts of the Mental Capacity Act 2005, including best interest guidance and issues relating to adult safeguarding.

Work undertaken and achievements in 2012/13

- Raising Awareness – Trading Standards has provided advice and guidance to over 1500 older consumers through 44 educational talks to groups in the Bromley area, and 30 training sessions to 570 carers or other professionals in the adult safeguarding field.

- Over 2000 education “Safe as Houses” packs providing advice and information, door-stickers and details of the trading standards rapid response number were supplied to residents.
- Disruption and Enforcement – 188 calls were received on the rapid response number from consumers, 96 of these related to rogue traders and scams; interventions and advice saved potential victims £250,000.
- A number of successful convictions under the Proceeds of Crime Act involved cases of fraud against elderly consumers who were victims of a building scam.
- A repeat bogus builder offender who continuously targeted older consumers in Bromley was jailed for 2 months and banned from calling on residents in the borough for two years.
- An older consumer was awarded £20,000 compensation following the conviction of a trader under the Fraud Act 2006 which had been brought to the attention of Trading Standards by the consumer’s bank.
- 16 referrals were received from partner agencies in relation to concerns of the well-being of vulnerable adults.

Lessons Learned during 2012/13

We saw an increase in referrals from carers and adult safeguarding professionals as a result of increased awareness through training.

Although many banks welcomed the banks protocol we continue to receive reports of victims of fraud who have been able to withdraw large cash amounts unchallenged.

We have seen an increase in the number of complaints and enquiries about mass marketing and similar advance fee scams, possibly as a result of increased awareness.

There has been an excellent response to the Safe as Houses packs and the Little Book of Big Scams

Work planned for 2013/14

Further work with banks and building societies is planned for this year, in particular those branches who have been involved in high value losses as a result of a scam against an elderly customer.

We will:

- Strengthen existing links with local police to ensure good partnership working and exchange of intelligence,
- Continue the training programme for partners in Adult Safeguarding,
- Participate in the Scams Awareness month
- Work more closely with neighbouring boroughs with regard to itinerant trader activity

We have signed up to a Tri-Regional Enforcement Capacity Scams Hub which aims to identify potential mass marketing scams who live in Bromley and have featured on a scammers victims list.

Metropolitan Police Service - Bromley Borough

Bromley's Safeguarding Adults at Risk (SAR) Team was implemented on the 1st April 2011 to deal specifically with Adult Abuse allegations. Since the implementation of the unit, the team have investigated a number of Adult Abuse investigations and the conviction of the offenders is now coming to fruition (as detailed below).

The SAR team uses a number of approaches to gather and share intelligence regarding adults at risk who are, or may have been, affected by criminal activity.

A Single Point of Contact (SPOC) has been established for the SAR to manage referrals for advice and Information Sharing requests. Police Intelligence received concerning adults at risk is disseminated to the SPOC for further investigation.

The SPOC Officer has also conducted joint visits with Adult Social Care regarding Safeguarding Alerts.

Daily checks of reported crimes are carried out to identify vulnerable adults and actions are set by the Daily Management Meeting to ensure that adult safeguarding actions are carried out where required.

Information from Police regarding adults who may be vulnerable is shared via secure email with Social Services, in the form of Adult Merlin PACS.

Using the Achieving Best Evidence (ABE) interview framework the SAR team, with the assistance of intermediaries, have interviewed several vulnerable adults. This includes adults with physical disabilities, learning disabilities and those whose communication is severely impaired.

Disability Hate Crime Reporting Packs have been widely distributed throughout the borough.

Training

Police officers are able to access adult safeguarding E-learning Training via Me Learning.

Police in Bromley have been involved in training for adult safeguarding partners, including social services and care provider staff.

Work undertaken and achievements in 2012/13

Results of Proactive operations by SAR team:-

- (1) Care Home - A number of thefts were reported by the manager of a care home, including the theft of money from a blind resident. A proactive operation was conducted by the SAR team which resulted in the arrest of a member of staff for theft. The member of staff was charged with two counts of theft of prescription drugs from the home and one count of theft from the resident. At court they were found guilty of two counts of theft of the prescription drugs and on the 5th November 2012 sentenced to a Community Order for 6 months with a specific activity requirement of 16 days.
- (2) Supported Housing accommodation - An allegation was made that a private carer was regularly stealing money from an elderly resident (with a learning disability) when she conveyed him to his bank each week. In liaison with the bank, the SAR team conducted a proactive operation and arrested the carer for theft. It was found that £130 pounds was missing from the victim's money

withdrawn from the bank. The victim was Achieving Best Evidence (ABE) interviewed and visual evidence was gathered which demonstrated how he may have been exploited. The carer was charged with two counts of theft and pleaded guilty to one count of theft of £130 pounds. A second count of theft of £11,923 remains on file. The perpetrator was sentenced to 6 weeks imprisonment, wholly suspended for 12 months. They were ordered to carry out 150 hours unpaid work, with a 30 day activity requirement and a prohibited activity requirement to refrain from paid or voluntary work in care/private home for 12 months.

- (3) The SAR team supervisor linked several crimes of theft against vulnerable adults, whereby a single care assistant was identified. A proactive operation was conducted at victim's private homes in liaison with the care agency, which resulted in the arrest of the care assistant. Police placed marked money in victim's home, which was found in the carer's possession. The carer was also linked via forensic evidence on stolen cheques. The carer was charged with four counts of theft of jewellery and cash from three elderly victims with either dementia or learning disabilities and found guilty of six counts of theft. They received fifteen months imprisonment.

