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DATE: 11 November 2014

To: Members of the

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

Councillor Eric Bosshard (Chairman)

Councillor Will Harmer (Vice-Chairman)

Councillors Nicholas Bennett J.P., Peter Fookes, Ellie Harmer, Samaris Huntington-Thresher, William Huntington-Thresher, David Livett, Kate Lymer, Russell Mellor, Keith Onslow, Tony Owen, Ian F. Payne, Pauline Tunnicliffe and Angela Wilkins

A meeting of the Executive and Resources Policy Development and Scrutiny Committee will be held at Bromley Civic Centre on **WEDNESDAY 19 NOVEMBER 2014 AT 7.00 PM**

MARK BOWEN
Director of Corporate Services

*Copies of the documents referred to below can be obtained from
<http://cds.bromley.gov.uk/>*

PART 1 AGENDA

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

STANDARD ITEMS

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

In accordance with the Council's Constitution, questions to this Committee must be received in writing 4 working days before the date of the meeting. Therefore please ensure questions are received by the Democratic Services Team by 5pm on Thursday 13th November 2014.

- 4 MINUTES OF THE EXECUTIVE AND RESOURCES PDS COMMITTEE MEETING HELD ON 8TH OCTOBER 2014 (EXCLUDING EXEMPT ITEMS) (Pages 5 - 26)**

- 5 **MATTERS ARISING FROM PREVIOUS MEETINGS** (Pages 27 - 30)
- 6 **FORWARD PLAN OF PRIVATE AND KEY EXECUTIVE DECISIONS** (Pages 31 - 38)

HOLDING THE RESOURCES PORTFOLIO HOLDER TO ACCOUNT

- 7 **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 4 working days before the date of the meeting. Therefore please ensure questions are received by the Democratic Services Team by 5pm on Thursday 13th November 2014.

- 8 **RESOURCES PORTFOLIO - PRE-DECISION SCRUTINY**

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

- a **TREASURY MANAGEMENT - PERFORMANCE Q2 2014/15 & MID-YEAR REVIEW** (Pages 39 - 56)
- b **INSURANCE FUND - ANNUAL REPORT 2013/14** (Pages 57 - 62)

HOLDING THE EXECUTIVE TO ACCOUNT

- 9 **SCRUTINY OF THE LEADER OF THE COUNCIL**

- 10 **PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS** (Pages 63 - 66)

Members of the Committee are requested to have a copy of the Executive's agenda for the meeting on 26th November 2014 available for the meeting.

POLICY DEVELOPMENT AND OTHER ITEMS

- 11 **BROMLEY YOUTH EMPLOYMENT PROJECT** (Pages 67 - 82)
- 12 **SECTION 106 AGREEMENTS: UPDATE** (Pages 83 - 100)
- 13 **MOTION FROM COUNCIL - UK CORPORATION TAX** (To Follow)
- 14 **UPDATES FROM PDS CHAIRMEN** (Pages 101 - 102)
- 15 **WORK PROGRAMME 2014/15** (Pages 103 - 108)

PART 2 AGENDA

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

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

Items of Business

Schedule 12A Description

17 EXEMPT MINUTES OF THE MEETING HELD ON 8TH OCTOBER 2014 (Pages 109 - 110)

18 PRE-DECISION SCRUTINY OF EXEMPT RESOURCES PORTFOLIO HOLDER REPORTS

a EGERTON LODGE, 1 & 2 PARK ROAD, BROMLEY (Pages 111 - 116)

Bromley Town Ward

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

19 PRE-DECISION SCRUTINY OF EXEMPT EXECUTIVE REPORTS

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EXECUTIVE AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 8 October 2014

Present:

Councillor Eric Bosshard (Chairman)
Councillors Nicholas Bennett J.P., William Huntington-Thresher, Russell Mellor, Ellie Harmer, Peter Fookes, Tony Owen, Pauline Tunnicliffe, Kate Lymer, Samaris Huntington-Thresher, David Livett, Keith Onslow and Angela Wilkins

Also Present:

Councillor Graham Arthur, Councillor Stephen Carr and Councillor Robert Evans

52 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies for absence were received from Councillors Will Harmer and Ian Payne. Apologies for lateness were received from Councillors Samaris Huntington-Thresher and William Huntington-Thresher, and from Cllr Nicholas Bennett who had to leave early.

53 DECLARATIONS OF INTEREST

There were no declarations of interest.

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

No questions had been received for the Committee.

55 MINUTES OF THE EXECUTIVE AND RESOURCES PDS COMMITTEE MEETING HELD ON 3RD SEPTEMBER 2014 (EXCLUDING EXEMPT ITEMS)

RESOLVED that the minutes of the meeting held on 3rd September 2014 (excluding exempt information) be confirmed.

56 MATTERS ARISING FROM PREVIOUS MEETINGS Report CSD143

The Committee received a summary of matters arising from previous meetings. It was noted that the report on Anerley Town Hall was now expected in the November cycle.

Councillor Nicholas Bennett complained that his i-pad was unable to open certain documents, including the agenda for the Executive, and asked about progress with supplying Office 365 for Councillor's i-pads. There were significant costs involved in purchasing Office 365 for all Members, so the intention was to carry out a trial to establish whether it offered useful benefits over the free software available.

57 FORWARD PLAN OF KEY AND PRIVATE EXECUTIVE DECISIONS

The Committee noted the Forward Plan of Key and Private Executive Decisions as published on 16th September 2014.

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

One question had been received from Evelyn Collington, Coordinator, Bromley Mental Health Forum. The question was put at the meeting by Mr Peter Moore – details are set out in [Appendix 1](#).

59 HOLDING THE CHIEF EXECUTIVE TO ACCOUNT

Doug Patterson, Chief Executive, attended the meeting to update the Committee and answer questions. He began by stating that officers were working hard to deal with the projected overspend on the current budget to ensure that it was removed by the end of the year. They were also working on the financial challenges of the next four years, when savings of £60-£80m would be needed. The Leader had set a target of finding £30m of this ready to implement after the general election. This would be achieved with a combination of continuing to find top-down efficiencies and making significant bottom-up changes to the services provided, maintaining statutory requirements. Work was under way on many issues and these were being fed into the Cabinet.

Among current issues were – implementation of the Care Act 2014, which the government was saying would be fully funded; joint working with Oxleas and Bromley Healthcare on the delivery of services; joining up back-office services across Council departments and moving all Directors into the Old Palace; disposal of assets; the consultation just launched by Biggin Hill Airport on varying operating hours; the tensions around the Local Plan and building more houses, which would raise finances; the continuing problems with the Waste4Fuel site in St Paul's Cray; the forthcoming official opening of the new Penge Library; and preparation for the 2015 general election – a report on this was being prepared for the next General Purposes and Licensing Committee meeting. He would be circulating an update on current issues from Assistant Directors to all Members shortly; he also mentioned that he would be visiting LB Barnet to find out more about their approach to services.

Mr Patterson responded to questions from Members on a number of issues –

- Asked what was being done to reduce the numbers of children coming into care, he responded that there was great pressure on staff dealing with these issues, and that the Council had to remember its corporate parenting responsibilities.
- Mr Patterson was not aware of any approaches from major developers looking to build on the green belt, but he did anticipate that such proposals could come forward at some stage.
- A Member asked about a particular planning issue, but Mr Patterson responded that he would discuss the matter outside the meeting.
- Mr Patterson was confident that savings could be delivered and he already had draft plans that would achieve this, although the choices involved were very difficult.
- Mr Patterson did not consider that many other authorities were doing better than Bromley, but he had asked Directors to check the benchmarking information and look at other high-performing Councils.
- Asked about the need to inform residents about the difficult choices ahead, Mr Patterson reported that some online surveys were being planned and that the Leader was looking at holding a series of meetings with residents associations to try to get more informed discussion than with the traditional public meetings held in recent years.
- On Waste4Fuel, the permit for the site was due to be revoked in the next day or so. The Council was very clear that responsibility for regulating the site lay with the Environment Agency. Members suggested asking HMRC to pursue the former directors of the operating company for the profits made, and possibly using the Proceeds of Crime Act or other legal avenues.
- Discussions with ZhongRong on Crystal Palace Park were still going on, and the position was now more positive again.
- A Member asked whether the number of staff in HR had shrunk; Mr Patterson confirmed that as the number of staff directly employed by the Council reduced the need for support staff would also reduce.
- A question was asked about whether the staff choir practised during the working day or in staff time, and whether staff were allowed to take cigarette breaks during their working hours – a completely smoking-free working zone was suggested. Mr Patterson agreed to look into these matters.

- A Member asked whether the need for election candidates to obtain ten physical signatures could be modernised; however, this was a legal requirement that the Council could not change.
- The Chairman suggested that the Council needed fewer meetings and more concise reports with better executive summaries that did not bury numbers in text and that covered the wider impacts of proposed decisions. Mr Patterson undertook to discuss this with Directors.

The Chairman thanked Mr Patterson for his presentation.

60 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS
Report CSD14144

The Committee considered the following reports on the part 1 agenda for the meeting of the Executive on 15th October 2014.

(5) Temporary Accommodation Update – Use of Manorfields as Temporary Accommodation
Report CS15087

The report set out the invest to save requirements for the proposed use of Manorfields, a former residential care home, as temporary accommodation to enable the Council to meet its statutory housing duties and reduce the significant cost incurred by the increased use of nightly paid accommodation. The proposals had been supported by Care Services PDS Committee on 2nd October 2014.

Councillor William Huntington-Thresher, as a ward councillor, complained that not enough had been done to inform and consult with local residents and ward councillor, and suggested that the recommendations should be supported only subject to a meeting being held with residents. The successful scheme at Belle Grove was very similar to that proposed for Manorfields, and members had been invited to a visit there. It was noted that the proposals would require planning permission, and the planning process would offer opportunities for residents to comment.

RESOLVED that the recommendations be supported.

(6) Homelessness and Welfare Reform Draw-down from Central Contingency
Report CS14095

The Committee received an update on homelessness pressures in 2014 and the range of initiatives being pursued; it was recommended that £653k of the £1.2m held in central contingency for homelessness and welfare reform pressures be drawn down. It was also reported that formal consultation had started on revisions to the allocations scheme – a further report on this would be presented for formal consideration. The recommendation was supported by Care Services PDS Committee on 2nd October 2014. The Committee was

informed that the drawdown was already assumed in budget monitoring reports.

RESOLVED that the recommendations be supported.

(7) Substance Misuse Services
Report CS14072

The Executive had requested further information and consideration by Care Services PDS Committee before taking a decision on whether to extend three contracts with Crime Reduction Initiatives (CRI) to provide an integrated drug and alcohol service for a period on one year from January 2015. The report also sought approval to extend the contract with KCA to provide an integrated drug and alcohol service for children and young people for a period of one year from January 2015 as allowed for in the contract. Care Services PDS Committee had supported the recommendations.

Members commented that consideration of the contracts had been left too late, and questioned what was proposed after the one year extensions. It was confirmed that processes were in place to ensure that all contracts were reviewed in good time before they expired, although sometimes the pressure of the numbers of contracts needing attention put pressure on resources. Members suggested that this indicated that lead-in times should be extended. It was confirmed that these one year extensions were perfectly permissible legally and were provided for in the original contract, and that often an extension represented good value for money.

Members questioned some of the statistics in the report, and asked whether this was the totality of substance misuse services, what the cost per person was and whether many people were re-presenting. It was noted that the success of treatment was measured by reference to a period of just three months, which Members considered was too short. Members also inquired about the impact of not providing these services; there was no way to quantify this and it was noted that funding was provided through the Public Health Grant.

RESOLVED that the recommendations be supported.

(8) Adoption Grant Drawdown
Report CS14089

The Executive was asked to approve the draw-down of non-ring fenced grant to support adoption reform to ensure that children were adopted without delay. The recommendations had been supported by Care Services PDS Committee on 2nd October 2014; the Chairman Councillor Pauline Tunnicliffe commented that there had been occasions when the courts had ordered children to be returned to their families, only for this to break down shortly afterwards, thus reducing the opportunities for adoption. She confirmed that the money was essential and that she had requested an early update to the next Care Services PDS meeting on 11th November which clearly identified

the outcomes that would be achieved from this additional grant funding. This grant was area-based and not a specific grant and therefore was not ring fenced for adoption services - the money could be used to offset cost pressures elsewhere in the ECHS budget. If the grant drawdown was agreed, it would be necessary to establish when the placement savings would be realised.

RESOLVED that the recommendations be supported.

(9) Draw-down of Government Grant Funding held in Contingency to Support the Local Authority in Implementing the SEN Reforms and Pathfinder Champion Support
Report ED15082

The report set out proposals to draw down grant funds held in contingency – SEND Implementation (New Burdens) Grant and Bromley Pathfinder Champion Grant. The recommendations had been supported by the Education PDS Committee on 30th September 2014.

RESOLVED that the recommendations be supported.

(10) Commissioning – Proposed Total Facility Management Contract
Report DRR14/089

The Committee received a report on the outcome of the market intelligence exercise that had been undertaken regarding Facility Management and Public Protection Services. The report set out a programme in line with the Council's financial strategy commencing with a "gateway" report to the Executive in February 2015 including confirmation of the baseline option that would be market tested. Subject to the Executive's approval, there would be exhaustive work on detailed specifications for all the services which would be key to achieving a successful outcome. Under the Community Right to Challenge, expressions of interest could be made by staff or community groups before 31st December 2014.

Members questioned whether the savings that potential contractors expected were realistic, given that the services were already very lean. It was noted that the figures given in the report were only approximate, and the general rule of thumb was that private contractors could expect to reduce costs by about 10% when services were first contracted. However, it was emphasised that it was very difficult to pre-judge the likely savings that could be made prior to commissioning negotiations with potential contractors. More substantial savings could only be achieved by reviewing what services were still needed. It was confirmed that it was intended that, should these services go out to tender, companies would be able to bid for different lots, enabling a variety of providers to bid, although it was anticipated that the most savings would come from larger contracts. Tenders would be rigorously tested for both quality and ability to deliver. In taking a "thin client" approach it would also be important to ensure that the authority retained enough client-side officers to ensure that contractors carried out their responsibilities properly. The Chairman

commented that it was crucial that contracts needed to be set up such that the Council could monitor contracts with a minimum number of staff, and that the onus was firmly put on the contractor to perform and to report back regularly.

Officers confirmed that consultation meetings with Directors and the project team had been held for all 201 staff affected by the proposals, and all had been formally written to. It was acknowledged that the higher number of full time equivalent (FTE) posts than staff indicated that in some areas temporary staff were in post due to the need to maintain flexibility before budgets were set.

RESOLVED that the recommendations be supported.

(Councillors Peter Fookes and Angela Wilkins requested that their votes against the recommendation be recorded.)

(11) Street Lighting – Invest to Save
Report ES14071

The report set out a proposal to amend the outputs of the street lighting invest to save scheme to provide greater efficiency savings – this had been supported by the Environment PDS Committee at its meeting on 23rd September 2014.

The Committee discussed how electricity pricing worked for street lighting, given that the Council was now able to monitor and control each individual lamp column, and questioned how electricity was procured for street lighting. Officers reported that there were negotiations at a national level with industry bodies to achieve more accurate charging regimes – this issue would continue to be investigated.

Members were pleased with the savings achieved through this project, and suggested extending it. Officers confirmed that they would investigate this and report back to members as the current project progressed towards completion.

A member noted that over a third of residents responding to post-completion questionnaires felt that the new lighting was not bright enough. Officers explained that the new lighting was more directed onto the carriageway, possibly giving the impression that it was less bright overall; this would be reviewed in the spring after experiencing leaf-fall and a full winter.

RESOLVED that the recommendations be supported and that further opportunities be sought to extend the invest to save project.

(12) Public Toilet Provision
Report ES14085

The report outlined a proposal to close the Penge High Street public toilet from 1st January 2015 and introduce a community toilet scheme for Penge

town centre. It was noted that since the report had been published Weatherspoons had withdrawn and had been replaced by a local café. The Environment PDS Committee had supported the proposals at its meeting on 23rd September, subject to recommending to the Environment Portfolio Holder that he should ensure that measures were in place to prevent the public toilet building falling into decay should it be declared surplus to requirements. Other concerns had been raised about publicity, signage and the new venues. Councillor Keith Onslow commented that problems had occurred with the scheme at Green Street Green with the old building being neglected and one of the new venues closing very early. Officers confirmed that these concerns would be monitored.

RESOLVED that the recommendations be supported.

61 UPDATES FROM PDS CHAIRMEN
Report CSD14145

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

62 WORK PROGRAMME 2014/15
Report CSD14146

The Committee received the latest version of its work programme for 2014/15. It was noted that membership of the New Technology Working Group included Councillors Nicholas Bennett, Judi Ellis and Kate Lymer in addition to Councillor Will Harmer.

**63 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**

**64 EXEMPT MINUTES OF THE MEETING HELD ON 3RD
SEPTEMBER 2014**

The exempt minutes of the meeting held on 3rd September 2014 were confirmed.

65 PRE-DECISION SCRUTINY OF EXEMPT EXECUTIVE REPORTS

The Committee scrutinised three reports on the Executive's part 2 agenda for the meeting on 15th October 2014 concerning contract awards for Learning Disability Supported Living and for contracts involving Clare House and Worsley Bridge Primary Schools and Langley Park School for Boys, and regarding Mall Refreshment at the Glades Shopping Centre.

The Meeting ended at 9.15 pm

Chairman

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(7) From Evelyn Collington, Co-ordinator, Bromley Mental Health Forum, to Councillor Graham Arthur, Portfolio Holder for Resources (put by Peter Moore)

Bromley Council as a Mindful Employer

The benefits of employers being 'mindful employers' are well documented, please follow link below for more details. Please can you let us know if Bromley Council is considering becoming a 'Mindful Employer', and if not, why not?

<http://www.mindfulemployer.net/>

Reply:

Being an "Excellent Council" we take seriously our duty of care to monitor the health and wellbeing of our staff at work. We understand the link with individual staff and organisation performances. Hence the Council provides a wide range of benefits and supports to staff including specialised counselling and general awareness and bespoke training on mental health and other forms of ill health issues in general. For example staff can access confidential counselling service and wellbeing benefits under the Council's Real Benefits Scheme.

The Council funds a dedicated Occupational Health Unit employing a qualified p/t doctor and a qualified occupational nurse to provide proactive advice and support to staff and managers on health and wellbeing issues. For example the unit encourages staff and managers to use the HSE stress survey to monitor the mental health of individual staff.

The Council is equally proud of its positive recruitment initiatives aimed at improving the employability and life chances of vulnerable people mainly people with mental or learning disabilities. For example through the "Thyme Out" initiative the Council was able to provide shadowing opportunities, work experience and on the job training to circa 140 people with mental/learning disabilities in the last 5-6 years. Under a similar scheme called "Branching Out" also for people with mental ill health the Council offered training opportunities to circa 40 people in two years. We also use the "job carving" programme to recruit and retain staff with disabilities in employment. In the last few years, the Council working in partnership with JobMatch/Mencap has recruited 12 people via the job carving programme.

Based on this, the Council is not seeking to participate in any accreditation or review process.

Supplementary Question

As a supplementary question, Mr Moore asked whether the Council would consider signing up to "Time for Change." In response, Councillor Arthur stated that he did not consider that this would offer anything to Council staff or residents that was not already available.

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(10) Updates from PDS Chairmen (Minute 61)

**(1) Renewal and Recreation PDS Committee
2nd September 2014**

We have held one meeting since last E&RPDS PDS on 2 September 2014.

Members considered the Committee's work programme for the period November 2014-May 2015 and requested the following:-

- Updates on Bromley Market in relation to costs, income, the future of the market and its function be included in Town Centre Management reports.
- A separate report on the proposals for Churchill Place (Site G in the Area Action Plan) be submitted in November 2014.
- Update report on the New Homes Bonus Topslice - Project Proposals be submitted in November 2014; Referring to the New Homes Bonus Topslice (paragraph 3.23, page 38), Members agreed that the London Councils request for submission of bid proposals in August (in what was, essentially, the peak holiday season), was unjust. This was an important project and the Authority had only been given 3 or 4 days in which to respond. The Chairman commended officers in their efforts.
- An 'Arts in Bromley' report be submitted for consideration at the meeting in January 2015.

Members considered the progress achieved in delivering the Town Centres Development Programme and were asked to endorse the submission of project proposals under the New Homes Bonus Top Slice programme.

The Portfolio Holder's agreement was sought for Section 106 funds to be used for the proposed Town Centre Management Initiatives as set out in the report.

With regard to Site C: Town Hall it was reported that a positive meeting between the developer and the Council's Management Team had taken place. The applicant was mindful of the comments and advice given in relation to listed buildings and also agreed to undergo a CABE design review as part of the application process.

On-site operational hours for the works at Bromley North had been extended during the summer months and as anticipated, the programme remained on schedule.

Members considered the current arrangements for management of the Churchill Theatre which are due to expire in April 2016. The process and timetable for retendering the lease in line with the Council's financial regulations and procurement procedures were also considered.

Members considered an update on Town Centre Management and business support activities which had taken place since the previous update in June 2014.

Members were informed that work was ongoing in regard to the Bromley Business Improvement District (BID). An agreement with the Council in terms of a grant had been finalised. The next stage of the process would involve a feasibility assessment of the BID followed by consultation.

The re-launch of the Bromley Business Growth Club in partnership with Action Coach was noted as was the upcoming Bromley and Kent Business Expo scheduled to take place at Coolings Nursery on 15 October which Members were encouraged to attend.

Councillor Ian Payne
Chairman, Renewal and Recreation PDS Committee

(2) Environment PDS Committee 23rd September 2014

Budget Monitoring:

The Environment budget is currently predicted to be overspent by £207K. The main cause is the increased volume of general waste collected or received and reduced income from reduced volumes of paper for recycling and trade waste. Disposal of waste is a statutory duty of the council. The PDS has a Waste Working Group to review budget pressures in waste and recycling.

TFL funded work programme 15/16:

The committee reviewed the LIP submission. The submission is the second year of the 3 year LIP delivery plan agreed with TFL in 2013. The expected income remains at roughly the same level as 14/15 and represents a reduction of almost 20% compared to historic levels.

Street Enforcement:

The committee considered the financial implications of the non-statutory provision of disabled parking bays. Costs arise from assessments, road surveys, signage and enforcement of the use of the bays. An annual charge of £80 was supported. A charge of £80 is equivalent to charge for a permit in an all-day Controlled Parking Zone. The service is now expected to be budget neutral.

The committee considered a proposal to charge for white bar markings. The white bar markings are advisory and are only normally applied across dropped kerbs providing access to multiple properties. The department receives many more enquiries for white bar markings resulting in staff effort to review the requests. The committee supported the introduction of a charge (£50) when residents apply for a white bar, with further charges (£50) arising when the white lines are installed or reinstalled. Whilst white bars will be applied in more scenarios, not all applications will be considered appropriate.

Congestion reduction scheme:

The committee reviewed a number of options to improve the Widmore Road & A21 junction to address congestion. The committee supported the scheme progressing to detailed design and consultation with statutory bodies.

Additional Planned Highway Maintenance:

In February 2014 the Executive agreed to provide £1m one off funding to address winter damage to the highways. In addition TFL allocated LBB a further £715K for highway maintenance due to winter damage. The use of TFL funds needed to be agreed with TFL; it was agreed that the funds would be directed at bus routes. It was proposed that the £1m executive funding would be split 80:20 between planned and reactive/emergency maintenance. The proposed planned maintenance schemes were provided to the committee. The committee supported the proposals.

Street Lighting Invest to Save:

The committee reviewed the progress of the street lighting invest to save. Following detailed structural assessment of street lighting columns it found that less columns needed to be replaced than originally estimated. The reallocation of the invest to save funds to lantern replacement would allow an extra 2,475 lanterns to be replaced. This would be expected to result in a further £42K of energy savings as the most inefficient lanterns would be selected. The invest to save remains on track to repay the investment; the precise timing depends on energy prices. The committee supported the scheme amendments. The committee noted that savings would be reduced as the Council is now below the threshold for carbon tax payments (academies are now separate to the council).

