

**EXECUTIVE AND RESOURCES
POLICY DEVELOPMENT AND SCRUTINY COMMITTEE**

Minutes of the meeting held at 7.00 pm on 19 November 2014

Present:

Councillor Eric Bosshard (Chairman)
Councillors Nicholas Bennett J.P., Ian Dunn, Ellie Harmer,
Will Harmer (Vice-Chairman), William Huntington-
Thresher, David Livett, Russell Mellor, Keith Onslow,
Tony Owen, Ian F. Payne, Chris Pierce, Pauline Tunncliffe
and Angela Wilkins

Also Present:

Councillor Graham Arthur, Councillor Stephen Carr and
Councillor Robert Evans

**66 APOLOGIES FOR ABSENCE AND NOTIFICATION OF
SUBSTITUTE MEMBERS**

Apologies for absence were received from Councillor Peter Fookes (replaced by Councillor Ian Dunn), Councillor Samaris Huntington-Thresher and Councillor Kate Lymer (replaced by Councillor Chris Pierce.)

67 DECLARATIONS OF INTEREST

Councillor Eric Bosshard declared an interest in relation to agenda item 14 on the Executive's agenda (Planned Highway Maintenance Programme 2015/16) as his road was on the planned maintenance list.

**68 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE
PUBLIC ATTENDING THE MEETING**

No questions had been received.

**69 MINUTES OF THE EXECUTIVE AND RESOURCES PDS
COMMITTEE MEETING HELD ON 8TH OCTOBER 2014
(EXCLUDING EXEMPT ITEMS)**

RESOLVED that the minutes of the meeting held on 8th October 2014 (excluding exempt information) be confirmed.

70 MATTERS ARISING FROM PREVIOUS MEETINGS
Report CSD14152

The Committee received a summary of matters arising from previous meetings. It was noted that the report back on the Winter Health Project was now due at the January meeting.

71 FORWARD PLAN OF PRIVATE AND KEY EXECUTIVE DECISIONS

The Committee noted the Forward Plan of Key and Private Executive Decisions as published on 28th October 2014.

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

Three questions for written reply had been received from Councillor Ian Dunn – these are set out in appendix 1 to these minutes.

73 RESOURCES PORTFOLIO - PRE-DECISION SCRUTINY

The Committee considered the following reports for pre-decision scrutiny where the Resources Portfolio Holder was minded to take decisions.

73.1 TREASURY MANAGEMENT - PERFORMANCE Q2 2014/15 & MID-YEAR REVIEW
Report FSD14067

The report summarised treasury management activity up to 30th September 2014. The report included a mid-year review of the Treasury Management Strategy Statement and Annual Investment Strategy and an update on the Council's investment with Heritable Bank – it was expected that the Council would eventually receive all its money back from Heritable Bank.

RESOLVED that the report be noted and Council be requested to approve the changes to the 2014/15 prudential indicators set out in Annex B1 to the report.

73.2 INSURANCE FUND - ANNUAL REPORT 2013/14
Report RES14072

The Committee considered a report advising them on the position of the Insurance Fund as at 31st March 2014 and presenting statistics relating to insurance claims for the past two years. In 2013/14, the total Fund value reduced slightly from £3,022k to £2,981k. A mid-year review of the Fund had been carried out and it was estimated that the final Fund value at 31st March 2015 could reduce to around £2.5m. A Member commented that insurance premiums were likely to rise in the coming year.

RESOLVED that the contents of the report be noted.

74 SCRUTINY OF THE LEADER OF THE COUNCIL

The Leader of the Council, Councillor Stephen Carr, attended the meeting to give an update on his work and answer questions. He began by emphasising the importance of work on the budgets for 2015/16 and the following years, and the new approach being taken with the public consultation meetings that involved new meetings with resident's association representatives in an attempt to stimulate more detailed and focussed discussions. The message was blunt that although there had to be a safety net for the vulnerable, services needed to change and be provided in more creative ways. Senior members and officers were lobbying M.P.s whenever possible to secure a fairer distribution of government grant for Bromley. He hoped that the outsourcing of leisure provision to Mytime would lead to services becoming income-generating in future. The Council itself had to become more efficient, and he had asked the Chief Executive to remove another £2m from the budget through further efficiencies. In addition, the Council was considering moving away from the Civic Centre to more efficient property.

The third Invest Bromley event had just taken place and there had been an encouraging turn-out from local companies. There was good progress on a number of development issues mainly around town centres such as the Bromley North Village improvements, Site G, Site K, the old Town Hall, the opening of the new Penge Library, the cinema-led scheme in Orpington and the Beckenham High Street improvements, as well as potential investment in Crystal Palace Park (both the ZhongRong proposals and the £2m improvements mainly from GLA funding), the West Camp at Biggin Hill and at Lagoon Road in the Cray Valley.