Other charges/convictions:

On the 26th March 2012 a person employed as a private helper for an elderly individual living in supported housing was arrested for theft of money and fraud. The victim was able to give evidence via an ABE interview. The individual was charged with one count of Fraud, but at Crown Court the CPS offered no evidence as they decided that it was not in the public interest to pursue.

A live-in care assistant was charged with one count of fraud. It was alleged that they had used the identity of their victim (who had Multiple Sclerosis, mobility needs and required a high level of care) to obtain goods. At Croydon Crown Court they pleaded guilty at the last moment to one count of Fraud. The perpetrator was sentenced to 120 hours of unpaid work and required to pay compensation of £361.95.

A care assistant was charged with Fraud. They stole a bank card from an elderly female resident with dementia at who lived at a care home and used the card to pay off a bank loan and phone bill. They were convicted of Fraud and Benefit Fraud and sentence to 12 weeks imprisonment, wholly suspended for 12 months. They were required to complete unpaid work to and pay compensation of £106.05.

A patient receiving treatment under the Mental Health Act at a specialist hospital was given an adult caution for a sexual assault on another patient.

At Croydon Crown Court a care assistant was found guilty of four counts of ill treatment/wilfully neglecting and two counts of common assault/battery against three vulnerable residents at the Care Home. They were sentenced to 15 months imprisonment.

There are an additional two cases which are due to go to court in Spring 2013.

Safeguarding investigations

Officers made significant contributions in a number of other safeguarding investigations including:

- Neglect of a person lacking mental capacity (Section 44 of Mental Capacity Act) 2005.

- Care Home - Unexplained death of resident leading to a Nursing Midwifery Council referral.
- Psychiatric Hospital - A number of allegations of serious sexual assaults/violent assaults by both staff and patients against service users. SAR team have assisted with Sapphire and CAG lead.
- Care home - Joint working by SAR team with Adult Care services & Care Quality Commission in relation to allegations of assaults by staff on clients who lack the mental capacity to disclose offences themselves.

Officers are currently involved in four other cases.

Lessons Learned during 2012/13

A number of investigations have revealed that suspects who have previous convictions have been employed in positions of trust. Although some of the convictions are over 10 years old, the number of previous convictions is concerning. In one case a suspect had seven previous convictions.

We are concerned that in some cases agencies/care homes do not always take into consideration Disclosure and Barring Service (previously Criminal Records Bureau) findings when recruiting. They have taken 'the word' of the proposed employee regarding their conviction. It is suggested that the current guidance regarding of employment of staff with previous convictions should be reviewed by providers of care and support services.

Work planned for 2013/14

Bromley is going live with the introduction of Multi-Agency Safeguarding Hub (MASH) for Children. This will be co-located at the civic centre and will involve the partnership of Children Social Care, Health and Police. It is envisaged that Adults will be linked as the project progresses.

London Fire Brigade Bromley Team

Internal Governance arrangements for safeguarding adults at risk

- Programmed Home Fire Safety Visits (HFSV) targeting vulnerable residents as identified by our internal risk matrix.
- Agreed electronic HFSV request process with Bromley partners to identify and address fire risk in residential premises.
- Agreed process of notification to Bromley Safeguarding team for identified vulnerable people following LFB day to day activity.
- Hoarding process and information sharing protocol agreed with the LFB and the Public Protection team.
- Agreed process and information sharing protocol agreed with the LFB and the Met Police for vulnerable residents to burglary.
- Accidental fire review of residents following each fire when an ambulance is mobilised.

Internal arrangements for training in adult safeguarding

- Annual internal training for all station staff on vulnerability of residents.
- Annual internal training for all station staff on burglary awareness with Met Police.

Work undertaken and achievements in 2012/13

- Formulated the Hoarding protocol adopted by Bromley Council.
- Completed over 2200 HFSV for vulnerable householders.
- Trained Bromley partners in the recognition of Fire risk factors and reporting protocol (22.03.2013). 37 people attended out of 51 applications.
- Referred over 30 vulnerable residents to Social Services for review.

Lessons Learned during 2012/13

- Training needs to be current.
- Data Protection protocols need to be considered at all times.

Work planned for 2013/14

- Continue with identified projects outlined for previous financial year.

Oxleas NHS Foundation Trust

Oxleas NHS Foundation Trust works with adults at times when they may be experiencing increased vulnerability and risk. Adult safeguarding is therefore a priority for our services, and this is reflected in our internal governance arrangements for safeguarding adults at risk.

The Oxleas Trust Executive Lead Chairs the Safeguarding Adults Committee (a sub group of the Patient's Safety Group) and adult safeguarding is embedded in supervision for all professionals within the trust. Each directorate has its local Patient Safety Group to help ensure that the views and needs of patients are listened to, and acted upon

We have put in place robust arrangements for staff training in adult safeguarding.

Oxleas staff access training provided by the Local Authority and, in addition, we have our own e-learning for adult safeguarding awareness – this is mandatory with 95.4% compliance.

In 2012/13 an audit of safeguarding cases undertaken by LBB and Oxleas was undertaken. The subsequent action plan identified the need for additional Safeguarding Adult Managers (SAMs), and this has now been completed.

An audit was also undertaken within the trust to link 'incidents' with 'safeguarding' more effectively. This has recently been completed and an action plan is being drawn up.

Oxleas successfully completed the NHS London Safeguarding Adults Self-Assessment & Assurance Framework (SAAF) report, which has been validated by the Bromley Safeguarding Adults Board. This document highlighted the increased prominence of adult safeguarding within the NHS Operating Framework for 2012/13.

