



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

TELEPHONE: 020 8464 3333

CONTACT: Keith Pringle
keith.pringle@bromley.gov.uk

DIRECT LINE: 020 8313 4508

FAX: 020 8290 0608

DATE: 20 June 2014

To: Members of the
ENVIRONMENT POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Councillor William Huntington-Thresher (Chairman)
Councillor Lydia Buttinger (Vice-Chairman)
Councillors Kevin Brooks, Samaris Huntington-Thresher, Terence Nathan,
Angela Page, Sarah Phillips, Catherine Rideout, Richard Scoates and
Melanie Stevens

A meeting of the Environment Policy Development and Scrutiny Committee will be held at Bromley Civic Centre on **TUESDAY 1 JULY 2014 AT 7.00 PM**

MARK BOWEN
Director of Corporate Services

Copies of the documents referred to below can be obtained from
www.bromley.gov.uk/meetings

A G E N D A

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 four working days before the date of the meeting. Therefore please ensure that questions are received by the Democratic Services Team by 5pm on Wednesday 25th June 2014.

- 4 MINUTES OF THE ENVIRONMENT PDS COMMITTEE MEETING HELD ON 25TH MARCH 2014 (Pages 5 - 14)**

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

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

In accordance with the Council's Constitution, questions to the Portfolio Holder must be received in writing four working days before the date of the meeting. Therefore please ensure that questions are received by the Democratic Services Team by 5pm on Wednesday 25th June 2014.

6 PRE-DECISION SCRUTINY OF REPORTS TO THE ENVIRONMENT PORTFOLIO HOLDER

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

- a PROVISIONAL OUTTURN 2013/14** (Pages 15 - 28)
- b BUDGET MONITORING 2014/15** (Pages 29 - 36)
- c FUTURE DLR AND RAIL LINKS TO BROMLEY** (Pages 37 - 46)
- d ENVIRONMENT PORTFOLIO PLAN 2014/17** (Pages 47 - 66)
- e SHARED PARKING SERVICES CONTRACT: COMMENCEMENT OF PROCUREMENT GATEWAY REVIEW** (Pages 67 - 80)
- f STATION ACCESS PROGRAMME: IDENTIFICATION OF PROJECTS** (Pages 81 - 86)
- g A222 CHISLEHURST COMMON IMPROVEMENTS** (Pages 87 - 92)
- h PARKING CONTROLS IN RESIDENTIAL AREAS** (Pages 93 - 108)
- i APPOINTMENTS TO THE COUNTRYSIDE CONSULTATIVE PANEL AND THE LEISURE GARDENS AND ALLOTMENTS PANEL 2014/15** (Pages 109 - 112)

7 PRE-DECISION SCRUTINY OF REPORT TO THE EXECUTIVE

- a LEAD LOCAL FLOOD AUTHORITY (FLOODING AND WATER MANAGEMENT ACT 2010)** (Pages 113 - 138)

8 REPORTS TO THE ENVIRONMENT PORTFOLIO HOLDER NOT REQUIRING PRE-DECISION SCRUTINY

(Appendix 3 to the Executive Procedure Rules of the L B Bromley Constitution)

- a EDWARD ROAD - PROPOSED WAITING RESTRICTIONS** (Pages 139 - 146)

b CHELSFIELD PARKING REVIEW (Pages 147 - 172)

POLICY DEVELOPMENT AND OTHER ITEMS

9 FORWARD WORK PROGRAMME, MATTERS ARISING FROM PREVIOUS MEETINGS, AND CONTRACTS REGISTER (Pages 173 - 180)

PART 2 AGENDA

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

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

Items of Business

Schedule 12A Description

11 PRE-DECISION SCRUTINY OF A PART 2 REPORT TO THE ENVIRONMENT PORTFOLIO HOLDER

a GOSSHILL ROAD - FIRST RESOLUTION (Pages 181 - 190)

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

Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings

Information which reveals that the authority proposes - to give under any enactment a notice under or by virtue of which requirements are imposed on a person, or to make an order or direction under any enactment

DATES OF FUTURE ENVIRONMENT PDS COMMITTEE MEETINGS

23rd September 2014
4th November 2014
20th January 2015
11th March 2015

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ENVIRONMENT POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.30 pm on 25 March 2014

Present

Councillor William Huntington-Thresher (Chairman)
Councillor Samaris Huntington-Thresher (Vice-Chairman)
Councillors Reg Adams, Judi Ellis, John Getgood,
Julian Grainger, Nick Milner and Charles Rideout

Also Present

Councillor Colin Smith

40 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies were received from Councillors David Jefferys and Catherine Rideout. Councillor Charles Rideout attended as alternate for Councillor Catherine Rideout.

41 DECLARATIONS OF INTEREST

There were no declarations.

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

There were no questions to the Committee.

43 MINUTES OF THE ENVIRONMENT PDS COMMITTEE MEETING HELD ON 29TH JANUARY 2014

The minutes were agreed.

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

One question was received from Councillor Peter Fookes on behalf of Rae Fleming for written reply and three questions were received from Mr Colin Willetts for written reply. Details of the questions and replies are at **Appendix A.**

45 PRE-DECISION SCRUTINY OF REPORTS TO THE ENVIRONMENT PORTFOLIO HOLDER

A) BUDGET MONITORING 2013/14

Report FSD14024

Members considered the latest budget position for the Environment Portfolio.

Based on expenditure and activity levels to 31st January 2014, the 2013/14 controllable budget for the Environment Portfolio is projected to underspend by £54k.

Details were provided of the 2013/14 projected outturn with a forecast of projected spend for each division compared to the latest approved budget. Background to variations was also outlined.

The Chairman encouraged officers to refer to winter maintenance budgets as “winter service” budgets. Staffing costs in this area appeared overspent even though the winter had been mild.

Concerning the heavy winter rainfall and emergency flood works, Councillor Ellis highlighted the pumping operation at Borkwood Court (Orpington). She suggested that costs be met by insurance rather than the Council. The Portfolio Holder suggested that residents may be able to access central Government funds. Concerned that Borkwood Court might be uninsurable, Councillor Ellis suggested the approach to the present emergency could be viewed as a precedent for any future flooding emergency. The Portfolio Holder referred to a review and highlighted campaigning action by local MPs. The Director confirmed that a report would be provided to the Committee’s next meeting.

Highlighting current water levels, the Vice-Chairman suggested that it could be some time before water levels receded, and asked whether sufficient allowance had been made for this. The Portfolio Holder indicated that a long term approach was being taken. Councillor Grainger welcomed the Council’s help. He suggested looking at hydrographic maps and responsibilities Thames Water might have for drainage/sewage disposal in such incidents; residents should also have full access to drainage maps. The Chairman supported clarity in the roles and responsibilities of agencies and confirmed there would be an opportunity to discuss the service response to winter weather incidents as part of the Flood and Water Management report to the Committee’s next meeting on 1st July 2014.

RESOLVED that the Environment Portfolio Holder be recommended to endorse the latest 2013/14 budget projection for the Environment Portfolio.

B) CAPITAL PROGRAMME MONITORING Q3 2013/14 & ANNUAL CAPITAL REVIEW 2014 TO 2018

Report FSD14022

At its meeting on 12th February 2014, the Executive agreed a revised Capital Programme for 2013/14 to 2017/18. Changes in respect of the Capital Programme for the Environment Portfolio were outlined and a revised programme for the Portfolio was presented. Details on scheme progress at the end of the third quarter 2013/14 were also provided along with spend/budget and scheme re-phasing details. Details of new schemes for the Portfolio as approved by Executive were also highlighted.

RESOLVED that the Portfolio Holder be recommended to note the changes agreed by the Executive on 12th February 2014.

C) ON-STREET ENFORCEMENT

Report ES14027

Report ES14027 recommended an extension to the enforcement service provided by Ward Security for serving fixed penalty notices (FPNs) for littering and dog fouling offences.

The original contract with XFOR Local Authority Support Ltd (XFOR), and subsequently Kingdom Security Ltd (KSL), was expected to be cost neutral, but sufficient costs had not been recovered due to non-payment of FPNs and additional resource pressures on the Council's Legal, Finance and Streetscene teams supporting the pilot. Since transferring service delivery to Ward Security, the number of tickets issued per month had fallen and this, along with the latest average recovery rate, indicated additional costs until 31st May 2014.

In view of the delay on a new agreement it was not possible to assess the effectiveness of the fixed fee arrangement to inform options for the procurement strategy. As such extending the arrangement with Ward Security to 31 August 2014 would allow a review/analysis to enable a robust procurement strategy to be developed, including consideration of other related enforcement functions and possible joint working with neighbouring authorities.

Members made a number of comments including concern for the rate of recovery i.e. payment of FPN fines. Councillor Ellis felt the contract was not meeting expectations. Councillor Adams shared the disappointment, being particularly concerned about dog fouling. Councillor Getgood suggested the contract had raised expectations too highly. Councillor Rideout suggested a "clean it up" stencil is etched on to pavements.

Benefits of online reporting via "*Fix my Street*" were highlighted. Ward Security personnel were tasked with patrolling "hot spot" streets. The

presence and awareness of enforcement staff could provide a significant deterrent. More fines might be paid with an early payment discount and officers could look into this. Offenders had also given false names and addresses or had refused to provide details. In such cases an enforcement officer can radio for police or PCSO assistance. Such offenders are also captured on video footage through a body camera worn by the enforcement officer. The Vice-Chairman suggested that images are shared with local police and safer neighbourhood teams to help identify offenders. If identified the offenders should be prosecuted to increase deterrence. In cases of dog fouling Councillor Rideout suggested identification by means of a chip on the dog identifying the animal's owner. Councillor Grainger suggested that it might be possible to stand down some enforcement officers in the middle of the day should enforcement against dog fouling be focused during early mornings and evenings. He also recommended no action against those subsequently picking up litter they had dropped. Officers would also look into whether the feeding of pigeons could be regarded as a litter offence.

Suggesting there were probably more litter offences outside of town centres, Councillor Grainger felt it might be possible to reduce the level of enforcement if there were more litter bins. He asked for more detail on the costs of emptying bins, and the provision of new bins. The Chairman suggested that if bins overflow, blown litter could become more of an issue to the street scene - there would also be increased costs to provide and empty more bins. Councillor Ellis supported peer pressure to help reduce littering, advocating an end to the existing arrangement and a drive with Friends Groups to remove litter. She felt it was time to look at other ideas. The Chairman saw the proposed contract extension as the final opportunity to assess whether the current approach could be effective - some actions and changes were being made. Councillor Grainger supported an extension agreeing that more ideas might be worthwhile to consider.

The extension period would enable further consideration of options for more closely linking on street enforcement with environmental enforcement (e.g. fly tipping) and street cleaning. It would progress from an independent to an integrated service. A thorough review and analysis would be undertaken looking at more than punitive aspects and considering other approaches. There were a number of good models. Councillor Ellis suggested the emphasis be on residents reporting concerns to the Council. Members were reassured that all aspects would be considered in the review. Before establishing an appropriate service model from 1st September 2014, a further report with recommendations would be provided to Members.

In view of comments made it was agreed that Recommendation 2.3 of Report ES14027 should be removed as it appeared to pre-empt review outcomes.

RESOLVED that the Environment Portfolio Holder be recommended to:

(1) approve the extension to 31st August 2014 of the negotiated variation to an existing contract arrangement with Ward Security under CPR 27.1/13.1.; and

(2) approve a review of the previous and current service models for Enforcement Services.

46 PRE-DECISION SCRUTINY OF A REPORT FOR BOTH THE ENVIRONMENT PORTFOLIO HOLDER AND THE EXECUTIVE

A) MAINTENANCE OF GREEN SPACES TRANSFERRED TO L B BROMLEY

Report ES14028

Two Section 106 agreements had secured the transfer of Cyphers Gate and Cheyne Woods to the Council along with a revenue sum for their future maintenance. Maintenance works to the sites, as outlined in Report ES14028, were now required.