On the integration of health and care services there were significant challenges but the involvement of Kings College was positive for the residents of Bromley. On public transport, the Leader had met with the Mayor's transport advisor to outline the needs of residents in Bromley, and in particular the concerns about residents using the Hayes Line losing connectivity to Cannon Street and Charing Cross if the current Bakerloo Line proposals went ahead. There had been discussions about the possibility of opening a link from Bromley North to Lewisham (for the DLR) and central London.

The Leader was questioned by members of the Committee on a number of issues. On the negotiations with ZhongRong about Crystal Palace Park, he accepted that there had been difficulties, partly because of the different cultures and expectations, but ZhongRong was now re-engaged in the process and the exclusivity period did not expire until February. A Member sought clarification on the discussions around improving rail services from Bromley North. The Leader stated that he had made very clear that the Council was disappointed that the Mayor's manifesto promise to pursue the DLR extension to Bromley North was not being maintained, and with the Bakerloo Line proposals under which many residents would lose their direct links to Cannon Street and Charing Cross. He had questioned the costs of the

Bakerloo Line extension and pressed for consideration of options to improve connectivity between Bromley North and Lewisham. He hoped that more detailed information could be provided on this to Members.

The Chairman endorsed the Leader's comments about needing more creative and imaginative solutions, and mentioned the replacement of the Chislehurst Road bridge at Petts Wood as an example where a contractor had devised a completely different methodology which was both cheaper and a year quicker to implement.

On Crystal Palace Park, a member asked about the consultation on the future of the National Sports Centre (NSC.) The Leader clarified that he had set up an Executive Project Board for the Park several years ago, which had strong working relationships with various stakeholder groups. He had been disappointed with the NSC proposals, which he felt should have been more imaginative and taken a more positive attitude to sports provision for local people. A local ward councillor responded that she agreed with Cllr Carr's approach to the consultation and emphasised that a holistic approach was needed for the Park.

Responding to comments about the New Homes Bonus and the need to be more proactive about town centres, the Leader reported that, along with London Councils, he had forcefully protested about the top-slicing of the New Homes Bonus and was pleased that the money was now coming to the Council. He emphasised that good quality mixed use developments were needed to improve the viability of town centres.

A member commented that the needs of small businesses had to be considered, and in particular he mentioned the difficulties caused to local businesses by the poor broadband speeds experienced in some of the rural parts of the borough. The Leader agreed that both large and small businesses were needed to improve the local economy, and the Renewal and Recreation Portfolio Holder was very keen to encourage all businesses in the borough.

A member complained that there had been no budget consultation meetings in the north of the borough. The Leader responded that he was trying to create a more strategic focus and that residents and resident's associations from the north of the borough were welcome to attend the meetings, but also that he would be willing to go to the north of the borough.

75 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS
Report CSD14153

The Committee considered the following reports on the part 1 agenda for the meeting of the Executive on 26th November 2014.

(5) Capital Programme Monitoring – 2nd Quarter 2014/15
Report RES14075

The report summarised the current position on capital receipts and expenditure following the second quarter of 2014/15, and sought the Executive's approval for a revised Capital Programme.

RESOLVED that the recommendations be supported.

(6) Budget Monitoring 2014/15
Report FSD14069

The Committee received the third budget monitoring report for 2014/15 based on expenditure and activity levels up to September 2014. It noted with concern the projected overspend in the Care Services Portfolio but was reassured that measures were being taken to address and correct it.

RESOLVED that the report be noted, in particular the on-going cost pressures and projected overspend in the Care Services Portfolio.

(7) Council Tax Support/Reduction – 2015/16
Report FSD14071

Following public consultation, proposals for a scheme for providing assistance to households in meeting their council tax liability in 2015/16 had been drawn up for approval by full Council.

A Member questioned whether it was necessary to carry out extensive consultation every year. Officers advised that there were strict legal requirements requiring consultation whenever the scheme changed, and that the consultation was mainly focussed on-line.

A Member commented that there appeared to have been a large increase in delayed correspondence from Liberata – he was advised to raise matters with the Head of Revenues and Benefits. Liberata managers were due to attend the Committee's meeting in January and this would be a good opportunity to raise matters directly with them – Members were encouraged to give advance notice of any detailed issues they particularly wanted to cover.

RESOLVED that the recommendations be supported.

(8) Older People Day Opportunity Services Investment
Report CS14112

It was proposed to establish an Innovation and Development Fund to which day service providers could make bids to for service improvements supporting specific outcomes.

The Care Services PDS Committee had considered the report at its meeting on 11th November 2014 and had supported the proposals. The Committee

had been informed that transport remained an issue, and this would continue to be looked at thorough the draft adult transport policy. Residents who wanted traditional day services would continue to be provided for.

RESOLVED that the recommendations be supported.