Public Toilets:

The committee supported the proposal to extend the community toilet scheme to Penge Town Centre.

Public Transport Liaison:

The committee supported trialling inviting Bromley residents to an informal meeting of Public Transport providers.

Green Garden Waste Collection:

The committee reviewed the progress of the GW collection service and noted the continued expansion of the scheme due to its popularity with Bromley residents with over 15,000 now subscribing to the service. The committee accepted that the service charge would probably need to increase with inflation.

Councillor William Huntington-Thresher
Chairman, Environment PDS Committee

(3) Education PDS Committee 30th September 2014

1. Portfolio Holder's Update

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

- 11 new bulge classes in primary schools to meet increased demand;
- 150 more applications for reception classes in the current school year than predicted;
- The opening of two free schools – Harris Shortlands and La Fontaine;
- The approval of E21 secondary school for Elmers End;
- The appeal by Harris Beckenham against the refusal of planning permission for the new free school on the Kelsey site;

- The replacement of Bromley Pupil Referral Service by the Bromley Educational Trust under the aegis of Bromley F&HE College;
- The provision of universal infant free school meals with the provision of hot meals at all schools;
- The Governors' Conference held on September 27th was adjudged a success. The committee however expressed its' concerns that although proposed by PDS Committee's School Governance Working Party neither the Chairmen of the committee had been consulted about the agenda or invited to attend.

2. Under Performing Schools

The Portfolio Holder reported under this standing item that an Executive Principal had been appointed to Burwood School following concerns about the school.

3. Special Educational Needs Transport Strategy

A key recommendation of the report that a proposal to implement muster points not be proceeded with was not supported by the PDS Committee. The Committee felt very strongly that, where appropriate, SEN pupils should be collected from on street 'muster points' rather than from their homes. The committee also expressed scepticism about the need to have a full-time Health and Safety officer to review the 'muster points' and the travel needs of each pupil who might use them.

4. Day Nursery Provision – market test.

It was agreed that market testing of the Council's day nursery provision at Community Vision and Blenheim School on a concession basis should proceed.

5. Adult Education DWP Contract

The committee considered the projected over spend on the contract with DWP for the provision of training for unemployed people. It would appear that the grant had been cut subsequent to the approval of the budget. The matter is to be examined in greater detail at the Education Budget sub-committee on October 16th.

Councillor Nicholas Bennett
Chairman, Education PDS Committee

(4) Public Protection and Safety PDS 1st October 2014

The second meeting for the municipal year 2014/2015 of the Public Protection & Safety PDS Committee was held on Wednesday 1st October 2014.

2. The Borough Commander attended to give the Police Update. The Borough Commander also informed the Committee that the police were on target to make the required £575m target for savings this year, but this had been very challenging. Burglary was down by 6.8% against a target of 6%. The rates of criminal damage offences had increased by 8%. Motor Vehicle crime was down by 22% which was on target. The number of actual bodily harm offences had increased by 139 compared to the same point last year.

The Borough Commander stated that plans were now underway to initiate Operation Bumble Bee and Operation Equinox. The former was aimed at reducing burglary, and the latter was aimed at reducing violence in the town centre. It was noted that the volume of burglary offences increased as the nights drew in and the hours of daylight decreased.

The Borough Commander mentioned that Parm Sandu was now in place as Deputy Borough Commander in place of Jo Oakley, and that David Tait had assumed responsibility for the Safer Neighbourhood Team. Staffing levels were currently good, and Bromley Police were currently six police officers and sixteen PCO's above staff target levels.

The Borough Commander referenced ASB and burglary related crime in the Crays area, with particular reference to the use of mopeds. It was noted that eight key individuals had been arrested, four had been remanded in custody, and one had been detained at a secure unit in Bedford.

Reference was made to the efforts that the police had made to support the summer diversionary activity projects, and there was positive feedback from Members regarding this. The Committee were updated concerning arrangements in place to ensure that police officers worked at least once every three weekends. This was releasing a greater number of police officers to deal with incidents arising in town centres on a Saturday night.

The Committee heard that a meeting had taken place with SLaM (South London and Maudsley NHS Trust) concerning how the police were going to deal with incidents at Bethlem Hospital in the future. The plan was that communication would take place with the relevant Team Leader before arriving on site, so that officers would be better informed upon arrival.

The Borough Commander informed Members that many officers were now working with body worn video equipment. This had proved particularly useful in dealing with domestic abuse incidents.

Video recordings had been used as evidence in court proceedings. The scheme had been piloted in seven boroughs and the equipment was currently being used by around 54-55 officers.

A Town Centre Team focusing on Orpington Town Centre was being launched on October 22nd.

It came to light during the police update that a large number of asylum seekers had been accommodated at the Mary Rose Inn Hotel at St Mary's Cray. This was a surprise to Members and the Portfolio Holder, who were not aware that around seventy asylum seekers had been transferred to St Mary's Inn from the Queen's Hotel at Crystal Palace. It was presumed that the placements had been initiated by UKBA. It was not known how long the accommodation was planned for, but was estimated at three months. The Portfolio Holder and the Ward Councillor for Cray Valley East expressed concern that they had not been informed. It was the general consensus of the Committee that a protocol or channel of communication be opened up with UKBA to avoid a repeat episode of non-communication.

3. At the previous meeting of the Committee, the Portfolio Holder stated that he wished to encourage greater scrutiny of himself by Members so a new rolling Agenda item has been added titled 'Question to the Portfolio Holder from the PP&S PDS Committee'. Cllr Stevens was asked questions by the Committee on the lack of communication from UKBA regarding the Mary Rose Inn Hotel and the plan moving forward, a question about what could be done to prevent incursions by the Travelling Community, and problems concerning a number of dog related problems in Mottingham.

4. The latest budget monitoring position for 2014/15 for the Public Protection and Safety Portfolio based on expenditure and activity levels up to 31st July 2014 showed a balanced budget. Members also noted that an amount of £41,584.00 remained unallocated from the Community Safety Budget. The Director of Environment and Community Services indicated that Committee Members were welcome to put forward ideas to the Portfolio Holder for the allocation of uncommitted funds from the Community Safety Budget.

5. A report written by Mr Jim McGowan, Head of Environmental Protection, was written to advise Members of proposals to spend the remaining balance of the Targeted Neighbourhood Activity Project Fund throughout the Borough. The Committee were informed that £150,000.00 had previously been allocated to a Targeted Neighbourhood Activity Project, but that only £55,000.00 of this money had been used, leaving an underspend of £95,000.00. The purpose of this report was to put forward project spend proposals for the underspend, although it was not the case that all the money had to be allocated in the current financial year. It was noted that Mr McGowan was seeking agreement in principle to the projects outlined in the report, but acknowledged that there was still some fine tuning and changes that would need to be addressed. The Committee agreed in principle to the projects and fund allocation identified in the report; it was agreed that the specific detail of projects and fund allocation would be delegated to the Director of Environment and Community Services, in consultation with the Portfolio Holder and Ward Councillors.

6. A report written by Mr Rob Vale informed Members of the proposals by Trading Standards and Community Safety Teams to engage with a national approved trader scheme to replace the existing Safer Bromley Trader Register which had been operating within the borough since 2009. Rob Vale explained that the Safer Bromley Partnership Trader Register had been very successful over the last few years, with over 100 local businesses signing up to the register. However, it was now the view of Trading Standards, that LBB replace the Bromley Trader Register with a new service that would be provided by the national provider Checkatrade. This was a nationally recognised free service offering a business directory of traders that had been comprehensively vetted and performance monitored. The cost to businesses to join this service would be £600.00 per annum. It was explained that any business registered with Checkatrade that would also like to be endorsed by Trading Standards, and display the Bromley logo.

7. A further report was written by Mr Robert Vale, Head of Trading Standards and Community Safety that updated Members on the new ASB Act 2014 which focuses on putting the needs of victims first. It was explained that the Act introduced two new measures which were designed to give victims and communities a say in the way anti-social behaviour is dealt with; these were the Community Trigger and the Community Remedy.

The Community Trigger would be the means by which individuals or communities would “trigger” a case review to look into allegations of anti-social behaviour and crime that met the relevant threshold, and had not yet been resolved. The Community Trigger would be activated after three complaints that met the locally agreed threshold. The relevant bodies that would have statutory obligations under the Act would be MOPAC (Mayor’s Office for Policing and Crime), the local authority, the local Clinical Commissioning Group, RSLs (Registered Social Landlords).

Members noted LBB (London Borough of Bromley) would need to draft a local Community Trigger procedure document. It was further noted that the joined up Community Trigger procedure agreed by the relevant partner organisations, would need to be submitted to MOPAC for approval. This would need to be done in the next few weeks. The Committee also commented that additional staffing resource would likely be required to provide the relevant administrative support needed to administer the Community Trigger Procedure. The Portfolio Holder wondered if there would be MOPAC funding available for this.

A Member commented that this seemed like a case of another burden on the local authority and police, with no further funding. This was a sentiment expressed also by the Borough Commander, who stated that the resource to deal with the Community Remedy would need to come from that already existing, and the responsibility for this would likely fall to the Safer Neighbourhood Teams. A further Member expressed concern that the police may struggle with this extra statutory duty. Another member highlighted the importance of making the scheme accessible to those who were vulnerable.

Members observed that all relevant bodies would have to work together to devise and produce a Community Trigger Strategy. There would need to be an LBB point of contact for making a Community Trigger application, and this was likely to be the LBB Anti-social Behaviour Co-ordinator. Members were informed that the Community Remedy Document would be designed to provide victims with a say in the out of court punishment of perpetrators for low-level crime and anti-social behaviour. It was a police function and it would be the task of the police to draft a Community Remedy document for Bromley.

8. A verbal update was provided on the work of the Environmental Protection team by Mr Jim McGowan subsequent to the tour of LBB CCTV centre to inform the large number of new Members on the Committee of that teams work and services.

9. This short report was written by Paul King, Head of Youth Support Services providing an update on how this years Summer Activities in our Parks went. It was noted by the Committee that although the Programme this year was smaller, the attendance was in fact greater. Mr King informed the Committee that another report would follow which would provide greater detail concerning age breakdowns and demographic information.

10. The Annual Update Report on Bromley Youth Offending Team Partnership is an annual report to the Care Services Portfolio Holder, but had come to this Committee for information purposes. The report was written by Paul King, as was the update at the Committee meeting. The report was noted by the Committee.

11. The Summary of the Bromley Safeguarding Adults Annual Report was also presented to the Public Protection and Safety PDS Committee for information purposes and was also noted by the Committee.

12. It was noted that the next visit for the Committee would be to the Police Dog Training Centre at Keston, and since the last PDS meeting the Committee had made a visit to Bethlem Royal Hospital as well as the CCTV room at the Council.

Councillor Kate Lymer
Chairman, Public Protection and Safety PDS Committee

(5) Care Services PDS Committee 2nd October 2014

The Chairman welcomed the new co-opted Members to the Committee who represent a wide range of groups and organisations representing residents who have particular needs.

The Committee reviewed its Work Programme and discussed matters arising from the last meeting. It was felt that the October Agenda was too large for Members to adequately scrutinise. An update on Adoption was asked to be added to the next meeting.

A presentation on the role of The Independent Reviewing Officer (IRO) was given, outlining the key areas of focus for 2013/ 2014. The Annual Report for the year has been published and I would encourage all Members in their role of 'Corporate Parent' to read this excellent and very clear update. It summarises how the IRO service monitors the performance of the local authority in relation to its looked after children.

The latest Budget Monitoring Report was presented. Questions were raised around the spiralling projected overspend, currently £2,890,000 and what the effect would be if this could not be brought back in to line. The Director outlined, the now familiar reasons as to why this budget is so volatile, namely that it is numbers driven in both adult and childrens services and it only takes very few unexpected high placement costs to have a dramatic effect on the figures. The recent changes in adult social care have had a significant impact on information available to monitor the budgets. (see Appendix 1b of Care Services Agenda Item 8a) Pressures in housing also remain considerable along with the voids in ECH. Dols could cost the Council up to £2m+. This is not included in our budget.

A review of the Capital Programme resulted in several schemes being deleted. These had remained dormant for between 12-14 years. It was agreed that more regular reviews would be beneficial.

An excellent update on The Care Act was presented. This included a detailed financial model of the estimated costs for LBB. However, there are many assumptions and estimates that make it almost impossible to predict how accurate this model might be.

A report was given on the latest homelessness pressures and a request to draw down £653,000 from the £1.2m held in contingency. The benefit cap and reduced

housing benefit subsidy has meant that private landlords are increasingly reluctant to let to those on low income. Private sector evictions account for 40% of homeless approaches. Key actions are being undertaken to try and mitigate against these rising cost pressures focused on homeless prevention, driving down nightly paid costs and accessing a more cost effective supply of accommodation prioritising high cost placements.

A report was presented to use the former Manorfields site as short term, reasonable quality temporary accommodation. The proposal is for 44 units and the projected cost for refurbishment is £563k. Revenue savings are projected at £322k per annum.

The contract for community support services for people with mental ill health is due to expire in March 2015. A review found that the current service arrangements do not demonstrate value for money. It is proposed that the Council agrees to Bromley Clinical Commissioning Group leading the commissioning for a new, single service therefore saving procurement costs. The Council's contribution would be £100,000 meeting its statutory requirements and making savings of £92,281.

An earlier report on Substance Misuse Services given to the Care Services was heard by the Executive in June who asked for further details in order for them to make a decision on whether to extend three contracts. The latest report gave details of prevention, early intervention and treatment which informs, advises and supports people to take responsibility for their own health and are an integral part of government strategy and Building a Better Bromley. The Committee supported the extension of the current contracts for a further year with a view to tendering for a new service with the possibility of delivering further value for money through the process.

The Committee were asked to consider the proposals for the drawdown of the non-ring-fenced adoption reform grant £618,100 for 2014/15 and 2015/16. This is to improve adoption performance in Bromley. A clear set of objectives would increase the number of looked after children being placed for adoption, speed up the process from fostering to adoption, help to complete care proceedings within six months, pay for financial pressures around connected persons assessments and medicals and ensure that we can meet the new Ofsted Inspection Framework. There are concerns that the funding is short term.

The proposal to market test Day Nursery Provision was noted. It was also noted that the Education PDS had asked for Ward Members views.

The second Adult Services Stakeholder Conference Report was noted and some of the 27 recommendations discussed. The aim of the Conference was to ascertain the low level help and support needs that enable residents to stay healthy and maintain their independence as well as any gaps in local provision. 64 people attended, of whom the largest group were service users. The Vice-Chairman and I attended and found the Conference very useful especially in terms of working closely with our partners at the CCG. It is clear that there is a need for a central point of up-to-date information, advice and guidance for health and social care which is used as a resource by all front-line staff as well as individuals. An update of the outcomes of the recommendations will be given to E & R in December and early in the Spring.

Members were asked to comment on the Implications of changes to the Youth Remand Framework. The report outlined the fact that many secure remands of

children may be unnecessary. (However, figures were from 2010/11 and I will ask for an update on these.) The report highlighted that there had been an increase of 33% of young people (21) placed on remand in 2013 in Bromley, all of whom have been known to the Police and Authority for a considerable period of time. The Tackling Troubled Families Programme has prioritised these families for support along with Bromley Targeted Youth Support Programme. A £500,000 full year pressure has been identified in this area (set aside in central contingency.) Final figure for 2013/2014 was £269,041 and the projection for the current year based on remands to the end of August is £242,693.

PART 2

The Committee considered the award of a contract for care and support services to Avenues London. This contract is to support independence particularly for vulnerable people. Avenues London's bid is highly competitive and savings of over £400k per annum will be made. Rigorous contract monitoring will be undertaken to ensure that quality standards are maintained.

Members comments were asked for on the extension to the current contract with the Liberty Centre for one year from November. This will enable Officers to review the effectiveness in terms of outcomes for the client of the day provision by the Liberty Centre with a view to the long term commissioning of the Service and also the outcome of the Adults social care tender which also includes day opportunities.

Cllr Pauline Tunnicliffe
Chairman, Care Services PDS Committee

Report No.
CSD141523

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE AND RESOURCES
POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Date: 19th November 2014

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

Title: MATTERS ARISING FROM PREVIOUS MEETINGS

Contact Officer: Graham Walton, Democratic Services Manager
Tel: 0208 461 7743 E-mail: graham.walton@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

- 1.1 Appendix 1 to this report updates Members on matters arising from previous meetings which continue to be "live." Three matters are listed concerning an update on the effectiveness of the Winter Health Project, treasury management and invest to save projects.

2. **RECOMMENDATIONS**

The Committee is invited to consider progress on matters arising from previous 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: £373,410
 5. Source of funding: 2014/15 Revenue Budget
-

Staff

1. Number of staff (current and additional): 10 posts (8.75fte)
 2. If from existing staff resources, number of staff hours: Monitoring the Committee's matters arising takes a few hours between each 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 intended primarily for the benefit of members of the Committee.
-

Ward Councillor Views

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

Non-Applicable Sections:	Policy/Finance/Legal/Personnel
Background Documents: (Access via Contact Officer)	Minutes of previous meetings

Minute Number/ Title/Date	PDS Request	Update	Action By	Completion Date
336 Executive Reports: (12) Winter Health Project (5 th June 2013)	The Committee requested an update in a year's time	The issue is now included in the 2014/15 Work Programme for the 7 th January meeting.	Public Health Associate Director	January 2015
8 Treasury Management – Annual Report (5 th June 2014)	Director of Finance to discuss treasury management issues with Cllr Livett	Director of Finance has met with Cllr Livett	Director of Finance	Ongoing
9 Executive Reports – (6) Provisional Final Accounts (5 th June 2014)	Committee requested an update on performance of invest to save projects	Reports are being prepared for each portfolio/PDS, to be followed by a summary report to the Executive via this Committee	Director of Finance	January 2015

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LONDON BOROUGH OF BROMLEY

FORWARD PLAN OF KEY AND PRIVATE EXECUTIVE DECISIONS PUBLISHED ON: 28th October 2014

PERIOD COVERED: 28th October 2014 - February 2015

DATE FOR PUBLISHING NEXT FORWARD PLAN OF KEY AND PRIVATE EXECUTIVE DECISIONS: 16th December 2014

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
COUNCIL						
COUNCIL TAX LEVEL 2015/16	Council	23 February 2015 Executive, PDS Committees, Business Community and Local Residents	Meetings	Contact Officer: Peter Turner Tel: 020 8313 4668 peter.turner@bromley.gov.uk	<u>Public Meeting</u>	Report and relevant background documents
REVENUE BUDGET 2015/16	Council	23 February 2015 Executive, PDS Committees, Business Community and Local Residents	Meetings	Contact Officer: Peter Turner Tel: 020 8313 4668 peter.turner@bromley.gov.uk	<u>Public Meeting</u>	Report and relevant background documents
CAPITAL PROGRAMME 2015/16 ONWARDS	Council	23 February 2015 Executive and key stakeholders	Meetings	Contact Officer: Martin Reeves Tel: 020 8313 4291 martin.reeves@bromley.gov.uk	<u>Public Meeting</u>	Report and relevant background documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
ANNUAL INVESTMENT STRATEGY 2015/16	Council	23 February 2015 Executive and Executive & Resources PDS Committee	Meetings	Contact Officer: Martin Reeves Tel: 020 8313 4291 martin.reeves@bromley.gov.uk	<u>Public Meeting</u>	Report and relevant background documents
EXECUTIVE						
ADULT SOCIAL CARE GATEWAY REPORT	Executive	Not before 26 November 2014 Care Services PDS Committee and Executive and Resources PDS Committee	Meetings	Contact Officer: Terry Parkin Tel: 020 8313 4060 Terry.Parkin@bromley.gov.uk	<u>Private meeting - Exempt information - Financial/business affairs of a person or body</u>	Part 2 report - confidential
OLDER PEOPLE'S DAY OPPORTUNITY SERVICES INVESTMENT	Executive	26 November 2014 Care Services PDS Committee and Executive and Resources PDS Committee	Meetings	Contact Officer: Andy Crawford Tel: 0208 461 7446 Andy.Crawford@bromley.gov.uk	<u>Public meeting</u>	Report and relevant background documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
ADVOCACY SERVICES	Executive	26 November 2014 Care Services PDS Committee and Executive and Resources PDS Committee	Meetings	Contact Officer: Claire Lynn Tel: 020 8313 4034 claire.lynn@bromley.gov.uk	<u>Public meeting</u>	Report and relevant background documents
PUBLIC HEALTH COMMISSIONING 2015/16	Executive	26 November 2014 Care Services PDS Committee and Executive and Resources PDS Committee	Meetings	Contact Officer: Dr Nada Lemic Tel: 0208 313 4220 Nada.Lemic@bromley.gov.uk	<u>Public meeting</u>	Report and relevant background documents
COMMUNITY EQUIPMENT SERVICE - CONTRACT EXTENSION	Executive	26 November 2014 Care Services PDS Committee and Executive and Resources PDS Committee	Meetings	Contact Officer: Robert Denman Tel: 020 8313 4896 Robert.Denman@bromley.gov.uk	<u>Private meeting - Exempt information - Financial/business affairs of a person or body</u>	Part 2 report - confidential

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
GATEWAY REVIEW HOUSING INFORMATION SYSTEM	Executive	26 November 2014 Care Services PDS Committee and Executive and Resources PDS Committee	Meetings	Contact Officer: Sara Bowrey Tel: 020 8313 4013 sara.bowrey@bromley.gov.uk	<u>Public meeting</u>	Report and relevant background documents
EXTRA CARE HOUSING	Executive	26 November 2014 Care Services PDS Committee and Executive and Resources PDS Committee	Meetings	Contact Officer: Lorna Blackwood Tel: 020 8313 4110 lorna.blackwood@bromley.gov.uk	<u>Public meeting</u>	Report and relevant background documents
HEALTH AND SAFETY AT BROMLEY SCHOOLS	Executive	26 November 2014 Executive and Resources PDS Committee	Meeting	Contact Officer: Robert Bollen Tel: 020 8313 4697 Robert.Bollen@bromley.gov.uk	<u>Public meeting</u>	Report and relevant background documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
REFURBISHMENT COSTS FOR EDUCATION ESTABLISHMENT	Executive	Not before 26 November 2014 Education PDS Committee and Executive and Resources PDS Committee	Meetings	Contact Officer: Jane Bailey Tel: 020 8313 4146 jane.bailey@bromley.gov.uk	<u>Public meeting</u>	Report and relevant background documents
AWARD OF CONTRACT FOR CAPITAL SCHEME AT ST PAUL'S CRAY CE PRIMARY SCHOOL	Executive	Not before 26 November 2014 Executive and Resources PDS Committee	Meeting	Contact Officer: Robert Bollen Tel: 020 8313 4697 Robert.Bollen@bromley.gov.uk	<u>Private meeting - Exempt information - Financial/business affairs of a person or body</u>	Part 2 report - confidential
AWARD OF CONTRACT FOR CAPITAL SCHEME AT PARISH CE PRIMARY SCHOOL	Executive	Not before 26 November 2014 Executive and Resources PDS Committee	Meeting	Contact Officer: Robert Bollen Tel: 020 8313 4697 Robert.Bollen@bromley.gov.uk	<u>Private meeting - Exempt information - Financial/business affairs of a person or body</u>	Part 2 report - confidential

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
AWARD OF CONTRACT FOR CAPITAL SCHEME AT THE GLEBE SCHOOL	Executive	Not before 26 November 2014 Executive and Resources PDS Committee	Meeting	Contact Officer: Robert Bollen Tel: 020 8313 4697 Robert.Bollen@bromley.gov.uk	<u>Private meeting - Exempt information - Financial/business affairs of a person or body</u>	Part 2 report - confidential
BROMLEY TOWN CENTRE DEVELOPMENT STRATEGY	Executive	26 November 2014 Renewal and Recreation PDS Committee and Executive and Resources PDS Committee	Meetings	Contact Officer: Kevin Munnelly Tel: 020 8313 4582 kevin.munnelly@bromley.gov.uk	<u>Private meeting - Exempt information - Financial/business affairs of a person or body</u>	Part 2 report - confidential
BIGGIN HILL HERITAGE CENTRE	Executive	26 November 2014 Executive and Resources PDS Committee	Meeting	Contact Officer: Colin Brand Tel: 0208 313 4107 colin.brand@bromley.gov.uk	<u>Public meeting</u>	Report and relevant background documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
THE FUTURE OF ANERLEY TOWN HALL	Executive	26 November 2014 Executive and Resources PDS Committee	Meeting	Contact Officer: Neil Thompson Tel: 020 8313 4603 neil.thompson@bromley.gov.uk	<u>Private meeting - Exempt information - Financial/business affairs of a person or body</u>	Part 2 report - confidential
SHORT BREAKS FOR DISABLED CHILDREN	Executive	14 January 2015 Care Services PDS Committee and Executive and Resources PDS Committee	Meetings	Contact Officer: Hilary Rogers Tel: 020 8776 3172 Hilary.Rogers@bromley.gov.uk	<u>Public meeting</u>	Report and relevant background documents
TENANCY SUSTAINMENT FOR YOUNG PEOPLE	Executive	11 February 2015 Care Services PDS Committee and Executive and Resources PDS Committee	Meetings	Contact Officer: Wendy Norman Tel: 020 8313 4212 Wendy.Norman@bromley.gov.uk	<u>Public meeting</u>	Report and relevant background documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
CARE SERVICES PORTFOLIO						
EDUCATION PORTFOLIO						
ENVIRONMENT PORTFOLIO						
PUBLIC PROTECTION AND SAFETY PORTFOLIO						
RENEWAL AND RECREATION PORTFOLIO						
RESOURCES PORTFOLIO						

London Borough of Bromley: 020 8464 3333 www.bromley.gov.uk

Contact Officer: Keith Pringle, Chief Executive's Department: 020 8313 4508, keith.pringle@bromley.gov.uk

Report No.
FSD14067

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: Resources Portfolio Holder
Council

Date: For pre-decision scrutiny by Executive and Resources PDS Committee
on 19th November 2014
Council 8th December 2014

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

Title: **TREASURY MANAGEMENT - PERFORMANCE Q2 2014/15 & MID-YEAR REVIEW**

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

Chief Officer: Director of Finance

Ward: All

1. Reason for report

- 1.1 This report summarises treasury management activity during the quarter ended 30th September 2014 and the period 1st April 2014 to 30th September 2014. It also updates Members on the Council's investment with Heritable Bank (paragraphs 3.19 and 3.20) and includes a Mid-Year Review of the Treasury Management Strategy Statement and Annual Investment Strategy (Annex A). The report ensures that the Council is implementing best practice in accordance with the CIPFA Code of Practice for Treasury Management. Investments as at 30th September 2014 totalled £264.9m (excluding the balance of the Heritable investment) and there was no outstanding external borrowing. For information and comparison, the balance of investments stood at £287.2m as at 30th June 2014 and £246.0m as at 30th September 2013 and, at the time of writing this report (5th November) it stood at £286.7m.