The Section 106 funds for maintaining Cyphers Gate and Cheyne Woods relate to:

- the legal agreement concerning the development at Kings Hall Road Beckenham and transfer of an area of land to the Council with £157,500 towards future maintenance of the open space and tennis courts; and
- the Cheyne Hospital development, with transfer of a woodland area along with £35,000 to cover future maintenance of the land.

Approval was sought to: (i) set aside the sums above (£192,500) in an earmarked reserve for the future maintenance of Cheyne Woods and Cypher Gate open space; and (ii) spend £23,750 of the £192,500 on initial one-off works plus estimated annual maintenance of £8,900 p.a. as summarised below:

Area of land	One-off works £	Annual maint £
Cyphers Gate open space, Kings Hall Road	9,500	6,400
Cheyne Woods, Wood Lodge Road	14,250	2,500
Total estimated costs	23,750	8,900

In discussion it was recommended that delegated authority be given to the Executive Director, Environment and Community Services, to utilise sums from the earmarked reserve each year for maintenance purposes as considered appropriate.

RESOLVED that:

(1) the Environment Portfolio Holder be recommended to approve the carrying out of maintenance works to the following areas of land, funded by S106 monies –

a) the enabling, opening and management of Cyphers Gate open space in Kings Hall Road, Beckenham and

b) the management of Cheyne Woods, Wood Lodge Road, West Wickham; and

(2) the Executive be recommended to –

a) agree the setting aside of £192,500 in an earmarked reserve for the future maintenance of Cheyne Woods and Cyphers Gate open space; and

b) delegate authority to the Director to utilise sums from the earmarked reserve each year for maintenance purposes as considered appropriate.

47 PRE-DECISION SCRUTINY OF A REPORT TO THE EXECUTIVE

A) HOUSEHOLD WASTE RECYCLING CENTRES: GRANT FUNDING FROM LONDON WASTE & RECYCLING BOARD

Report ES14031

To help London boroughs improve recycling facilities and boost recycling rates, the London Waste and Recycling Board (LWRB) launched a £1.2 million “Driving Up” Performance Fund in October 2013. L B Bromley has been awarded £145k from this fund to enhance facilities at the Waldo Road and Churchfields Road Household Waste Recycling Centres (HWRCs).

The project is expected to divert 1,000 – 2,000 tonnes of material p.a. from landfill to either recycling or re-use, representing a potential saving in disposal costs of between £48k – 115k p.a.

Councillor Grainger suggested that consideration be given to having additional locations in the borough for recycling facilities. In view of the priority for the Waste Minimisation Working Group to meet in the new Council year (given increased costs associated with waste and recycling), the Chairman was confident Councillor Grainger’s comments would be addressed.

Responding to a question from Councillor Adams, the Assistant Director (Street Scene and Greenspace) outlined advantages in providing mini-skips for the Churchfields site. It was much easier to operate with smaller skips and better to manage. Redesign of the site was expected to be achieved so that spillage of material can be avoided. Councillor Getgood highlighted

technology used at the Canterbury Waste Recycling Centre for compressing material. The Chairman also highlighted the Council's free collection service for electrical goods from houses and flats, available to all borough residents.

RESOLVED that the Executive be recommended to accept the £145k grant offered by the London Waste and Recycling Board and release the sum from Central Contingency to improve the Household Waste Recycling Centres at Waldo Road and Churchfields Road.

48 GRANT FUNDING FROM FORESTRY COMMISSION TO SUPPORT TWO YEAR WOODLAND IMPROVEMENT PROGRAMME

Report ES14035

Approval was sought to accept grant funding of £126,420 from the Forestry Commission under its Woodland Improvement Grant (WIG) scheme, with Report ES14035 outlining proposed improvements at 30 of the Council's woodland sites.

The Council is expected to provide match funding of £31,605, met from a combination of an 'in kind' contribution from existing staff time and volunteer time (50%) and use of the Parks Development budget (50%). The WIG funding includes provision for £7,500 towards 150 hours of staff time to oversee the work programme and monitoring contracts. Terms and conditions for the grant were provided.

The WIG applied for by the Council comprises two strands: (i) the Woodland Access WIG aiming to provide and improve facilities for free public access to woodlands where there is a need and (ii) the Woodland Biodiversity WIG aiming to improve woodland structure and health through careful thinning based on sound silviculture for wildlife to thrive.

Where woodlands have an associated Friends Group work would be delivered in partnership with volunteers and through engagement with the local community. Some funding would be provided for Hobblingwell Wood (Cray Valley West) and officers had met local Friends concerning works at the Wood – the works being briefly outlined to Members. Some 50% of sites benefitting from the grant had a Friends interest; officers were aware of their aspirations and would work with them.

Concerning a series of leaflets (500x3) promoting biodiversity within the woodland, distribution arrangements had yet to be finalised by officers.

RESOLVED that the Executive be recommended to:

(1) agree that the £126,420 grant offered by the Forestry Commission to enhance and sustain 30 of Bromley's woodland sites, as identified at Appendix A to Report ES14035 be accepted; and

(2) agree that the scheme be added to the capital programme i.e. £77,410 for 2014/15 and £49,010 for 2015/16.

49 FORWARD WORK PROGRAMME, MATTERS ARISING FROM PREVIOUS MEETINGS, AND CONTRACTS REGISTER

Report ES14023

A draft work programme for 2014/15 was received along with a progress report on previous requests of the Committee and a summary of contracts for the portfolio.

The Vice-Chairman suggested that it might be necessary to prioritise reports for the Committee's next meeting given the number of items. The Assistant Director (Parking and Customer Services) reminded Members that certain types of routine decision can be made without formal pre-decision scrutiny at a meeting and consideration would be given to using this procedure for any appropriate reports.

The Chairman also highlighted the intention to hold a Public Transport Liaison meeting in June 2014.

RESOLVED that:

- (1) the Committee's draft work programme for 2014/15 be noted;**
- (2) progress related to previous Committee requests be noted; and**
- (3) a summary of contracts related to the Environment Portfolio be noted.**

The Meeting ended at 8.51 pm

Chairman

QUESTION SUBMITTED FOR WRITTEN REPLY BY COUNCILLOR PETER FOOKES ON BEHALF OF RAE FLEMING

What criteria is used to determine how often individual streets are swept and how often is this reviewed?

Reply

The criteria for the frequency of sweeping is based initially upon the hierarchy of the footway and carriageway, and the land use type. For example certain busy main roads within retail areas will be scheduled for cleaning on a daily basis, whereas residential locations may have a pavement frequency of fortnightly and road sweeping on a four weekly cycle. The frequencies were last reviewed in 2011 and implemented with the commencement of the current street cleansing contract on 29th March 2012. The frequency of individual streets being cleansed is reviewed on an ongoing basis at the prompting of Council Officers and Ward Councillors.

QUESTIONS FROM MR COLIN WILLETTS FOR WRITTEN REPLY

Question 1

We understand having chased up a complaint from a resident, that works are progressing to rectify severe over runs on edge of circular green in Robin Hood Green(47-49), could you tell us the details of this scheme?

Reply

Cray Valley West Ward Councillors Judi Ellis, John Ince and Harry Stranger are in discussion with Council Officers regarding various possibilities for this location and will be further discussing the options and their recommendations which broadly amount to widening the turn and to provide additional safe parking round the green when they meet again with directly affected residents shortly.

Question 2

Following complaints from local residents driving southbound in Sandy Lane (towards the village), could you have the hedgerow overhang to the highway in front of Ruxley golf course cut back?

Reply

This location is scheduled for routine work no later than April 2014.

Question 3

Following a complaint from a disabled resident at 2 Midfield Way 18/2/14, could you have the backline footway concrete infill completed at the flank of this property apparently left unfinished following slab work renewal?

Reply

We are aware that a fillet of concrete has not been installed at this location and anticipate completion over coming days

Report No.
FSD14038

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Environment Portfolio Holder

For Pre-Decision Scrutiny by the Environment PDS Committee on:

Date: 1st July 2014

Decision Type: Non-Urgent Executive Non-Key

Title: PROVISIONAL OUTTURN 2013/14

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

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

Ward: Borough-wide

1. Reason for report

This report provides the Portfolio Holder with the provisional final outturn position for 2013/14 for the Environment Portfolio. This shows an underspend of £82k for 2013/14.

It also reports the level of expenditure during 2013/14 for the selected projects within the Member Priority Initiatives.

2. **RECOMMENDATIONS**

The Portfolio Holder is requested to:

- 2.1 **Endorse the 2013/14 provisional outturn position for the Environment Portfolio;**
- 2.2 **Note the outturn position in respect of the Environment projects within the Member Priority Initiatives programme; and**
- 2.3 **Approve the drawdown of the carry forward sum of £65k held in Central Contingency, to be used to fund the works required at the Keston Dam.**

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Recurring Cost
 3. Budget head/performance centre: All Environment Portfolio Budgets, and Earmarked Reserve for Member Priority Initiatives
 4. Total current budget for this head: £41.1 m and £1.15 m
 5. Source of funding: Existing revenue budgets 2013/14 and Earmarked Reserve for Member Priority Initiatives
-

Staff

1. Number of staff (current and additional): 197.4ftes
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: Statutory Requirement: The statutory duties relating to financial reporting are covered within the Local Government Act 1972; the Local Government Finance Act 1998; the Accounts and Audit Regulations 1996; the Local Government Act 2000 and the Local Government Act 2002
 2. Call-in: Applicable
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 The 2013/14 provisional outturn for the Environment Portfolio shows an underspend of £82k against a controllable budget of £41.136m, representing a 0.2% variation. The detailed variations are shown in Appendix 1 with a summary included in Section 5.
- 3.2 Costs attributable to individual services have been classified as “controllable” and “non-controllable” in Appendix 1. Budget holders have full responsibility for those budgets classified as “controllable” as any variations relate to those factors over which the budget holder has, in general, direct control. “Non-controllable” budgets are those which are managed outside of individual budget holder’s service and, as such, cannot be directly influenced by the budget holder in the shorter term. These include, for example, building maintenance costs and property rents which are managed by the Property Division but are allocated within individual departmental/portfolio budgets to reflect the full cost of the service. As such, any variations arising are shown as “non-controllable” within services but “controllable” within the Resources Portfolio. Other examples include cross departmental recharges and capital financing costs. This approach, which is reflected in financial monitoring reports to budget holders, should ensure clearer accountability by identifying variations within the service that controls financial performance. Members should specifically refer to the “controllable” budget variations relating to portfolios in considering financial performance. These variations will include the costs related to the recession.
- 3.3 Council on 26th March 2012 approved the setting aside of £2.26m in an earmarked reserve for Member Priority initiatives. The Environment Portfolio is responsible for the delivery of three of these initiatives as detailed below:-

Member Priority Initiatives	£'000
General Improvements to footways and highways	750
Support to Friends Groups	250
Renew/replace the Council's community recycling sites	150
	<u><u>1,150</u></u>

- 3.4 Appendix 2 has the details of the actual expenditure incurred during 2013/14 for each of the schemes.

4. POLICY IMPLICATIONS

- 4.1 The Resources Portfolio Plan includes the aim of effective monitoring and control of expenditure within budget and includes the target that each service department will spend within its own budget.
- 4.2 The four year financial forecast report highlights the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2012/13 to minimise the risk of compounding financial pressures in future years.
- 4.3 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council’s budgetary control and monitoring arrangements.

5. FINANCIAL IMPLICATIONS

5.1 The total variation for the Environment Portfolio at the year-end is an underspend of £82k. The main variations compared to the last reported budget monitoring report in March 2014 are as follows: -

Variation	£'000
Income from New Roads & Street Works Act	(91)
Underspend on Keston Dam - Carry forward request	(65)
No withdrawal from earmarked reserve for flooding	50
Increase in waste disposal tonnages	52
Additional reactive works on footway & highways from storm damage	51
Additional tree maintenance works on highways	63
Less maintenance works required for parks trees	(50)
Additional income from waste - trade waste delivered, textile collections etc	(46)
Reduced savings for winter service budget	30
Other minor variations across the Portfolio	(22)
	<u>(28)</u>

5.2 Some of the major variations are summarised below, with more detail included in Appendix 1.

Parking

5.3 At the end of the year there was a surplus of income totalling Cr £74k for on- and off- street parking. An increase in parking contraventions during the year has resulted in additional income of Cr £221k being received compared to budget. Dr £77k of this surplus has been used to replace handheld equipment used for parking enforcement.