During the past year we have learnt that there is a greater need for all practitioners to consider aspects of the Mental Capacity Act as part of their everyday practice and we aim to increase staff awareness over the next year.

We have continued to develop effective working relationships with key safeguarding partners, such as the police. One example of this is a formal information sharing agreement which is used where practitioners consider risk either from or to others to

be a concern. In addition three recent one day joint training sessions were held, for police, London Ambulance Staff and Oxleas/LBB staff to examine the interface between agencies (e.g. Section 136 detentions by the police) to ensure safety for highly vulnerable patients. This has resulted in a greater understanding of the vulnerability of our service users and a greater awareness of safeguarding issues by the police, which has in turn fostered more trusting working relationships.

Representatives from Oxleas regularly attend MAPPA and MARAC meetings where safeguarding issues may also be raised. Adult safeguarding issues are also presented via the High Risk Panel, which considers individuals who are not eligible for a MAPPA referral but remain either highly vulnerable or present high levels of risk

The Government's Prevent strategy will be a cornerstone of the trust's safeguarding programme which will have major training implications.

We also plan to hold an 'embedded learning' event with a theme of 'bringing theory to practice'. This will be trust wide and will involve discussion of case scenarios, and workshops on subjects including the Mental Capacity Act and hoarding. We plan to invite speakers and representatives from the safeguarding departments of the three boroughs that we work across. The aim is to embed into practice the training that staff members have undertaken.

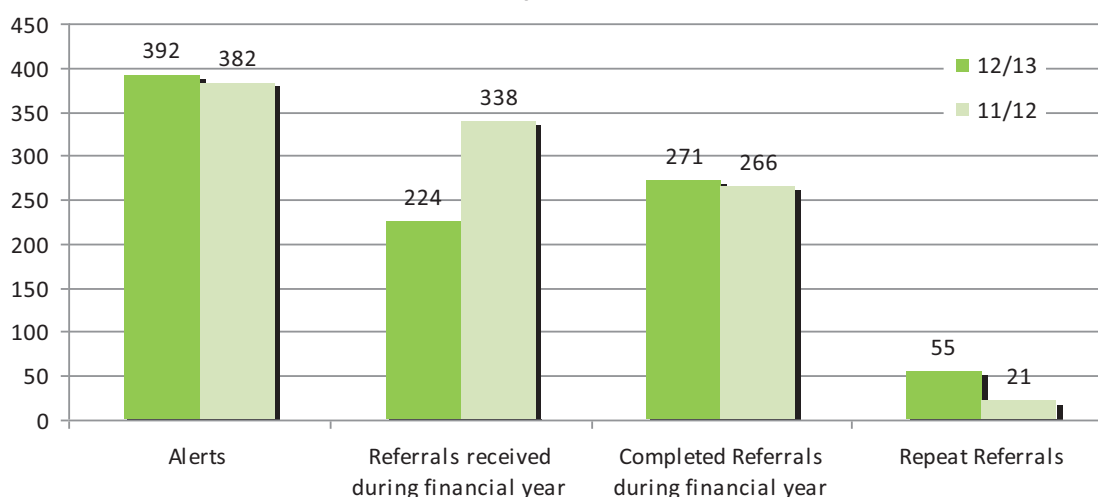
5. Information & Data Tables

The tables below give information about some of the key activities in relation to adult safeguarding in Bromley in 2012/13. The Bromley adult safeguarding multi-agency toolkit and 'Protecting adults at risk' are now established as the principal guides for adult safeguarding practice within the borough, having been launched at the end of June 2011. The available data shows some significant changes since 2011-12, which may reflect professional's increased familiarity with these documents. This includes a change in the types of abuse that are being investigated and a reduction in the number of alerts that are deemed to meet the threshold for adult safeguarding investigation.

Alerts / Completed Referrals

	2012/13	2011/12
Alerts	392	382
Referrals received during financial year	224	338
Completed Referrals during financial year	271	266
Repeat Referrals	55	21

Alerts & Completed Referrals



This year has seen a slight increase in the number of adult safeguarding alerts or concerns raised within the borough. These alerts come from many different sources including the police, members of the public and health and social care professionals. It is heartening to note the wide range of people who take the time to recognise and report their concerns. In some cases the concerns raised may indicate a need for support other than adult safeguarding. In these cases appropriate signposting to other support options is provided.

The table also shows the number of alerts or concerns which subsequently progressed to become a 'referral'. This is where an alert or concern is assessed by the council to meet the local adult safeguarding threshold and a full safeguarding investigation by council social work staff is deemed necessary. Governance of adult safeguarding case work is provided by the Board's Performance Audit and Quality Sub-Group.

In 2012/13 fewer alerts have turned into referrals. This reflects the efforts that have been made to ensure that alerts are properly assessed against local criteria (as set out in 'Protecting Adults at Risk: London multi-agency policy and procedures to safeguard adults from abuse'). This assessment of each alert or concern helps to make sure that issues are treated in a consistent, effective and proportionate way.

The number of 'repeat referrals' has increased in the last year. This occurs when information about the same concern is raised from different sources. For example, the same concern may be reported up by both a police officer and a social worker. This increase may indicate that the message about safeguarding being everybody's business is spreading. However the Board also recognises that there is a need to continue to monitor our reporting systems to ensure that work is not duplicated.