RECOMMENDATION(S)

- 2.1 The PDS Committee and Portfolio Holder are asked to note the report and recommend that Council approve the changes to the 2014/15 prudential indicators, as set out in Annex B1.**
- 2.2 Council is requested to note the report and approve changes to the 2014/15 prudential indicators, as set out in Annex B1.**

Corporate Policy

1. Policy Status: Existing policy. To maintain appropriate levels of risk, particularly security and liquidity, whilst seeking to achieve the highest rate of return on investments.
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Interest on balances
 4. Total current budget for this head: £1.591m (net interest earnings) in 2014/15; currently forecast to be £0.8m over budget
 5. Source of funding: Net investment income
-

Staff

1. Number of staff (current and additional): 0.25 fte
 2. If from existing staff resources, number of staff hours: 9 hours per week
-

Legal

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

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

General

- 3.1 Under the requirements of the CIPFA Code of Practice on Treasury Management, the Council is required, as a minimum, to approve an annual treasury strategy in advance of the year, a mid-year review report and an annual report following the year comparing actual activity to the strategy. In practice, the Director of Finance has reported quarterly on treasury management activity for many years, as well as reporting the annual strategy before the year and the annual report after the year-end. This report includes a mid-year review for 2014/15 and details of treasury management activity during the quarter ended 30th September 2014 and the period 1st April 2014 to 30th September 2014. The 2014/15 annual strategy, including the MRP (Minimum Revenue Provision) Policy Statement and prudential indicators, was originally approved by Council in February 2014. Amendments (comprising an increase in the limits for part-nationalised banks, Lloyds and RBS, a lowering of the minimum credit rating for bond investments and the inclusion of diversified growth funds as permitted investments) were approved by Council in October 2014. The annual report for the financial year 2013/14 was approved by the Council in July 2014.
- 3.2 Recent changes in the regulatory environment place a much greater onus on members for the review and scrutiny of treasury management policy and activities. This report is important in that respect, as it provides details of the actual position for treasury activities and highlights compliance with the Council's policies previously approved by Members.
- 3.3 The Council has monies available for Treasury Management investment for the following main reasons:
- (a) Positive cash flow;
 - (b) Monies owed to creditors exceed monies owed by debtors;
 - (c) Receipts (mainly from Government) received in advance of payments being made;
 - (d) Capital receipts not yet utilised;
 - (e) Provisions made in the accounts for liabilities e.g. provision for outstanding legal cases which have not yet materialised;
 - (f) General and earmarked reserves retained by the Council.
- 3.4 Some of the monies identified above are of short term use and cannot be used for longer term investment purposes and any investment of these needs to be highly "liquid", particularly if it relates to a positive cash flow position which can change in the future. Future monies available for Treasury Management investment will depend on the budget position of the Council and whether the Council will need to substantially exhaust capital receipts and reserves. Against a backdrop of unprecedented cuts in Government funding (which will require the Council to make revenue savings to balance the budget in future years), there is a probability that such actions may be required in the medium term which will reduce the monies available for investment.
- 3.5 The Council has approved an Investment Strategy for Treasury Management, which has been regularly reviewed in recent years to provide a wider range of investment options, ranging from investment in corporate bonds to various investment choices over a 3 to 5 year timeframe, including investments in a property fund and in Diversified Growth Funds. The CIPFA Code of Practice states that priority must be given to security and liquidity over the return on investments. Any "wholesale" investment made by the Council does not have the protection available to personal savers.
- 3.6 The Council has also identified an alternative investment strategy relating to property investment. Further details were provided in September when the PDS Committee was informed that the planned property purchases, including purchases to date, will generate income of £2m per annum with an equivalent yield of 5 to 6%. This is based on a longer term

investment timeframe of at least 3 to 5 years. This alternative investment ensures that the monies available can attract higher yields for the longer term.

- 3.7 A combination of lower risk investment relating to Treasury Management and a separate investment strategy in property acquisitions generating higher yields (and risks) provides a balanced investment strategy. Any investment decisions will also need to consider the high probability that interest rates will increase. The available resources for the medium term, given the ongoing reductions in Government funding, will need to be regularly reviewed.

Treasury Performance in the quarter ended 30th September 2014

- 3.8 **Borrowing:** The Council's healthy cashflow position continued through the whole of 2013/14 and through the first two quarters of 2014/15, as a result of which no borrowing has been required.

- 3.9 **Investments:** The following table sets out details of investment activity during the September quarter and during the financial year 2014/15 to date:-

Main investment portfolio	Qtr ended 30/9/14		1/4/14 to 30/9/14	
	Deposits £m	Ave Rate %	Deposits £m	Ave Rate %
Balance of "core" investments b/f	199.50	0.95	172.00	0.83
New investments made in period	62.50	1.39	138.50	1.11
Investments redeemed in period	-66.50	0.67	-115.00	0.66
"Core" investments at end of period	195.50	1.08	195.50	1.08
Money Market Funds	24.40	para 3.15	24.40	para 3.15
Svenska Handelsbanken instant access	15.00	0.50	15.00	0.50
Deutsche Bank 95 day notice	5.00	0.74	5.00	0.74
CCLA Property Fund	10.00	para 3.18	10.00	para 3.18
Payden Sterling Reserve Fund	15.00	para 3.17	15.00	para 3.17
Total investments at end of period	264.90	n/a	264.90	n/a
Heritable deposit - frozen (paras 3.19 & 3.20)			5.00	6.42

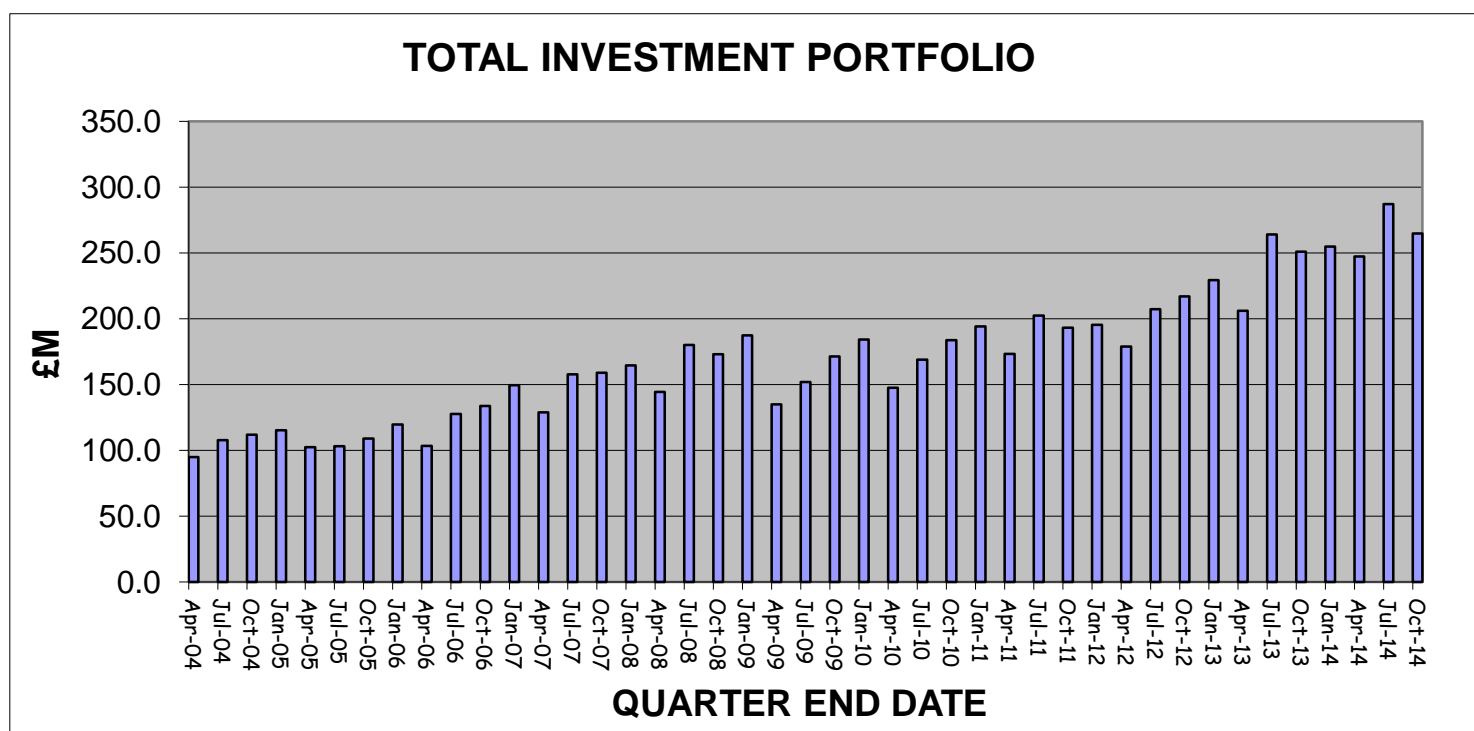
- 3.10 Details of the outstanding investments at 30th September 2014 are shown in maturity date order in Appendix 1 and by individual counterparty in Appendix 2. The average return on all new "core" investments was 1.39% during the September quarter. For comparison, the average LIBID rates for the September quarter were 0.35% for 7 days, 0.44% for 3 months, 0.58% for 6 months and 0.93% for 1 year. The average rate achieved on new investments placed in the period 1st April to 30th September 2014 was 1.11%, compared to the average LIBID rates of 0.35% for 7 days, 0.42% for 3 months, 0.55% for 6 months and 0.88% for 1 year. The improved average rate earned on new investments so far this year reflects the longer-term deposits placed in the September quarter with other local authorities and banks and compares favourably with the budget assumption (1% on new investments).

- 3.11 Base rate has now been 0.5% since March 2009 and the latest forecast by Capita (in October 2014) is for it to begin to slowly rise from around the middle of 2015. Reports to previous meetings, most recently to the September meeting, have highlighted the fact that options with regard to the reinvestment of maturing deposits have become seriously limited due to bank credit rating downgrades. Changes to lending limits and eligibility criteria have in the past been temporarily successful in alleviating this, but we have still found ourselves in the position of not having many investment options other than placing money with instant access accounts at relatively low interest rates. Active UK banks on our list now comprise only Lloyds, RBS, HSBC, Barclays, Santander UK and Nationwide and all of these have reduced their interest rates significantly in recent years. On 13th October, Council approved an increase of £40m (from £40m to £80m) in the lending limits of both Lloyds and RSB and this will improve the overall return on investments and reduce the amount invested in low-interest instant access accounts.

3.12 In the September quarter, we took advantage of an increase in demand for cash from other local authorities and invested a total of £23m at rates between 1.50% and 1.90%. We also placed a total of £10m for 2 years with Lloyds at an average of 1.265% and a further £15m in a 2-year deposit with RBS linked to the 3-month Libor rate, but with a floor of 1.52% and a ceiling of 2.00%. Finally, we invested a further £5m with the CCLA Property Fund, bringing the total up to £10m.

3.13 In recent years, Lloyds has consistently offered better rates than other UK banks, but has reduced its rates significantly in the last year and is currently offering 0.57% for 3 months up to 1.00% for 1 year (they were paying 3.00% for 1 year as recently as July 2012). All the other UK banks and building societies on our lending list are now paying similar rates. Following the decision at the September meeting to recommend that the Council approve an increase in the limits for Lloyds and RBS (agreed by Council on 13th October), rates for longer periods were obtained from both banks. After consultation with Capita, a total of £40m was withdrawn from other investments (Svenska and Money Market Funds) and was invested in a 3 year RBS Certificate of Deposit (CD) at 1.85%. Rates from Lloyds are not as attractive and further investment options will be considered in the coming weeks. The Director of Finance will continue to monitor rates and counterparty quality and take account of external advice prior to any investment decisions.

3.14 The graph below shows total investments at quarter-end dates back to 1st April 2004 and shows how available funds have increased steadily over the years, largely due to the earlier receipt of government funding. This has been a significant contributor to the over-achievement of investment income against budgeted income in recent years.



Other accounts

3.15 Money Market Funds

The Council currently has 7 AAA-rated Money Market Fund accounts, with Prime Rate, Ignis, Insight, Morgan Stanley, Blackrock, Fidelity and Legal & General, all of which have a maximum investment limit of £15m. In common with market rates for fixed-term investments, interest rates on money market funds have fallen considerably in recent years. The Ignis fund currently offers

the best rate (around 0.48%). The total balance held in Money Market Funds (£24.4m as at 30th September 2014 and, currently, £36.2m as at 5th November 2014) has generally been higher in the last two years than previously as bank credit rating downgrades have continued to restrict counterparty eligibility. The reduction in the latest quarter is mainly due to the completion of a large town centre property acquisition in September. A total of £40m was withdrawn from low-earning investment accounts (including Money Market Funds) in October to fund the £40m investment in a 3 year RBS CD, but this was reinstated, temporarily at least, at the beginning of November. Money Market Funds currently offer the lowest interest of all our eligible investment vehicles with the exception of the Government Debt Management and Deposit Fund (currently 0.25%).

Money Fund	Market	Date Account Opened	Actual Balance 31/03/14	Actual Balance 30/06/14	Actual Balance 30/09/14	Ave. Rate Q1 & 2 2014/15	Ave. Daily balance Q1 & 2	Latest Balance 05/11/14	Latest Rate 05/11/14
			£m	£m	£m	%	£m	£m	%
Prime Rate		15/06/2009	-	2.7	14.5	0.41	4.2	14.3	0.45
Ignis		25/01/2010	15.0	15.0	9.9	0.45	7.5	15.0	0.48
Insight		03/07/2009	4.3	15.0	-	0.41	5.3	-	0.44
Morgan Stanley		01/11/2012	-	-	-	0.37	-	-	0.43
Legal & General		23/08/2012	-	-	-	0.42	3.5	6.9	0.45
Blackrock		16/09/2009	-	-	-	-	-	-	0.33
Fidelity		20/11/2002	-	-	-	-	-	-	0.37
TOTAL			19.3	32.7	24.4		20.5	36.2	

3.16 Notice Accounts

Svenska Handelsbanken

In August 2013, the Council placed £15m in an instant access account with the Swedish Bank, Svenska Handelsbanken. The account originally paid 0.60%, but the rate was reduced to 0.50% in July 2014. As investment options were limited and the rate was better than that we were earning on our Money Market Funds, the account was left open until after the Council approved the increased limits for Lloyds and RBS in October. The account was, however, closed on 22nd October 2014 to provide part of the 3 year CD investment with RBS. The average daily balance in the first two quarters of 2014/15 was £7.5m.

RBS

In March 2013, RBS announced a new 95-day notice account paying a rate of 0.80%. The Council made an initial deposit of £12.5m in March and increased this to £15m in April 2013. The rate was reduced to 0.60% in October 2013 and, in April 2014, RBS informed us that the rate would reduce to 0.30% in August, so we closed the account on 25th August 2014. The average daily balance in the first two quarters of 2014/15 was £6.45m.

Deutsche Bank

In the autumn of 2013, Capita notified the Council that they had negotiated a 95-day notice account facility with Deutsche Bank at a rate of 0.74%. Deutsche is an eligible counterparty on our lending list with a maximum investment sum of £5m and, on 25th November 2013, this sum was deposited. The £5m is still invested and the average daily balance in the first two quarters of 2014/15 was £2.5m. Notice to terminate was given at the end of October and the principal sum plus interest will be returned to us on 2nd February 2015.

3.17 Other investments: Corporate Bonds and Payden Sterling Reserve Fund

At its meeting on 12th November 2012, the Council approved the addition of corporate bonds (minimum credit rating AA-, maximum period 5 years) and the Payden Sterling Reserve Fund to our lending list. On 27th November, following advice from Capita, we made our first investment in a corporate bond, £1.1m with Standard Chartered Bank. The bond matured on 28th April 2014 with a coupon value of 0.70%. In October, the Council agreed to a lowering of the minimum credit rating for corporate bonds to A-, which may provide us with more investment opportunities in the future. In November 2012, £15m was invested in the Payden Fund and that sum is still invested. The longer-term nature of the Payden Fund means that a better return will be secured by holding to maturity, although we could at any time withdraw our money by giving 3 days' notice. As at 30th September 2014, our share of the Payden Sterling Reserve Fund was valued at £15,241k, which represented a return of 0.85% since inception.

3.18 Investment in CCLA Property Fund

In September 2013, the Portfolio Holder and Full Council approved the inclusion of collective (pooled) investment schemes as eligible investment vehicles in the Council's Investment Strategy with an overall limit of £25m and a maximum duration of 5 years. Such investment would require the approval of the Director of Finance in consultation with the Resources Portfolio Holder. Following consultation between the Director of Finance and the Resources Portfolio Holder, an account was opened in January with the CCLA Local Authorities' Property Fund and an initial deposit of £5m was made. Following more consultation, a further £5m deposit was made at the end of July 2014. This is a medium to long-term investment and performance data will be reported in due course.

3.19 Investment with Heritable Bank

Members will be aware from regular updates to the Resources Portfolio Holder and the Executive that the Council had £5m invested with the Heritable Bank, a UK subsidiary of the Icelandic bank, Landsbanki, when it was placed in administration in early-October 2008 at which time our investment was, and still is, frozen. An initial dividend was paid to the Council in July 2009 and, since then, a further 13 dividends have been received. To date, 94.0% (£4,783k) of our total claim (£5,087k) has been returned to us, leaving a balance of £304k (6.0%). Council officers and our external advisers remain hopeful of a full recovery.

3.20 For information, the claim we were obliged to submit consisted of the principal sum (£5m) plus interest due to the date on which Heritable was placed in administration (around £87,000). We were not able to lodge a claim for the full amount of interest (£321,000) that would have been due at the original investment maturity date (29/6/09). In accordance with proper accounting practice and guidance from CIPFA, we made provision in our 2008/09 accounts for an impairment loss of £1.64m and met this from the General Fund in that year. In line with revised guidance from CIPFA relating to the 2009/10 accounts, we were able to reduce the impairment by £300k and this sum was credited to the General Fund. An improvement in the administrator's recovery estimate in 2011 to between 86% and 90% (previously it was between 79% and 85%) enabled us to reverse a further £730k of the impairment in 2011/12. The Council's accounts included a provision for a net loss of £610k as at 31st March 2013 (12% of the claim, based on the midpoint of the administrator's estimate), but, as we had recovered 94% as at 31st March 2014, we were able to reverse more of the impairment in 2013/14 (£311k). We are currently waiting for an update from the administrator.

3.21 External Cash Management

External cash managers, Tradition UK Ltd, currently manage £20m of our cash portfolio and provide useful advice and information on treasury management matters. In the first half of

2014/15, Tradition UK achieved a return of 1.15% (mainly as a result of longer term investments placed in March and August 2014). Tradition UK work to the same counterparty list as the Council's in-house team and so have also been constrained by strategy changes approved after the Icelandic Bank crisis and by ratings downgrades in recent years. Details of externally managed funds placed on deposit as at the time of writing this report are shown below.

Bank	Sum	Start Date	Maturity	Period	Rate
Lloyds	£7.5m	18/08/14	18/08/16	2 years	1.28%
RBS	£5.0m	26/08/14	26/08/16	2 years	Min 1.52%; max 2.00% (linked to 3 month Libor)
West Dumbartonshire Council	£2.5m	26/03/14	24/03/17	3 years	1.60%
Perth & Kinross Council	£5m	23/03/14	24/03/17	3 years	1.45%

Mid-Year Review of Treasury Management Strategy Statement and Annual Investment Strategy for 2014/15

3.22 Under the requirements of the CIPFA Code of Practice on Treasury Management, the Council is required to receive a mid-year review report on performance against the approved strategy. The Annual Investment Strategy was originally approved by Council in February 2014 and was updated in October 2014. A mid-year review, including comments on the economic background during the first half of 2014/15 and on the outlook, is included at Annex A.

Regulatory Framework, Risk and Performance

3.23 The Council's treasury management activities are regulated by a variety of professional codes and statutes and guidance:

- The Local Government Act 2003 (the Act), which provides the powers to borrow and invest as well as providing controls and limits on this activity;
- The Act permits the Secretary of State to set limits either on the Council or nationally on all local authorities restricting the amount of borrowing which may be undertaken (although no restrictions were made in 2009/10);
- Statutory Instrument (SI) 3146 2003, as amended, develops the controls and powers within the Act;
- The SI requires the Council to undertake any borrowing activity with regard to the CIPFA Prudential Code for Capital Finance in Local Authorities;
- The SI also requires the Council to operate the overall treasury function with regard to the CIPFA Code of Practice for Treasury Management in the Public Services;
- Under the Act the CLG has issued Investment Guidance to structure and regulate the Council's investment activities;
- Under section 238(2) of the Local Government and Public Involvement in Health Act 2007 the Secretary of State has taken powers to issue guidance on accounting practices. Guidance on Minimum Revenue Provision was issued under this section on 8th November 2007.