5.4 Other variations within parking include Cr £30k for business rates, Cr £44k for contract payments and car park maintenance, Cr £26k for staffing and Cr £59k underspend across various running expenses.

Support Services and Emergency Planning

5.5 Minor variations across budgets within Support Services and Emergency Planning total Dr £10k.

Street Scene and Green Space

5.6 Actual disposal tonnage was 3,600 tonnes above budget mainly due to the impact of the storms during the Christmas period. The waste disposal contract budget was therefore overspent by £352k.

5.7 As a result of reduced tonnages of recycled paper, there is an income deficit of Dr £130k. This is partly offset by additional income of Cr £76k from trade waste delivered customers.

5.8 3% of commercial customers withdrew from the trade waste collected service which resulted in a loss of income of Dr £48k. This has been partly offset by additional income received for textiles, special collections and other income of Cr £28k.

5.9 A delay in implementing budget options relating to staffing has led to an overspend of Dr 27k. This is more than offset by a Cr £24k saving from the Coney Hill contract and other variations in waste of Cr £14k.

- 5.10 As a result of the stormy weather experienced during October and December, there is an overspend within the tree maintenance budget for highways of £213k. This is the result of general damage caused across the borough where trees have had to be cut and removed from highways and parks. This has been partly offset by a drawdown of £100k from the funds allocated to storm damage.
- 5.11 As a direct result of the additional tree works, pavement reinstatement works had to be carried out causing an overspend of Dr £22k and an extra £31k had to be used for major patching to repair larger potholes caused by the winter flooding.
- 5.12 During the winter storms, a tree fell across Keston Dam causing structural damage. Inspections undertaken revealed remedial works in the region of £65k were required. Due to the complex and specialist nature of these works, combined with the close proximity to the year end, it has not been possible to undertake this project in 2013/14. A request is being made to the Executive to carry forward these funds into 2014/15. Full details of the carry forward request are shown below in 5.17 – 5.19.
- 5.13 There is a net underspend of Cr £74k across other areas within the Street Scene and Green Space Division. Delays in implementing staff savings have resulted in an overspend of Dr £68k and the FPN littering offence scheme has a net deficit of income of Dr £36k; this has been offset by a reduction in expenditure of Cr £135k as a result of management action taken, and additional income of Cr £43k. It should be noted that the full year saving for staffing of £107k will be achieved in 2014/15.

Transport and Highways

- 5.14 Additional defect notices were issued during February and March which has resulted in a surplus of income of £91k. This has been used to offset the overspend of Dr £50k for emergency flood works rather than drawing down any funds from the one-off provision.
- 5.15 The mild winter has resulted in an underspend of the winter service budgets totalling Cr £86k. There are other net variations of Cr £38k across staffing and running expenses within the division.

5.16 The table below summarises all of the main variances across the Portfolio: -

	£'000
Net surplus of income from on- and off- street parking	Cr 74
Income from increase in parking contraventions	Cr 221
Replacement of several handheld equipment for enforcement	77
Business rates, underspends from contract, staffing and running expenses	Cr 151
Net variations across Support Services and Emergency Planning	10
Additional waste disposal costs mainly due to Christmas storms	352
Net variations in waste income - trade waste/paper/textiles etc	74
Delays in implementing budget option	27
Coney Hill and other minor variations in waste services	Cr 38
Overspend within tree maintenance budgets for highways	213
Draw down from earmarked reserve for storm damage	Cr 100
Footway and highway works following storm/flood damage	53
Keston Dam	Cr 65
Net underspend across areas within Street Sene and Green Space Division	Cr 74
NRSWA income	Cr 91
Underspend of winter service budgets	Cr 86
Other net variations across Transport and Highways	Cr 38
Emergency flood works expenditure	50
	Cr 82

5.17 Appendix 2 shows that £903k has been spent up until 31 March 2014 out of the £1.15m set aside for the three projects within the Member Priority Initiatives. This leaves a balance of £247k.

Carry Forward Request

5.18 During the winter storms, a large beech tree fell across the dam at the 'third' (conservation) pond at Keston. The dam forms a well-used route used by many visitors to the site and as a route to the local primary school. The roots of the tree have partly impacted the downstream side of the dam. An inspection revealed that no breach had occurred, however the downstream bank was weakened in this area. A quotation was sought via the current term contractors for civil engineering, indicating works would cost in the region of £45k.

5.19 Initial works previously carried out on the dam between ponds 1 and 2 have revealed the leak is not a superficial one (as was originally hoped) and therefore further investigation and remedial actions will be required. It is estimated that this cost will be in the region of £20k, therefore bringing the total estimated cost of the works to £65k.

5.20 A request has been made to the Executive to carry forward the £65k to enable this priority work to take place in 2014/15. This sum has been set aside in the Central Contingency. Approval is sought from the Portfolio Holder to release this carry forward sum.

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

Environment Portfolio Budget Monitoring Summary as at 31.03.2014

2012/13 Actuals £'000	Division Service Areas	2013/14 Original Budget £'000	2013/14 Latest Approved £'000	2013/14 Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
(6,470)	Customer & Support Services							
1,359	Parking	Cr 6,645	Cr 6,092	Cr 6,461	Cr 369	1-6	Cr 330	0
	Support Services	1,225	1,239	1,247	8	7	0	0
(5,111)		Cr 5,420	Cr 4,853	Cr 5,214	Cr 361		Cr 330	0
104	Public Protection - ES							
	Emergency Planning	71	74	76	2	8	0	0
104		71	74	76	2		0	0
	Street Scene & Green Space							
4,440	Area Management/Street Cleansing	4,426	4,087	4,135	48	9	36	0
2,428	Highways	2,367	2,498	2,540	42	10	Cr 65	0
(36)	Markets	Cr 33	1	Cr 18	Cr 19	11	Cr 23	0
6,007	Parks and Green Space	6,026	5,889	5,775	Cr 114	12	Cr 7	0
582	Street Regulation	485	411	481	70	13	69	0
16,182	Waste Services	16,639	16,670	17,085	415	14	412	330
	Management action to meet FYE							Cr 330
29,603		29,910	29,556	29,998	442		422	0
	Transport & Highways							
6,622	Highways incl London Permit Scheme	6,118	6,575	6,436	Cr 139	15	Cr 126	300
167	Highways Planning	135	135	129	Cr 6	16	0	0
303	Traffic & Road Safety	167	197	177	Cr 20	17	Cr 20	0
	Management action to meet FYE							Cr 300
7,092		6,420	6,907	6,742	Cr 165		Cr 146	0
31,688	TOTAL CONTROLLABLE	30,981	31,684	31,602	Cr 82		Cr 54	0
7,561	TOTAL NON-CONTROLLABLE	7,983	7,391	7,391	0		Cr 63	0
2,321	TOTAL EXCLUDED RECHARGES	2,022	2,035	2,035	0		0	0
41,570	PORTFOLIO TOTAL	40,986	41,110	41,028	Cr 82		Cr 117	0

Reconciliation of Final Budget

£'000

Original budget 2013/14

40,986

Repairs and Maintenance carry forward from 2012/13	41
Allocation of Localisation & Conditions Pay Awards	83
Net loss of income from proposed sale of car parks	546
Centralisation of training budgets	Cr 3
Budget transfer within ECS Department	2
Parking Fund transfer	18
Lead Local Flood Authorities	220
Drawdown of central contingency funds re increased fuel costs	164
Detritus / Leafing - additional street cleansing costs	140
Excluded recharges - minor adjustment	Cr 3
Public Health recharge adjustments	Cr 545
Latest Approved Budget for 2013/14	41,649

Memorandum Items

Capital Charges 5802	Cr 624
Deferred Charges (REFCUS) 5804	133
Impairment 5806	1,575
Gov Grants Deferred 5807	Cr 2,605
Insurance	559
Rent Income	10
Repairs & Maintenance	Cr 119
IAS19 (FRS17)	438
Excluded Recharges	94
Reported Latest Approved Budget for 2013/14	41,110

REASONS FOR VARIATIONS**1. Income from Bus Lane Contraventions Dr £47k**

There is a reduction in income of £73k for 2013-14 due to a reduction in the number of contraventions. This is partly mitigated by additional income of £26k received from PCNs issued in previous years.

2. Off Street Parking Cr £80k

Overall there is surplus of income of £10k for off street parking. The Hill has a deficit of £56k and the Civic Centre a deficit of £5k. This is partly offset by additional income of Cr £36k at Village Way and Cr £35k from surface car parks.

Compared to 2012/13, income for off street parking has increased by £64k. £56k of this can be attributed to the price increase which came in at the end of April 2012. The balance of £8k relates to an improvement in usage for 2013/14.

Other variations include business rate adjustments of Cr £30k, an underspend of Cr £17k for parking contract payments and a small variance of Cr £16k for car park maintenance due to on-going negotiations with the lessee for resurfacing the Village Way ramps. Minor variations across all other budgets total Cr £7k

Summary of variations within Off Street Parking	£'000
Off Street Car Parking income - multi-storey car parks	25
Off Street Car Parking income - surface car parks	Cr 35
Business rate adjustments/rebate	Cr 30
Projected underspend on R&M at multi-storey car parks	Cr 16
Underspend on contract payments	Cr 17
Other minor variations	Cr 7
Total variations within Off Street Parking	Cr 80

3. On Street Parking Cr £106k

An income deficit of £57k is projected within Bromley Town Centre Inner zones. This is more than offset by additional projected income in the outer Bromley zone of Cr £62k and within Petts Wood , Beckenham and Orpington Cr 35k.

Other variations include Cr £11k for parking contract payments and Cr £31k within running expenses including equipment and lines and signs maintenance.

There is a small surplus projected for other income of £24k.

Summary of variations within On Street Parking	£'000
Income from Bromley Town Centre Inner zones	57
Income from Bromley Town Centre Outer zones	Cr 62
Income from Petts Wood, Beckenham & Orpington	Cr 35
Other income	Cr 24
Underspend on contract payments	Cr 11
Underspend on running expenses	Cr 31
Total variations within On Street Parking	Cr 106

4. Parking Enforcement Cr £214k

There is a surplus of £122k from PCNs issued by Vinci due to an increase in contraventions. Additional income has been received for PCN contraventions in previous years totalling £64k.

Several sets of enforcement hand-held equipment have had to be replaced at a cost of £77k. Other variations in running costs total Cr £23k; these include Cr £9k of Traffic Committee for London costs where the number of appeals were less than budgeted for, £8k on staffing and variations across other enforcement costs of Cr £6k.

There is a net surplus of Cr £69k for mobile and static cameras due to an increase in contraventions during 2013/14. Additional income has been received for PCN contraventions in previous years totalling £13k.

Summary of variations within Parking Enforcement	£'000
PCNs issued by wardens	Cr 186
Handheld enforcement equipment replacement	77
PCNs issued by mobile & static cameras	Cr 82
Underspend on other enforcement costs	Cr 23
Total variations within Parking Enforcement	Cr 214

5. Permit/Disabled Parking Dr £2k

There is an income deficit of £15k from the from the sale of permits. This deficit is partly offset by an underspend across running expenses of £13k.

6. Shared Parking Service Cr £18k

There is an underspend of £18k for the Bromley element of the parking shared service. This is mainly due to delays in filling vacant posts particularly the ICT & Projects Manager post.

Summary of overall variations within Parking:	£'000
Bus Routes Enforcement	47
Off Street Parking	Cr 80
On Street Parking	Cr 106
Parking Enforcement	Cr 214
Permit/Disabled Parking	2
Shared service underspend	Cr 18
Total variation for Parking	Cr 369

7. Support Services Dr £8k

Minor variations across the service have resulted in a net overspend of £8k.

8. Emergency Planning Dr £2k

Minor variations across the service have resulted in a net overspend of £2k.