(9) Integrated Community Equipment Services
Report CS14097

It was proposed to extend the current contract with Medequip under the London Consortium Framework for two years from 2nd July 2015.

The Care Services PDS Committee had considered the report at its meeting on 11th November 2014 and had supported the proposals. The Committee had noted that Medequip were performing well and that health contributions from Bromley Clinical Commissioning Group (CCG) were being received.

RESOLVED that the recommendations be supported.

(10) Public Health Commissioning 2015/16
Report CS14101

The report set out Public Health commissioning intentions for 2015/16 and highlighted where changes were proposed to existing arrangements.

The Care Services PDS Committee had considered the report at its meeting on 11th November 2014 and had supported the proposals.

RESOLVED that the recommendations be supported.

(11) Future Delivery of Statutory and Discretionary Services to Schools
Report FSD14070

The report set out proposals for the delivery of support services to schools and recommended that the Schools Finance and HR Schools Teams be transferred to Liberata on 1st January 2015.

RESOLVED that the recommendations be supported.

(12) Health and Safety in Bromley Schools
Report ED15107

An audit of health and safety compliance of maintained and voluntary aided school premises had been carried out during 2013/14. It was proposed that the Executive should set aside £1.8m from the Dedicated Schools Grant and £140k from the Education Planned Maintenance Programme to fund an action plan to address the issues identified.

A Member commented that health and safety audits should be considered for other areas of activity. The Chairman expressed concern that the report had

been circulated after the rest of the agenda, and the chairman of the Education PDS Committee stated that the report had not been considered by his Committee.

RESOLVED that the recommendations be supported.

(13) Growth Fund Update

Report DRR14/107

The Council was committed to identifying investment opportunities and undertaking key infrastructure improvements in the main growth areas of Biggin Hill, the Cray Valley and Bromley Town Centre. Consultants URS and DTZ had been commissioned to provide a critical assessment of the future growth capacities of both the Biggin Hill Strategic Outer London Development Centre and the Cray Business Corridor. The report summarised their findings and proposed a programme of actions supported by allocation of £10m from the Economic Development and Investment Fund.

RESOLVED that the recommendations be supported.

(14) Planned Highway Maintenance Programme 2015/16

Report ES14093

The report recommended programmes of planned road and footway maintenance for completion in the period up to 2015/16 and provided schemes of work for future years. It also provided information on the Council's annual bid to Transport for London (TfL) for bridge assessment and strengthening. The Executive was asked to release £505k Department for Transport (DfT) funding from central contingency for planned highway maintenance.

The report had been considered by the Environment PDS Committee at its meeting on 4th November 2014, and the Committee had supported the proposals.

RESOLVED that the recommendations be supported.

(15) Public Toilet Provision

Report ES15002

It was proposed to close the Penge High Street public toilets and introduce the Community Toilet Scheme (CTS) in three locations, producing annual savings of £21k. A Member asked whether any further objections had been received (it was thought that there had been nothing further), commented that one of the restaurant premises for the proposed CTS was at the rear of the premises and not very accessible and asked what was proposed for the building after it was closed. Another Member asked whether the former public toilets at Chislehurst had been sold, as they were an eyesore; the Resources Portfolio Holder responded that all former public toilet buildings were being

sold off for alternative uses, and he would establish the current status of the building at Chislehurst.

A Member suggested that the future of all remaining public toilets should be addressed in one go. However, it was reported that discussions were still continuing over the toilets in West Wickham. It was also suggested that providing public conveniences was not a statutory requirement and that the Council might at some point have to consider withdrawing funding for the CTS

The report had been considered by the Environment PDS Committee at its meeting on 23rd September 2014 and the Committee had supported the proposals, adding that the building should not be allowed to fall into disrepair.

RESOLVED that the recommendations be supported.

(16) Delegations of Authority

Report ES14098

The report set out proposed delegations relating to the Administration of Scrap Metal Dealers Act 2013 and the Anti-Social Behaviour, Crime and Policing Act 2014. It also proposed to give authority to the Executive Director of Environment and Community Services to convey the agreement of the Council for the London Councils Transport and Environment Committee (TEC) to continue to provide an appeals service for parking on private land for the British Parking Association, and for a minor change to the Scheme of Delegation to allow officers to remove unauthorised items from all highways (rather than just from maintained highways).

RESOLVED that the recommendations be supported.

76 BROMLEY YOUTH EMPLOYMENT PROJECT

On 14th July 2014, following pre-decision scrutiny by this Committee, the Resources Portfolio Holder had approved a proposal for the Bromley Education Business Partnership to deliver the Bromley Youth Employment Project (phase 2.) The project included a Project Board, on which Councillor Mellor sat, and a Performance Management Framework with quarterly performance monitoring reports to the Committee, of which this was the first, covering August to the end of October.