3.24 The Council has complied with all of the above relevant statutory and regulatory requirements which limit the levels of risk associated with its treasury management activities. In particular its adoption and implementation of both the Prudential Code and the Code of Practice for Treasury Management means both that its capital expenditure is prudent, affordable and sustainable, and its treasury practices demonstrate a low risk approach.

4. POLICY IMPLICATIONS

4.1 In line with government guidance, the Council's policy is to seek to achieve the highest rate of return on investments whilst maintaining appropriate levels of risk, particularly security and liquidity.

5. FINANCIAL IMPLICATIONS

5.1 A rate of 1% was assumed in the 2014/15 budget for interest on new investments and the budget for net interest earnings was set at £1,591k. Interest rates appear to have started to increase slowly and Capita now expect the Bank of England base rate to begin to rise slowly from around the middle of 2015. There have been no improvements to counterparty credit ratings, which means that the restrictions to investment opportunities that followed ratings downgrades in recent years have still been in place. In October, however, following a recommendation from the Executive, the Council approved an increase in the limits for the two part-nationalised banks (Lloyds and RBS) from £40m and 2 years to £80m and 3 years and, this, together with higher rates from longer-term deals placed with other local authorities and with higher average balances than anticipated, has resulted in a considerable improvement in interest earnings in 2014/15. At this stage, it is estimated that the 2014/15 outturn for interest earnings will be around £0.8m above budget.

Non-Applicable Sections:	Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	CIPFA Code of Practice on Treasury Management CIPFA Prudential Code for Capital Finance in Local Authorities CLG Guidance on Investments External advice from Capita Treasury Solutions

Treasury Management Strategy Statement and Annual Investment Strategy

Mid-year Review Report 2014/15

1 Background

The Council operates a balanced budget, which broadly means cash raised during the year will meet its cash expenditure. Part of the treasury management operations ensure this cash flow is adequately planned, with surplus monies being invested in low risk counterparties, providing adequate liquidity initially before considering maximising investment return.

The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer term cash flow planning to ensure the Council can meet its capital spending operations. This management of longer term cash may involve arranging long or short term loans, or using longer term cash flow surpluses, and on occasion any debt previously drawn may be restructured to meet Council risk or cost objectives. In practice, the Council has not in the past borrowed to finance its capital expenditure and has no plans to do so at present.

As a consequence treasury management is defined as:

“The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

2 Introduction

The Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management 2011 was initially adopted by this Council in February 2012.

The primary requirements of the Code are as follows:

1. Creation and maintenance of a Treasury Management Policy Statement which sets out the policies and objectives of the Council's treasury management activities.
2. Creation and maintenance of Treasury Management Practices which set out the manner in which the Council will seek to achieve those policies and objectives.
3. Receipt by the full Council of an annual Treasury Management Strategy Statement - including the Annual Investment Strategy and Minimum Revenue Provision Policy - for the year ahead, a **Mid-year Review Report** and an Annual Report (stewardship report) covering activities during the previous year.
4. Delegation by the Council of responsibilities for implementing and monitoring treasury management policies and practices and for the execution and administration of treasury management decisions.
5. Delegation by the Council of the role of scrutiny of treasury management strategy and policies to a specific named body. For this Council the delegated body is the Executive & Resources PDS Committee:

This mid-year report has been prepared in compliance with CIPFA's Code of Practice on Treasury Management, and covers the following:

- An economic update for the first six months of 2014/15;
- A review of the Treasury Management Strategy Statement and Annual Investment Strategy;
- A review of the Council's investment portfolio for 2014/15;
- A review of the Council's borrowing strategy for 2014/15;
- A review of any debt rescheduling undertaken during 2014/15;
- A review of compliance with Capital and Treasury Prudential Limits for 2014/15.

3 Economic update

3.1 Economic background

- After strong UK GDP quarterly growth of 0.7%, 0.8% and 0.7% in quarters 2, 3 and 4 respectively in 2013, (2013 annual rate 2.7%), and 0.7% in Q1 and 0.9% in Q2 2014 (annual rate 3.2% in Q2), it appears very likely that strong growth will continue through 2014 and into 2015 as forward surveys for the services and construction sectors, are very encouraging and business investment is also strongly recovering. The manufacturing sector has also been encouraging though the latest figures indicate a weakening in the future trend rate of growth. However, for this recovery to become more balanced and sustainable in the longer term, the recovery needs to move away from dependence on consumer expenditure and the housing market to exporting, and particularly of manufactured goods, both of which need to substantially improve on their recent lacklustre performance. This overall strong growth has resulted in unemployment falling much faster through the initial threshold of 7%, set by the Monetary Policy Committee (MPC) last August, before it said it would consider any increases in Bank Rate. The MPC has, therefore, subsequently broadened its forward guidance by adopting five qualitative principles and looking at a much wider range of about eighteen indicators in order to form a view on how much slack there is in the economy and how quickly slack is being used up. The MPC is particularly concerned that the current squeeze on the disposable incomes of consumers should be reversed by wage inflation rising back above the level of inflation in order to ensure that the recovery will be sustainable. There also needs to be a major improvement in labour productivity, which has languished at dismal levels since 2008, to support increases in pay rates. Most economic forecasters are expecting growth to peak in 2014 and then to ease off a little, though still remaining strong, in 2015 and 2016. Unemployment is therefore expected to keep on its downward trend and this is likely to eventually feed through into a return to significant increases in pay rates at some point during the next three years. However, just how much those future increases in pay rates will counteract the depressive effect of increases in Bank Rate on consumer confidence, the rate of growth in consumer expenditure and the buoyancy of the housing market, are areas that will need to be kept under regular review.
- Also encouraging has been the sharp fall in inflation (CPI), reaching 1.5% in July, the lowest rate since 2009. Forward indications are that inflation is likely to fall further in 2014 to possibly 1%. The return to strong growth has also helped lower forecasts for the increase in Government debt by £73bn over the next five years, as announced in the Autumn Statement, and by an additional £24bn, as announced in the March 2014 Budget -

which also forecast a return to a significant budget surplus, (of £5bn), in 2018-19. However, monthly public sector deficit figures have disappointed so far this year.

- In September, the U.S. Federal Reserve continued with its monthly \$10bn reductions in asset purchases, which started in December 2014. Asset purchases have now fallen from \$85bn to \$15bn and are expected to stop in October 2014, providing strong economic growth continues. First quarter GDP figures were depressed by exceptionally bad winter weather, but quarter 2 rebounded strongly to 4.6%.
- The Eurozone is facing an increasing threat from deflation. In September, the inflation rate fell further, to reach 0.3%. However, this is an average for all EZ countries and includes some countries with negative rates of inflation. Accordingly, the ECB did take some rather limited action in June and September to loosen monetary policy in order to promote growth.

3.2 Interest Rate Forecast

The Council's treasury advisor, Capita Treasury Solutions, has provided forecasts as follows:

Date	Base Rate	3 month LIBID	6 month LIBID	12 month LIBID
Now	0.50%	0.43%	0.57%	0.88%
Dec-14	0.50%	0.50%	0.70%	0.90%
Mar-15	0.50%	0.60%	0.80%	1.00%
Jun-15	0.75%	0.80%	1.00%	1.20%
Sep-15	0.75%	0.90%	1.10%	1.30%
Dec-15	1.00%	1.10%	1.20%	1.40%
Mar-16	1.00%	1.30%	1.40%	1.70%
Jun-16	1.25%	1.40%	1.50%	1.80%
Sep-16	1.25%	1.60%	1.80%	2.10%
Dec-16	1.50%	1.90%	2.00%	2.20%
Mar-17	1.50%	2.10%	2.20%	2.30%
Jun-17	1.75%	2.10%	2.30%	2.40%
Sep-17	2.00%	2.30%	2.50%	2.60%
Dec-17	2.25%	2.40%	2.70%	2.80%
Mar-18	2.50%	2.60%	2.80%	3.00%

Capita undertook a review of its interest rate forecasts in October 2014 and their latest forecast now includes a first increase in Bank Rate in quarter 2 of 2015 (previously anticipated in quarter 1).

4 Treasury Management Strategy Statement and Annual Investment Strategy update

The Treasury Management Strategy Statement (TMSS) for 2014/15, which includes the Annual Investment Strategy, was initially approved by this Council in February 2014. A subsequent revision was approved in October 2014. It sets out the Council's investment priorities as being:

- Security of capital;
- Liquidity; and
- Yield.

The Council will aim to achieve the optimum return (yield) on investments commensurate with proper levels of security and liquidity. In the current economic climate it is considered appropriate to keep investments short term to cover cashflow needs, but also to seek out value available in periods up to 12 months (up to 3 years with the part-nationalised banks Lloyds and RBS), with highly credit rated financial institutions, using Capita's suggested creditworthiness approach, including sovereign credit rating and Credit Default Swap (CDS) overlay information.

5 Investment Portfolio 2014/15

Investment rates available in the market have been broadly stable during the quarter and have continued at historically low levels as a result of the ultra-low Bank Rate and other extraordinary measures such as the Funding for Lending Scheme.

Details of the Council's investment activity during the first six months of 2014/15 are provided in paragraphs 3.9 to 3.18 of the covering report and lists of current investments are provided in Appendices 1 (in maturity date order) and 2 (by counterparty). Excluding the frozen Heritable investment of £5m, the Council held £264.9m of investments as at 30th September 2014 (£287.2m as at 30th June 2014).

The Director of Finance confirms that the approved limits within the Annual Investment Strategy were not breached during the first six months of 2014/15.

The Council's budgeted investment return for 2014/15 is £1.591m, which is based on an assumed interest rate of 1.00% for new investments, and, due partly to longer term investments placed at higher rates and partly to higher balances than anticipated, the current projection is for a surplus of £0.8m.

6 Borrowing

The Council's capital financing requirement (CFR) as at 1st April 2014 was £2.6m. The CFR denotes the Council's underlying need to borrow for capital purposes and, for Bromley, relates to outstanding finance lease liabilities in respect of plant, equipment and vehicles. If the CFR is positive, the Council may borrow from the PWLB or the market (external borrowing) or from internal balances on a temporary basis (internal borrowing). The Council does not borrow to finance its capital expenditure and has, in recent years, only had to borrow short-term (for cashflow purposes) on a very few occasions.

No borrowing is currently anticipated during this financial year or in any later financial year.

Prudential and Treasury Indicators – Mid-Year Review 2014/15

The old capital control system was replaced in April 2004 by a prudential system based largely on self-regulation by local authorities themselves. At the heart of the system is The Prudential Code for Capital Finance in Local Authorities, developed by CIPFA. The Code requires the Council to set a number of prudential indicators designed to monitor and control capital expenditure, financing and borrowing. The indicators for 2014/15 were approved by the Executive and the Council in February 2014 and this Annex sets out the actual performance against those indicators in the first six months, updating them where necessary. Prudential and Treasury Indicators are relevant for the purposes of setting an integrated treasury management strategy.

The Council is required to indicate if it has adopted the CIPFA Code of Practice on Treasury Management. This original 2001 Code was adopted by the full Council in February 2002 and the revised 2011 Code was initially adopted by full Council in February 2012.

Prudential Indicators for Capital Expenditure

This table shows the revised estimates for capital expenditure and the changes since the Capital Programme for 2014/15 was agreed in February 2014. The increase in the latest estimate for 2014/15 is mainly the result of the significant level of slippage in expenditure planned for 2013/14 and to the approval of additional investment property acquisitions, both of which have been highlighted in previous reports to the Executive and to PDS Committees.

Capital Expenditure by Portfolio	2014/15 Original Estimate £m	2014/15 Revised Estimate £m
Education	21.5	16.1
Renewal & Recreation	7.0	6.7
Environment	9.7	10.5
Care Services	9.0	4.4
Resources	3.1	21.2
Public Protection & Safety	0.3	0.3
Less: estimated slippage	-5.0	-5.0
Total	45.6	54.2

Changes to the Financing of the Capital Programme

The table below draws together the main strategy elements of the capital expenditure plans (above), highlighting the original supported and unsupported elements of the capital programme, and the expected financing arrangements of this capital expenditure.

Capital Expenditure	2014/15 Original Estimate £m	2014/15 Revised Estimate £m
Supported	45.6	54.2
Unsupported	0.0	0.0
Total spend	45.6	54.2
Financed by:		
Capital receipts	8.1	3.2
Capital grants	22.4	11.7
Other external contributions	8.3	11.7
Revenue contributions	6.8	27.6
Total financing	45.6	54.2
Borrowing need	0.0	0.0

Changes to the Prudential Indicators for the Capital Financing Requirement, External Debt and the Operational Boundary

It is a statutory duty for the Council to determine and keep under review the “Affordable Borrowing Limits”, which comprise external / internal borrowing and other long-term liabilities, mainly finance leases. The Council’s approved Treasury and Capital Prudential Indicators (affordability limits) are outlined in the approved TMSS. The table below shows the expected “worst case” debt position over the period. This is termed the Operational Boundary. Bromley has an operational “borrowing” limit (Operational Boundary) of £30m, although in practice, this limit is never in danger of being breached.

The Authorised Limit, which represents the limit beyond which borrowing is prohibited, is another of the prudential indicators and needs to be set and revised by Members. It reflects the level of borrowing which, while not desired, could be afforded in the short term, but is not sustainable in the longer term. It is the expected maximum borrowing need with some headroom for unexpected movements. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003 and, for Bromley, this figure has been set at £60m.

The table also shows the CFR, which is the underlying external need to incur borrowing for a capital purpose. The Council’s capital financing requirement (CFR) as at 1st April 2014 was £2.6m. The CFR denotes the Council’s underlying need to borrow for capital purposes. If the CFR is positive, the Council may borrow from the PWLB or the market (external borrowing) or from internal balances on a temporary basis (internal borrowing). The Council’s CFR relates to liabilities arising from finance leases entered into in recent years in respect of various items of plant and equipment. The Council currently has no external borrowing as such.

Prudential Indicators	2014/15 Original Estimate £m	2014/15 Revised Estimate £m
CFR	3.2	2.3
Debt – Operational Boundary		
Borrowing	10.0	10.0
Other long-term liabilities	20.0	20.0
Total Operational Boundary	30.0	30.0
Debt – Authorised Boundary		
Borrowing	30.0	30.0
Other long-term liabilities	30.0	30.0
Total Operational Boundary	60.0	60.0

Other Prudential Indicators

Other indicators designed to control overall borrowing and exposures to interest rate movements are included in the summary table below, which will require the approval of full Council.

ANNEX B1 Prudential and Treasury Indicators - Summary

	2014/15	2014/15
	Original Estimate	Revised Estimate
	£m	£m
Total Capital Expenditure	£45.6m	£54.2m
Ratio of financing costs to net revenue stream	-1.3%	-1.3%
Net borrowing requirement (net investments for Bromley)		
brought forward 1 April	£196.8m	£244.8m
carried forward 31 March	£185.3m	£250.0m
in year borrowing requirement (reduction in net investments for Bromley)	-£11.5m	+£5.2m
Estimated CFR as at 31 March (finance lease liability) (NB. Actual CFR as at 31 March 2014 (finance lease liability) = £2.6m)	£3.2m	£2.3m
Annual change in Cap. Financing Requirement	-£0.3m	-£0.3m
Incremental impact of capital investment decisions	£ p	£ p
Increase in council tax (band D) per annum	-	-

TREASURY MANAGEMENT INDICATORS	2014/15	2014/15
	Original Estimate	Revised Estimate
	£m	£m
Authorised Limit for external debt -		
borrowing	£30.0	£30.0
other long term liabilities	£30.0	£30.0
TOTAL	£60.0	£60.0
Operational Boundary for external debt -		
borrowing	£10.0	£10.0
other long term liabilities	£20.0	£20.0
TOTAL	£30.0	£30.0
Upper limit for fixed interest rate exposure	100%	100%
Upper limit for variable rate exposure	20%	20%
Upper limit for total principal sums invested beyond year-end dates	£100.0	£200.0

INVESTMENTS HELD AS AT 30th SEPTEMBER 2014

Counterparty	Start Date	Maturity Date	Rate of Interest %	Amount £m	
FIXED TERM DEPOSITS					
LLOYDS TSB BANK	28/10/13	28/10/14	0.98000	15.0	
NATIONWIDE BUILDING SOCIETY	06/05/14	06/11/14	0.57000	5.0	
BARCLAYS BANK PLC	06/05/14	06/11/14	0.55000	6.0	
LLOYDS TSB BANK	19/11/13	19/11/14	0.98000	5.0	
GOLDMAN SACHS	17/07/14	16/01/15	0.74500	5.0	
LANCASHIRE COUNTY COUNCIL	18/02/13	18/02/15	0.85000	15.0	
NORTHUMBERLAND COUNTY COUNCIL	01/03/13	02/03/15	0.85000	10.0	
LLOYDS TSB BANK	31/03/14	31/03/15	0.95000	5.0	
LLOYDS TSB BANK	11/04/14	13/04/15	0.95000	5.0	
STANDARD CHARTERED (King & Shaxson Client A/c)	28/04/14	28/04/15	0.83000	5.0	
RBS (King & Shaxson Client A/c)	28/04/14	28/04/15	0.82000	10.0	
NEWCASTLE CITY COUNCIL	01/07/13	01/07/15	0.70000	5.0	
NEWCASTLE CITY COUNCIL	29/07/13	29/07/15	0.70000	10.0	
KINGSTON-UPON-HILL CITY COUNCIL	02/01/14	04/01/16	0.90000	2.0	
GREATER LONDON AUTHORITY	01/04/14	01/04/16	1.14000	15.0	
RBS (collar deposit - floor 1.15%; ceiling 1.37%)	21/05/14	23/05/16	1.15000	15.0	
LLOYDS TSB BANK	07/07/14	07/07/16	1.25000	2.5	
LLOYDS TSB BANK	18/08/14	18/08/16	1.28000	7.5	
RBS (collar deposit - floor 1.52%; ceiling 2.00%)	26/08/14	26/08/16	1.52000	15.0	
WARRINGTON BOROUGH COUNCIL	31/10/13	31/10/16	1.45000	5.0	
LONDON FIRE & EMERGENCY PLANNING AUTHORITY	28/11/13	28/11/16	1.50000	5.0	
WEST DUMBARTONSHIRE COUNCIL	26/03/14	24/03/17	1.60000	2.5	
PERTH & KINROSS COUNCIL	23/03/14	24/03/17	1.45000	5.0	
NORTHUMBERLAND COUNTY COUNCIL	15/08/14	15/08/17	1.50000	5.0	
DONCASTER MBC	15/08/14	15/08/17	1.88000	5.0	
LB CROYDON	22/08/14	22/08/17	1.50000	10.0	
BLAENAU GWENT CBC	04/12/14	04/12/17	1.90000	3.0	FORWARD DEAL
				198.5	
Less: FORWARD DEALS				-3.0	
				195.5	
OTHER					
Ignis Sterling Liquidity Fund		Instant access account	0.44	9.9	
Prime Rate Sterling Liquidity Fund		Instant access account	0.41	14.5	
Deutsche Bank 95 day notice account		95 day notice account	0.74	5.0	
Svenska Handelsbanken instant access account		Instant access account	0.50	15.0	
Payden Sterling Reserve Fund		Instant access account		15.0	
CCLA Local Authority Property Fund		Property Fund		10.0	
TOTAL INVESTMENTS AS AT 30th SEPTEMBER 2014				264.9	
ICELANDIC BANK DEPOSIT (not included above)					
Heritable Bank - total claim (principal & interest)	28/06/07	29/06/09	6.42	5,087,065	
Less: Dividend received to 30/09/14 (94%)				-4,782,724	
Principal sum unrecovered as at 30/09/14				304,341	
Provision in 2013/14 accounts for non-recovery (5.9% of total claim)				300,000	

INVESTMENTS HELD AS AT 30th SEPTEMBER 2014

	FROM	TO	RATE	£m	TOTAL £m	LIMIT	REMAINING	
UK BANKS								
BARCLAYS BANK PLC	06/05/14	06/11/14	0.55000	6.0	6.0	10.0	4.0	
LLOYDS TSB BANK	28/10/13	28/10/14	0.98000	15.0				
LLOYDS TSB BANK	19/11/13	19/11/14	0.98000	5.0				
LLOYDS TSB BANK	31/03/14	31/03/15	0.95000	5.0				
LLOYDS TSB BANK	11/04/14	13/04/15	0.95000	5.0				
LLOYDS TSB BANK	07/07/14	07/07/16	1.25000	2.5				
LLOYDS TSB BANK	18/08/14	18/08/16	1.28000	7.5	40.0	40.0	0.0	
ROYAL BANK OF SCOTLAND-CD Investment	28/04/14	28/04/15	0.82000	10.0				
ROYAL BANK OF SCOTLAND-Floor 1.15%; ceiling 1.37%	21/05/14	23/05/16	1.15000	15.0				
ROYAL BANK OF SCOTLAND-Floor 1.52%; ceiling 2.00%	26/08/14	26/08/16	1.52000	15.0	40.0	40.0	0.0	
GOLDMAN SACHS	17/07/14	16/01/15	0.74500	5.0	5.0	10.0	5.0	
STANDARD CHARTERED BANK-CD Investment	28/04/14	28/04/15	0.83000	5.0	5.0	20.0	15.0	
OVERSEAS BANKS								
SVENSKA HANDELSBANKEN	Instant access		0.50000	15.0	15.0	15.0	0.0	
DEUTSCHE BANK	95 day notice		0.74000	5.0	5.0	5.0	0.0	
UK BUILDING SOCIETIES								
NATIONWIDE BUILDING SOCIETY	06/05/14	06/11/14	0.57000	5.0	5.0	10.0	5.0	
OTHER LOCAL AUTHORITIES								
BLAENAU GWENT CBC	04/12/14	04/12/17	1.90	3.0	3.0	15.0	12.0	FORWARD DEAL
DONCASTER MBC	15/08/14	15/08/17	1.88	5.0	5.0	15.0	10.0	
GREATER LONDON AUTHORITY	01/04/14	01/04/16	1.14000	15.0	15.0	15.0	0.0	
KINGSTON-UPON-HILL CITY COUNCIL	02/01/14	04/01/16	0.90000	2.0	2.0	15.0	13.0	
LANCASHIRE COUNTY COUNCIL	18/02/13	18/02/15	0.85000	15.0	15.0	15.0	0.0	
LONDON BOROUGH OF CROYDON	22/08/14	22/08/17	1.50000	10.0	10.0	15.0	5.0	
LONDON FIRE & EMERGENCY PLANNING AUTHORITY	28/11/13	28/11/16	1.50000	5.0	5.0	15.0	10.0	
NEWCASTLE CITY COUNCIL	01/07/13	01/07/15	0.70000	5.0				
NEWCASTLE CITY COUNCIL	29/07/13	29/07/15	0.70000	10.0	15.0	15.0	0.0	
NORTHUMBERLAND COUNTY COUNCIL	01/03/13	02/03/15	0.85000	10.0				
NORTHUMBERLAND COUNTY COUNCIL	15/08/14	15/08/17	1.50000	5.0	15.0	15.0	0.0	
PERTH & KINROSS COUNCIL	23/03/14	24/03/17	1.45000	5.0	5.0	15.0	10.0	
WARRINGTON BOROUGH COUNCIL	31/10/13	31/10/16	1.45000	5.0	5.0	15.0	10.0	
WEST DUMBARTONSHIRE COUNCIL	26/03/14	24/03/17	1.60000	2.5	2.5	15.0	12.5	
OTHER ACCOUNTS								
IGNIS STERLING LIQUIDITY FUND	Instant access		0.44	9.9	9.9	15.0	5.1	
PRIME RATE STERLING LIQUIDITY FUND	Instant access		0.41	14.5	14.5	15.0	0.5	
PAYDEN STERLING RESERVE FUND	Instant access			15.0	15.0	15.0	0.0	
CCLA PROPERTY FUND	Property Fund			10.0	10.0	25.0	15.0	
Less: FORWARD DEALS				-3.0	-3.0			
TOTAL INVESTMENTS AS AT 30th SEPTEMBER 2014					264.9	264.9		
ICELANDIC BANK DEPOSIT (not included above)								
Heritable Bank - total claim (principal & interest)	28/06/07	29/06/09	6.42	5,087,065				
Less: Dividend received to 30/09/04 (94%)				-4,782,724				
Principal sum unrecovered as at 30/09/14				304,341				
Provision in 2013/14 accounts for non-recovery (5.9% of total claim)				300,000				

Report No.
RES14072

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: Resources Portfolio Holder

Date: For pre-decision scrutiny by the Executive & Resources PDS Committee on 19th November 2014

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

Title: **INSURANCE FUND - ANNUAL REPORT 2013/14**

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

Chief Officer: Director of Finance

Ward: All

1. Reason for report

- 1.1 This report advises Members of the position of the Insurance Fund as at 31st March 2014 and presents statistics relating to insurance claims for the last two years. In 2013/14, the total Fund value reduced slightly from £3,022k to £2,981k. A mid-year review of the Fund has been carried out and, at this stage, it is estimated that the final Fund value as at 31st March 2015 could reduce to around £2.5m. The position will continue to be monitored throughout the year.
-

RECOMMENDATION(S)

- 2.1 The PDS Committee and the Resources Portfolio Holder are asked to note the contents of the report.