9. Area Management & Street Cleansing Dr £48k

Within the FPN littering offence scheme there is a deficit of £36k. This has arisen where the income recovery rate has fallen to around 40% in recent months, and therefore costs exceed income collected. It is anticipated that following recent contractor changes and payment arrangements, there will be a higher recovery rate in 2014-15, and thus no deficit. This will continue to be monitored closely as any deficit will require compensating savings to be identified elsewhere.

There is a net overspend within the street cleansing contract of £31k. £33k of this relates to an additional seasonal weed spray being carried out due to the wet winter which caused significant weed growth. Other minor variations total Cr £2k.

There is an underspend of £8k due to lower participation in the community toilet scheme than anticipated.

Minor variations across other budgets have resulted in a net underspend of £11k which is partly offsetting the FPN and street cleansing contract deficits described above.

Summary of variations - Area Management & Street Cleansing	£'000
Deficit within FPN littering offences	36
Overspend within street cleansing contract	31
Underspend within community toilet scheme	Cr 8
Minor variations	Cr 11
Total variations - Area Management & Street Cleansing	48

10. Highways SS&GS Dr £42k

Increased activity for skip and street traders licences has led to a surplus in income of £38k, which is contributing to overspends elsewhere across the division.

Within the materials budget, there is an underspend of £16k, largely attributable to lower activity within Snow Friends initiatives as a result of the relatively mild winter.

There is an overspend of £31k within the carriageway major patching budget due to additional works required to repair the larger potholes caused by the winter flooding..

Footway works budgets are overspent by £22k. Within this variation, there is an overspend of £37k due to additional pavement reinstatement works. This was as a result of the damage caused during the winter storms, which necessitated the removal of trees from the footways. This overspend is partly offset by an underspend of £15k on minor footway repairs which were not required due to the larger repair works.

Within gully cleaning, there is an underspend of £35k, the majority of which was planned in order to offset other pressures across the division.

Other variations total Cr £35k mainly within safety road markings / renewals and vehicular guard rails (Cr £9k) and the public rights of way budget (Cr £13k).

As a result of the stormy weather experienced initially during October and December, and then subsequently during February and early March, there is an overspend within the tree maintenance budget of £213k. This is the result of general damage caused across the borough where trees have had to be cut and removed from highways. £100k is being drawn down from the earmarked reserve set aside for storm damage. Overall, the net overspend relating to tree maintenance as a result of storm damage is £113k.

Summary of variations - Highways SS&GS

	£'000
Surplus income from skip licences	Cr 14
Surplus income from street traders' licences	Cr 24
Underspend on materials for Snow Friends	Cr 16
Major patching overspend - potholes	31
Overspend on footways	22
Underspend on gully cleaning	Cr 35
Other variations	Cr 35
Overspend on tree maintenance	213
Drawdown from earmarked reserve set aside for storm damage	Cr 100
Total variations - Highways SS&GS	<u>42</u>

11. Markets Cr £19k

There is an income surplus of £5k due to higher customer activity than previously anticipated. Additionally, there are underspends across supplies and services budgets of £14k, giving a net underspend for the service of £19k. This is being used to contribute towards deficits within the division.

12. Parks & Greenspace Cr £114k

There is a net underspend across staffing budgets of £63k. Of this, £23k is attributable to maternity leave, with no subsequent back-filling within the Park Ranger service. The remaining net underspend of £40k is largely due to managing vacancies within BEECHE and Parks Development.

Within Grounds Maintenance, there is an underspend of £65k relating to repair works to the dam at Keston Ponds not taking place. During the winter storms, a tree fell across the dam causing structural damage and inspections undertaken revealed works and remedial actions in the region of £65k being required. Due to the complex and specialist nature of these works, combined with the close proximity to the end of the financial year, it has not been possible to undertake this project in 2013/14. A request is therefore being made to the June Executive to carry forward these funds into 2014-15.

There are minor variations across other Parks and Greenspace budgets of Dr £14k, resulting in a net underspend for the service of £114k.

Summary of variations - within Parks & Green Space

	£'000
Underspend within staffing	Cr 63
Underspend within grounds maintenance (carry-forward request to be made)	Cr 65
Other minor variations	14
Total variations - Parks & Green Space	Cr 114

13. Street Regulation Dr £70k

Delays in implementing staff savings of £107k resulted in only a part year effect (Cr £39k) being achieved. The full £107k saving will be achieved from April 2014.

Management action was taken not to backfill a secondment to Education, Care & Health services (Cr £12k), in order to contribute to the deficit.

Other minor variations across other budget headings total Dr £14k.

Summary of variations - within Street Regulation

	£'000
Delay in achieving staffing savings	68
Management action	Cr 12
Other minor variations	14
Total variations - Street Regulation	70

14. Waste Services Dr £415k

Actual tonnage is 3,600 tonnes above budget for the year. This is mainly due to the impact of the storms during the Christmas period.

Income received as a result of the payment mechanism built into the disposal contract has resulted in a small deficit of £5k.

Within trade waste collection income, there is a deficit of £48k. Prices were increased by 4.2% from 1st April 2013 with minimal expectation for a dropout of customers. Around 3% of commercial customers have withdrawn from the service.

Within trade waste delivered income, there is a surplus of £76k, due to increased activity from builders and other tradesmen bringing waste to the depots.

There is a deficit from paper recycling income of £130k due to reduced tonnages currently being collected from households. It is likely that this trend will continue into future years.

Income from textile collections has generated a surplus of £20k due to increased tonnages compared to expected. In addition there is additional £8k across other income streams.

Within the 2013-14 budget setting process, staff savings of £50k relating to two site supervisor posts were incorporated. The net effect of delays in implementing the changes, which were effective from 1st February as well as holding a post vacant for part of the year, is a deficit of £27k. The full £50k saving is expected to be delivered from April 2014.

The Coney Hill budget is underspent by £24k as a result of sums set aside for replacement equipment and other non-routine items not being required.

There is also a net underspend across various other budgets totalling Cr £19k. This includes car allowances, the collection contract as well as general running expenses.

The full-year effect (2014/15) of the deficit relating to disposal tonnages, detritus, leafing, paper income, and trade waste collection income is likely to be around £330k. £200k has been allocated from centrally held funds as a growth item and the remaining balance of £130k has been met from within existing Street Scene & Green Space budgets.

Summary of variations within Waste Services	£'000
Waste disposal tonnages	352
Payment mechanism deficit	5
Trade waste collection income	48
Trade waste delivered income	Cr 76
Paper recycling income	130
Textile collections, special collection & other income	Cr 28
Staffing	27
Coney Hill	Cr 24
Collection contract, car allowances & general running expenses	Cr 19
Total variation for Waste Services	415

15. Highways (Incl London Permit Scheme) Cr £139k

Across all streams of NRSWA income there is a surplus of £91k. This has improved from the previously projected nil variation mainly as result of an additional defect notices raised during February and March.

The full year-effect within NRSWA income is a projected deficit of around £300k. This has already been met from within T&H budgets as part of the 2014-15 budget setting process work that has been undertaken.

There is an underspend within staffing budgets of £39k, due to a combination of not recruiting to vacant posts and delays in appointing to other posts.

The winter service budgets have underspent by £86k, essentially due to the relatively mild winter and lack of snowfall. The table below gives a breakdown of winter service budgets, final expenditure, and subsequent variances: -

Winter Service	Budget £'000	Outturn £'000	Variance £'000
Salt, gritting & snow clearance	161	25 Cr	136
Met Office Costs	25	31	6
Vehicle / plant maintenance & repairs	113	146	33
Standby / training / overtime and other costs	106	117	11
Winter Service Totals	405	319 Cr	86

Within the drainage budget, there is an overspend of £50k. This is largely as a result of the unprecedented heavy rainfall over the winter months where additional costs relating to emergency flood works and clean-up operations have been incurred. Members have approved a one-off provision for emergency flood damage of £100k, although no drawdown is required in 2013-14 due to surplus NRSWA income absorbing this cost. It is currently anticipated that a full drawdown will be required in 2014-15 to complete the remaining works.

There is a net overspend across all other highways budgets of £27k, resulting in a total underspend for the service of £139k.

Summary of variations within Transport & Highways	£'000
Variation in NRSWA income	Cr 91
Salary underspend	Cr 39
Winter Service	Cr 86
Overspend relating to emergency flood work	50
Net overspend across other budgets	27
Total variation for Transport & Highways	Cr 139

16. Highways Planning Cr £6k

Minor variations across the service have resulted in a net underspend of £6k.

17. Traffic & Road Safety Cr £20k

There is a net underspend across traffic & road safety budgets of £20k. This is largely within employee related costs, due to a combination of maternity leave and not backfilling a short-term secondment to Education, Care & Health services.

Waiver of Financial Regulations

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempted the normal requirement to obtain competitive quotations, the Chief Officer has to obtain the agreement of the from the Director of Resources and Finance Director and (where over £100,000) approval of the Portfolio Holder, and report use of this exemption to Audit Sub committee bi-annually. Since the last report to the Executive, the following waivers have been approved:

- 1) Supply of hand held devices for Civil Enforcement Officers £80k

Virements Approved to date under Director's Delegated Powers

Details of virements actioned by Chief Officers under delegated authority under the Financial Regulations "Scheme of Virement" will be included in financial monitoring reports to the Portfolio Holder. Since the last report to Executive no virements have been actioned.

Analysis of Members' Initiatives - Earmarked Reserves @ 31.03.14

Item	Divison / Service Area	Responsible Officer	Allocation £'000	Spend To 31.3.14 £'000	Balance Available £'000	Comments on Progress of Scheme
Footways, Highways & General Improvements	T&H - Highways	Garry Warner	750	750	0	Scheme completed.
Support for Friends Groups	SS&GS - Parks & Green Space	Louise Simpson	250	3	247	£2k to be allocated for trees. Other works/projects have been considered but nothing advanced at this stage. Balance expected to be spent during 2014/15.
Renewal / Replacement of Community Recycling Sites	SS&GS - Waste	John Woodruff	150	150	0	Scheme completed.
TOTAL			1,150	903	247	

Report No.
FSD14037

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Environment Portfolio Holder

For Pre-Decision Scrutiny by the Environment PDS Committee on:

Date: 1st July 2014

Decision Type: Non-Urgent Executive Non-Key

Title: BUDGET MONITORING 2014/15

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

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

Ward: Borough-wide

1. Reason for report

This report provides an update of the latest budget monitoring position for 2014/15 for the Environment Portfolio, based on expenditure and activity levels up to 31st May 2014. This shows an underspend of £19k.

2. **RECOMMENDATIONS**

That the Environment Portfolio Holder:

2.1 **Endorses the latest 2014/15 budget projection for the Environment Portfolio;**

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Recurring Cost
 3. Budget head/performance centre: All Environment Portfolio Budgets
 4. Total current budget for this head: £41.245m
 5. Source of funding: Existing revenue budgets 2014/15
-

Staff

1. Number of staff (current and additional): 190 fte
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: Statutory Requirement: The statutory duties relating to financial reporting are covered within the Local Government Act 1972; the Local Government Finance Act 1998; the Accounts and Audit Regulations 1996; the Local Government Act 2000 and the Local Government Act 2002
 2. Call-in: Applicable
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 The 2014/15 projected outturn is detailed in Appendix 1. This forecasts the projected spend for each division compared to the latest approved budget, and identifies in full the reasons for any variances.
- 3.2 Costs attributable to individual services have been classified as “controllable” and “non-controllable” in Appendix 1. Budget holders have full responsibility for those budgets classified as “controllable” as any variations relate to those factors over which the budget holder has, in general, direct control. “Non-controllable” budgets are those which are managed outside of individual budget holder’s service and, as such, cannot be directly influenced by the budget holder in the shorter term. These include, for example, building maintenance costs and property rents which are managed by the Property Division but are allocated within individual departmental/portfolio budgets to reflect the full cost of the service. As such, any variations arising are shown as “non-controllable” within services but “controllable” within the Resources Portfolio. Other examples include cross departmental recharges and capital financing costs. This approach, which is reflected in financial monitoring reports to budget holders, should ensure clearer accountability by identifying variations within the service that controls financial performance. Members should specifically refer to the “controllable” budget variations relating to portfolios in considering financial performance. These variations will include the costs related to the recession.