Officers updated the Committee on progress. A borough wide Employer Engagement programme had commenced, two graduate interns had been recruited on fixed one year terms to develop the Council's strategy and work with Community Links Bromley, a programme of employability workshops had started and a programme of door knocking (over 50 per month) was being used to identify young people who were NEET (not in employment, education or training) who could receive targeted support. It was confirmed that there was direct contact with local businesses and ten young people had already been placed into employment. Young people needed to remain in these placements for six months for these to count as successful. It was confirmed

that teachers were invited to the events so that knowledge was being fed back to schools.

RESOLVED that progress made on the delivery of the Bromley Youth Employment Project be noted.

77 SECTION 106 AGREEMENTS: UPDATE
Report DRR14/092

The Committee received its regular update on the use of financial contributions due through section 106 agreements. Officers had identified a need for a more focussed approach to monitoring this money, and there was now a monthly meeting of key officers to ensure that the money was used effectively. In most cases, if the money was not used developers could ask for the agreement to be varied so that the money could be returned, but this rarely happened. Officers were asked to check how much money had actually been returned to developers in recent years. Members also suggested that ward Councillors should ensure that they achieved improvements to their wards through section 106, and that training for Members on this issue should be considered.

RESOLVED that the contents of the report be noted.

78 MOTION FROM COUNCIL - UK CORPORATION TAX
Report CSD14160

At the meeting of full Council on 13th October 2014 the following motion had been moved by Councillor Ian Dunn and seconded by Councillor Katherine Bance MBE –

“This Council requests the Executive to include a requirement in all future tenders that the successful bidder should pay full UK Corporation Tax on the profit they make on the contract and not make use of tax havens.”

With the agreement of Councillor Dunn, the motion had been deferred to this meeting so that officers could ensure that Members were properly informed of the legal and financial implications of the motion.

Payment of the correct amount of tax by organisations contracting with the public sector had been a sensitive issue for a number of years. The Committee was advised that section 117 of the Local Government Act 1988 prevented non-commercial considerations being taken into account in decisions around the award of contracts. Non-commercial matters included “the location in any country or territory of the business activities or interests of contractors.” Most Council contracts would have a catch-all provision requiring contractors to comply with all relevant regulations, but it was not possible to exclude them for sharp practice, as opposed to clear breaches of law.

Some Members considered that these were very broad national and European issues which the Council was unlikely to be able to influence, but it

was decided that a letter should be sent to the Chancellor of the Exchequer advising him of the Council's concerns and asking what was being done to prevent exploitation of tax havens by contractors.

RESOLVED that the legal and financial advice set out in the report is noted, and that it is not necessary to report further to the Executive, but that a letter be sent to the Chancellor of the Exchequer setting out the Council's concerns and asking what is being done to ensure that organisations involved in local government contracts pay the correct amount of tax.

79 UPDATES FROM PDS CHAIRMEN
Report CSD14154

Updates were received from PDS Chairmen on recent PDS meetings –n these are set out in appendix 2.

80 WORK PROGRAMME 2014/15
Report CSD14155

The Committee considered its work programme for 2014/15. A member suggested setting up a Strategy Working Group, while another member urged that all PDS Committees should work through all the services/budgets within their portfolios over the course of a year, identifying savings. The Leader responded that there was already a challenge to PDS Chairmen to do this, but focussing on key matters. There was already a Member Finance Steering Group and a Strategic Asset Management Steering Group looking at how considerable savings could be achieved, so it was decided to defer consideration of any new Working Groups. A Member requested that information about the Strategic Asset Management Group be circulated.

RESOLVED that the contents of the report be noted.

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

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

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

**82 EXEMPT MINUTES OF THE MEETING HELD ON 8TH
OCTOBER 2014**

The exempt minutes of the meeting held on 8th October 2014 were confirmed.

**83 PRE-DECISION SCRUTINY OF EXEMPT RESOURCES
PORTFOLIO HOLDER REPORTS**

The Committee scrutinised the following proposed decision by the Resources Portfolio Holder.

83.1 Egerton Lodge, 1 & 2 Park Road, Bromley

The Committee supported a proposal to sell Egerton Lodge.

**84 PRE-DECISION SCRUTINY OF EXEMPT EXECUTIVE
REPORTS**

The Committee scrutinised reports on the Executive's part 2 agenda for the meeting on 26th November 2014 concerning Bromley Town Centre Development Strategy and the future of Anerley Town Hall.

The Meeting ended at 9.00 pm

Chairman

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EXECUTIVE AND RESOURCES PDS COMMITTEE

19th November 2014

7. QUESTIONS TO THE RESOURCES PORTFOLIO HOLDER

The following questions have been received from Councillor Ian Dunn for written reply –

1. What posts were filled by the Adecco Agency Worker contract between 1 April 2013 and 31 October 2014? For each post, please provide the start date and end date, if relevant. How much was spent on this contract in 2013/14 and how much in the current financial year to date.