Corporate Policy

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

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Insurance Fund
 4. Total current budget for this head: £2,981k (Fund balance at 31/3/14)
 5. Source of funding: Insurance Fund - contributions from revenue, interest earned on balance
-

Staff

1. Number of staff (current and additional): Claims handling service provided by Royal Borough of Greenwich staff through a shared service agreement
 2. If from existing staff resources, number of staff hours: n/a
-

Legal

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

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

General

- 3.1 In recent years, the Insurance Fund balance has been gradually reducing, as is illustrated in the table in paragraph 3.5, and the balance as at 31st March 2014 (just below £3.0m) remains around £400k below the industry standard sustainable level (at least £3.4m; i.e. 2.5 times the stop loss figure at that time of around £1.36m).
- 3.2 In the Insurance Annual Report for 2012/13 to the E&R PDS Committee in October 2013, Members were informed that, at that stage, it was estimated that the Fund balance would increase during 2013/14 from £3.0m to £3.2m. However, partly as a result of a detailed data cleansing exercise and partly of a review of the estimated liability in respect of all unsettled claims, the call on the Fund balance in 2013/14 was higher than estimated. A top-up to the Fund of £0.5m was approved by the Executive in June and this allowed the Fund balance to remain at £3.0m at the end of 2013/14.
- 3.3 The table in paragraph 3.9 shows the final position of the Insurance Fund as at 31st March 2014 and Members will note that the Fund balance reduced by £41k during the year from £3,022k to £2,981k. After the top-up referred to above, claims settled during the year were broadly around the same level as the total of interest accrued to the fund, the annual contribution from the revenue budget and the movement in the estimated value of unsettled claims. The position of the Fund has been reviewed as at 31st October 2014 and, based on the estimated value of claims received to that date, it is estimated that the Fund balance could reduce to around £2.5m by the end of 2014/15. The position will continue to be monitored throughout the year.

Claims statistics

- 3.4 The estimated claims statistics for the main categories of insurance cover for 2012/13 and 2013/14 are detailed in the following table. These show claims submitted in respect of incidents/accidents taking place, but not necessarily reaching settlement, in the two financial years.

	2012/13		2013/14	
	No	£000	No	£000
Policies subject to excess / stoploss				
Commercial all risks - Fire and perils	11	60	15	32
- Theft	5	16	1	1
- All risks	-	-	1	26
Public Liability	333	546	329	625
Employers Liability	5	10	5	15
Officials Indemnity	-	-	-	-
	<u>354</u>	<u>632</u>	<u>351</u>	<u>699</u>
Less: Recoveries from insurers		-		-
Charged to Insurance Fund		<u>632</u>		<u>699</u>
Vehicle policies				
Motor Fleet	20	11	22	5
Leased Cars	64	29	40	28
Total for vehicles	<u>84</u>	<u>40</u>	<u>62</u>	<u>33</u>

NB. The 2012/13 figures above have increased significantly compared with the estimates included in last year's annual report. This reflects the fact that claims are often intimated some

time after the occurrence of an accident. The 2013/14 figures above reflect claims intimated up to 6th November 2014 and will probably increase as further claims are made.

3.5 The table below shows movements in and out of the Insurance Fund in recent years and gives an indication of the volatility and unpredictability of the value of claims settled and outstanding each year. It is also noticeable that the value of interest earned on the Fund balance has reduced as a result of falling interest rates by around £0.2m in the last 6 years. This has contributed towards the reducing trend in the Fund balance.

	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
	£000	£000	£000	£000	£000	£000
Fund balance b/f	2,855	3,500	3,498	3,159	2,965	3,022
Revenue contribution to Fund	1,000	500	500	1,000	605	1,300
Interest	246	148	77	72	57	35
Claims (actual and estimated)	-601	-650	-916	-1,266	-605	-1,376
Fund balance c/f	3,500	3,498	3,159	2,965	3,022	2,981

3.6 In 2007/08, a number of large claims reached settlement, as a result of which the Fund balance suffered its largest in-year reduction for many years (claims valued at £1.6m and a total net reduction of £0.8m). The 2007/08 claims figure included a large public liability claim (£155k), lead theft claims (£168k) and tree root damage claims (£313k). As a result, a further contribution to the Fund of £500,000 was made from the revenue budget in 2008/09 to restore the Fund balance to a prudent level (£3.5m). The Fund balance remained at around £3.5m during 2009/10, before a review of the estimated liability in respect of all unsettled claims was carried out during 2010/11, which resulted in a reduction to £3.2m as at 31st March 2011.

3.7 The total value of claims in 2011/12 (actual settlements and outstanding) was significantly higher than normal (£1.3m in total) and, even with a further top-up of £0.5m, the Fund balance still reduced overall from £3.2m to below £3.0m during 2011/12. This was generally due to a high volume of claims, particularly in the last few months of the year, and included one very large tree root claim (£145k). During 2012/13, the Fund balance remained at around £3.0m, but, in 2013/14, following a detailed data cleansing exercise and a complete review of all outstanding claims, the estimated value of outstanding claims increased significantly again (to £1.4m), which resulted in a request for a further top-up of £0.5m at the end of 2013/14 (approved by the Executive in June 2014). At the time of writing this report, it is estimated that the Fund balance will be £2.5m at the end of 2014/15.

3.7 Under the policies subject to excess/stop-loss arrangements, claims are only chargeable to the insurers if the cost of an individual claim is greater than the excess and/or if the aggregate of all claims in a particular class exceeds the relevant stop-loss. The excess and stop-loss figures for 2013/14 were as follows:-

Policy	Excess	Aggregate Stop-Loss
All Risks - General	£100,000)
- Education	£250,000)
- Storm or Flood	£50,000)
Liability – Public, Employer’s & Officials’	£125,000)
		£1,363,000

3.8 Since 1994/95, the deductible has only been exceeded once (in 2001/02), as a result of the fire at Magpie Youth Centre in December 2001, which was settled in 2004/05. Owing to a number of large estimate liability claims notified during 2004/05, the insurers applied a stop loss limit of £1,300,000 for 2005/06. These claims were less severe than first thought and, as a result, the insurers reduced the stop loss to £1,200,000 in 2006/07 and it has increased by being index linked since then to the 2013/14 level of £1,363,000.

Insurance Fund

3.9 Internal recharges are made to the revenue budget for both the insurance premium and the contribution to the Insurance Fund to cover the cost of claims met by the Council. The basis of recharge takes account of claims records in individual service areas. The cost of claims is met directly from the Fund until the stop-loss is reached. The current actual and future estimated position of the Insurance Fund is set out in the table below.

Insurance Fund	2013/14		2014/15
	Estimate £000	Actual £000	Estimate £000
Balance brought forward	3,022	3,022	2,981
Contribution from revenue budget	800	1,300	800
Interest	50	35	40
	<hr/>	<hr/>	<hr/>
	3,872	4,357	3,821
Claims for the year	-250	-242	-250
Adjustments/new claims re previous years	-400	-1,131	-1,068
Risk Management/Computer system	-2	-3	-3
Balance carried forward	<hr/>	<hr/>	<hr/>
	3,220	2,981	2,500
Maximum exposure (total stop-loss)	1,363	1,363	1,400

4. POLICY IMPLICATIONS

4.1 None.

5. FINANCIAL IMPLICATIONS

5.1 These are contained in the body of the report. The Fund balance reduced from £3,022k to £2,981k in 2013/14. The position has been reviewed mid-way through 2014/15 and, at this stage, it is estimated that the Fund balance could reduce to around £2.5m by the end of 2014/15. Appendix 1 shows the actual premium levels for 2013/14 and 2014/15.

Non-Applicable Sections:	Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	Insurance Fund Annual Report 2012/13 – to E&R PDS Committee 10/10/13

Insurance Premiums 2013/14 & 2014/15 (including Insurance Premium Tax @ 6%)

Policy	Actual Premium 2013/14 £	Renewal Premium 2014/15 £
Main policies -		
Material damage	107,200	107,500
Leased car & motor fleet (inc claims handling fee)	37,300	45,800
Combined liability	114,000	246,000
Other policies -		
Personal accident	9,400	9,400
Fidelity guarantee	34,800	29,500
Engineering	9,000	10,600
School journeys	11,900	11,300
Leasehold property / shops blanket	30,800	41,500
Professional / officials' indemnity	17,900	17,900
Mortgaged properties	1,400	1,400
Minibuses (rechargeable)	17,400	17,600
TOTAL	391,100	538,500

Report No.
CSD14153

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE AND RESOURCES
POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Date: 19th November 2014

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

Title: PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS

Contact Officer: Graham Walton, Democratic Services Manager
Tel: 0208 461 7743 E-mail: graham.walton@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

- 1.1 This report draws the Committee's attention to reports on the draft agenda for the next meeting of the Executive on 26th November 2014. A number of the reports listed have already been scrutinised by other PDS Committees – details are given in paragraph 3.1. Members are requested to bring a copy of their Executive agenda to the PDS Committee's meeting.
-

2. RECOMMENDATION

The Committee is recommended to select priority issues from the Executive agenda for pre-decision scrutiny.

Corporate Policy

1. Policy Status: Existing Policy: One of the major roles of PDS Committees is to scrutinise proposals coming before executive bodies for decision. This supports the “Excellent Council” BBB priority.
 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: £373,410
 5. Source of funding: 2014/15 Revenue budget
-

Staff

1. Number of staff (current and additional): 10 (8.72 fte)
 2. If from existing staff resources, number of staff hours: Preparing this report takes less than one hour of staff time.
-

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 intended primarily for the benefit of Members of the Committee.
-

Ward Councillor Views

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

3. COMMENTARY

3.1 At each meeting, Members of this Committee have the opportunity to carry out pre-decision scrutiny of items for decision at forthcoming Executive meetings. This report identifies the reports expected for the next meeting of the Executive on 26th November 2014 and suggests which ones the Committee may wish to prioritise for scrutiny. At the time of writing, this is the draft list of expected reports but it is likely that list may be changed before the agenda is published on Thursday 13th November.

Part 1

Capital Monitoring – 2nd Quarter 1
Budget Monitoring 1
Council Tax Support 1
Older People’s Day Opportunity Services Investment 2 4
Advocacy Services 2 4
Gateway Review – Housing Client Information System 2
Extra Care Housing (Demand and Supply) 2
Public Health Commissioning 2 4
Health and Safety in Bromley Schools 2
Future Delivery of Statutory and Discretionary Services to Schools
Growth Areas – Next Steps 1 2
Biggin Hill Heritage Centre 2
Planned Highway Maintenance Programme 3
Delegation of Authority

Part 2

Community Equipment Service – Contract Extension 2
Bromley Town Centre Development Strategy 1 2
Future of Anerley Town Hall 1 2

** (Reports marked 1 are recommended for pre-decision scrutiny by this Committee; reports marked 2 are key or private decisions; reports marked 3 have been scrutinised by Environment PDS Committee on 4th November; and reports marked 4 will be scrutinised by Care Services PDS Committee on 11th November.)*

3.2 Under the Council’s arrangements for decision making by individual executive portfolio holders, reports covering the Resources Portfolio Holder’s proposed decisions are set out under separate headings on this agenda.

Non-Applicable Sections:	Policy/Finance/Legal/Personnel
Background Documents: (Access via Contact Officer)	Forward Plan as published 28 th October 2014

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Decision Maker: EXECUTIVE AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Wednesday 19 November 2014

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

Title: BROMLEY YOUTH EMPLOYMENT PROJECT- PROGRESS UPDATE

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

Chief Officer: Executive Director of Education, Care & Health Services

Ward: (All Wards);

1. Reason for report

On the 14th July the Resources Portfolio Holder gave approval for the Bromley Education Business Partnership to commence delivery of the Bromley Youth Employment Project (Phase 2). This report provides a progress update on performance against the Bromley Youth Employment Project (Phase 2) Delivery Plan activities and outputs for the period August – end October 2014.

2. **RECOMMENDATION**

The E & R PDS Committee are asked note and comment on the progress made in delivery of the Bromley Youth Employment Project (Phase 2) for the period August – end October 2014.

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Children and Young People Vibrant, Thriving Town Centres:
-

Financial

1. Cost of proposal: £260
 2. Ongoing costs: Non-Recurring Cost:
 3. Budget head/performance centre: Earmarked reserves for Member Priority Initiatives
 4. Total current budget for this head: £260
 5. Source of funding: Earmarked reserves for Member Priority Initiatives
-

Staff

1. Number of staff (current and additional): Bromley education Business Partnership (existing staff) and 2 graduate interns (additional and employed on a fixed term basis)
 2. If from existing staff resources, number of staff hours: 8.9 FTE
-

Legal

1. Legal Requirement: None:
 2. Call-in: Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 3000 employers, 900+ students, 100 unemployed young people in Bromley aged 17-24 placed into contracted employment
-

Ward Councillor Views

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

3. COMMENTARY

On 26th March 2012, Council approved the setting aside of £2.26m in an earmarked reserve for Member Priority Initiatives. £500k was approved for a scheme to help tackle youth unemployment in the borough through supporting the creation of sustainable job opportunities.

On 31st January 2013, the Resources Portfolio Holder awarded the contract to deliver the Youth Employment Project to Bromley College of Further and Higher Education for the sum of £500k.

On 5th February 2014, the E & R PDS Committee supported proposals a) to terminate (with mutual agreement) the contract with the college for the delivery of the Bromley Youth Employment Project b) to reallocate the residual earmarked reserve to continue to support the objectives of the project and c) to approve a Task and Finish Group, led by the BEBP and overseen by a Member Working Group to undertake an options appraisal, exploring alternative ways to deliver the project objectives.

At their meeting on 5th June 2014, the E & R PDS Committee considered a report outlining the findings and draft recommendations arising from Bromley Youth Employment Project Task and Finish Group's review of evidence gathered, taking into account the views of the Member Working Party. The report also outlined the BEBP proposed Delivery Model for the Bromley Youth Employment Project (Phase 2). The Committee asked for the project performance monitoring arrangements to be strengthened to ensure effective delivery leading to good quality contracted employment for young people.

On 8th July the Committee received a report (ED 15075) outlining the revised Bromley Youth Employment Project Performance Management Framework. This framework requires a progress report to be made to the E & R PDS Committee on a three monthly basis.

On the 14th July the Resources Portfolio Holder gave approval for the BEBP to commence delivery of the Bromley Youth Employment Project (Phase 2).

Bromley Youth Employment Project Progress against Key Project Activities and Outcomes

Progress against the key project activities and outcomes for August 2014 - end of October 2014 as identified in the BEBP Delivery Plan for the Bromley Youth Employment Project (Phase 2) is as follows:

Activity: Implement a borough wide Employer Engagement Programme to support the generation of employment opportunities.

The Bromley Youth Employment Programme has been promoted to over 3400 employers via the Bromley and Beckenham Business e bulletins. Promotional leaflets have been produced and circulated. The project will also feature in the Bromley Update reaching 35000 residents. 4 Employers' events have been delivered with 50 employers in total having attended. As the target for employer attendance up to end October 2014 was 80 a further 3 employer based events will be taking place in November to make up the shortfall. The project is currently providing 1: 1 support to 17 employers. These include Capita Asset Services, Clarkes of London and Affinity Sutton. As a result of this activity 15 job vacancies have been notified to the BEBP.

Activity: Create a LBB graduate internship opportunity to develop an LBB strategy to increase the offer of work experience placements, traineeships and apprenticeship across LBB departments and partners.

A graduate intern has been recruited on a fixed term one year contract and started in early November 2014. The intern will work with representatives from LBB HR department to agree a strategy for increasing the offer of work experience placements, apprenticeships and internships from within Council departments, identifying departments that are likely to have employment opportunities appropriate for younger people. They will also work with relevant LBB contract managers to encourage contractors to offer employment opportunities to local young people and will, devise strategies to show case local young talent to promote the benefits of recruiting younger people. In addition they will work with relevant colleagues within Children's Social Care to enable Looked after Children (LAC) to effectively access employment opportunities offered by LBB, its partners and contractors.

Activity: Work with Community Links to create a Community/Voluntary Sector based graduate internship to stimulate the creation of apprenticeships, internships and work experience opportunities within the Community and Voluntary sector.

A graduate intern has been recruited and placement arrangement with Community Links Bromley (CLB) have been put in place. The intern also started November 2014 on a fixed term one year contract. The intern will develop a communications plan to promote the creation of opportunities (work placements, apprenticeships and internships) within voluntary and community organisations (VCOs). They will undertake research with VCOs on their needs in relation to creating such opportunities, such as best practice on all employment matters. They will identify skills gaps, initiate opportunities; develop these into meaningful roles and liaise between relevant organisations particularly Bromley Council and Jobcentre Plus.

Activity: Deliver Next Step Employability Conferences to students in Yr 12 on one year courses & Yr 13 not going on to HE.

6 Next Step Employability Conferences have been organised to take place between October 2014 and April 2015 with 5 schools already having booked places. For conferences taking place in October and November a total of 245 students will be attending - exceeding the target for the end of November by 65. These conferences will be supported by local employers and include sessions on researching current work opportunities, skills analysis, CV and interview support including the opportunity to network with business representatives from a range of employment sectors.

Young people completing Yr 13 in July have also been directly mail shot to encourage participation within the project.

Activity: Deliver monthly employability workshops for young people who are NEET and Not Known (17-19 yr olds) and JSA Claimants (18 -24yr olds) who are close to the labour market.

2 Employability workshops have taken place in September and October with 5 young people attending. Further workshop will be booked on a monthly basis.

Activity: Offer a tailored recruitment and matching service placing 100 young people into contracted employment.

To date the project is on target and has placed 5 young people in to contracted employment (3 Apprenticeships, 1 graduate internship, 1 employment)

Activity: Provide short intervention mentoring relationships aimed at JSA Claimant (18 - 24yrs)

A planning meeting has taken place between the BEBP Mentoring Project and Jobcentre Plus to ensure Work Coaches are briefed and the referral of suitable candidates can begin. The project has profiled the Mentoring interventions to begin in January 2015.

Activity: Deliver a programme of door knocking to locate the 'Not Known'

182 households have been visited 42 young people were discovered to actually already be in some form of employment, education or training, 45 were found to be not in employment, education or training (NEET) and 21 were no longer at that address. Those that were identified as being NEET will receive support from the Targeted Youth Support Service and will be referred into the Youth Employment Project where appropriate.

The Bromley Youth Employment Project Board

A Project Board has been established. The board will meet on a two monthly basis to monitor progress of the project against the targeted outcomes. The Board will report back to the Executive and Resources PDS Committee for scrutiny by Members on a three monthly basis. The first project Board meeting is to take place on 5th November 2014.

The Board is chaired by LBB Assistant Director (Education) and is made up of representatives from the sectors consulted as part of the consultation process that informed the project proposal. These include:

Business
Employment and Skills
Education
Human Resources
Community and Voluntary sector

In order to sustain the close involvement of Elected Members in the oversight and direction of the project (which began with a Member Working Group) the Board also includes an Elected Member. Cllr Mellor is to take up this role.

At the first project Board meeting on 5 November 2014, the Chairman of the Executive and Resources Policy, Development and Scrutiny Committee confirmed Members' requirement that operational detail of the progress against the delivery plan be included in the reports to that Committee. This is included in the following appendices:

Appendix 1: Bromley Youth Employment Project (Phase 2) Delivery Model – progress to end October 2014

Appendix 2: Bromley Youth Employment Project (Phase 2) Profile of Outcomes and Outputs – targets and actuals to end October 2014

4. POLICY IMPLICATIONS

The project supports the Council's Building a Better Bromley priorities for 2014/15 linked to Regeneration, Supporting Children and Young People and Vibrant Thriving Town Centres.

5. FINANCIAL IMPLICATIONS

On 26th March 2012, Council approved the setting aside of £2.26m in an earmarked reserve for Member Priority Initiatives. A sum of £500k was approved for a scheme to help tackle youth unemployment in the borough. Following a procurement process, in January 2013 Bromley College of Further and Higher Education were awarded a contract to deliver 198 apprenticeship and internship opportunities for young unemployed residents after demonstrating best value for money.

On 5th February 2014, by mutual agreement, the Executive and Resources PDS Committee supported proposals to terminate the contract with the college for the delivery of the Bromley Youth Employment Project and to reallocate the earmarked reserve to continue to support the objectives of the project. These proposals were subsequently approved by the Resources Portfolio Holder on 21 February 2014.

The budget for the second phase of support is £260K and the project is to be delivered a) through the existing staff resource within the Bromley Education Business Partnership and b) the recruitment of 2 graduate Interns. The Graduate Intern salary is paid as a spot salary of £17,049 plus on-costs of 22% if they join the pension scheme or 9% if they opt out. The salary plus on-costs for the 2 Interns are included in the total project cost of £260K.

6. LEGAL IMPLICATIONS

At their meeting on 5th February 2014, the Executive and Resources Policy Development and Scrutiny Committee supported proposals, approved on 21 February 2014, for the termination of the contract with Bromley College for delivery of the Bromley Youth Employment Project by providing three months' notice.

Following discussions between both parties a mutual agreement was reached to terminate the contract. Clause 21 of the contract Agreement permitted LBB to terminate the agreement by giving three months written notice. This notice was deemed served on 28th February 2014 therefore the Agreement terminated on 31st May 2014.

7. PERSONNEL IMPLICATIONS

At their meeting on 5th February 2014, the Executive and Resources Policy Development and Scrutiny Committee supported proposals, approved on 21 February 2014, for the termination of the contract with Bromley College for delivery of the Bromley Youth Employment Project by providing three months' notice.

Following discussions between both parties a mutual agreement was reached to terminate the contract. Clause 21 of the contract Agreement permitted LBB to terminate the agreement by giving three months written notice. This notice was deemed served on 28th February 2014 therefore the Agreement terminated on 31st May 2014.