4. POLICY IMPLICATIONS

- 4.1 The Resources Portfolio Plan includes the aim of effective monitoring and control of expenditure within budget and includes the target that each service department will spend within its own budget.
- 4.2 The four year financial forecast report highlights the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2014/15 to minimise the risk of compounding financial pressures in future years.
- 4.3 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council’s budgetary control and monitoring arrangements.

5. FINANCIAL IMPLICATIONS

- 5.1 Although the overall budget shows an underspend of £19k for 2014/15, the controllable budget for the Environment Portfolio is projected to be balanced at year-end based on the financial information available to 31st May 2014. Within this projection there are variations which are detailed in Appendix 1 and summarised below.

Parking

- 5.2 A small surplus of Cr £15k is projected for parking fee income.
- 5.3 A net deficit of Dr £36k is projected for parking and bus lane enforcement. This is due to a combination of greater compliance and the impact of the works at Bromley North, which has resulted in some areas becoming temporarily unenforceable from April to September 2014. Management action has been taken to reduce expenditure for the replacement of pay and display equipment to ensure a balanced budget is projected.

Street Scene & Green Space

5.4 There has been a reduction in the number of commercial and school customers from the trade waste collected service, resulting in a loss of income of approximately Dr £40k. This has been offset by an increase in the number of traders visiting the Civic Amenity sites, generating additional income of £40k.

5.5 The table below summarises the main variances: -

Summary of Major Variations	£'000
Net surplus of income from on- and off- street parking	Cr 15
Management action to reduce expenditure	Cr 21
Net shortfall of income from parking and bus lane enforcement	36
Shortfall of income from trade waste collected service	40
Surplus of income from trade waste delivered	Cr 40
	<u>0</u>

Non-Applicable Sections:	Legal, Personnel
Background Documents: (Access via Contact Officer)	2014/15 budget monitoring files within E&CS Finance section

Environment Portfolio Budget Monitoring Summary as at 31.05.2014

2013/14 Actuals £'000	Division Service Areas	2014/15 Original Budget £'000	2014/15 Latest Approved £'000	2014/15 Projection £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	Customer & Support Services							
Cr 6,461	Parking	Cr 6,036	Cr 6,036	Cr 6,036	0	1-4	0	0
1,247	Support Services	1,198	1,198	1,198	0		0	0
Cr 5,214		Cr 4,838	Cr 4,838	Cr 4,838	0		0	0
	Public Protection							
76	Emergency Planning	75	75	75	0		0	0
76		75	75	75	0		0	0
	Street Scene & Green Space							
4,135	Area Management/Street Cleansing	4,079	4,079	4,079	0		0	0
2,540	Highways	2,535	2,535	2,535	0		0	0
Cr 18	Markets	1	1	1	0		0	0
5,775	Parks and Green Space	5,898	5,963	5,963	0		0	0
481	Street Regulation	461	461	461	0		0	0
17,085	Waste Services	17,570	17,570	17,570	0	5	0	0
29,998		30,544	30,609	30,609	0		0	0
	Transport & Highways							
6,436	Highways incl London Permit Scheme	6,611	6,611	6,611	0		0	0
129	Highways Planning	136	136	136	0		0	0
177	Traffic & Road Safety	171	171	171	0		0	0
6,742		6,918	6,918	6,918	0		0	0
31,602	TOTAL CONTROLLABLE	32,699	32,764	32,764	0		0	0
7,391	TOTAL NON-CONTROLLABLE	6,386	6,386	6,367	Cr 19	6		0
2,035	TOTAL EXCLUDED RECHARGES	2,095	2,095	2,095	0			0
41,028	PORTFOLIO TOTAL	41,180	41,245	41,226	Cr 19		0	0

Reconciliation of Final Budget

£'000

Original budget 2014/15

41,180

Keston Ponds Dam carry-forward from 2013/14

65

Latest Approved Budget for 2014/15

41,245

REASONS FOR VARIATIONS**1. Income from Bus Lane Contraventions Dr £65k**

Due to a combination of greater compliance, and the impact from the works at Bromley North which has resulted in some areas becoming unenforceable from April, a deficit of income of £65k is projected.

2. Off Street Car Parking Dr £8k

Overall a small deficit of £8k is projected for off street parking. There is a deficit within the multi-storey car parks of £20k. This is made up of variations on The Hill Dr £42k, offset by a surplus of Cr £22k from Village Way. Additional income of Cr £12k is projected from surface car parks.

Summary of variations within Off Street Car Parking	£'000
Off Street Car Parking income - multi-storey car parks	20
Off Street Car Parking income - other surface car parks	Cr 12
Total variations within Off Street Parking	<u>8</u>

3. On Street Car Parking Cr £23k

An overall surplus of £23k is projected for on street parking income. Major variations are within Bromley Town Centre with a deficit of £23k, offset by a surplus of Cr £46k from Petts Wood, Orpington and other areas.

Due to the net shortfall of income projected for parking as a whole, management action has been taken to freeze part of the budget for the replacement of pay and display machines to balance the budget, Cr £21k.

Summary of variations within On Street Car Parking	£'000
Income from Bromley Town Centre	23
Income from Petts Wood, Orpington & other areas	Cr 46
Management action to freeze equipment budget	Cr 21
Total variations within On Street Car Parking	<u>Cr 44</u>

4. Car Parking Enforcement Cr £29k

Based on activity levels up to May 2014, there is a projected net surplus of £56k from PCNs issued by Vinci in the current year due to an increase in contraventions. Additional income is also projected for PCN contraventions in 2013/14 totalling Cr £10k.

A net deficit of Dr £40k is projected for mobile and static cameras due to the works being undertaken in Bromley North which has led to areas becoming unenforceable from April to September 2014. This is partly offset by extra income received for tickets issued in 2013/14 of Cr £3k.

Summary of variations within Car Parking Enforcement	£'000
PCNs issued by wardens	Cr 66
PCNs issued by mobile & static cameras	37
Total variations within Car Parking Enforcement	<u>Cr 29</u>

Summary of overall variations within Parking:	£'000
Bus Routes Enforcement	65
Off Street Car Parking income	8
On Street Car Parking income	Cr 44
Car Parking Enforcement	Cr 29
Total variation for Parking	<u>0</u>

5. Waste Services Dr £0k

There is currently a projected net £40k deficit within income from trade waste collections. Of this, £28k relates to a reduction in commercial customers and £12k relates to schools and other educational establishments. A full analysis of customer numbers and container types will be undertaken before the next monitoring report.

Within trade waste delivered income, there is a projected surplus of £40k, resulting from higher activity than budgeted.

Summary of variations within Waste Services	£'000
Trade waste collection income	40
Trade waste delivered income	Cr 40
Total variation for Waste Services	<u>0</u>

6. Non-controllable budgets Cr £19k

For information here, the variation relates to a net surplus within property rental income across the Environment Portfolio. Property Division are accountable for these variations.

Waiver of Financial Regulations

The Council's Contract Procedure Rules state that: where the value of a contract exceeds £50k and is to be exempted the normal requirement to obtain competitive quotations; the Chief Officer has to obtain the agreement of the from the Director of Resources and Finance Director; and (where over £100,000) approval of the Portfolio Holder; and report use of this exemption to Audit Sub committee bi-annually. Since the last report to the Executive, no waivers have been approved:

Virements Approved to date under Director's Delegated Powers

Details of virements actioned by Chief Officers using delegated authority, under the Financial Regulations "Scheme of Virement", will be included in financial monitoring reports to the Portfolio Holder. Since the last report to Executive no virements have been actioned.

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Report No.
ES14048

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **Environment Portfolio Holder**

For Pre-Decision Scrutiny by the Environment PDS Committee on:

Date: **1st July 2014**

Decision Type: Non-Urgent Executive Non-Key

Title: **FUTURE DLR AND RAIL LINKS TO BROMLEY**

Contact Officer: Steven Heeley, Transport Planning Manager, Transport & Highways.
E-mail: Steven.Heeley@bromley.gov.uk, Tel: 0208 461 7472

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

Ward: All Wards

1. Reason for report

This report provides Members with an update on the latest position regarding potential public transport extensions to Bromley, following recent discussions and work with Transport for London.

2. **RECOMMENDATIONS**

That the Environment Portfolio Holder:

2.1 **Considers the key strategic transport priorities for the Borough; and**

2.2 **Supports the extension of London Overground to Bromley North given the outcome of the DLR feasibility work.**

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Quality Environment; Vibrant, Thriving Town Centres
-

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Not Applicable
 4. Total current budget for this head: £N/A
 5. Source of funding: Not Applicable
-

Staff

1. Number of staff (current and additional): 1
 2. If from existing staff resources, number of staff hours: 0.1 FTE
-

Legal

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

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Residents and visitors to the borough, and commuters.
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1. The Council continues to highlight the historic lack of investment in public transport in south east London, and specifically in Bromley. It has to date continued to lobby strongly to secure an extension of the Docklands Light Railway (DLR) to Bromley town centre, improving connectivity to Docklands, the City, and east London in order to improve access to employment for Bromley residents. This is indicated in the Council's Local Implementation Plan, and more widely in TfL's South Sub-Regional Transport Plan.
- 3.2. Numerous studies have been undertaken by TfL since 2000 on various public transport extensions including DLR, Tramlink, Underground, National Rail and bus rapid transit schemes. Their respective benefits and disadvantages are set out in the South East London Rail Access Study (SELRAS), published in October 2011. This followed the Mayor of London's Transport Strategy which identified the need to improve rail capacity and connectivity serving south east London.
- 3.3. Following this, and the Mayor's manifesto pledge in 2012 to "work to extend the DLR from Lewisham to Bromley", TfL have undertaken feasibility work over the last 12-18 months to develop a business case for the extension. Simultaneously, they have also undertaken feasibility work for extending the Bakerloo line from Elephant & Castle and the Overground from New Cross to Bromley North. Tramlink proposals were developed prior to this date. More recently, the Tramlink development team have been working to refine route options and alignments.
- 3.4. Set out in the Appendix are the potential benefits that could be realised from investment in the rail options discussed in this report.
- 3.5. The following sections set out the latest update on each of the potential options.

Docklands Light Railway

- 3.6. Improving connectivity to Canary Wharf by DLR continues to be the Council's formal policy preference for public transport investment in the borough, and was further supported by a motion at Council calling for the DLR extension.
- 3.7. TfL's feasibility work identified an 8.75km (5.77 miles) extended section of the DLR between Lewisham and Bromley North, which would include nine new stations and offer an approximate 22 minute travel time. An option was also included to take the line further down to Bromley South, with a High Street station offering better connectivity with national rail services and providing some relief on the Kent mainline into Victoria. From Bromley, travelling to Canary Wharf would take approximately 40 minutes by DLR. The cost of this extension has been estimated between £800m and £1bn depending on alignment and the extent of tunnelling.
- 3.8. Simultaneously a planning assessment was undertaken for town centres along the route, including Bromley, to establish the potential uplift in the quantum, nature and value of development and any other associated benefits in the catchment area of the proposed extension. This includes residential units, office floorspace and retail floorspace.
- 3.9. Officers provided local planning policy, current development capacity projections for Bromley Town Centre as recorded in the Area Action Plan (AAP), and further stretching projections that could potentially be unlocked by extending the DLR to Bromley. Total additional capacity for growth for the town centre within a 1 km (0.6 mile) catchment area of the route estimates 120,000 sq.m of commercial (retail, office, leisure) space and 3,300 residential units could be accommodated.

- 3.10. Taking into account the total cost of the extension, the direct transport benefits that would be realised, and the development and growth potential as set out above, the overall Benefit Cost Ratio (BCR) for the extension of the DLR to Bromley is 0.9:1. This represents particularly low value for money as defined by TfL's business case methodology which demands at least 1.5:1 for such schemes, and the DfT's transport scheme appraisal guidance (WebTAG) which suggests an absolute minimum of 1.1:1.
- 3.11. The Mayor of London instructed TfL on 20th March 2014 to cease further work on the DLR business case.