Reply:

The spend in 2013/14 and the current year to date is £6.4m and £4.5m gross respectively. Agency workers are engaged for a variety of reasons including covering short and long term staff absences, established posts pending fundamental review of the posts or/and services, etc. Adecco adopted the beeline monitoring system in October 2013, and to date circa 1,026 assignments have been procured under the contract. Based on this number it is practically difficult to list the start and end dates of each assignment. Instead a list of example job roles is provided below for information –

- Clerical/Admin Officers
- Secretary
- Scanners
- Mail Support Assistant
- Registrar Assistant
- Care Link Officers
- Support Workers - Extra Care Housing
- Support Workers - Learning Disabilities
- Support Worker - Fostering
- Mental Health Social Workers
- Senior Social Workers
- Social Worker
- Care Managers (Social Workers in Adults)
- Care Manager Assistants
- Occupational Therapists
- Team Leader Intermediate Care
- Reviewing Officer
- Initial Contact Worker
- Kitchen assistants
- Passenger Assistants
- Deputy Manager
- Team Manager
- Technical Assistants Planning
- Assistant Accountants
- Business Support Officers
- Contract Officers
- Finance Officer
- Governor Services Officers
- Lunchtime helper
- Travel Plan Advisors

Lawyer/Senior Lawyer
HR Assistant
Nursery Practitioner
Day Opportunities Assistant Learning Disabilities
AD Adult Social Care
Energy Programme Officer
Telephone Supervisor
CCTV Mobile Unit Driver
Accident Analyst
Road Safety Officer
Arboricultural Officer
Grounds Maintenance
Housing Options Officer
Youth Offending Team Officer
Casual Drivers

2. Please provide the full list of variations with authorisations to the Liberata Exchequer Services contract referred to in the register.

Reply:

See attached table.

3. For each contract of annual value over £500,000 which reached its end date in the last four years, please state whether it was subject to a full re tendering process or had its duration extended. For contracts which were extended, please state for how long.

Reply:

While the details recorded and required in the Contracts Register have changed over this period, which has complicated the required comparison - from the information on the published registers between 2011/14 -

There were 64 Contracting arrangements recorded on the Register with a value over £500k, of which -

29 were in place throughout this period;
10 were for one-off arrangements and/or did not require replacement;
24 were replaced via tender action*;
1 was subsumed in to other arrangements.

* The basis of contracting for the Domiciliary Care Service changed over this period with a delay in the tender process while the new framework arrangements and approach to this service delivery were finalised (2 to 3 Quarter 2012). This caused a hiatus between the end of existing arrangements and the start of the replacement contracts. In a similar fashion delays to a London Wide replacement framework for Agency Staff caused a delay in the start of this contract. In both cases award was made via reports to the Executive Committee of the Council.

Question 2: Exchequer Services – CCN Index

CCN Number	Agreed	Description	Annual Value	Comments
1	Y	Change to time requirement for keeping records - Payroll	Nil	
2	N	Possibility of outsourcing HB/CTB Appeals		
3	Y	New Homes Bonus	£31,320	Agreed M Bowen & Cllr Arthur
4	Y	Reduction to Customer satisfaction survey to bi-annual	- £773	
5	N	Possibility of moving to bi-annual SPD exercises		
6	Y	Checking on student exemptions	£1,255.66	Requirement of Audit Sub
7	Y	Ceasing paper payslips	-£10,684pa	
8	Y	Transfer of Central Income Team	£194k p.a.	Agreed by Executive 26 th January 2012 – RES12020. This delivered £46k p.a. savings to the Council
9	Y	Closure of cashiers	- £26,975	
10	Y	Non-production of paper payslips (employees)	- £2,164.32	
11	Y	Waste/recycling leaflets posted with CT bills	£510	Required Cllr Smith
12	Y	Change of work levels to reflect Atlas	Nil	
13	Y	Provision of Academy support	£37,272	Previously supplied by Capita
14	Y	Collection of Mayors infrastructure levy	£7,000 12/13 £15,125 13/14 See 32 below	Agreed by Lesley Moore & Steve Ing
15	Y	Additional debtors/central income work	£1,461.20 pa	
16	Y	One-off RPIX deduction for 12/13	-£48,000 approx (12/13 only)	Agreed in conjunction with Pete Turner
17	Y	Change in cash collections	Nil	New collections to be invoiced direct by Liberata. Changes in respect those currently receiving service cost to be adjusted by LBB
18	Y	Liberata update Anite for new tenancies	£17,830 (12/13 only)	
19	Y	Accounts payable transfer to Liberata	£547k p.a.	Agreed by ER PDS Committee 18 July 2012 - RES12133. This delivered savings of 347k p.a. to the Council
20	Y	Customer Satisfaction survey not to be undertaken in Year 2	-£270.80pa	
21	Y	Pension contribution of Tupe'd staff	£7,946	Agreed Pete Turner
22	Y	Charging orders only to be enforced on debts over £5000	Nil	