Non-Applicable Sections:	[List non-applicable sections here]
Background Documents: (Access via Contact Officer)	ED15075 Bromley Youth Employment Project (Phase 2) Executive and Resources PDS on 8 th July 2014 Bromley Youth Employment Project – Executive and Resources PDS on 5 th June 2014 DRR14/015 Bromley Youth Employment Project: : Performance Update for Quarter 2 DRR13/133 Bromley Youth Employment Project – Update (November 2013) Bromley Youth Employment Project – Award of Contract (31st January 2013) Bromley Youth Employment Project – Renewal & Recreation PDS on 10th July 2012, Executive & Resources PDS on 14th June 2012 Full Council meeting held on 26th March 2012

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Bromley Youth Employment Project (Phase 2) – Bromley EBP Proposed Delivery Model
Objective 1: Increase the supply of employment opportunities for young people in Bromley

Appendix 1

	Identified Need / Recommendation	Programme Activities	Aim	To include	Outcomes Over <u>Two</u> <u>Year</u> Period	Achieved by 21 October 2014
A	Implement a Borough-wide Employer Engagement Programme to support the generation of employment opportunities	<ul style="list-style-type: none"> Engage with local employers through a range of activities including business breakfast information sessions, seminars, networking events, conferences etc. Provide updated advice on changes to apprenticeship landscape effective September 2014 Work closely to support employers to overcome any perceived barriers to recruitment of young people and encourage them to create opportunities where relevant 	<ul style="list-style-type: none"> To provide support to local businesses seeking to employ young people to support private sector growth To help generate good quality employment opportunities (e.g. apprenticeships/ internships) for local young people 	A strategic marketing campaign	Mass direct marketing to 5,000 employer organisations	<ul style="list-style-type: none"> Inclusion in Bromley Business e-Bulletin to 3.200 Bromley businesses Inclusion in Beckenham Business e-Bulletin to local businesses Inclusion in InTouch to all LBB staff To be included in Update to 35,000 Bromley Residents Press release sent to local press via LBB Communications Office News story on BEBP Website with evidence of 372 web site hits in September (77% new visits) BEBP website update with YES info
				Programme of 3 employer events per year	500 employers participating in awareness raising events	<ul style="list-style-type: none"> 4 Employer Awareness events held Sept/Oct – 50 employers attended Successful Promotion at Expo Network meeting at Coolings 15.10.2014
				Facilitation of 100 follow up meetings (1:1) with businesses from range of sectors each year.	Focused 1:1 support for 200 employers 100 Employment opportunities created over two years (excluding wex placements).	<ul style="list-style-type: none"> Currently working with 17 employers 15 vacancies notified
B	Recruit an LBB graduate intern to harness role of LBB as a large local employer and provider of potential employment opportunities	Develop an LBB strategy to increase the offer of work experience, traineeships and apprenticeships within the local authority, its partners and supply chain	<ul style="list-style-type: none"> To develop a framework within LBB to extend employment opportunities/work experience for young people. To provide the 'corporate parent' role in supporting and assisting Looked After Children to access the workplace and future employment opportunities 	Salary and overhead cost to employ Intern	25 employment/work experience opportunities (to be prioritised to Looked After Children where appropriate) Legacy of a strategic approach, to ensure ongoing provision of employment opportunities for young people within LBB and supply chain	<ul style="list-style-type: none"> Graduate Intern interviews held in September. LBB GI recruited – Gregory Smith to start on 3.11.2014 Preparation of Workplan and arrangement for input at Manager's briefing to be undertaken
C	Recruit a graduate intern to support access to employment opportunities within the community/	Develop a strategy to increase the offer of work experience, traineeships and possible apprenticeships within the local voluntary and community	Develop a framework to extend employment /work experience opportunities within the voluntary and community sector	Salary and overhead cost to employ intern	25 employment/work experience opportunities	<ul style="list-style-type: none"> Graduate Intern interviews held in September Community Links Bromley Graduate Intern recruited – Thomas Davis to start On 3.11.2014

voluntary sector	sector.				Legacy of: a. capacity build in CVS and; b. a strategic approach to ensure ongoing provision of employment opportunities for young people in CVS.
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Bromley Youth Employment Project (Phase 2) – Bromley EBP Proposed Delivery Model
Objective 2: Improve Work Readiness of Young People in Bromley

Identified Need / Recommendation	Programme Activities	Target Client Group	No. of Young People	Aim	To include	Outcomes Over Two Year Period	Achieved by October 2014
D Deliver a borough-wide 17+ Employability Support Programme	<p>Next Steps Employability Conferences supported by local/national employers to include sessions on:</p> <ul style="list-style-type: none"> Researching current work opportunities Psychometric testing/skills analysis Speed networking group work with business representatives from a range of employment sectors CV/Interview support 	<p>School/college students Yr12 (16/17yrs) on one year courses and Yr13 (17/18 yrs) not going on to Higher Education</p> <p>All Bromley Schools with particular focus on those with poor performance on the participation of their school leavers</p>	900 (over two years)	<ul style="list-style-type: none"> To provide updated impartial information on range of career opportunities, how to access them as well as the importance of being work ready. Raise awareness of National Careers Service Identify young people for referral into Bromley EBP Recruitment and Matching Service 	5 Student Conferences per Year (10 schools / approx. 45 students from each school)	<ul style="list-style-type: none"> Support with transition to the workplace for 900 young people LBB improved links with schools Improved employability skills of young people and reduction of potential NEETs 	<ul style="list-style-type: none"> 6 Conferences booked as follows: 23rd October (Health & Social Care at Work) 7th November (Hayes School) 24th November (Darrick Wood School/Langley Park School for Boys) 6th February 2015 (Coopers School) 20th March 2015 (The Priory School) 17th April 2015 All at Central Library and flyer to schools sent (245 students) confirmed so far (Darrick Wood School, Hayes School, Langley Park School for Boys, The Priory School) Chased schools and Lesley Holland is presenting at Head of 6th Form event in Feb 2015 Mail shot sent to Year 13

							leaving Hayes School/Darrick Wood School to offer support. 5 CVs received. 6 schools with Year 13 leavers to be mail shot in October
	<p>Programme of monthly employability workshops held in locations across the Borough supported by Business Ambassadors. To include sessions on:</p> <ul style="list-style-type: none"> • Job research skills/Career planning • Value of employability skills and how to develop these • Support with CV and interview advice 	<ul style="list-style-type: none"> • Young people in Yr13/Yr14 (17/19 yrs) who are in LBB NEET and not known category • Young people identified and referred by Targeted Youth Support Programme as requiring a moderate level of support to enter the labour market • Bromley 18-24 yr olds referred from Job Centre + (job seekers close to the labour market) 	240 (over two years)	<ul style="list-style-type: none"> • To ensure young people (NEET) are provided with support to enable them to better access the job market • Identify young people for referral into Bromley EBP Recruitment and Matching Service 	12 targeted group workshops each year supported by employers	<ul style="list-style-type: none"> • Vital support for 'hard to reach' group of 17-24 yr olds • Reduction in young people who are NEET in Bromley. 	<ul style="list-style-type: none"> • 2 Employability workshops taken place with 5 young people attending • Next Workshop planned for 25.11.2014 Details to be circulated to JobCentre+ and Bromley Youth Support Service

Bromley Youth Employment Project (Phase 2) – Bromley EBP Proposed Delivery Model
Objective 2: Improve Work Readiness of Young People in Bromley (Cont.d)

Identified Need / Recommendation	Programme Activities	Target Client Group	No. of Young People	Aim	To include	Outcomes Over Two Year Period	Achieved by October 2014
Deliver a borough-wide 17+ Employability Support Programme (Cont.d)	<p>Tailored Recruitment and Matching Service</p> <ul style="list-style-type: none"> • Assessment process to enable referral to appropriate employment opportunity • Pre and post placement support for employer and young person • Job search skills and signpost to local vacancies 	<ul style="list-style-type: none"> • Young people referred from groups above • LBB Looked after children/Care leavers aged 15-24 yrs who are potentially NEET 	100 (over two years)	To provide a bespoke matching service with individual support to aid transition to the workplace To regularly monitor client and employer performance and commitment to on-going engagement	Match 50 young people each year with contracted employment (e.g. apprenticeship/ Internships)	<ul style="list-style-type: none"> • 100 young people placed into contracted employment 	<ul style="list-style-type: none"> • Regular meetings arranged internally to review R & S process • 5 young people placed into contracted employment (1 graduate intern, 3 apprentices, 1 job)
						<ul style="list-style-type: none"> • 25 Looked After Children/Care Leavers with enhanced employability prospects. 	<ul style="list-style-type: none"> • Lesley Holland promoted YES project to Leaving Care Team meeting on 14.10.2014

		<p>Short intervention mentoring relationships delivered by Bromley Mentoring Initiative (part of Bromley EBP), to support Job Centre + Work Coaches</p>	<p>Bromley 18-24 yr old JSA Claimants (close to the labour market)</p>	<p>40 (over two years)</p>	<p>To help reduce the number of young people claiming Job Seeker's Allowance in the Borough</p>	<p>Mentors (from business and the community) to help with practical job seeking skills e.g. job search, interview preparation, accompanying to interview etc.</p>	<ul style="list-style-type: none"> Targeted support for 40 JSA claimants to facilitate successful transition into the workplace 	<ul style="list-style-type: none"> Business Admin Apprentice opportunity referred to JobCentre+ Successful meeting with JobCentre+ on 10.10.14 to set up referral arrangements
		<p>Tracking activities: a programme of community based door-knocking by the Targeted Youth Support Programme</p>	<p>17-19 yr olds whose current participation is Not Known and for whom all avenues of written/telephone contact have proven unsuccessful</p>	<p>1,200 (over two years)</p>	<p>To reduce the number of young people whose current participation is Not Known</p>	<p>Programme of enhanced tracking activity (to include door-knocking)</p>	<ul style="list-style-type: none"> 1,200 doors knocked (on average this will generate a 50% positive response rate). 	<ul style="list-style-type: none"> 182 doors knocked. Of those answered 42 are EET, 45 are NEET, 21 have moved away.

Appendix 2

	Activity	Measured By		Quarter 1			Total	Quarter 2			Total	Quarter 3			Total	Quarter 4			Total	Year 1 End Total
				Planned delivery (volume or activity indication)				Planned delivery (volume or activity indication)				Planned delivery (volume or activity indication)				Planned delivery (volume or activity indication)				
				Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15					
1	Mass marketing to employers using social media	Number of employers contacted	Target			1,000	1,000	1,000	500		1,500				0			0	2,500	
			Actual			0	0	3,395				3,395				0			0	3,395
2	Employer awareness raising events	Events delivered	Target			1	1		1		1	1			1			0	3	
			Actual			2	2	2			2				0			0	4	
3	Employers participating in events	Delegate registers	Target				0	80			80	80			80	85			85	245
			Actual				0	50			50				0			0	0	50
4	Focused 1:1 employer support	Employer contact log	Target				0	12	12	9	33	12	12	12	36	12	12	12	36	105
			Actual				0	17			17				0				0	17
5	Contracted employment opportunities created (apprenticeships/internships/jobs)	Vacancies notified to BEBP	Target				0	7	8	5	20	10	10	10	30	8	2		10	60
			Actual				0	15			15				0				0	15
6	Young people placed into contracted employment	Number of confirmed placement starts	Target				0	5	5	5	15	5	5	5	15	5	5	5	15	45
			Actual		1	1	2	3			3				0				0	5
7	Young people in contracted employment at six months follow up	Tracking confirmation at six month follow up point	Target				0				0				0	4	4	4	12	12
			Actual				0				0				0				0	0
8	Recruit LBB Graduate Intern	Intern recruited	Target				0		1		1				0				0	1
			Actual				0	1			1				0				0	1
9	LBB intern to create 25 Work Opportunities e.g. work experience	Work Opportunities notified to BEBP	Target				0				0	1	1	2	3	3	2	2	7	10
			Actual				0				0				0				0	0
10	Work Opportunities offered to LAC	Number of LAC placed in Work Opportunities (including WEX)	Target				0				0				0	1	1	2	4	4
			Actual				0				0				0				0	0
11	Recruit CVS Graduate Intern	Intern recruited	Target				0		1		1				0				0	1
			Actual				0	1			1				0				0	1
12	CVS Intern to create 25 Work Opportunities e.g. work experience	Work Opportunities notified to BEBP	Target				0				0	1	1	2	4	3	2	2	7	11
			Actual				0				0				0				0	0
13	Next Steps Employability Student Conferences	Conferences delivered	Target				0	1	1		2		1	1	2	1			1	5
			Actual				0	1	2		3				0				0	3
14	School sixth form students supported with employability skills	Conference attendance registers	Target				0	90	90		180		90	90	180	90			90	450
			Actual				0	100	145		245				0				0	245
15	Deliver monthly employability workshops	Workshops delivered	Target				0	1	1	1	3	1	1	1	3	1	1	1	3	9
			Actual			1	1	1	1		1				0				0	2
16	Short Intervention mentoring relationships for 18 - 24 yr old JSA Claimants	JSA Claimants supported	Target				0				0	2	3	3	8	2	2	2	6	14
			Actual				0				0				0				0	0
17	Tracking young people who's participation is unknown	Evidence through CCIS	Target			50	50	50	50	50	150	50	50	50	150	50	50	50	150	500
			Actual				0				0				0				0	0

	Activity	Measured By		Quarter 1			Total	Quarter 2			Total	Quarter 3			Total	Quarter 4			Total	Year 2 End Total
				Planned delivery (volume or activity indication)				Planned delivery (volume or activity indication)				Planned delivery (volume or activity indication)				Planned delivery (volume or activity indication)				
				Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16					
1	Mass marketing to employers using social media	Number of employers contacted	Target			1,000	1,000	1,000	500		1,500				0			0	2,500	
			Actual				0	0	0		0	0				0			0	0
2	Employer awareness raising events	Events delivered	Target				0	1			1				1			1	3	
			Actual				0				0				0			0	0	
3	Employers participating in events	Delegate registers	Target				0	85			85	85			85	85		85	255	
			Actual				0				0				0			0	0	
4	Focused 1:1 employer support	Employer contact log	Target	10	3	10	23	10	10	2	22	10	10	10	30	10	10	10	30	105
			Actual				0				0				0				0	0
5	Contracted employment opportunities (apprenticeships/internships/jobs)	Vacancies notified to BEBP	Target				0	7	8	5	20	10	10	10	30	8	2		10	60
			Actual				0				0				0				0	0
6	Young people placed into contracted employment	Number of confirmed placement starts	Target	5	5	5	15	5	5	5	15	5	5	5	15	5	5	5	15	60
			Actual				0				0				0				0	0
7	Young people in contracted employment at six month follow up	Tracking confirmation at six month follow up point	Target	4	4	4	12	4	4	5	13	5	4	4	13	5	4	4	13	51
			Actual				0				0				0				0	0
8	Recruit LBB Graduate Intern (subject to review)	Intern recruited	Target				0		1		1				0				0	1
			Actual				0				0				0				0	0
9	LBB intern to create 25 Work Opportunities e.g. work experience	Work Opportunities notified to BEBP	Target	0	0	0	0	1	1	1	3	1	1	1	3	1	2	2	5	11
			Actual				0				0				0				0	0
10	Work Opportunities offered to LAC	Number of LAC placed in Work Opportunities (including WEX)	Target	2			2	1	1		2				0			2	2	6
			Actual				0				0				0				0	0
11	Recruit CVS Intern (subject to review)	Intern recruited for CVS	Target				0		1		1				0				0	1
			Actual				0				0				0				0	0
12	CVS Intern to create 25 Work Opportunities e.g. work experience	Work Opportunities notified to BEBP	Target				0	1	1	1	3	1	1	1	3	1	2	2	5	11
			Actual				0				0				0				0	0
13	Next Steps Employability Student Conferences	Conferences delivered	Target				0	1	1		2				2	1	1		1	5
			Actual				0				0				0				0	0
14	School sixth form students supported with employability skills	Conference attendance registers	Target				0	90	90		180	90	90	90	270				0	450
			Actual				0				0				0				0	0
15	Deliver monthly employability workshops	Workshops delivered	Target	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	3	12
			Actual				0				0				0				0	0
16	Short Intervention mentoring relationships for 18 - 24 yr old JSA Claimants	JSA Claimants supported	Target	2	2	2	6	2	2	2	6	2	3	3	8	2	2	2	6	26
			Actual				0				0				0				0	0
17	Tracking young people who's participation is unknown	Evidence through CCIS	Target	50	50	50	150	50	50	50	150	50	50	50	150	50	50	50	150	600
			Actual				0				0				0				0	0

	Activity	Measured By		Quarter 1			Total	Quarter 2			Total	Quarter 3			Year End Total	Project End Total
				Planned delivery (volume or activity indication)				Planned delivery (volume or activity indication)				Planned delivery (volume or activity indication)				
				Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17				
1	Mass marketing to employers using social media	Number of employers contacted	Target				0				0			0	5,000	
			Actual				0				0			0	3,395	
2	Employer awareness raising events	Events delivered	Target				0				0			0	6	
			Actual				0				0			0	4	
3	Employers participating in events	Delegate registers	Target				0				0			0	500	
			Actual				0				0			0	50	
4	Focused 1:1 employer support	Employer contact log	Target				0				0			0	210	
			Actual				0				0			0	17	
5	Contracted employment opportunities (apprenticeships/internships/jobs)	Vacancies notified to BEBP	Target				0				0			0	120	
			Actual				0				0			0	15	
6	Young people placed into contracted employment	Number of confirmed placement starts	Target	5	5	5	15				0			0	15	
			Actual				0				0			0	5	
7	Young people in contracted employment at six month follow up	Tracking confirmation at six month follow up point	Target	4	4	4	12	4	4	5	13	4	4	4	12	37
			Actual				0				0				0	0
8	Recruit LBB Graduate Intern (subject to review)	Intern recruited	Target				0				0			0	0	
			Actual				0				0			0	0	1
9	LBB intern to create 25 Work Opportunities e.g. work experience	Work Opportunities notified to BEBP	Target	1	1	1	3	1			1			0	4	
			Actual				0				0			0	0	0
10	Work Opportunities offered to LAC	Number of LAC placed in Work Opportunities (including WEX)	Target	2			2				0			0	2	
			Actual				0				0			0	0	0
11	Recruit CVS Intern (subject to review)	Intern recruited for CVS	Target				0				0			0	0	
			Actual				0				0			0	0	1
12	CVS Intern to create 25 Work Opportunities e.g. work experience	Work Opportunities notified to BEBP	Target	1	1	1	3				0			0	3	
			Actual				0				0			0	0	0
13	Next Steps Employability Student Conferences	Conferences delivered	Target				0				0			0	0	
			Actual				0				0			0	0	3
14	School sixth form students supported with employability skills	Conference attendance registers	Target				0				0			0	900	
			Actual				0				0			0	245	
15	Deliver monthly employability workshops	Workshops delivered	Target	1	1	1	3				0			0	3	
			Actual				0				0			0	0	2
16	Short Intervention mentoring relationships for 18 - 24 yr old JSA Claimants	JSA Claimants supported	Target				0				0			0	0	
			Actual				0				0			0	0	
17	Tracking young people who's participation is unknown	Evidence through CCIS	Target	50	50		100				0			0	100	
			Actual				0				0			0	0	0

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Report No.
DRR14/092

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Executive and Resources PDS

Date: 19 November 2014

Decision Type: Non-Urgent Executive Non-Key

Title: SECTION 106 AGREEMENTS: UPDATE

Contact Officer: Jim Kehoe, Chief Planner & Claire Martin, Head of Finance
Tel: 020 8313 4554 020 8313 4286 E-mail: jim.kehoe@bromley.gov.uk
claire.martin@bromley.gov.uk

Chief Officer: Marc Hume, Director of Renewal and Recreation

Ward: Boroughwide

1. Reason for report

This report provides both an update on Section 106 Agreements.

2. **RECOMMENDATION(S)**

2.1 The Executive and Resources PDS are asked to note the report and the contents of the attached Appendices 1-4.

Corporate Policy

1. Policy Status: Existing policy. IMP1 of the Unitary Development Plan
 2. BBB Priority: Safer Bromley. Plus Children and Young People, Vibrant and thriving Town Centres and Quality Environment
-

Financial

1. Cost of proposal: Estimated cost N/A
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: S106 Deposits
 4. Total current budget for this head: £6,385,345
 5. Source of funding: S106 Deposits
-

Staff

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

Legal

1. Legal Requirement: Statutory requirement. S106 of the Town and Country Planning Act enables the Local Authority to make agreements with applicants to secure benefits relating to the granting of planning permission. This is reflected in Policy IMP1 of the Unitary Development Plan which relates to planning obligations.
 2. Call-in: Call-in is not applicable. This report does not involve an executive decision
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Section 106 agreements are made with the applicant for the benefit of the future occupants of new developments and also for the benefit of existing residents in the vicinity of a new development
-

Ward Councillor Views

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

3. COMMENTARY

3.1 This is an update following the last report that was submitted to Executive and Resources PDS Committee in July 2014.

Background information

3.2 The detail of every S106 agreement is stored in at least one of Appendices 1, 2 and 3.

3.3 Appendix 1 records the 'negative/restrictive obligations' and include developments that are restricted by the S106 either by use, limitations on development within the curtilage or not to implement a previous permission.

3.4 Appendix 2 records the 'positive non financial' contributions. These agreements form the larger proportion of planning obligations gained through Section 106. Mostly they relate to the provision of affordable housing units.

3.5 Appendix 3 records 'positive financial' contributions. There are 7 main service areas where monies are received through the use of S106 obligations: Local Economy, Community or Town Centre use, Highways/Traffic (including Transport for London), Education, Health, Land (which records payments for landscaping), Affordable (which records payments in lieu of affordable housing) and Other (which records payments for any other contributions which do not fall into one of the above categories). The full Appendix 3 also shows that since March 2003 a wide variety of contributions have been negotiated through S106 agreements including funds for the education provision, travel plans, traffic calming/crossings, town centre improvement funding, public footpath maintenance, CCTV schemes and woodland management schemes. Increasingly over the last year the Council has used the NHS London Healthy Urban Development Unit (HUDU model), which gauges the impact that residential developments have on the capacity of health services. This formula produces a health contribution per unit.

3.6 Appendix 3 has been compiled from and updated using information from the Oracle accounting system and the Council's Public Register and Contribution record, which is held with the Public Register along with copies of all S106 legal agreements dating back to 1998.

3.7 If a S106 includes obligations from more than one category the details are recorded in each of the relevant appendices.

3.8 The full Appendices cover the period from March 2003 to date with details of over 332 sealed legal agreements. Copies of these documents are available to view in the Members Room.

3.9 The Committee may note that there can be considerable time delay between the issuing of a Section 106 grant of permission and subsequent implementation of development (up to 5 years) when the obligation becomes due. There is always a possibility that a development will not go ahead at all where a developer feels the development is no longer viable.

3.10 All S106 legal agreements are registered as a Land Charge against the property and are registered at the Land Registry with the title deeds of a property or piece of land.

Section 106 Agreements: Update

3.11 Appendices 1 to 3 of this report provide details of 5 new agreements since the last update in January 2014. Member should note that one additional agreement has been signed since January and this is a deed of variation to the original agreement.

3.12 Appendix 1 shows a table with 2 'negative' S106 legal agreements.

- 3.13 Appendix 2 shows a table with 3 new 'positive non-financial' S106 legal agreements. The total net affordable housing gain since July 2014 amounts to 155 units. The full Appendix 2 table shows that since March 2003 the Council sealed legal agreements that will potentially net 1,474 new affordable housing units.
- 3.14 As can be seen from the tables LBB will not necessarily receive all of these units unless they are built and handed over but the agreements are in place. In terms of revenue as a non-stockholding authority the Council does not gain direct asset value through Section 106 of the 1990 Town and Country Planning Act. All housing assets acquired are held by our partners RSLs.
- 3.15 Appendix 3 shows 4 new agreements of specific 'positive financial gain to the Council. The Deed of Variation signed for Land South of Ringers Road did not change the financial contributions from the original S106 agreement.
- 3.16 Members should note that the detailed description of the agreement terms in Appendix 3 gives an indication of any time limitations on spend together with whether interest is accrued to the contributions.
- 3.17 Appendix 4 gives the details of the current balances the Council holds for S106 agreements, split by service area category mentioned in 3.5 above and by revenue/capital classification and the time limit for spending monies.
- 3.18 A complete set of Appendices 1, 2 and 3 has been left in the Members Room.
- 3.19 'Significant' new agreements are as follows:-

Oakfield Centre – planning permission was granted on appeal; for 32 units on this Council owned site (ref 13/01872). The S106 secured 11 affordable housing units, 7 of which are affordable rent and 4 are shared ownership. In addition £211,618 is secured for education and £37,342 for health.