London Overground

- 3.12. On learning of the business case outcome for the DLR, the Council has asked TfL to undertake further work on a London Overground extension from New Cross to Bromley North.
- 3.13. An extension of the Overground from New Cross to Bromley would provide improved rail connectivity between Bromley and Canary Wharf. A 9.2km (5.1 miles) extension using the existing rail corridor would provide a direct rail service from Bromley to Canada Water, with an interchange there on to the Jubilee line to Canary Wharf. A frequency of around 4 trains an hour could be expected.
- 3.14. Work on this option is the least developed of all the options set out in this report. Further work would be required to understand how the extension would interface with National Rail and the costs and risks associated with the impact on existing rail services, particularly the fast services into London from Sevenoaks and Orpington. There are also significant engineering challenges that need to be investigated, including a full grade-separated junction arrangement between the New Cross branch and the slow North Kent lines along with the requirement for a flyover/fly-under at Grove Park to get across fast lines to the Bromley North line.
- 3.15. An Overground extension would deliver an increase in rail capacity of around 3,000 passengers/hour compared to a DLR extension which could carry 5,000-12,000 passengers/hour initially, potentially increasing to 18,000 passengers/hour at a later point.
- 3.16. This option could be delivered at significantly lower cost than extending the DLR, at around £240m with a current BCR of 1.4:1. Delivery of this option could also be quicker than other options with an extension potentially in place as early as 2020/2021.
- 3.17. It should be noted that the cost of this scheme could be reduced to £140m if a station is excluded from the Lewisham/Ladywell area. It is likely however that L.B. Lewisham would not support the scheme without this station, although that does not necessarily mean the project could not proceed. Developing this option without a station at Lewisham would however reduce journey times to and from Bromley North.

London Underground – Bakerloo line

- 3.18. The Mayor of London's Transport Strategy includes a proposal to consider the feasibility of a southern extension of the Bakerloo line from Elephant & Castle.
- 3.19. Initial feasibility work has been completed by TfL, looking at alignment options, engineering constraints, the scheme's business case and the potential impact on development and regeneration along the length of the route.

- 3.20. The proposed extension would consist of a new 7km (4.6 miles) tunnelled section between Elephant & Castle and Lewisham via Old Kent Road or Camberwell. It is then proposed that existing national rail lines south of Lewisham would be utilised to connect with Beckenham Junction and Hayes. This would see national rail services no longer serving Hayes and stations on this line, with the freed up train paths allocated to other national rail services in south-east London.
- 3.21. This extension could see up to 21 trains per hour to Hayes/Beckenham Junction with journey time savings from Hayes to some destinations, including Canary Wharf. London Bridge station would however see an increase in journey time by around 10 minutes.
- 3.22. A London termini survey undertaken by TfL in 2010 saw 34% of Hayes line passengers arriving at London Bridge, with 25% and 41% arriving at Cannon Street and Charing Cross respectively during the morning peak. Of those that arrived at London Bridge, 59% made onward journeys by foot so it is likely that these passengers would be disadvantaged by the Bakerloo proposal. TfL are undertaking more investigation and analysis of current journey patterns of Bromley residents that currently use the Hayes line to better understand behaviour and requirements.
- 3.23. TfL are also investigating an additional option for the Beckenham Junction spur to continue in tunnel on to Bromley town centre and Grove Park, providing a 3 minute frequency tube service to & from Bromley North.
- 3.24. The current cost of this proposed extension is between £2.3bn and £2.8bn. The BCR of this proposal is currently in excess of 3:1, which may rise once growth forecasts are included. This does not however include any extension to Bromley/Grove Park at this time.

Tramlink

- 3.25. In the Mayor of London's 2012 election manifesto for transport, a pledge was made to develop an extension of Tramlink to Crystal Palace with a second pledge to extend the tram from Beckenham to Bromley.
- 3.26. Since this time, TfL's Group Planning team have developed a draft Tramlink Strategy which attempts to set out how TfL will work towards fulfilling the Mayoral commitments made in the London Plan and Mayor's Transport Strategy, and also support the election pledges recorded above.
- 3.27. The Strategy lists three key enhancement packages to the network with a total package cost of £545-£595m and a BCR of between 1.85 to 1 and 1.61 to 1. These options are:
- Crystal Palace extension (~£130m)
 - Sutton extension (~£210m - £240m)
 - Bromley extension (~£140m - £160m)
- 3.28. Whilst the Bromley extension records the lowest, least favourable BCR (between 0.87 to 1 and 0.6 to 1), it should be noted that this extension offers some of the highest strategic benefits. Journey time improvements of around 17 minutes might be achieved along with significant accessibility improvements and support for growth in both the Bromley and Croydon Metropolitan Town Centres.
- 3.29. The Council has notified TfL that extending the Tramlink to Bromley is not a local political priority. The extension of the tram to Crystal Palace will naturally form part of the future negotiations with the developer of the proposed Crystal Palace scheme and the transport implications of this project.

Summary of proposed transport investment options

DLR to Bromley	Overground to Bromley	Tramlink to Crystal Palace	Bakerloo line extension
Areas served			
Lewisham to Bromley North/South via Catford	New Cross to Bromley via Grove Park	From Birkbeck/ Harrington Road into Crystal Palace Park	Old Kent Road/ Camberwell to Hayes via Lewisham
Total cost (2013 prices) including optimism bias			
£800m - £1bn	£240m	£130m	£2.3bn - £2.8bn
Business case			
BCR below 1:1	BCR of 1.4:1	BCR of around 3:1	BCR in excess of 3:1
Transport benefits			
<ul style="list-style-type: none"> • Direct connection to Docklands. • Reduced journey time to Canary Wharf. 	<ul style="list-style-type: none"> • Improved rail connectivity in region. • Reduced travel time to Docklands (not direct) • Significantly lower cost than DLR. 	<ul style="list-style-type: none"> • Improved journey times compared to bus. 	<ul style="list-style-type: none"> • Increased transport accessibility across SE London. • High frequency and capacity. • Reduced journey times to Charing X, Bank, Oxford Circus.

Table 1: Summary of proposed transport investment options

Development potential

- 3.30. There is a recognition that strategic transport improvements can lead to a significant uplift in housing and employment densities, and ultimately in the total value of economic activity supported in the areas they serve.
- 3.31. TfL commissioned a planning assessment for Bromley as referred to in para 3.8 above. This assessment confirms, based on collected evidence and a review of academic literature, that “public transport investment tends to lead to a concentration of economic activity in core areas served by its stops or stations. However, this concentration of development is not facilitated by public transport alone.”
- 3.32. The assessment also confirms that accessibility improvements delivered by public transport investment has the potential to raise the profile of an area it serves, and be highly beneficial in terms of inward investment and development. Such improvements have also proven to improve the value of residential and commercial property values in an area, particular those within 500m (550 yards) of a station.

3.33. For Bromley, the planning assessment sets out the potential uplift in development per transport option considered. This is set out in the following table:

DLR to Bromley	Overground to Bromley	Tramlink to Crystal Palace	Bakerloo line extension
Residential			
New residential development between 2,500 and 3,000 units in Bromley. [4,000 units in Lewisham, 2,500 in Catford].	New residential development between 2,500 and 3,000 units in Bromley.	No anticipated uplift in the borough of Bromley. Around 700 units across South and Upper Norwood.	Limited uplift in scale of residential development. Improved frequency will add to overall accessibility, although removal of direct link to London Bridge could have negative impact. Limited physical capacity for growth.
Retail			
New retail development between 66,000 and 93,000 sq.m in Bromley. [65,000 sq.m in Lewisham, 29,000 sq.m in Catford].	New retail development up to 66,000 sq.m.	No anticipated uplift in the borough of Bromley. Around 5,200 sq.m across South and Upper Norwood.	No impact – unlikely to significantly change retail catchments in this part of the line.
Office			
New office development between 9,000 and 28,000 sq.m in Bromley. [21,000 sq.m in Lewisham, 21,000 sq.m in Catford].	New office development up to 9,000 sq.m.	No anticipated uplift in the borough of Bromley. Around 1,250 sq.m across South and Upper Norwood.	No impact – no significant existing office market exists.

Table 2: Potential development uplift per transport option

Summary

- 3.34. The primary objective for the DLR option was to improve connectivity to Canary Wharf. If this is deemed uneconomic to pursue, from Bromley's perspective the next best option to deliver this objective would be the Overground extension, without a new station at Lewisham, allowing interchange onto the Jubilee line at Canada Water. This would also relieve some pressure on London termini. An option including the additional Lewisham station would still have benefits to Bromley.
- 3.35. The Bakerloo line option is strongly supported by TfL but is currently seen as detrimental to Hayes line users through loss of connectivity to London Bridge and Cannon Street. TfL have not yet produced any evidence to refute this.
- 3.36. The Bakerloo option which includes an extended spur from Beckenham Junction to Bromley North/Grove Park has not yet been properly evaluated by TfL. Once this has been done, Officers will be able to report back to this committee so Members can understand the total potential impact – positive and negative – on the borough of the extended Bakerloo proposal.

Funding mechanisms

- 3.37. TfL have stressed the continued pressures on transport funding in London. A large number of projects continue to bid against a finite budget. The importance of value-added benefits, over and above traditional transport appraisal benefits, continues to play a significant part in securing funding.
- 3.38. Public transport investments need to demonstrate the anticipated contribution they could make to economic growth, employment and land values. Moreover, boroughs need to demonstrate how any such projects fit in with development and regeneration aspirations.
- 3.39. TfL have confirmed that match funding is also a crucial element. There is an expectation that boroughs should make a commitment themselves through Community Infrastructure Levy (CIL) contributions and/or business rates. Officers have expressed concern at various meetings with TfL that Mayoral CIL, with its contribution to Crossrail, was a sensitive issue for south London boroughs.
- 3.40. Caution is needed over the realistic levels of funding that could be raised for public transport extensions at borough level. For example, any CIL contributions over the course of a number of years would amount to little more than a few percent of the overall cost of some of these proposals. Instead, it is argued that TfL and the Mayor should consider Mayoral CIL as a key contributor of finance for public transport investment in south east London.
- 3.41. Whilst a contribution from L.B. Bromley towards any rail infrastructure project would necessarily be a relatively small proportion of scheme costs, TfL have expressed a view that any contribution would make a significant difference to the priority that scheme was afforded. By way of illustration, albeit in respect of a much smaller scheme, Bromley's contribution of £1.5m from reserves was deemed significant in securing £4m TfL & OLF funding for the Bromley North Village project.

4. POLICY IMPLICATIONS

- 4.1. The draft Environment Portfolio Plan 2014/17 includes the draft objective "Improve rail connectivity to Bromley, including lobbying for an extension of London Overground services to Bromley North."

5. FINANCIAL IMPLICATIONS

- 5.1. There are no financial implications arising directly from this report.

Non-Applicable Sections:	PERSONNEL IMPLICATIONS, LEGAL IMPLICATIONS
Background Documents: (Access via Contact Officer)	Future Rail and Tram Links to Bromley, ES12004, January 2012 SRTP Technical Report – SELRAS (3), TfL. October 2011 Bromley Final LIP, October 2013

APPENDIX

Potential benefits of public transport investment in Bromley

Potential journey benefits

- Improved connectivity to Canary Wharf, the West End and the City.
- Overground option would facilitate replacement of the Bromley North shuttle service with more frequent through-services.
- Journey time saving from Bromley to Canary Wharf
- Up to 20 minute journey time saving from Bromley to Canary Wharf.
- Reduce congestion at key London termini including Victoria and London Bridge.
- Reduced cost of fare for residents who currently go to Canary Wharf via zone 1 (London Bridge).

Better connectivity to opportunities

- Improved connectivity to Canary Wharf from Bromley would improve access to employment; in 2012 the Canary Wharf working population passed 100,000 and is expected to double by 2025.
- Improved connectivity would link and strengthen Bromley town centre's dominance of the financial and insurance sector in outer London. It would also hopefully reverse the contraction of this sector in Bromley, which has seen a reduction of 2,500 jobs since 2008.
- Investment would go some way to plugging the gap of Bromley and south-east London's access to the London Underground/DLR network.