23	Y	Telephone solution – Bridge to North Block	£14,650pa implementation & £6,638pa	Ongoing liability to be met from accommodation/property budget (see Tuan)
24	Y	Reduction in pensioner pay advices	-£10,684 from 01/04/13	No paper payslip unless change of £10 or more
25	Y	Pension Regulation Change	£31,240 set-up costs. Annual charge £6,830	Proposal agreed. Cleared Pete Turner, HR and Janice. Signed 16/5/13
26	Y	Direct Payments Monitoring Backlog	£1,898.50 per month for 3 months commencing April 2013	
27	Y	Additional debt recovery	£70,000 – paid in 2 instalments March 2013 & April 2013	One –off funding - Signed by Lesley Moore 23/5/13 to reduce overall outstanding debt around increased temporary accommodation and care services. This helped reduce debts outstanding to the Council above normal levels
28	Y	NHS TUPE	£3,284 set-up £6,330pa	From NHS budget
29	Y	Welfare & Benefits Reform	£49,690 set-up £235,365 13/14 £142,937 14/15	Agreed by PDS 27/3/13.
30	Y	Benefit Cap implementation	£30,582.08	Agreed 9/4/13
31	y	Orpington BIDS	Set-up £1,875 Ongoing £5781.18pa	Payment from Martin Pinnell budget
32	Y	Amendment to Mayors Infrastructure Levy – Reduced Cost to £5,475pa	£5,475pa	Signed Lesley
33	Y	Administration of Carelink database	Increase of £2,639pa	Signed Lesley
34	Y	Change to Servers	None	Move to virtual servers (Academy)
35	Y	Stopping of Council Tax leaflet	Saving £2,000pa	Set-up costs £100
36	Y	SPD exercise by Equiniti	Saving £10,000pa	Set-up costs £500
37	y	Implementation of Heywoods Altair Pension System	£28,350pa	Set-up costs £60,000

38	Y	Core Fee Discount	Saving £61,811.70 13/14 only	
39	Y	Outsourcing Customer Services from November 2013	£804k p.a.	Executive 11 th September 2013. Savings of £68k p.a. to the Council. RES13157
40	Y	Change to BID summons arrangement	nil	
41	Y	2014 Pension Regs	£25,853.75pa	Set-up costs £31,676.50
42	Y	Reduction on RPIX increase	**	Limit to 1.9%
43	Y	Extra costs for customer serv – pension contributions	£2,497.75	Plus £17,543.06 for earlier period
44	Y	NNDR Retail Relief	14/15 -£7,113	Set-up costs £1,222
49	Y	Identification of new business premises	Nil + percentage gain	

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EXECUTIVE AND RESOURCES PDS COMMITTEE

19th November 2014

14. UPDATES FROM PDS CHAIRMEN

(a) Health Scrutiny Sub-Committee – 15th October 2014

The Terms of Reference were agreed as on 29th March 2011.

Representatives from King's College Hospital Sue Field, Head of Capacity Planning and Service Development and Sally Lingard, Director of Communications gave an in-depth update on the performance of the Princess Royal University Hospital (PRUH) one year after the Hospital Trust's takeover.

The issues addressed were:

- Staffing – recruitment and retention
- Improving the patient pathway
- Patient discharge
- 4 hour emergency wait
- Maternity services
- Purpose built Clinical Decision Unit
- New, improved cardiologist schedule
- Improving medical record management
- Improved stroke outcomes
- Referral to Treatment (RTT) ie waiting times – cancer, gynaecology, blood tests etc
- How the Council/Councillors can help

An update was received on two projects supported from Public Health monies:

- Evaluation of the NHS Health Check
- Improvement of the diabetes element of the NHS Health Check

The take up of this service has been disappointing, its accuracy and outcomes questioned. As a result a new system has been put into place which will allow better monitoring.

A discount card for health related products was discussed.

Greenbrook Healthcare have been identified as the preferred bidder to run the Urgent Care Centre Service at Beckenham Beacon. The new service will begin on 14th December 2014.

The Work Programme was noted and an invite to add any additional issues was given. It was suggested that an update on Academic Health Service Networks would be useful.

(b) Environment PDS Committee - 4th November 2014 (to follow)

Budget Monitoring:

The Environment budget is currently predicted to be balanced. Management action and increased parking income has addressed the previously predicted overspend.

Revised Green Garden Waste Service 15/16:

The committee reviewed a proposal for savings in the waste budget. A reduction in opening hours of the Green Garden Satellite Sites would result in savings. This would involve opening 3 of sites on Saturday and two on Sunday. The committee supported the option resulting in a savings of £136 p.a.; although the potential for knock on effects was noted.