Glaxo Smith Kline – outline planning permission was granted on June 29th 2014 (ref 12/00976) for the redevelopment of this site for residential (up to 179 units with 79 affordable units), up to 620 sqm Class D1 (non-residential institutions), up to 1040 sqm Class D2 (assembly and leisure), use of the Pavilion for Class D2 use, provision of hard and soft landscaping involving the creation of a lake and open space, a security lodge car parking, and estate road. The S106 secured a range of contributions as follows:

- 79 affordable housing units
- £2m affordable housing contribution and £500,00 supplementary affordable housing contribution
- £4m employment contribution
- £1,379,029 education contribution
- £10,000 highway improvement contribution
- Doctors surgery
- Metropolitan Open land Management Plan

4. POLICY IMPLICATIONS

- 4.1 Development Plan policies play a crucial role in securing appropriate planning obligations. Policy IMP1 of the Unitary Development Plan (saved policies 2004) sets out the Council's approach to Section 106 agreements. There are implications also for the objectives of 'Building A Better Bromley' including, Safer Communities, A Quality Environment and Ensuring that all children and young people have opportunities to achieve their potential.
- 4.2 The sustainability of vibrant town centres is also one of the Council's key priorities and Section 106 funding, where appropriate, can make a significant contribution in achieving one of the Council's main aims.
- 4.3 The Department for Communities and Local Government (DCLG) document 'Planning Obligations: Practice Guidance' sets out ways in which local planning authorities can secure planning obligation. It covers such matters as in-kind and financial contributions, one-off and phased payments, maintenance and pooled payments (until April 2015).
- 4.4 The London Plan (Policy 8.2: Planning Obligations) requires boroughs to give priority to affordable housing, public transport improvements, tackling climate change, learning and skills, health facilities, childcare provision and the provision of small shops and have clear local policies to these ends.
- 4.5 A Supplementary Planning Document (SPPD) on Planning Obligations was approved by DC Committee on December 2010.

This document also incorporates the implication of CIL regulations which came into force on 6th April 2010. CIL regulation 122 places into law three statutory tests which are based upon the original five policy tests in Circular 05/05, explained under 'Legal Implications' below. Regulation 123 ensures that the local use of CIL and planning obligations does not overlap.

- a) necessary to make development acceptable in planning terms;
- b) directly related to the development; and
- c) fairly and reasonably related in scale and kind to the development.

- 4.6 Mayoral Community Infrastructure Levy (CIL) was introduced on 1st April 2012 (London Plan Policy 8.3). Bromley acts as the collecting authority on behalf of the Mayor. Mayoral CIL is collected on new development (as defined under regulations) at a rate of £35 per square metre in Bromley.
- 4.7 Members should note that Lead Officers have been identified for each of the topic areas for which S106 contributions are received as follows:

Highways, Road safety and Parking – Angus Culverwell
Local Economy – Kevin Munnelly
Landscaping – Pat Phillips
Housing – Kerry O'Driscoll
Education – Rob Bollen
Primary Care Trust – Lorna Blackwell
Community Facilities – Colin Brand
CCTV – Jim McGowan

5. FINANCIAL IMPLICATIONS

- 5.1 The table below summarises the overall Appendix 3, giving a breakdown across the service areas of all S106 obligations agreed within the last 11.5 years and details of whether the sums are confirmed (eg development has started) or provisional (S106 obligation agreed but development not started): -

AREA	S106 SUMS CONFIRMED	PROVISIONAL S106 SUMS	TOTAL
	£	£	£
Local Economy, Town Centre, Community Use	2,586,500	4,020,000	6,606,500
Highways/Traffic/Parking	1,336,561	25,000	1,361,561
Education	3,935,159	1,892,255	5,827,414
Health/Primary Care Trust	1,339,369	97,937	1,437,306
Landscape	222,500	65,000	287,500
Housing	9,939,957	2,585,512	12,525,469
Other	318,000	0	318,000
TOTALS	19,678,046	8,685,704	28,363,750

- 5.2 Of the £19.7m confirmed sums, £15.5m has been received and £7.7m has been spent, leaving an unspent balance of £7.8m, excluding interest accrued of £1.5k.
- 5.3 The summarised financial position of the unspent balances across the service areas (detailed in Appendix 4) is as follows: -

AREA	BALANCE AS AT 30.09.14	CURRENT OUTSTANDING COMMITMENTS	LATEST BALANCE AS AT 30.9.14
	£	£	£
Revenue			
Local Economy, Town Centre, Community Use	160,000	50,000	110,000
Highways/Traffic/Parking	780,614	257,517	523,097
Health/Primary Care Trust	718,057	0	718,057
Landscape			0
Other	10,000		10,000
Total Revenue Balance	1,668,671	307,517	1,361,154
Capital			
Housing	4,774,521	901,790	3,872,731
Education	1,401,460	250,000	1,151,460
Total Capital Balance	6,175,981	1,151,790	5,024,191
Total Section 106 Balance	7,844,652	1,459,307	6,385,345

- 5.4 The balance above includes interest that has accrued to one of the S106 agreements within the Education capital balances, totalling £1,463.
- 5.5 On 2 April 2014, Executive agreed to set aside £192,500 from S106 monies in an earmarked reserve for the future maintenance of Cheyne Woods and Cyphers Gate open space, in accordance with the criteria set out in the specific agreements. There is also a sum of £183,534 held in an earmarked reserve for the management and maintenance of Langley Waterside Nature Reserve. The table below provides Members with an update on the use of these monies: -

Earmarked Reserves	Current Balance £	Actual Spend £	Outstanding Commitments £	Latest Balance £
Management of Cyphers Gate open space	157,000	608	8,892	147,500
Management of Cheyne Woods	35,000	0	14,250	20,750
Management of Langley Waterside Nature Reserve	183,534	0	25,975	157,559
Total	375,534	608	49,117	325,809

5.6 Members should note that no further progress has been made concerning the spend of the health contributions, however Officers have a meeting planned for 7th November to meet with representatives of the CCG and the NHS to consider spending plans. A verbal update will be provided to Members on the night of the committee meeting.

6. LEGAL IMPLICATIONS

6.1 The power of a Local Planning Authority to enter into a Planning Obligation with anyone having an interest in land in their area is contained in section 106 of the Town and Country Planning Act 1990 (as amended by Section 12 of the Planning and Compensation Act 1991). Planning Obligations made under section 106 comprise both obligations and unilateral undertakings. Government advice on the use of section 106 is contained within Circular5/05 'Planning Obligations' (Office of the Deputy Prime Minister, July 2005).

6.2 A Planning Obligation may only be created by a person with an interest in the relevant land, and may be created either by means of an agreement with the Local Planning Authority or by means of a unilateral undertaking. An Obligation may restrict development or the use of land, need specific works to take place or need a financial contribution towards a work or service of public benefit.

6.3 The main features of a Planning Obligation are:

- It applies to the land, so enforcement of it would be against the person who agreed it (normally the applicant) or their successor in title.
- It can also be enforced by a legal injunction. Where a person has defaulted on a requirement to carry out works on the land, the Local Planning Authority may also enter onto the land to enforce the terms of the Obligation and to claim back its reasonable costs arising from this action.
- It can contain a restriction on use of the land or a requirement for works to be undertaken thereon, that can be for an indefinite period, a stated period, or a period defined by reference to some future event, e.g. the completion of specified works.
- Contribution(s) may be expressed as being due:
 - (a) Singly, on a specified date, or one that can be derived from defined future event(s),
 - (b) In instalments, the amounts of which can be stated or derived from a formula, that are payable on specified dates or on dates based on future events, e.g. stages of the development, and
 - (c) Singly or in instalments, the amounts of which can be stated or derived from a formula, that are payable on specified date(s), or at defined times after, the completion of the development, e.g. to contribute to maintenance needs.

6.4 A section 106 Agreement can be varied with the agreement of the Local Planning Authority; there is also a formal application and appeals process in certain circumstances. Section 106 contributions may be time limited in the agreement or undertaking. Even where this is not the case then section 12(3) Planning and Compensation Act 1991 Section allows a person to apply for a planning obligation to be discharged after 5 years and if money has not been spent or there is not a clear intention to spend within a reasonable time a local authority may be made to refund in such cases.

- 6.5 The planning system works on the principle that planning permissions cannot be bought from or sold by a Local Planning Authority. Negotiations to gain benefits from development proposals must take place in a way which is seen to be fair and reasonable. By working in this way, Planning Obligations can improve the quality of development proposals which might otherwise have to be refused.
- 6.6 Planning Obligations must be related to the scale and nature of the development being proposed. CIL regulation 122 came into force under the Community Infrastructure Levy (CIL) Regulations in April 2010 and places into law three statutory tests which are based upon the original five policy tests in Circular 05/05. The three tests are;
- a) necessary to make development acceptable in planning terms;
 - b) directly related to the development; and
 - c) fairly and reasonably related in scale and kind to the development.
- 6.7 The Council acting as Local Planning Authority cannot allow unacceptable developments because of unnecessary or unrelated benefits that the applicant may be offering. Equally applicants cannot be expected to pay for facilities which are only needed to deal with existing shortfalls in the area.

Non-Applicable Sections:	Personnel
Background Documents: (Access via Contact Officer)	<p>ODPM Circular 05/2005 Planning Obligations</p> <p>2008/09 budget monitoring files within ES</p> <p>Impact of Large Developments – Progress Monitoring Report March 2006</p> <p>Shared file listing all S106 agreements</p> <p>Executive & Resources PDS Committee 26th March 07</p> <p>Executive and Resources PDS Committee 16th July 07</p> <p>Executive and Resources PDS Committee 2nd Sept 2008</p> <p>Executive and Resources PDS Committee 25th March 2009</p> <p>Executive and Resources PDS Committee 10th August 2010</p> <p>Executive and Resources PDS Committee 9th June 2010</p> <p>Executive and Resources PDS Committee 6th September 2012</p>

SECTION 106 AGREEMENTS REQUIRING A RESTRICTIVE OR 'NEGATIVE' OBLIGATION - CHANGES SINCE JULY 2014

Ref No	App No	Address	Nature of Application	Date	Legal Agreement	Gain
328	13/02711	Kent County Cricket Ground, Worsley Bridge Road, Beckenham	Permanent spectator stand (capacity 2,048 seats) and associated landscaping including remodelling of earth mound.	11-Jun-14	To append "Plan 3 1672(PL)012" to the principal deed under clause 1.1. To amend the definition of the "Spectator Stand". To add a new paragraph to schedule 2 to preclude construction of 2 stands. DEED OF VARIATION.	REST
332	13/04035	Land South of Marcols, Berry Green Road, Berrys Green, Westerham	Retention of stables, RETROSPECTIVE APPLICATION.	05-Sep-14	Not to build the stables permitted under reference 13/02821 in addition to the retrospective permission granted under reference 13/04035.	REST

SECTION 106 AGREEMENTS REQUIRING 'POSITIVE' NON-FINANCIAL OBLIGATION - CHANGES SINCE JULY 2014

Ref No	App No	Address	Nature of Application	Date	Legal Agreement	Gain (Units)	Status
327	13/01872	Oakfield Centre, Oakfield Road, Penge, London SE20 8QA	Demolition of existing buildings and erection of 8 terraced houses (6x3 bed; 2x4 bed and a 4 storey building comprising 24 flats (9x1 bed; 15x2 bed) together with new vehicular access to Oakfield Road, 32 car parking spaces, bicycle parking, refuse and recycling provision and landscaping.	01-May-14	Education contribution of £211,617.82 due prior to first occupation of the development. Health contribution of £37,342 due prior to first occupation of the development. No specified time limit for spend. 35% affordable housing, 10% of the dwellings will be designed in accordance with wheelchair homes design guidance.	11	
329	13/00905	25 Scotts Road, Bromley, BR1 3QD	Redevelopment of commercial premises at Nos. 24,24A and 25 Scotts Road with part two/three storey block and three storey block comprising 755 sqm office floorspace (use B1) and 4 one bedroom, 31 two bedroom and 3 bedroom flats with 41 car parking spaces, bicycle parking and refuse storage.	10-Jun-14	Affordable housing 12 units. Additional amount payable on commencement in the event that either the development does not commence by 2 months from grant of planning permission or is not completed by 42 months from grant of planning permission. Actual sum depends on calculation in Schedule 2. (Clause 13.1 requires owners to give notice of commencement).	12	
330	12/00976	Glaxo Smith Kline, Langley Court, South Eden Park Road, Beckenham.	Demolition of existing buildings and comprehensive phsed mixed use development of up to 37,275 sqm (gross external area) comprising up to 35,580 sqm Class C3 dwellings (up to 179 houses of different sizes and tenures including garages (including up to 79 affordable units)), up to 620 sqm Class D1 (non-residential institutions), up to 1,040 sqm Class D2 (Assembly and Lesiure) (including retention of existing pavilion and erection of replacement score hut), including reprofiling of site levels, creation of attenuation lake, estate roads and pedestrian/ cycle paths, open space, car parking, hard and soft landscaping, security access lodge and infrastructure works including substations. Use of pavilion building (permitted for staff restaurant /sports club/ library, education and resource centre and general purpose meeting room) within Class D2 (Assembly and Leisure) in conjunction with adjacent playing field without any specific use/ occupier restrictions (as set out in condition 03 of permission ref. 98/01103/FUL PART OUTLINE.	16-Jun-14	Affordable housing £2m index linked towards the Affordable Housing contribution. To pay the Affordable housing contribution within 14 days of the transfer of the affordable housing land or affordable housing scheme to a registered provider. To pay the supplementary Affordable Housing contribution £500k upon commencement date. 25% of habitable rooms are affordable, 7 of the affordable dwellings shall be wheelchair adapted. Up to 79 affordable units. Other financial details of agreement are set out in Appendix 3.	79	

APPENDIX 2

Ref No	App No	Address	Nature of Application	Date	Legal Agreement	Gain (Units)	Status
331	14/01590	Land at South Side of Ringers Road, Bromley	Minor material amendment to planning permission ref. 07/03632 (granted for redevelopment comprising one 10 and one 8 storey blocks comprising 97 one bedroom / 59 two bedroom / 4 three bedroom flats with 83 car parking spaces and motorcycle/bicycle parking and refuse storage) to reposition the entrance to basement car parking area from Ringers Road, amend the slab levels, amend the ground floor layout, extend the basement parking area with associated revisions to car parking, introduce a pedestrian ramp and reposition refuse storage door.	03-Sep-14	53 Affordable units. Prior to the first occupation of a dwelling, Crest will pay £119,040 to the Council towards additional health and medical facilities within a 2 mile radius of the site. If unspent or spend not committed from 5 years of the payment date shall be refunded together with accrued interest. Residents will not be able to apply for a parking permit. Restriction does not apply to a Blue Badge Holder. DEED OF VARIATION.	53	
TOTAL NUMBER OF UNITS SINCE JULY 2014						155	

SECTION 106 AGREEMENTS REQUIRING A 'POSITIVE' FINANCIAL OBLIGATION - CHANGES SINCE JULY 2014

TAKEN FROM THE PUBLIC REGISTER OF CONTRIBUTIONS														
Ref No.	App No.	Address of application	Nature of Application	Date of S106	Legal agreement	Gain	Rec'd	Community Use/ Town centre / local economy	Highways/ Traffic / parking	Education	Health / PCT	Landscaping	Other	Housing
327	13/01872	Oakfield Centre, Oakfield Road, Penge, London SE20 8QA	Demolition of existing buildings and erection of 8 terraced houses (6x3 bed; 2x4 bed and a 4 storey building comprising 24 flats (9x1 bed; 15x2 bed) together with new vehicular access to Oakfield Road, 32 car parking spaces, bicycle parking, refuse and recycling provision and landscaping.	01-May-14	Education contribution of £211,617.82 due prior to first occupation of the development. Health contribution of £37,342 due prior to first occupation of the development. No specified time limit for spend. 35% affordable housing. 10% of the dwellings will be designed in accordance with wheelchair homes design guidance.	Education contribution £211,617.82. Health contribution £37,342. 11 Affordable housing units	No			£211,618	£37,342			
328	13/00905	25 Scotts Road, Bromley, BR1 3QD	Redevelopment of commercial premises at Nos. 24, 24A and 25 Scotts Road with part two/three storey block and three storey block comprising 755 sqm office floorspace (use B1) and 4 one bedroom, 31 two bedroom and 3 bedroom flats with 41 car parking spaces, bicycle parking and refuse storage.	10-Jun-14	Affordable housing 12 units. Additional amount payable on commencement in the event that either the development does not commence by 2 months from grant of planning permission or is not completed by 42 months from grant of planning permission. Actual sum depends on calculation in Schedule 2. (Clause 13.1 requires owners to give notice of commencement).	Additional affordable housing amount payable on commencement.	No							

TAKEN FROM THE PUBLIC REGISTER OF CONTRIBUTIONS															
Ref No.	App No.	Address of application	Nature of Application	Date of S106	Legal agreement	Gain	Rec'd	Community Use/ Town centre / local economy	Highways/ Traffic / parking	Education	Health / PCT	Landscaping	Other	Housing	
330	12/00976	Glaxo Smith Kline, Langley Court, South Eden Park Road, Beckenham.	Demolition of existing buildings and comprehensive phased mixed use development of up to 37,275 sqm (gross external area) comprising up to 35,580 sqm Class C3 dwellings (up to 179 houses of different sizes and tenures including garages (including up to 79 affordable units)), up to 620 sqm Class D1 (non-residential institutions), up to 1,040 sqm Class D2 (Assembly and Leisure) (including retention of existing pavilion and erection of replacement store hut), including reprofiling of site levels, creation of attenuation lake, estate roads and pedestrian/ cycle paths, open space, car parking, hard and soft landscaping, security access lodge and infrastructure works including substations. Use of pavilion building (permitted for staff restaurant /sports club/ library, education and resource centre and general purpose meeting room) within Class D2 (Assembly and Leisure) in conjunction with adjacent playing field without any specific use/ occupier restrictions (as set out in condition 03 of permission ref. 98/01103/FUL PART OUTLINE.	16-Jun-14	<p>Affordable housing £2m index linked towards the Affordable Housing contribution. To pay the Affordable housing contribution within 14 days of the transfer of the affordable housing land or affordable housing scheme to a registered provider. To pay the supplementary Affordable Housing contribution £500k upon commencement date. 25% of habitable rooms are affordable, 7 of the affordable dwellings shall be wheelchair adapted.</p> <p>Highway Improvement contribution. To pay the Highway Improvement contribution of £10,000 towards the cost of carrying out of road safety improvements to the junction of Cresswell Drive and South Eden Park Road.</p> <p>Highway Works. No part of the development shall be occupied until the Highway Works have been completed to the satisfaction of the Council. To provide a performance bond - the sum and form to be agreed with the Council. 1. The provision of a new northbound bus stop on South Eden Park Road; inclusive of verge widening and associated works. 2. Kerb realignment works to the access into the site at South Eden Park Road and works to improve visibility at the South Eden Park Road, formerly GSK Main Gate. 3. Provision of 1 new pedestrian crossing along South Eden Park Road.</p> <p>Education Contribution. To Pay the Education contribution of £1,379,029 upon occupation of the 50th market unit to be occupied.</p> <p>MOL Management /Maintenance Plan. Prior to the first occupation of any market dwelling to submit to the Council on MOL Management and maintenance Scheme and implement prior to occupation of more than 50 dwellings.</p> <p>Employment Contribution. To pay the Employment contribution of £4m. 50% due on 2nd anniversary of the date of commencement and 50% due on the 3rd anniversary of the date of commencement of the development.</p> <p>Pavilion. Prior to the first occupation of the 40th dwelling submit scheme for use of Pavilion for sporting and community purposes.</p> <p>Doctors Surgery. 1. Owner to invite offers for land from a healthcare commissioner for doctors surgery for 2 years. 2. Pay Health Contribution if owner not accepted an offer by a Healthcare Commissioner and use as residential subject to planning permission.</p>	<p>Affordable Housing Contribution of £2m plus £500k supplementary plus 79 affordable units</p> <p>Highway Improvement Contribution £10,000</p> <p>Highways works to be completed to satisfaction of Council plus performance bond.</p> <p>Education Contribution £1,379,029</p> <p>Management / maintenance plan.</p> <p>£4m</p> <p>0</p>	<p>No</p> <p>No</p> <p>N/A</p> <p>No</p> <p>N/A</p> <p>N/A</p> <p>No</p>		£10,000	£1,379,029					£2,500,000

TAKEN FROM THE PUBLIC REGISTER OF CONTRIBUTIONS														
Ref No.	App No.	Address of application	Nature of Application	Date of S106	Legal agreement	Gain	Rec'd	Community Use/ Town centre / local economy	Highways/ Traffic / parking	Education	Health / PCT	Landscaping	Other	Housing
330 cont'd	12/00976	Glaxo Smith Kline, Langley Court, South Eden Park Road, Beckenham.	As above		To place each contribution in an interest bearing account. Repay after 5 years for Affordable Housing, Education, Employment contribution and Supplementary Affordable Housing contribution from the date of receipt. Repay Highway Improvement contribution after 2 years. Upon receipt of a written request from the Owner, within 30 days the Council shall repay the contribution or the unexpended balance together with the interest accrued.		N/A							
331	14/01590	Land at South Side of Ringers Road, Bromley	Minor material amendment to planning permission ref. 07/03632 (granted for redevelopment comprising one 10 and one 8 storey blocks comprising 97 one bedroom / 59 two bedroom / 4 three bedroom flats with 83 car parking spaces and motorcycle/bicycle parking and refuse storage) to reposition the entrance to basement car parking area from Ringers Road, amend the slab levels, amend the ground floor layout, extend the basement parking area with associated revisions to car parking, introduce a pedestrian ramp and reposition refuse storage door.	03-Sep-14	53 Affordable units. Prior to the first occupation of a dwelling, Crest will pay £119,040 to the Council towards additional health and medical facilities within a 2 mile radius of the site. If unspent or spend not committed from 5 years of the payment date shall be refunded together with accrued interest. Residents will not be able to apply for a parking permit. Restriction does not apply to a Blue Badge Holder. DEED OF VARIATION.	53 Affordable housing units. Health contribution £119,040.	No				£119,040			
TOTAL SECTION 106 CONTRIBUTIONS								£4,000,000	£10,000	£1,590,647	£156,382	£0	£0	£2,500,000

REVENUE ITEMS

Public register ref	Address of application	Use of monies	31st March 2014	Movement during 2014/15 Expenditure	Commitments	Movement during 2014/15 Income	Balance as at 30.09.14	Time Limit for spend
	CCTV		£	£	£	£	£	
197	Orpington Halls High St Orpington	TC contribution of £5,000 for CCTV	(5,000.00)	5,000.00	0.00	0.00	0.00	Jun 2014
	Total for CCTV expenditure		(5,000.00)	5,000.00	0.00	0.00	0.00	