Investment/other benefits

- London Overground to Bromley could be built and operational by 2022 if funding secured and Transport & Works Act Order passed by the Secretary of State by Summer 2016.
- Delivering public transport investment projects in the borough would help Bromley secure its long overdue share of London's public transport investment.
- New public transport investment would help protect the prosperity of Bromley town centre, attracting new businesses and visitors, supporting the local economy.

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Report No.
ES14029

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **Environment Portfolio Holder**

For Pre-Decision Scrutiny by Environment PDS Committee on:

Date: **1st July 2014**

Decision Type: Non-Urgent Executive Key

Title: **ENVIRONMENT PORTFOLIO PLAN 2014/17**

Contact Officer: Gavin Moore, Assistant Director Parking & Customer Services
Tel: 0208 313 4539 E-mail: gavin.moore@bromley.gov.uk

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

Ward: All Wards

1. Reason for report

The attached Appendix sets out the draft Environment Portfolio Plan for 2014/17.

2. **RECOMMENDATIONS**

That the Environment Portfolio Holder:

- 2.1 **Endorses the aims, activities, outcome measures and service expectations proposed in the attached draft Portfolio Plan, taking into consideration the budget for 2014/15 which has already been agreed.**

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Environment Portfolio Revenue Budget & LIP funding
 4. Total current budget for this head: £32.764m, and £4.9m LIP
 5. Source of funding: Revenue controllable budget for 2014/15 and 2014/15 LIP funding agreed by TfL
-

Staff

1. Number of staff (current and additional): 190 fte
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Non-Statutory
 2. Call-in: Applicable
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 The Environment Portfolio Plan sets out the desired outcomes, priority aims and specific activities for the Portfolio, together with summarised descriptions of associated performance measures. The proposed Portfolio Plan for 2014/17 is attached as an appendix. The Plan is designed to allow tracking of performance over time. It therefore includes information on: whether the outcomes expected for 2013/14 were achieved; how performance compared with previous years; and the recommended service outcomes which can be expected for 2014/15.
- 3.2 The Portfolio Plan seeks to facilitate:
- Accountability for the achievement of planned activities and service outcomes for 2013/14
 - Understanding of the Portfolio's objectives for 2014/17
 - Agreement around priority activities and expected service outcomes for 2014/17
- 3.3 The broad approach recommended for this year's Plan is that of consistency with the priorities of the 2013/16 Portfolio Plan.
- 3.4 The Committee will receive an update on progress in implementing the Plan at the mid-year point in November 2014, as part of its role in scrutinising the Executive and Department.
- 3.5 The Portfolio Plan has been prepared in accordance with the Council's performance management strategy. This is one of the Council's eight corporate Foundation Strategies which have been identified as being the key building blocks on which to grow and improve the authority to be 'excellent in the eyes of local people'.
- 3.6 The contents of the Plan are determined entirely by the Council itself. A range of local and nationally agreed performance measures are used to assess whether we are achieving our Building a Better Bromley (BBB) service outcomes. Portfolio Holders are identified by the Foundation Strategy as having responsibility for ensuring the creation and delivery of their Portfolio Plans; setting the vision and identifying priorities for their service remit. The respective PDS committees provide wider views before those plans are agreed, and then hold the Portfolio Holder and officers to account for performance and delivery of the final plans.
- 3.7 The Committee will be aware of the continuing prominence given to environmental issues and the need to take action on this locally. These issues affect not just the Environment Portfolio, but also the Council corporately.
- 3.8 The Environment PDS Committee has previously expressed its support for the use of the Portfolio Plan to provide a clear statement of Portfolio priorities for the benefit of the public and staff. In particular, the Committee has asked that the Plan provide a yardstick to measure achievement against objectives that could be used by the public and Members to hold the Portfolio Holder and the Environment & Community Services Department accountable. The Committee has emphasised the need for benchmarking so that it can assess the performance of the Portfolio, and judge the value for money delivered by the services offered.
- 3.10 The recommended priorities for the Plan are set out in Section 5 below, together with background on their significance as the key outcomes which should be sought in 2014/17.

3.11 For the year 2014/15, the following aims are highlighted:

- Extend the range of recyclables we accept.
- Pilot a kerbside textile waste collection service.
- Increase take up of the Green Garden Waste collection service to 15,000 homes.
- Sustain improved standards of street cleanliness.
- Continue to work closely in partnership with local people, forging deeper links with residents associations and Friends groups.
- Complete the major 'invest to save' programme to replace 8,000 lamp columns and 12,000 street lanterns by March 2015.
- Invest in the quality of our roads and pavements, repair potholes and replace fallen trees.
- Develop and adopt a Local Flood Risk Strategy.
- Continue working on major road junctions to reduce traffic congestion.
- Work with our partners to improve parking at Orpington rail station and Princess Royal University Hospital.
- Continue to take effective action to improve road safety and reduce accidents.
- Make it easier for customers to contact us on-line through Fix My Street.

4 PERFORMANCE IN 2013/14

4.1 Key achievements during 2013/14 included:

- Sustaining our 50% recycling rate, and diverting three quarters of the Borough's waste away from landfill.
- Introducing new bring banks for textile waste and doorstep collection of waste electrical items.
- Expanding take up of the Green Garden Waste collection service to more than 12,000 homes.
- Improving the standard of street cleanliness.
- Increasing the number of Snow Friends by 17%, to almost 4,500 volunteers.
- Increasing the number of Street Friends by 7%.
- Continuing to support the activities of our 56 Friends of Parks groups.
- Commencing the major 'invest to save' project to install modern street lights across the borough.
- Sustaining our investment in maintaining roads and pavements.
- Playing our part in reducing the number of deaths and serious injuries on Bromley's roads by more than 20%.
- Beginning work on key junctions of the A222 and A224 to reduce traffic congestion.
- Developing our successful shared parking service in partnership with LB Bexley.
- Introducing on-line parking permits for residents and businesses.

4.2 Performance data for most services is now available and key indicators are discussed below. The main exception is in respect of highway and footway condition where London-wide survey data is still awaited.

4.3 In respect of **street cleansing** services, performance on both litter and detritus clearance for 2013/14 met the requirements of the contract. This represented an improvement from 2012/13, as levels of detritus had been high during the summer of 2012. Performance on graffiti continued to be excellent with less than 1% of surveyed locations showing an unacceptable level of graffiti. As this level of performance has now been achieved for several consecutive years, it is recommended that this expectation be built into the Portfolio Plan .

4.4 Less than 1,300 **fly-tipping** incidents were recorded in 2013-14, down from 1,871 in 2012/13. Enforcement actions reduced correspondingly from 344 to 295.

- 4.5 Performance in respect of **waste** services fell marginally short of target. The recycling rate was again 50%; this would have been better but for disappointing performance during the period January to March 2014. Waste quantities continued to increase. 466 kg (1,028 lb) per household of residual waste was collected in 2013/14, exceeding both the 2012/13 quantity (451 kg/994 lb) and the target (440kg/970 lb); again, more waste was produced in the period January to March 2014. A contributory factor may have been clearance of detritus caused by the storm damage during the latter months of 2013. The proportion of waste sent to landfill was 26%, greater than the target of 23%, but this is explained by the partial closure of the SELCHP facility in summer 2013.
- 4.6 **Road safety** statistics are collected on a calendar year basis. There were 788 road accident injuries and deaths in 2013, a reduction from 822 in 2012. Importantly the number of deaths and serious injuries fell markedly from 90 in 2012 to 70 in 2013, the lowest number in recent years. Unfortunately, 10 children were seriously injured or killed. However fluctuations from year to year in the very low number of child casualties should be expected, and the long term trend still shows a decline in serious accidents involving children. In light of the continued decline in deaths and serious injuries on Bromley's roads, more ambitious targets for reductions in serious accident casualties are being recommended in the 2014/17 Portfolio Plan.

5 POLICY IMPLICATIONS

Improving the street scene

- 5.1 The quality of the street scene has been an issue of major importance to local people, and a high level of resident satisfaction is being achieved. Residents have in the past consistently identified "clean streets" as one of their most important priorities in making Bromley a pleasant place to live (alongside health and levels of crime). Members have emphasised the need to sustain high standards of street cleansing, taking account of available resources.

Minimising waste, and increasing recycling and composting

- 5.2 466 kg (1,028 lb) of residual waste per household was collected in Bromley during 2013/14. Prior to 2013, levels of residual waste had declined significantly for several years. Waste needs to be reduced for both environmental and financial reasons. The Council has made a priority commitment to its Recycling and Composting for All policy borough-wide, seeking to divert waste from landfill.

Enhancing Bromley's parks and green spaces

- 5.3 There is a continuing recognition of the importance of high quality green spaces to the character of the borough. Residents appreciate the importance of maintaining and improving the borough's parks and green spaces, and this priority is reflected in the number of active Friends of Parks groups. The Council is committed to expanding this scheme.

Securing our transport infrastructure

- 5.4 Road and pavement repairs have been cited as a key issue by many residents. Bromley has a good reputation in responding to snowfall and other weather-related challenges, and this needs to be sustained. Effective controls on utilities are essential to ensure good standards of work and to minimise traffic delays.

Improving transport

- 5.5 Traffic congestion, and the need to improve journey times, continues to be a major issue. Businesses are concerned about the effect on the local economy, and many local people believe tackling congestion should be a priority. The Council seeks to achieve this aim through better highway design and tackling delays at key junctions. The Council has successfully promoted school travel plans, seeking to reduce congestion at peak times. Road safety is another key priority and here again partnership with schools is important. The Council will continue to lobby for an extension of the Docklands Light Railway network into the borough.

Customer services and cross-cutting themes

- 5.6 A range of cross-cutting services support improved delivery across the Portfolio, for example in customer service standards, communications, performance management, and depot & fleet management. In addition, the Council's parking services are important to residents, businesses and visitors.
- 5.7 The Council's overall objectives, as set out in Building a Better Bromley, are:
- Quality Environment
 - Excellent Council
 - Regeneration
 - Vibrant and Thriving Town Centres
 - Children and Young People
 - Supporting Independence
 - Healthy Bromley
 - Safe Bromley
- 5.8 The Environment Portfolio Plan supports these overall objectives, predominantly in working towards a Quality Environment.

6 FINANCIAL IMPLICATIONS

- 6.1 The priorities, as set out in this report will be delivered within the resources identified in the Portfolio budget for 2014/15, including LIP funding from TfL, together with any further external funding that can be secured.

Non-Applicable Sections:	Personnel and Legal implications
Background Documents: (Access via Contact Officer)	Environment Portfolio Plan 2012/15 http://www.bromley.gov.uk/downloads/file/547/environment_portfolio_plan

Environment Portfolio Plan 2014/17

Introduction

Services provided through the Environment Portfolio affect the daily lives of every Bromley resident, and many compare favourably with those provided by other councils. Nevertheless we continually strive to improve our performance, as residents expect street cleaning, waste collection, highways maintenance and parks and greenspace services to be delivered to a high standard. We want our services to be seen as 'excellent in the eyes of local people'.

This is particularly important because a 'clean and green' Bromley is a key reason why people enjoy living or working in the borough. As well as maintaining high service standards, we aim to enhance our local environment and provide a high quality of life for all. Indeed protecting the borough now and for future generations remains a top priority, despite the challenging financial climate within which we operate.

This Portfolio Plan 2014/17 sets out six outcomes which are key to the continued delivery of excellent environmental services:

- Outcome 1: Improving the Street Scene
- Outcome 2: Minimising Waste, and Increasing Recycling and Composting
- Outcome 3: Enhancing Bromley's Parks and Green Spaces
- Outcome 4: Securing our Transport Infrastructure
- Outcome 5: Improving Transport
- Outcome 6: Improving Services for our Customers

These outcomes and their associated targets are carefully monitored to ensure delivery remains on track.

The Portfolio Plan also contributes towards the Council's strategic aims set out in 'Building a Better Bromley'. In respect of a Quality Environment, we will seek to:

- Provide a clean, green and tidy environment, meeting and maintaining standards of quality, which reflect service levels agreed between local communities and their elected Members
- Encourage further improvements in recycling and continue to encourage and expand Friends' Groups within the community to take responsibility for their environment including looking after parks, their streets and providing assistance during severe winter weather
- Ensure enforcement is a key approach to our business and the Council will ensure regulations are enforced
- Look at investment opportunities to reduce, wherever possible, costly maintenance and repairs in order to sustain the quality of our infrastructure, environment and street furniture.