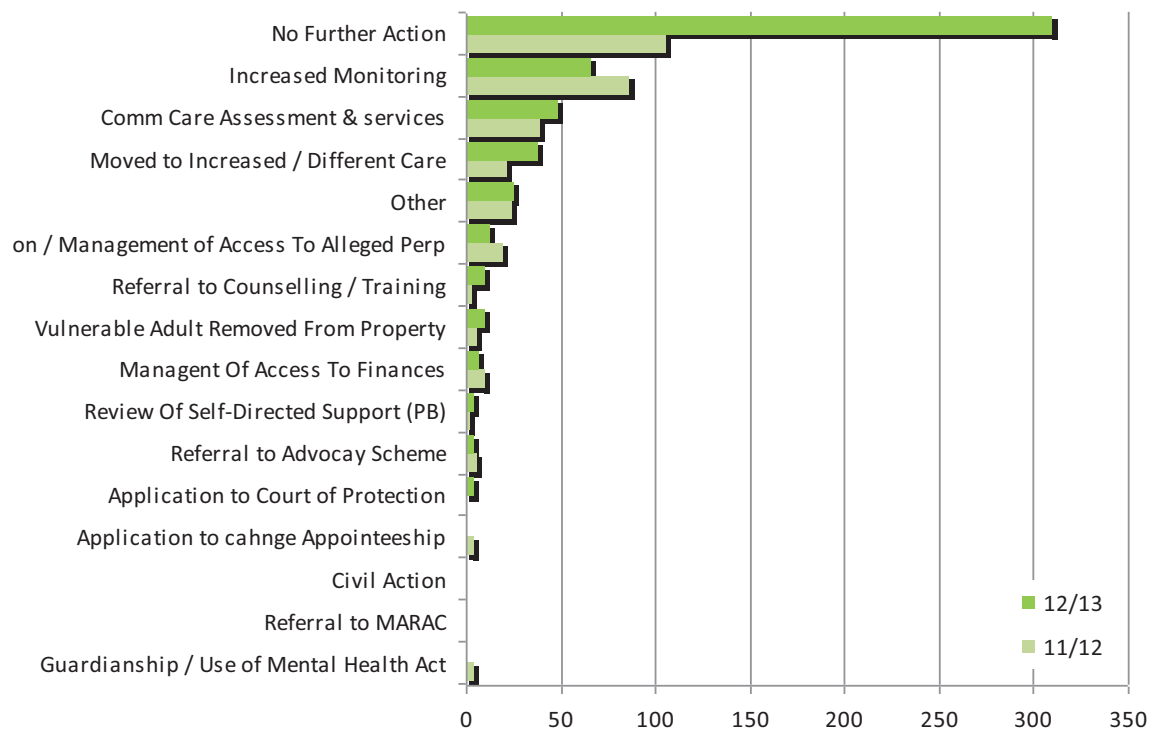
Outcomes* Of Completed Referrals For Vulnerable Adult

	12/13	11/12
Guardianship / Use of Mental Health Act	0	4
Referral to MARAC	0	1
Civil Action	1	0
Application to Change Appointeeship	1	4

Application to Court of Protection	4	1
Referral to Advocacy Scheme	4	6
Review of Self-Directed Support (PB)	4	2
Management of Access to Finances	7	10
Vulnerable Adult Removed From Property	10	6
Referral to Counselling / Training	10	3
Restriction / Management of Access to Person Alleged to have caused harm	13	19
Other	25	24
Moved to Increased / Different Care	38	21
Community Care Assessment & Services	48	39
Increased Monitoring	66	86
No Further Action	310	106

*multiple entries allowed

Outcomes* Of Completed Referrals For Vulnerable Adult



*multiple entries allowed

The above 'Outcomes' table shows the principal actions agreed, following an adult safeguarding investigation. The primary aims of any outcomes are to ensure that any

abuse is not repeated and to support both the adult at risk and, in some cases, the person alleged to have caused the harm, to remain safe and in control.

In 2011/12 the Health and Social Care Information Centre published experimental data about overall outcomes from adult safeguarding across England. This indicated that thirty per cent of all cases ended with a 'no further action' outcome.

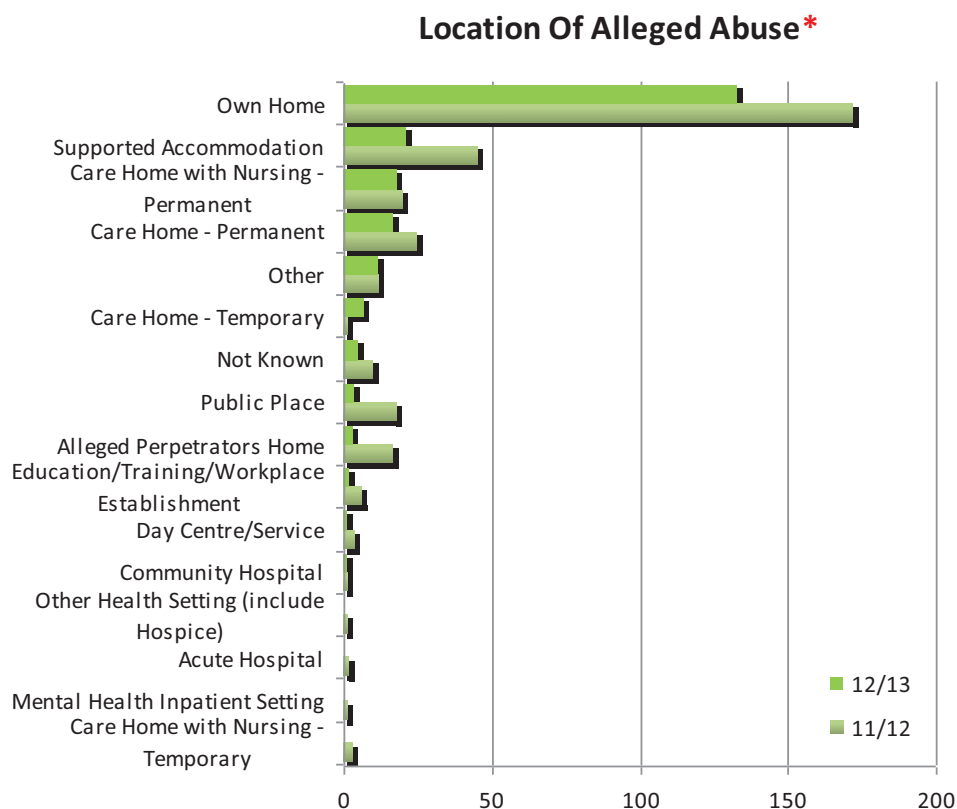
In Bromley a higher number of cases in 2012/13 resulted in 'no further action'. This may indicate that issues had resolved themselves before the process was finished or it could show that a number of concerns are proceeding to investigation where this was not required. As noted above, the Board has supported efforts to ensure that alerts are measured against agreed thresholds. This work will continue during 2013/14, to ensure that while the wider community is encouraged to report concerns about adults at risk of abuse as "everybody's business", risk assessment and robust screening of referrals determines that only appropriate cases are considered for adult safeguarding action.