On Street Enforcement:

The committee supported a proposal to extend the Parks Security Contract to retain the Clean Neighbourhood, littering and dog fouling enforcement service and deliver it as a cost neutral service. A small, one off capital cost for equipment would be required. It is intended that enforcement will, in time, reduce littering and cleaning costs in the borough.

Congestion reduction scheme:

The committee reviewed proposals to address congestion around Orpington Station and congestion and road safety around the junction of Westerham Road and Heathfield Road. Both proposals were supported; though in the latter additional recommendations were proposed. These proposals continue to deliver the priority to reduce financial impact of congestion and accidents within the Borough.

Facilities in Parks:

The committee supported a proposal renew toddler facilities in Priory Gardens funded by S106 monies. The S106 funds came from a development with no amenity space for the children of residents. It is suggested that this should be standard for developments with insufficient amenity space.

Planned Highway Maintenance:

The programme for Planned Highway Maintenance for 2015/16 was reviewed. The committee supported the proposal. It also supported the release of the DfT funding from the central contingency to support maintenance of the borough's adopted roads.

Portfolio Plan:

The committee scrutinised the Portfolio Holder for Environmental Services and the half year progress report of the Portfolio Plan.

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

(c) Education PDS Committee - 5th November 2014

1. Portfolio Holder's Update

The Portfolio Holder Cllr Stephen Wells reported on the following matters:

- Work to develop the Education Portfolio budget for 2015/16 was underway and would be informed by a number of meetings with members of the public and residents' associations in November 2014.
- There continued to be a significant issue with the Bromley Adult Education College budget which was currently showing a predicted overspend of £260k for 2014/15.
- The demand for primary-level pupil places across the Borough continued to be high, and it would inevitably lead to a significant increase in secondary provision.
- Work was ongoing with La Fontaine Academy to identify a suitable permanent site for the bi-lingual primary school.
- A new planning application had recently been submitted for Harris Primary Academy Beckenham, and a planning application for Harris Primary Academy Shortlands would be considered at the meeting of Plans Sub-Committee No. 4 on 6th November 2014. (It was approved).
- Bullers Wood School had recently applied to the Secretary of State for Education to establish a six form of entry boys' secondary school in the Bickley area which was expected to receive a response in Spring 2015.
- Work to develop the alternative provision offer in the Borough for young people with social, emotional and behavioural difficulties was ongoing. The purchase of Beacon House had been approved by the Council's Executive on 10th June 2014, with the expectation of developing a provision which offered a wide variety of vocational courses at Key Stage 4 and 5 to both male and female pupils identified as having social, emotional and behavioural difficulties. A consultant had now been appointed to review the condition of Beacon House and identify the works needed to deliver a high quality learning environment.
- A conference would take place with Head Teachers and Chairs of Governors of Bromley Schools in November 2014 to consider how pupils with special educational needs and disabilities could best be supported in mainstream education. Work continued to review the use of the Phoenix Centre, Hawes Lane to ensure the provision of high quality initial assessment and ongoing support for children and young people with special educational needs into the future.

- A conference would take place with Head Teachers and Chairs of Governors of Bromley Schools in November 2014 to consider the new educational landscape which was developing to support academies and the role of the Local Authority. The Portfolio Holder would also be meeting with Local Authority Governors shortly to promote further inclusion of children with special educational needs and disabilities in mainstream settings.

2. School Performance

2.1 An update of recent Ofsted and school improvement activity across the Borough was given. Since September 2014, there have been Ofsted Inspections of Poverest Primary School, Worsley Bridge Primary School and Blenheim Primary School. In its Ofsted inspection, Poverest Primary School had been rated as 'Good', with its early years provision rated as 'Outstanding'. The result of the inspections of Worsley Bridge Primary School and Blenheim Primary School had not yet been published. The Ravensbourne School had received an Ofsted Inspection on 30th September 2014, and had been rated as 'Good'.

2.2 51% of Bromley Primary Schools have now converted to academy status, with 57% of all schools across the Borough now academies. It is expected that a majority of the remaining Local Authority maintained schools will convert to academy status by September 2015.

2.3 Intensive support is being provided to Mead Road Infant School by the School Improvement Service following the resignation of the former Head Teacher.

2.4 Similar support is also being provided to Holy Innocents RC Primary School by the School Improvement Service and a National Leader of Education through the Catholic Archdiocese. A new staff team is in place at the school, which includes a number of highly experienced teachers. Unvalidated data suggested that the school is now achieving good attainment results, and the school is progressing so it can join Catholic academies group.

2.5 An issue has been identified in the Chislehurst area around a number of junior schools that have chosen to become primary schools following conversion to academy status, with some infant schools no longer having associated junior school places. Work is being undertaken to address this issue.

3. The School Governance Working Group

3.1 The Committee received a report providing an update on progress in implementing the recommendations of the School Governance Working Group which included proposals on recruitment, selection and training process for Local Authority Governors, the development of best practice and work to promote the benefits of Local Authority Governors to academy schools.