	Highway improvement works & traffic schemes							
104	Bristol Street Motors, Masons Hill/Prospect Place	Highway improvement works	(30,000.00)	0.00	30,000.00	0.00	0.00	April 2009
108	Aquila, Golf Road Bickley	£325k Highways works, £10k surveys	(212,516.59)	0.00	209,516.59	0.00	(3,000.00)	Dec 2012
139	Nugent Estate, Sevenoaks Way Orpington	£10k for footpath maintenance	(10,000.00)	0.00	10,000.00	0.00	0.00	
173	Knotley Springfield Gardens West Wickham	£15k for highway works and £2.5k for traffic order	(15,000.00)	0.00	0.00	0.00	(15,000.00)	Oct 2011
206	J Sainsbury Pallant Way	£20,000 towards bus improvement	(20,000.00)	0.00	0.00	0.00	(20,000.00)	July 2013
203	Multi-storey car park at Earls Way Orpington	£80k for bus stop enhancement	(80,000.00)	0.00	0.00	0.00	(80,000.00)	
197	Orpington Halls High St Orpington	£2,500 for traffic order	(1,200.00)	0.00	0.00	0.00	(1,200.00)	
231	117 Widmore Road Bromley	£2500 highways contributions	(2,500.00)	0.00	0.00	0.00	(2,500.00)	June 2014
232	Garrard House, 2-6 Homesdale Road Bromley	£2,000 for loading restriction contribution	(2,000.00)	0.00	0.00	0.00	(2,000.00)	May 2015
178	178 Ravensbourne College	£20k Highways and £10k Footpath	(30,000.00)	0.00	0.00	0.00	(30,000.00)	Jan 2017
178	179 Ravensbourne College	£225k public transport contribution for additional bus to serve local bus route No. 314	(225,000.00)	0.00	0.00	0.00	(225,000.00)	Feb 2019
208 (176)	Land at South of Ringers Road	£50k traffic management contribution to implement 20mph restriction zone in Ringers Rd & Ravensbourne Rd + TMOs	(50,000.00)	0.00	0.00	0.00	(50,000.00)	Dec 2018
	Total for Highway improvement works		(678,216.59)	0.00	249,516.59	0.00	(428,700.00)	

	Road Safety and cycle schemes							
108	Aquila, Golf Road Bickley	£60k traffic calming	(29,833.34)	0.00	0.00	0.00	(29,833.34)	Dec 2014
211	Land R/O 91-117 Copers Cope Road, Beckenham	£15k for travel studies	(15,000.00)	0.00	0.00	0.00	(15,000.00)	N/A
	Total Road Safety & cycle schemes		(44,833.34)	0.00	0.00	0.00	(44,833.34)	

	Local Economy and Town Centres							
187	Tesco Stores, Croydon Road	£50k towards Town Centre Initiatives	(50,000.00)	0.00	50,000.00	0.00	0.00	Jan 2016
284	Westmoreland car park, Simpson Road, Bromley	£20,000 Town Centre contribution	(20,000.00)	0.00	0.00	0.00	(20,000.00)	Oct 2018
208 (176)	Land at South of Ringers Road	£50,000 Town Centre contribution	(50,000.00)	0.00	0.00	0.00	(50,000.00)	Dec 2018
	Total Local Economy & Town Centres		(120,000.00)	0.00	50,000.00	0.00	(70,000.00)	

	Parking							
120	Beckenham hospital, Croydon Road Beckenham	£10k car park, £30k residents parking scheme	(18,000.00)	0.00	0.00	0.00	(18,000.00)	
110	77 Addington Road West Wickham	Contribution to on street parking	(1,000.00)	0.00	0.00	0.00	(1,000.00)	
204	Tesco - Homesdale Road	£40k towards controlled parking zone	(40,000.00)	12,000.00	8,000.00	0.00	(20,000.00)	July 2014
194	Reliance House	5000 towards 'white lining' for the provision of public and car club parking & restoration of redundant crossovers	(2,658.88)	0.00	0.00	0.00	(2,658.88)	
185	101 Palace Road Bromley	£3000 for white lining car parking spaces and redstoning crossovers parking Permit Scheme, Car Club Scheme	(2,904.59)	0.00	0.00	0.00	(2,904.59)	
231	117 Widmore Road Bromley	£2500 towards car club	(2,500.00)	0.00	0.00	0.00	(2,500.00)	June 2014
284	Westmoreland car park, Simpson Road, Bromley	£2,500 towards car club	(2,500.00)	0.00	0.00	0.00	(2,500.00)	Oct 2018
	Total parking schemes		(69,563.47)	12,000.00	8,000.00	0.00	(49,563.47)	

	Community facilities							
83	Kelsey Square Beckenham	Environmental improvements	(10,000.00)	0.00	0.00	0.00	(10,000.00)	
203	Multi-storey car park at Earls Way Orpington	£30k playspace contribution	(30,000.00)	0.00	0.00	0.00	(30,000.00)	Mar 2015
			(40,000.00)	0.00	0.00	0.00	(40,000.00)	

	Other minor schemes							
204	Tesco - Homesdale Road	£10k webcam contribution	(10,000.00)	0.00	0.00	0.00	(10,000.00)	Oct 2013
	Total other minor schemes		(10,000.00)	0.00	0.00	0.00	(10,000.00)	

Public register ref	Address of application	Use of monies	31st March 2014	Movement during 2014/15	Commitments	Movement during 2014/15	Balance as at 30.09.14	Time Limit for spend
			£	Expenditure	£	Income	£	
	Primary Care service							
172	The George High Street Franborough	£12,228 towards additional primary care infrastructure	(12,228.00)	0.00	0.00	0.00	(12,228.00)	
164	SIRA South Hill Chislehurst	£66,000 for healthcare facilities	(25,080.00)	25,080.00	0.00	0.00	0.00	June 2011
180	James Dixon Schl site Anerly Park	£26,496 for Health	(26,496.00)	0.00	0.00	0.00	(26,496.00)	Aug 2012
218	The Partridge, Chipperfield Road	£13,244 for Health care	(13,244.00)	0.00	0.00	0.00	(13,244.00)	Mar 2014
197	Orpington Halls High St Orpington	£13,243 for health care	(13,243.00)	0.00	0.00	0.00	(13,243.00)	Aug 2014
230	Enterprise Hse, 45 Homesdale Road	£84,296 for healthcare cont'n	(84,296.00)	0.00	0.00	0.00	(84,296.00)	Feb 2015
227	Land Rear Of Nugent Shopping Park, Cray View Close, St Mary Cray, Orpington	£7,695 for health	(7,695.00)	0.00	0.00	0.00	(7,695.00)	
233	Garrard House, 2-6 Homesdale Road Bromley	£35k for Health Care	(35,000.00)	0.00	0.00	0.00	(35,000.00)	Sept 2015
214	Anerley School for Boys, Versialles Rd Penge	Healthcare contribution	(105,780.00)	0.00	0.00	0.00	(105,780.00)	April 2014
228	Land at former 1-23 Orchard Grove Orpington	£98,240 for healthcare contribution	(98,240.00)	0.00	0.00	0.00	(98,240.00)	
237	Oatlands 210 Anerley Road Penge	£26,270 healthcare contribution	(26,270.00)	0.00	0.00	0.00	(26,270.00)	Mar 2016
223	Anerley School for Boys, Versialles Rd Penge (Blocks A, B & C)	£75,768 healthcare contribution	(75,768.00)	0.00	0.00	0.00	(75,768.00)	Apr 2017
274	Denton Court, 60 Birch Row	£40,797 Health contribution	(40,797.00)	0.00	0.00	0.00	(40,797.00)	
178	Ravensbourne College (Instalment 1 of 3)	Healthcare contribution (£163k in total)	(55,000.00)	0.00	0.00	0.00	(55,000.00)	Feb 2019
178	Ravensbourne College (Instalment 2 of 3)	Healthcare contribution (£163k in total)	(55,000.00)	0.00	0.00	0.00	(55,000.00)	Feb 2019
178	Ravensbourne College (Instalment 3 of 3)	Healthcare contribution (£163k in total)	(53,000.00)	0.00	0.00	0.00	(53,000.00)	Mar 2019
301	47 Homesdale Road	£16k healthcare contribution	0.00	0.00	0.00	(16,000.00)	(16,000.00)	Sep 2024
			(727,137.00)	25,080.00	0.00	(16,000.00)	(718,057.00)	
Total S106 Revenue Balance			(1,694,750.40)	42,080.00	307,516.59	(16,000.00)	(1,361,153.81)	

CAPITAL ITEMS

Housing								
166	Garrard House, 2-6 Homesdale Road Bromley	Housing	(203,262.98)	203,262.98	0.00	0.00	0.00	Aug 2012
167	Oakwood Court, Bromley Road	£725k towards affordable housing	(794,833.39)	77,946.32	716,887.07	0.00	(0.00)	June 2015
178	Ravensbourne College (instalment 1 of 5)	Affordable housing contribution of £411k	(282,200.00)	0.00	177,064.61	0.00	(105,135.39)	Jan 2017
178	Ravensbourne College (instalment 2 of 5)	Affordable housing contribution (£1,411k)	(282,200.00)	0.00	0.00	0.00	(282,200.00)	Feb 2019
178	Ravensbourne College (instalment 3 of 5)	Affordable housing contribution (£1,411k)	(282,200.00)	0.00	0.00	0.00	(282,200.00)	Feb 2019
178	Ravensbourne College (instalment 4 of 5)	Affordable housing contribution (£1,411k)	(282,200.00)	0.00	0.00	0.00	(282,200.00)	Mar 2019
178	Ravensbourne College (instalment 5 of 5)	Affordable housing contribution (£1,411k)	0.00	0.00	0.00	(282,200.00)	(282,200.00)	July 2019
233	Garrard House 2-6 Homesdale Road BR2 9LZ	Additional £411k housing contribution	(102,750.00)	102,750.00	0.00	0.00	0.00	Sept 2014
255	135-137 Albermarle Road, Beckenham BR3 5HS	£50k towards affordable housing	(50,000.00)	50,000.00	0.00	0.00	0.00	April 2015
256	Enterprise Hse, 45 Homesdale Road	£4,000 - affordable housing contribution	(4,000.00)	0.00	4,000.00	0.00	0.00	Feb 2016
289	Holy Trinity, Plaistow Lane	£2,173,150 housing contribution	(2,173,150.00)	0.00	0.00	0.00	(2,173,150.00)	Mar 2017
191/202	102 Martins Rd Bromley	£3,838.80 wheelchair payment	(3,838.80)	0.00	3,838.80	0.00	0.00	Feb 2016
267	Invicta Works, Chalk Pit Avenue, Orpington, BR5 3JQ	Affordable housing contribution	0.00	0.00	0.00	(226,801.00)	(226,801.00)	Apr 2019
285	H Smith Engineers Ltd, Fordcroft Rd, BR5 2DB	Contribution towards wheelchair adapted units	0.00	0.00	0.00	(5,512.00)	(5,512.00)	May 2019
321	Sunridge Park Management Centre Ltd	Affordable housing contribution £700k	0.00	0.00	0.00	(233,333.00)	(233,333.00)	TBD
Total Housing			(4,460,635.17)	433,959.30	901,790.48	(747,846.00)	(3,872,731.39)	

Public register ref	Address of application	Use of monies	31st March 2014	Movement during 2014/15	Commitments	Movement during 2014/15	Balance as at 30.09.14	Time Limit for spend
			£	Expenditure		Income	£	
	Education			£		£	£	
218	The Partridge, Chipperfield Road	£29,140 towards Education	(17,800.00)	17,800.00	0.00	0.00	0.00	Mar 2014
197	Orpington Halls High St Orpington	£24,409 for Education	(24,409.00)	24,409.00	0.00	0.00	0.00	Aug 2014
230	Enterprise Hse, 45 Homesdale Road	£111,806 for Education	(111,806.00)	111,806.00	0.00	0.00	0.00	Feb 2015
227	Land Rear Of Nugent Shopping Park, Cray View Close, St Mary Cray, Orpington	£11,684 for Education	(11,684.00)	11,684.00	0.00	0.00	0.00	May 2014
228	Land at former 1-23 Orchard Grove Orpington	£174,230 for education contribution	(174,230.00)	174,230.00	0.00	0.00	0.00	June 2014
233	Garrard House, 2-6 Homesdale Road Bromley	£35k for Education	(35,000.00)	35,000.00	0.00	0.00	0.00	Sept 2015
178	Ravensbourne College (instalment 1 of 5)	Education contribution	(110,000.00)	0.00	0.00	0.00	(110,000.00)	Jan 2017
178	Ravensbourne College (instalment 2 of 5)	Education contribution (£550k in total)	(110,000.00)	0.00	0.00	0.00	(110,000.00)	Feb 2019
178	Ravensbourne College (instalment 3 of 5)	Education contribution (£550k in total)	(110,000.00)	0.00	0.00	0.00	(110,000.00)	Feb 2019
178	Ravensbourne College (instalment 4 of 5)	Education contribution (£550k in total)	(110,000.00)	0.00	0.00	0.00	(110,000.00)	Mar 2019
178	Ravensbourne College (instalment 5 of 5)	Education contribution (£550k in total)	0.00	0.00	0.00	(110,000.00)	(110,000.00)	July 2019
186	Blue Circle	Education contribution	(378,000.00)	0.00	250,000.00	(122,000.00)	(250,000.00)	Feb 2018
214	Anerley School for Boys, Versialles Rd Penge	Education contribution	(80,724.00)	80,724.00	0.00	0.00	0.00	April 2014
223	Anerley School for Boys, Versialles Rd Penge (Blocks A, B & C)	£91,176 education contribution	(91,176.00)	0.00	0.00	0.00	(91,176.00)	Apr 2017
274	Denton Court, 60 Birch Row	£205,230.62 Education contribution	(205,230.62)	0.00	0.00	0.00	(205,230.62)	
301	47 Homesdale Road	£53.59k Education contribution	0.00	0.00	0.00	(53,590.45)	(53,590.45)	Sep 2024
	Interest accrued to S106 community capital items		(1,463.00)	0.00	0.00	0.00	(1,463.00)	
	Total Education		(1,571,522.62)	455,653.00	250,000.00	(285,590.45)	(1,151,460.07)	
Total Section 106 Capital balance			(6,032,157.79)	889,612.30	1,151,790.48	(1,033,436.45)	(5,024,191.46)	
Total Section 106 Balance			(7,726,908.19)	931,692.30	1,459,307.07	(1,049,436.45)	(6,385,345.27)	

List of Lead Officers for each of the service areas

Highways, Road safety and Parking – Angus Culverwell
 Local Economy – Kevin Munnelly
 Landscaping – Pat Phillips
 Housing – Kerry O'Driscoll
 Education – Rob Bollen
 Primary Care Trust – Lorna Blackwell
 Community Facilities – Colin Brand
 CCTV – Jim McGowan

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Report No.
CSD14154

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Executive and Resources PDS Committee

Date: 19th November 2014

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

Title: **UPDATES FROM PDS CHAIRMEN**

Contact Officer: Graham Walton, Democratic Services Manager
Tel: 020 8461 7743 E-mail: graham.walton@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

1.1 This report provides an opportunity for PDS Committee Chairmen to report on the recent work of their Committees, preferably in a brief written summary. These written summaries will be circulated if possible before the meeting, and in accordance with this Committee's recent decision, will also be attached to the next minutes. The following meetings have taken place or are due to take place –

Environment PDS	4 th November
Education PDS	5 th November
Care Services PDS	11 th November
Renewal & Recreation PDS	18 th November

The Public Protection & Safety PDS Committee is not now due to meet until 2nd December 2014.

2. **RECOMMENDATION**

The Committee is asked to note the updates provided by PDS Committee Chairmen.

Corporate Policy

1. Policy Status: Existing Policy: One of the roles of PDS Committees is to scrutinise proposals coming before executive bodies for decision – this supports the Excellent Council BBB priority.
 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: £373,410 (2014/15 controllable budget)
 5. Source of funding: Existing revenue budget.
-

Staff

1. Number of staff (current and additional): There are 10 posts (8.72 fte) in the Democratic Services Team.
 2. If from existing staff resources, number of staff hours: Preparing this report takes less than one hour of staff time 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 intended primarily for the benefit of members of the Committee.
-

Ward Councillor Views

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

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	None

Report No.
CSD14155

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE AND RESOURCES
POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Date: 19th November 2014

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

Title: WORK PROGRAMME 2014/15

Contact Officer: Graham Walton, Democratic Services Manager
Tel: 0208 461 7743 E-mail: graham.walton@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

- 1.1 This report offers the Committee an opportunity to consider its work programme for 2014/15, including scheduled meetings and PDS working groups. The Committee now has eight meetings scheduled during 2014/15 – the dates are set out in Appendix 1, with a draft list of the items to be considered.
-

2. **RECOMMENDATIONS**

- 2.1 **The Committee is requested to consider its work programme for 2014/15 and indicate any particular issues that it wishes to consider.**

Corporate Policy

1. Policy Status: Existing Policy: All PDS Committee receive a report on their work programmes.
 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: £373,410
 5. Source of funding: 2014/15 revenue budget
-

Staff

1. Number of staff (current and additional): 10 posts (8.72fte)
 2. If from existing staff resources, number of staff hours: Maintaining the work programme takes less than an hour between meetings.
-

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 intended primarily for the benefit of members of the Committee.
-

Ward Councillor Views

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

3. COMMENTARY

Meeting Schedule

- 3.1 Each PDS Committee determines its own work programme, balancing the roles of (i) holding the Executive to account, (ii) policy development and review and (iii) external scrutiny. This Committee has the additional role of providing a lead on scrutiny issues and coordinating PDS work.
- 3.2 PDS Committees need to prioritise their key issues. The work programme also needs to allow room for items that arise through the year, including Member requests, call-ins and referrals from other Committees. Committees need to ensure that their workloads are realistic and balanced, allowing sufficient time for important issues to be properly scrutinised. Members also need to consider the most appropriate means to pursue each issue – the current overview and scrutiny arrangements offer a variety of approaches, whether through a report to a meeting, a time-limited working group review, a presentation, a meeting focused on a single key issue or any other method.
- 3.3 A schedule of the Committee’s meetings in 2014/15 is attached at [Appendix 1](#). The timing of meetings is tied to the need to pre-scrutinise Executive agendas. As in previous years, question sessions with the Leader, Resources Portfolio Holder and Chief Executive are included in the programme.

Sub-Committees and Working Groups

- 3.4 The Policy Development and Scrutiny Toolkit suggests that each Committee should aim to carry out no more than two or three full scale reviews each year, and it offers guidance and techniques for prioritising reviews. At a time of pressure on Member and officer resources it is important that any additional work is carefully targeted at priority issues where improvements can be achieved. In recent years, this Committee has examined a number of issues through its Working Groups - part of the Committee’s workload may include follow-up work on some of these reviews (such as the work of the New Technology Working Group or the Costs and Charges Working Group). At the Committee’s first meeting it was agreed that the New Technology Working Group would be re-convened under the Chairmanship of Councillor Will Harmer, and that he would seek additional members to sit on the working group. At the September meeting the Chairman suggested a Member Working Group to look at overall strategy for the Council.
- 3.5 A schedule of Sub-Committees and Working Groups across all PDS Committees is attached as [Appendix 2](#) – this will be updated as more details become available.

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

COMMITTEE MEETING SCHEDULE 2014/15

Meeting 1: Thursday 5th June 2014

Standard items (Matters Arising/Forward Plan/Executive Agenda/PDS Updates/Work Programme)

Meeting 2: Thursday 10th July 2014

Standard items (Matters Arising/Forward Plan/Executive Agenda/PDS Updates/Work Programme)

Contracts Register (Resources and Corporate)

Monitoring Report: Section 106

Monitoring Report: Revenues Service

Monitoring Report: Benefits Service

Monitoring Report: Sundry Debtors and Accounts Payable

Monitoring Report: Customer Services

Meeting 3: Wednesday 3rd September 2014

Standard items (Matters Arising/Forward Plan/Executive Agenda/PDS Updates/Work Programme)

Scrutiny of the Resources Portfolio Holder

Meeting 4: Wednesday 8th October 2014

Standard items (Matters Arising/Forward Plan/ Executive Agenda/PDS Updates/Work Programme)

Scrutiny of the Chief Executive

Meeting 5: Wednesday 19th November 2014

Standard items (Matters Arising/Forward Plan/Executive Agenda/PDS Updates/Work Programme)

Bromley Youth Employment Project- Quarterly Monitoring

Monitoring Report: Section 106

Motion from Council – UK Corporation Tax

Scrutiny of the Leader

Meeting 6: Wednesday 7th January 2015

Standard items (Matters Arising/Forward Plan/Executive Agenda/PDS Updates/Work Programme)

Contracts Register (Resources and Corporate)

Further Update on Winter Health Programme

Scrutiny of the Resources Portfolio Holder

Meeting 7: Wednesday 4th February 2015

Standard items (Matters Arising/Forward Plan/Executive Agenda/PDS Updates/Work Programme)

Monitoring Report: Section 106

Monitoring Report: Revenues Service

Monitoring Report: Benefits Service

Monitoring Report: Sundry Debtors and Accounts Payable

Monitoring Report: Customer Services

Scrutiny of the Chief Executive

Meeting 8: Thursday 12th March 2015

Standard items (Matters Arising/Forward Plan/Executive Agenda/PDS Updates/Work Programme)

Annual PDS Report 2014/154

Bromley Youth Employment Project – Quarterly Monitoring

Scrutiny of the Leader

PDS SUB-COMMITTEES AND WORKING GROUPS 2014/15

SUBJECT	DURATION	MEMBERSHIP
EXECUTIVE AND RESOURCES PDS		
New Technology Working Group	Re-appointed 5 th June 2014	Cllrs Will Harmer, Nicholas Bennett, Judi Ellis and Kate Lymer
CARE SERVICES PDS		
Health Scrutiny Sub-Committee	Three meetings scheduled each year. Next meeting on 15 th October 2014	Cllrs Ruth Bennett, Mary Cooke, Ian Dunn, Judi Ellis, Hannah Gray, David Jefferys, Terence Nathan, Charles Rideout, Melanie Stevens, Pauline Tunncliffe.
Care Services Budget Sub-Committee	Proposed at the meeting on 26 th June 2014	
EDUCATION PDS		
Education Budget Sub-Committee	Five meetings scheduled each year. Next meeting on 6 th January 2015.	Cllrs Teresa Ball, Kathy Bance, Nicholas Bennett, Judi Ellis and Neil Reddin.
School Places Working Group	Re-appointed at the PDS meeting on 2 nd July 2014 – met on 14 th October 2014 and next meeting 13 th November 2014.	Cllrs Judi Ellis, Kathy Bance and any 4 Conservative members of the PDS Committee
School Improvement Panel	Re-appointed at the PDS meeting on 2 nd July 2014	Cllrs Mary Cooke, Kathy Bance and any 3 Conservative members of the PDS Committee
Progress of Academy Status Panel	Appointed at the PDS meeting on 2 nd July 2014	Cllr Keith Onslow (or, in his absence, Cllr Alexa Michael), Cllrs Stephen Wells, Nicholas Bennett, Cllr Neil Reddin and 1 other Conservative member of the PDS Committee
Effectiveness of Children's Centres	Appointed at the PDS meeting on 4 th November 2014 and due to meet in December.	Cllrs Nicholas Bennett JP, Alan Collins, Mary Cooke and Judi Ellis, Mrs Joan McConnell and Mr Tony Wright-Jones

ENVIRONMENT PDS		
Waste Working Group	Appointed at the PDS meeting on 1st July 2014. Met on 28 th October 2014.	Cllrs Kevin Brooks, Lydia Buttinger, Samaris Hyntington-Thresher & William Huntington-Thresher
Parking Working Group	Appointed at the PDS meeting on 1 st July 2014 – met on 6 th October 2014.	Cllrs William Huntington-Thresher, Angela Page, Catherine Rideout & Melanie Stevens
PUBLIC PROTECTION AND SAFETY PDS		
RENEWAL AND RECREATION PDS		
Beckenham Town Centre Working Group	Next meeting on 11 th December 2014.	Cllr Michael Tickner and Beckenham ward councillors

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