Improved data analysis of the source of adult safeguarding referrals which result in no further action will be undertaken during 2013/14 to identify any referring agencies whose referral patterns might indicate a need for advice and information about the threshold for adult safeguarding cases.

Location alleged abuse took place*

	12/13	11/12
Care Home with Nursing - Temporary	0	3
Mental Health Inpatient Setting	0	1
Acute Hospital	0	2
Other Health Setting (include Hospice)	0	1
Community Hospital	1	1
Day Centre/Service	1	4
Education/Training/Workplace Establishment	2	6
Alleged Perpetrators Home	3	17
Public Place	4	18
Not Known	5	10
Care Home - Temporary	7	1
Other	12	12
Care Home - Permanent	17	25
Care Home with Nursing - Permanent	18	20
Supported Accommodation	21	45
Own Home	133	172
	224	338
	224	338

*of Referrals received **during** financial year



*of referrals received during financial

Sadly, the abuse of adults at risk can happen anywhere. It is important for the location of alleged abuse to be recorded, in order to identify and respond to local trends.

A large number of alerts and concerns in 2012/13 are recorded as having originated in people's own homes. In general, wherever possible, health and social care services will seek to support people to remain in their own homes for as long as possible. It is therefore paramount that we support adults at risk to remain safe at home.

Work with Trading Standards has helped to increase knowledge of doorstep crime and scams. The Police, London Ambulance Service, Social and Health Services, as well as neighbours, friends and relatives have all played a part in sharing information about concerns that are affecting people in their own homes.

In the light of the incidents of abuse and neglect at Winterbourne View, the Board has continued to support a robust, but proportionate approach to the investigation of concerns arising from residential care settings.

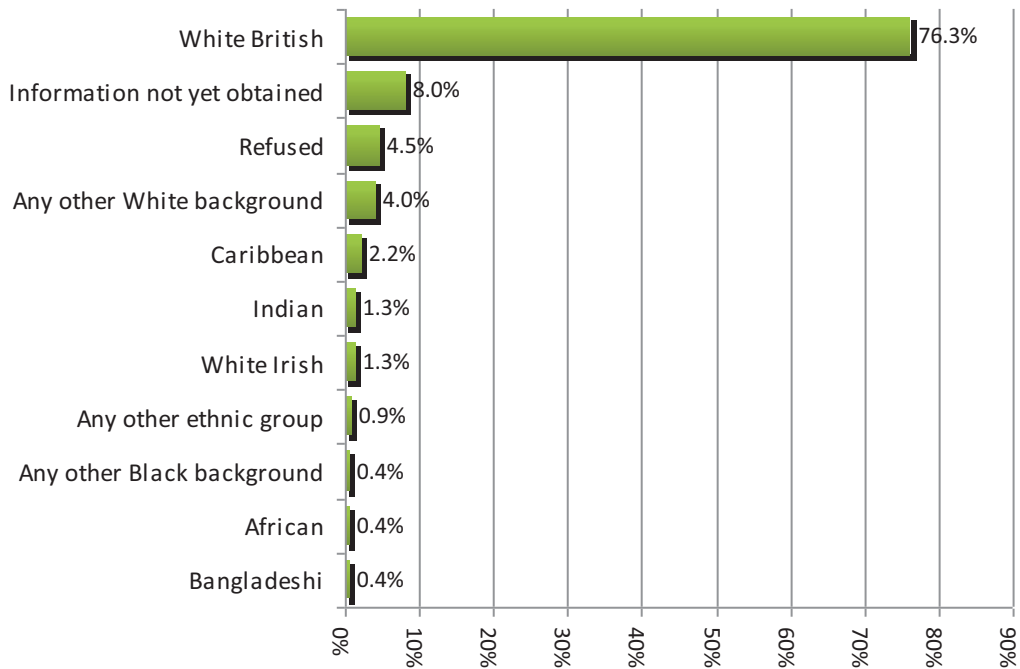
The Francis Report has clearly demonstrated the need for adult safeguarding issues to be managed and responded to in partnership with the NHS. The table above shows that very few adult safeguarding concerns originated in hospital setting in Bromley. However any allegations of abuse of adults at risk which originate within hospital settings must be taken with the utmost seriousness and work will continue in 2013/14 to ensure that all concerns are responded to appropriately.