3.2 The Council has identified 37 potential applicants with a wide range of experience and skills whose details had been provided to schools across the Borough.

4. Looked after Children

4.1 The Committee considered a report outlining the education outcomes for Bromley children in care for the 2013/14 academic year. The number of Bromley children in care has fluctuated over the year, showing a steady increase across all age ranges, but most significantly affecting the Bromley Virtual School across Early Years and Key Stage 1. The inclusion of the Year 12 and Year 13 cohorts with over 60 additional young people has brought the total number of pupils in the Bromley Virtual School to over 230. The academic progress of all Bromley children in care is closely monitored by the Local Authority; however the reporting cohort for education outcomes for Bromley children in care is limited to those who had been looked after continuously for a period of one year between 1st April 2013 and 31st March 2014.

5. Truancy and Missing Children

5.1 The Committee considered a report outlining the legal framework and the Local Authority's processes regarding truancy and children missing education.

5.2 Truancy figures compare favourably to a number of our statistical neighbours and surrounding boroughs. Illness continued to be the main reason for absence and Bromley Education Welfare Service has requested schools be more challenging when looking at illness.

5.3 Children missing education is defined as all children of compulsory school age who are not on a school roll, nor being educated otherwise, and who have been out of any educational provision for a substantial period of time. When undertaking inspection of local authorities, Ofsted has broadened this definition to include those young people who are attending alternative provision, been permanently excluded, in receipt of home tuition due to medical needs, receiving elective home education or are looked after by the Local Authority. In Bromley there are currently 74 children and young people accessing alternative provision, 40 permanently excluded, 59 receiving home tuition, 111 receiving elective home education, and 197 looked after children.

5.4 Families and children who cannot be traced are placed on a national database which is used by other local authorities to confirm if children reported missing have been identified within their authority.

5.5 There has recently been an increase in both secondary and primary schools requesting the Council to issue Education Fixed Penalty Notices in response to unauthorised leave, which are charged at £60 per parent per pupil missing education.

5.6 Further reports on children missing education and home education will be considered at the next meeting of Education PDS Committee on 27th January 2015. We have asked that the children missing education report include information on the proportion of Education Fixed Penalty Notices that have been issued for persistent truancy and the effect that the Fixed Penalty Notices had on the school attendance of children and young people, as well as providing details on the number of missing children in the Borough and the work that was undertaken to trace these children. The home education report will include information on the number of children being home educated across the Borough, including the age of these children and the level of support that was available to their parents and carers.

6. Families and Children's Centres

6.1 The Committee has established a working party to look at the effectiveness of Family and Children's Centres

7. Joint meeting with Care Services PDS on Child Save Guarding

7.1 There will be a joint meeting of the Education and Care Services PDS Committee exploring child safeguarding on 25th February 2015.

Cllr Nicholas Bennett JP
Chairman, Education PDS Committee

(d) Care Services PDS Committee – 11th November 2014

Changes were made to the Co-opted Members.

Officers addressed a problem of feedback and information being sent to all Members.

Two additions were made to the Work Programme: a report on Kent Association for the Blind and Young Carers.

Comments were made on a recent Member visit to Astley Day Centre.

A short joint Working Party was agreed with Education PDS regarding Children's Centres.

The Committee considered the latest budget monitoring report based on activity up to the end of September 2014. Areas of concern were discussed. The latest projected overspend is £2,768,000, with a full year effect of £4,557,000.

A report summarised the contract with Mediquip under the London Consortium Framework and sought authorisation to extend this, which was agreed.

The Committee was asked to note and comment on the Public Health Commissioning Report. This report outlined the various types of contracts that are

commissioned and the reasons why. Members asked several questions with regard to the contracts.

Older People's Day Opportunity Service was updated. Members commented on Officer's recommendation to establish an Innovation and Development Fund. Providers can bid for a grant on the basis of achieving specific outcomes in terms of service development and change in order to continue to drive change in this sector and particularly with regard to dementia.

A report was given setting out the options for the future delivery of advocacy support services for older people with mental health, older people with sensory and physical disabilities, learning disabilities and general advocacy.

An update was given on four invest to save schemes -

- Dementia
- PDSI
- Children's Social Care
- Bellegrove – temporary accommodation.

Two were performing better than the others – further updates were requested.

The committee received five Information Briefings:

- Annual Corporate Parenting Report 2013/14
- Adult Social Care Local Account 2014
- Care Services Portfolio Plan 2014/2015
- Housing Services 2014/15 Priorities
- Education outcomes for Looked After Children

**Councillor Pauline Tunnicliffe, Chairman,
Care Services PDS Committee**

(e) Renewal and Recreation PDS Committee – 18th November 2014 (to follow)

**Ian Payne, Chairman,
Renewal and Recreation PDS Committee**

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