Ethnicity*

	2012/13	%
Bangladeshi	1	0.4%
African	1	0.4%
Any other Black background	1	0.4%
Any other ethnic group	2	0.9%
White Irish	3	1.3%
Indian	3	1.3%
Caribbean	5	2.2%
Any other White background	9	4.0%
Refused	10	4.5%
Information not yet obtained	18	8.0%
White British	171	76.3%
Traveller of Irish Heritage	0	0.0%
Gypsy/Roma	0	0.0%
White and Black Caribbean	0	0.0%
White and Black African	0	0.0%
White and Asian	0	0.0%
Any other Mixed background	0	0.0%
Pakistani	0	0.0%
Any other Asian background	0	0.0%
Chinese	0	0.0%
	224	100%

*of Referrals received **during** financial year

Ethnicity Of Referrals Received During 12/13



2011 Census data shows that the population of Bromley who identified as being White/British is 77.4 %.

2011 Census Data for Bromley		Number	Percentage
Total Persons		309,392	100
White	English/Welsh/Scottish/ Northern Irish/British	239,478	77.4
	Irish	4,463	1.4
	Gypsy or Irish Traveller	580	0.2
	Other White	16,349	5.3
Mixed/multiple ethnic group	White and Black Caribbean	3,897	1.3
	White and Black African	1,335	0.4
	White and Asian	3,016	1.0
	Other Mixed	2,649	0.9
Asian/Asian British:	Indian	6,215	2.0
	Pakistani	1,014	0.3
	Bangladeshi	1,265	0.4
	Chinese	2,768	0.9
	Other Asian	4,805	1.6
Black/African/Caribbean/ Black British	African	9,819	3.2
	Caribbean	6,609	2.1
	Other Black	2,258	0.7
Other ethnic group	Arab	870	0.3
	Any other ethnic group	2,002	0.6

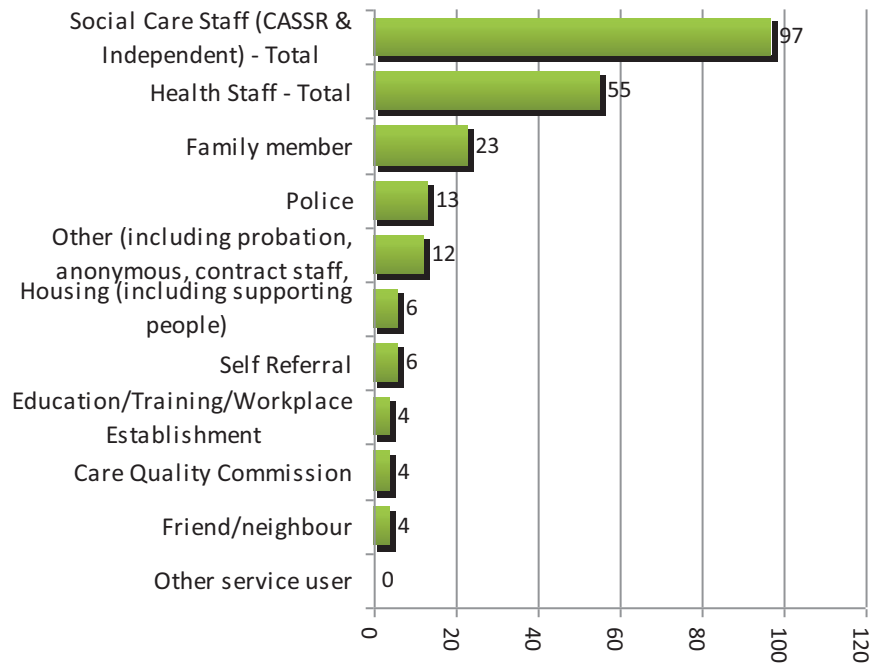
Source: Office for National Statistics

The available data on the ethnicity of adults at risk broadly reflects the demographic make-up of the borough. Visits have been made to the Bromley Asian Cultural Association, the Pineapple Club and Chinese community groups and faith groups amongst others, to raise the issues of adult safeguarding. The Board is aware of the need to ensure that the key messages of adult safeguarding are shared with the whole community, and activity in 2013/14 will continue to support this aim.

Source of Referrals received Within Financial Year

	2012/13
Other service user	0
Friend/neighbour	4
Care Quality Commission	4
Education/Training/Workplace Establishment	4
Self- Referral	6
Housing (including supporting people)	6
Other (including probation, anonymous, contract staff, MAPPA, MARAC)	12
Police	13
Family member	23
Health Staff - Total	55
Social Care Staff (CASSR & Independent) - Total	97
	<u>224</u>

Source Of Referrals Received During 12/13



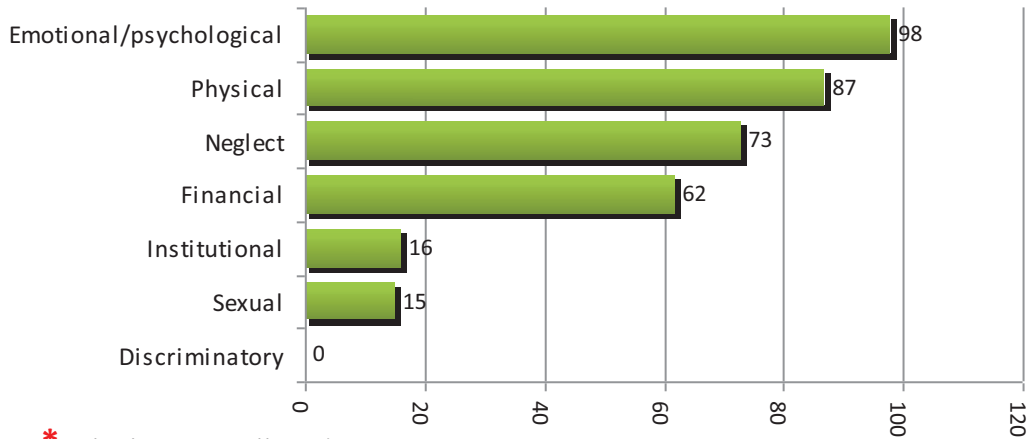
The table above shows the diverse source of concerns and alerts that are reported to the local authority. Every concern, whether raised by a citizen or professional, could help an adult at risk to end abuse. In some cases it may not be possible to give those reporting concerns feedback on the actions taken as a result of their alert. This is because we need to respect the confidentiality of those concerned. Nonetheless the Board continues to encourage anyone who has a concern about an adult at risk who may be experiencing abuse to get in touch with the council.

Nature of Alleged Abuse for referrals received During Financial Year*

	2012/13
Discriminatory	0
Sexual	15
Institutional	16
Financial	62
Neglect	73
Physical	87
Emotional/psychological	98

*multiple entries allowed

Alleged Abuse For Referrals Received During 12/13*



'Protecting adults at risk: London multi-agency policy and procedures to safeguard adults from abuse' sets out seven categories of abuse. The table above shows the number of referrals associated with each category in Bromley in 2012/13. In some cases more than one type of abuse may be alleged to have taken place. For example an individual may have experienced both neglect and financial abuse.

The increase in investigations where there are allegations of emotional/psychological abuse' demonstrates a key aspect of 'Protecting adults at risk'. The policy notes that "intent is not an issue at the point of deciding whether an act or failure to act is abuse; it is the impact of the act on the person and the harm or risk of harm to that individual". Emotional and psychological abuse can take many forms, some of which may be hard to identify. The increase in investigations into these allegations may indicate a growing awareness of the sometimes hidden impact of this type of abuse on individuals.

APPENDIX 1

BROMLEY SAFEGUARDING ADULTS BOARD - ANNUAL REPORT 2012/2013

**BROMLEY SAFEGUARDING ADULTS BOARD BUDGET MONITORING REPORT AS AT
31st MARCH 2013**

Description	Approved Budget	Total Outturn	Variance
EXPENDITURE	£	£	£
Employees			
Training Expenses	44,062	13,726	-30,336
Supplies and Services			
Training Equipment and Materials	150	22	-126
Printing and Stationery	2,500	160	-2,340
Other Office Expenses	5,133	0	-5,133
Agency Consultancy Fees	8,000	7,550	-450
Professional Subscriptions	350	52	-298
BSAB Conference Expenditure	3,500	3,436	-64
Publicity	3,500	601	-2,899
Miscellaneous Expenses	5,250	3,212	-2,038
	28,383	15,033	-13,350
TOTAL	72,445	28,759	43,686
INCOME			
Balance Brought forward	-35,475	14,431	49,906
Fees/Charges for Conference	-1,100	-1,190	-90
Contributions from Met Police	-5,000	-5,000	0
Contributions from Health	-18,000	-18,000	0
Contributions from LBB	-12,870	-19,000	-6,130
TOTAL	-72,445	-28,759	43,686
Balance Carried forward	-49,906		

BSAB STRATEGIC WORKPLAN 2012/13

Mission Statement	Communications	Performance	Assurance
<p>What we want to achieve</p>	<p>BSAB partners ensure the wider community is well-informed of safeguarding issues, that signs of abuse and neglect are noticed and are handled correctly in good time</p> <ul style="list-style-type: none"> ▪ Adults at risk are protected because the wider community is aware of their role in safeguarding adults who are at risk of abuse including those at risk of severe self-neglect ▪ Adults at risk who choose to buy care services privately are provided with guidance to protect them from the risk of abuse ▪ Adults at risk are safeguarded because BSAB partner agencies cascade key safeguarding messages to their staff. 	<p>Quality commissioned, regulated and accredited services, provided by staff with the appropriate level of training, ensure adults at risk are safeguarded at all times</p> <ul style="list-style-type: none"> ▪ Adults at risk experience better outcomes because the Board ensures the learning from casework is applied to safeguarding policy and practice ▪ Adults at risk are supported to express their views and feelings about their experience of the safeguarding process to inform improvements in practice ▪ Adults at risk are protected because the Board is effective and holds partner agencies to account for the standard of their safeguarding performance including analysis of referral trends and performance data ▪ Adults at risk are protected through an agreed competence framework and training programme. 	<p>A robust, outcome-focused safeguarding process and performance framework ensures that everyone undergoing safeguarding procedures receives a consistent, high quality service which is underpinned by multi-agency co-operation and learning.</p> <ul style="list-style-type: none"> ▪ Adults at risk are safeguarded and protected from harm through compliance with agreed performance frameworks ▪ Adults at risk are protected from harm because clear policies and procedures are in place for adult safeguarding ▪ Adults who have experienced abuse whether they are living in their own homes or receiving commissioned services benefit from consistent safeguarding practice ▪ Adults are safeguarded by robust quality assurance frameworks to audit safeguarding performance.
<p>What we are going to do</p>	<ul style="list-style-type: none"> ▪ Develop new ways of delivering key messages about adult safeguarding ▪ Continue to use MyLife web-portal, partner agency communication networks and public information events to improve community awareness of adult safeguarding issues ▪ Use the BSAB Newsletter to promote the principles, objectives and priorities of the BSAB Prevention Strategy 2011-2014 and inform the wider health and social care sector about adult safeguarding issues. 	<ul style="list-style-type: none"> ▪ Review BSAB representation, reporting arrangements and the governance of the Executive Committee ▪ Apply lessons learned and promote engagement with all relevant partner agencies ▪ Continue to develop the skills of the health and social care workforce to recognise and respond to abuse and to protect service users from the risk of abuse and neglect through promotion and review of the BSAB multi-agency safeguarding adults training programme. 	<ul style="list-style-type: none"> ▪ Use the NHS SAAF framework and agreed quality assurance processes to benchmark safeguarding performance by local NHS Trusts and commissioned provider services ▪ Oversee the implementation of recommendations from Serious Case Reviews to improve multi-agency cooperation, reduce risk and improve the safety and well-being of adults at risk ▪ Undertake a programme of multi-agency adult safeguarding audits and implement recommendations to raise safeguarding standards.

Report No.
RES13147

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Public Protection and Safety PDS Committee

Date: 10th September 2013

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

Title: **WORK PROGRAMME AND CONTRACTS REGISTER**

Contact Officer: Stephen Wood, Democratic Services Officer
Tel: 020 8313 4316 E-mail: stephen.wood@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: All

1. Reason for report

- 1.1 Members are asked to review the Committee's Work Programme and to consider the contracts summary for the Public Protection and Safety Portfolio.
-

2. **RECOMMENDATION**

2.1 **That the Committee:**

- (i) reviews its Work Programme (Appendix 1); and
- (ii) notes the Public Protection and Safety Portfolio Contracts (Appendix 2).

Corporate Policy

1. Policy Status: Existing Policy: Committees normally receive a report on matters outstanding at each meeting.
 2. BBB Priority: Excellent Council Safer Bromley
-

Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £363,070
 5. Source of funding: 2013/14 revenue budget
-

Staff

1. Number of staff (current and additional): 10 posts (8.55fte)
 2. If from existing staff resources, number of staff hours: Maintaining the Committee's work programme normally takes less than an hour per meeting.
-

Legal

1. Legal Requirement: None:
 2. Call-in: Not Applicable: This report does not involve an executive decision.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is primarily for the benefit of Committee Members.
-

Ward Councillor Views

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

3. COMMENTARY

Forward Programme

- 3.1 The table at **Appendix 1** sets out the Public Protection and Safety PDS Forward Work Programme. The Committee is invited to comment on the schedule and to propose any changes it considers appropriate.
- 3.2 Other reports may come into the programme - schemes may be brought forward or there may be references from other Committees, the Portfolio Holder or the Executive.

Contracts Register

- 3.3 A Public Protection and Safety Contracts Register Summary is at **Appendix 2**.

4. POLICY IMPLICATIONS

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

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

PP&S PDS COMMITTEE - FORWARD WORK PROGRAMME

PUBLIC PROTECTION AND SAFETY PDS – 5TH NOVEMBER 2013
Matters Arising
Chairman's Update
Police Update
Previous Portfolio Holder Decisions
Budget Monitoring
Bromley Perpetrator Programme
MOPAC Bids – Progress
Putting Victims First – More Effective Responses to Anti Social Behaviour(Draft Anti Social Behaviour Bill)
Tackling Gangs in Bromley
Annual Update Report on Bromley Youth Offending Team Partnership (2012/13)
Enforcement Activity 1 st April 2013 to 30th September 2013
CCTV Control Room
Work Programme and Contracts Register
Schedule of visits
PUBLIC PROTECTION AND SAFETY PDS – 21ST JANUARY 2014
Matters Arising
Chairman's Update
Police Update
Previous Portfolio Holder Decisions
Budget Monitoring
Draft 2014/15 Budget
Annual Update on Substance Misuse 2012/13
Work Programme and Contracts Register
Schedule of visits
PUBLIC PROTECTION AND SAFETY PDS – 4TH MARCH 2014
Matters Arising
Chairman's Update
Police Update
Previous Portfolio Holder Decisions
Budget Monitoring
Draft Portfolio Plan 2014/15
Work Programme and Contracts Register
Schedule of visits

Appendix 2

Public Protection and Safety Contracts Register Summary

Contract	Start	Complete	Extensi on granted to	Contractor	Total Value £	Annual Value £	Public Protection & Safety PDS
CCTV Maintenance	1.4.2012	31.3.2015 with ability to extend for a further 2 years		Eurovia	Fixed 3 years £214,256	£42,851	24 Jan 2012 referred to Executive on 1 st Feb 2012
CCTV Control Room	1.4.2012	31.3.2015 with ability to extend for a further 2 years		OCS	£1,280,690	£256,138	24 Jan 2012 referred to Executive on 1 st Feb 2012
Dog Collection – Stray and Abandoned Dogs Gateway Review	1.12.2012	30.11.13		SKD Environmental Ltd	£63,566	£63,566	PP&S PDS 18 Sept 2012
Kennels – Stray and Abandoned Dogs Gateway Review	1.12.2012	30.11.13		Woodland Annual Care Ltd	£96,000	£96,000	PP&S PDS 18 Sept 2012
Vets Animal Welfare Enforcements	1.4.2013	31.3.2014	1 year	Corporation of London Veterinary Service	£11,000	£11,000	Waiver agreed by Director of Environmental Services

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