Outcome1: Improving the Street Scene

The quality of the street scene continues to be a priority for Bromley. A well maintained street scene is closely related to how safe residents feel and how satisfied they are with their area – and this is actively monitored by the Council. The cleanliness of the borough's streets has consistently been identified by residents as a particularly important issue. Real progress has been made in recent years including through spring clean-ups, deep cleansing, new ashtray/litter bins, recycling bins, bus stop cleaning, chewing gum removal, and awareness raising campaigns.

A thorough review of the Council's approach to street cleaning identified a range of efficiencies which could be made whilst still maintaining high service standards and customer satisfaction. We will continue to review street cleaning frequencies to ensure that they reflect the varying needs of our local communities.

The public also helps the Council improve the responsiveness of its services by reporting problems such as fly-tipping, potholes, and street lighting defects. Since our on-line facility, Fix-My-Street, was launched in May 2012, some 17,000 reports have been made by residents.

Everyone can play a role in keeping our streets safe and clean. We are building strong bonds with our Street Friends and Snow Friends groups, and we wish to expand this activity. There are now some 1,000 Street Friends and 4,600 Snow Friends, organised by over 380 community co-ordinators. The Snow Friends scheme is also promoted to young people, through schools and youth groups, who assist elderly and disabled residents keep access to their homes snow-free and safe.

We will continue to enforce on-the-spot fines for littering and dropping chewing gum, building on our agreements with the police and Ward Security for their officers to serve Fixed Penalty Notices. We have been piloting the deployment of Ward Security to tackle littering and dog-fouling on-street, and will now consider whether to make this scheme permanent.

Over the past few years we have also had significant success in reducing the incidence of fly-tipping and abandoned vehicles. The Council offers a service for the removal and disposal of unwanted vehicles free-of-charge, which has contributed to this success. In addition, devolved powers from the DVLA enable us to take enforcement action against untaxed vehicles and we will ensure that this approach is sustained.

The street traders we license, and the markets we manage, add vitality to the street scene. Once again, plans are in place to take part in the national 'Love Your Local Market 2014' campaign. This seeks to enhance the profile of street markets in town centres (for example by inviting specialist street markets), and encourages young entrepreneurs to become market traders. In addition, we will continue to develop the borough's street café culture.

Outcome 2: Minimising Waste, and Increasing Recycling and Composting

The cost of the Landfill Tax means there is a clear financial benefit in recycling more and sending less waste to landfill. The environmental benefits of reducing waste and increasing the level of recycling are also important – given that natural resources are finite. Bromley aims to run the best recycling service in London. Our recycling performance is already excellent compared with other councils, and the borough currently has London's second highest recycling rate. However, the amount of waste produced per household remains high and this continues to impose significant cost pressures.

In the longer term, producing less waste in the first place is key to reducing costs and environmental impacts. We will therefore continue to work with residents to help them reduce the amount of waste they produce. That said, manufacturers and retailers also have a role to play in minimising waste at source and the Council will encourage and support the Government to bring forward effective proposals to tackle this problem.

The introduction of food waste collections in 2010 led to a reduction in the amount of domestic waste produced which, in turn, increased our recycling rate to over 50%.

We will continue to enhance the Waste Service through our 'Recycling for All' and 'Composting for All' programmes and ensure our Waste Advisors continue to work with residents, visiting households and encouraging greater participation.

Over the course of 2014/15, we will look to further expand the Green Garden Waste Collection Service (now available borough-wide) aiming for 15,000 customers.

We will also introduce a new kerbside textile collection service with trials taking place by the end of summer 2014, and install additional 'bring banks' across the borough and at participating schools. An on-demand kerbside collection service for electrical and electronic equipment has been introduced, and we plan to provide more sites where plastic containers can be recycled.

Outcome 3: Enhancing Bromley's Parks and Green Spaces

Parks, countryside, access to nature and open spaces are a vital part of what makes the Borough a good place in which to live and work; therefore it is important that these facilities are maintained to the satisfaction of our residents. This is achieved by developing and maintaining our landscape infrastructure. Increasingly, the Council draws on external funding and the commitment of community groups to maintain our Borough's high standards.

Improving public health is another important part of the Council's work. The Green Gym scheme continues at College Green, and the 'Grow Time' scheme is now fully established and completely self-funded. New training opportunities for Nash College students have been developed, enabling the Brook Lane initiative to be launched at the end of 2013. This project is a community-led growing space, which supplies plants to Friends groups for use in parks and the countryside.

We now have 56 Friends of Parks Groups which helped to raise almost £300,000 of external funding in 2013/14, and provided over 36,000 hours of voluntary work to enhance Bromley's landscapes. To take just one example, the football pitches at Chislehurst Recreation Ground have been repaired with the aid of £50,000 of external funding. We will continue to work with local groups in seeking additional funding to enhance allotments and sports facilities in our parks. We will also continue to organise public events and activities at parks and in the countryside.

Last year more than 1 in 5 of all street trees had a comprehensive safety inspection. Improved park security has been sustained, supported by issuing Fixed Penalty Notices for dog-related crime. We are liaising closely with the Police to facilitate a joint approach to dangerous dog offences. We will continue our work in improving safety and security in parks.

Outcome 4: Securing our Transport Infrastructure

The condition of Bromley's roads and pavements has consistently been identified by residents as a particularly important issue, and their maintenance continues to be a priority for the Council. We will continue our programme of major repairs to the borough's roads and footpaths, and develop a Highways Asset Management Plan.

Street lighting is an important component of our highways infrastructure and the street lighting 'invest to save' project will significantly reduce energy use and costs. The project will also introduce controls which will allow the lights to be dimmed as appropriate.

The London Permit Scheme has been successfully introduced in Bromley. We continue to use this to reduce traffic congestion caused by our own highway repairs and utility companies' street works.

The Council continues to play an effective role in keeping traffic moving and safe during winter. We will review lessons learned during the months of high rainfall in winter 2013/14 to ensure flood risk is minimised. In particular, we will increase local resilience by acting as the Lead Local Flood Authority, adopting the role of Sustainable Urban Drainage Systems Approval Body, and publishing a Local Flood Risk Strategy.

Keeping our roads safe and in good repair is an important challenge. Following good practice, preventative maintenance remains a key element of our approach to highways management. This prevents further deterioration and ensures the impact of maintenance works on traffic movements is minimised.

Outcome 5: Improving Transport

Traffic congestion has been identified by residents as a priority issue. However, solutions tend to be costly and take a long time to implement. In addition, major highway and traffic schemes are often dependent upon funding from Transport for London (TfL) which may change in the future. As part of our congestion reduction programme, this year we will continue our focus on the A222 and A224.

Congestion should also be tackled in conjunction with neighbouring boroughs, as motorists avoiding congested areas can cause problems elsewhere. We will work with our partners in the sub-region to identify and lobby for projects which will deliver benefits for travellers across south and south-east London.

Local people should be able to play their part and so the Council will work with schools, developers and businesses to implement effective travel plans. We are also committed to supporting the development of travel planning and advice for the Council's own staff.

Bromley has a good record in road accident reduction, with record low levels of serious and fatal accidents. We have an active programme of educating road users, with a particular focus on children and teenagers as they approach driving age. We will continue our programme of targeted safety improvements to reduce deaths and injuries on our roads.

Our parking services ensure visitors and residents across the borough have access to good parking facilities. The introduction of mobile phone payments for parking is an example of how we have expanded choice for motorists.

We will continue to seek improvements in public transport to provide more choice and are working with Southeastern railways to develop proposals to improve access to stations across the borough. A number of parking schemes are being introduced around railway stations for commuters. These projects include an extension to the New Beckenham car park in Lennard Road and improve parking arrangements around Chelsfield station and other railway stations.

We will also improve local cycling and walking facilities, for example by installing zebra crossings where they can contribute to improving road safety and improving access to local shopping parades.

Outcome 1	Improving the Street Scene
Issues	Clean streets are a high priority for residents
	Satisfaction with the street scene has a significant impact on residents' confidence in the Council

Aim	Sustain improvements in street cleanliness
In 2014/15 we will:	
1.1: Continue to issue Fixed Penalty Notices for littering and dog fouling	
1.2: Continue to work closely in partnership with local people, forging deeper links with residents associations, Street and Snow Friends.	
1.3: Continue to review street cleaning frequencies to reflect the varying needs of local communities.	
1.4: Maintain the high levels of resident satisfaction with the street cleansing service.	
1.5: Continue to develop the borough's street café culture, and increase visits by specialist street markets.	
1.6: Participate in the national 'Love Your Local Market' 2014 campaign	

Performance Indicators	12/13 Actual	13/14 Target	13/14 Actual	14/15 Target	15/16 Target	16/17 Target
NI 196: Enforcement actions taken against fly-tipping	344	320	295	300	300	300
Number of illegal fly-tipping incidents	1,871	<2,000	1,228	<1500	<1500	<1500
Street & environmental cleanliness (% of streets below NI 195)						
• litter	6%	6%	6%	6%	6%	6%
• detritus	10%	8%	8%	8%	8%	8%
• graffiti	1%	3%	1%	1%	1%	1%
• fly-posting	1%	1%	1%	1%	1%	1%

Outcome 2	Minimising Waste, and Increasing Recycling and Composting
Issues	Encouraging greater public involvement in waste minimisation and recycling

Aims	Increasing the proportion of waste recycled and composted
	Reducing the amount of waste sent to landfill

In 2014/15 we will:

2.1: Consolidate the borough-wide implementation of our Recycling for All and Composting for All policies

2.2: Through our Waste Advisers, assist and encourage residents to minimise their waste and recycle more

2.3: Continue to promote home composting

2.4: Increase take up of the Green Garden Waste collection service to at least 15,000 households

2.5: Introduce a trial kerbside textile collection service by the end of summer 2014, whilst also promoting greater awareness of the new textile Bring Banks

2.6: Support schools and businesses to recycle, working closely with other initiatives such as Friends groups

2.7: Continue to improve the standard of Bring Bank sites across the borough and encourage their increased use by residents

2.8: Continue to extend the range of recyclables accepted at our Household Waste Reuse & Recycling Centres

2.9: Complete the introduction of a kerbside collection service for Waste Electronic and Electrical Equipment

2.10: Ensure that our services conform with the requirements of the 2011 Waste Regulations

Performance Indicators	12/13 Actual	13/14 Target	13/14 Actual	14/15 Target	15/16 Target	16/17 Target
Household waste recycled/composted (%) NI 192	50%	51%	50%	51%	52%	52%
Municipal waste land-filled NI 193 (%)	25%	23%	26%	23%	23%	23%
Residual household waste (kg per household) NI 191	451kg	440kg	466kg	440kg	440kg	440kg

Outcome 3	Enhancing Bromley's Parks and Green Spaces
Issues	Develop community involvement in our parks

Aim	Conserve and enhance Bromley's parks and green spaces
In 2014/15 we will:	
3.1: Maintain the quality, appearance and cleanliness of parks, open spaces and the countryside	
3.2: Develop and maintain Bromley's publicly owned tree stock in a safe condition, and replace fallen trees in parks and green spaces	
3.3: Develop and maintain paths and other hard landscaping features in parks, open spaces and the countryside	
3.4: Improve our environment through forging deeper links with Friends of Parks groups	
3.5: Contribute to improving residents' health by supporting park users, sports activity providers, allotment holders and other partners	
3.6: Apply for external investment funding for green space improvements in partnership with stakeholders	
3.7: Maintain safety and security in parks	
3.8: Promote and support public use of parks and green spaces for community events and activities	
3.9: Ensure that good value for money is provided when work is commissioned to maintain and improve Bromley's parks and green spaces	

Outcome 4	Securing our Transport Infrastructure
Issues	Satisfaction with the condition of roads and pavements has a significant impact on residents' confidence in the Council
	Ensure maintenance of the borough's infrastructure is carried out in a timely and effective way.

Aim	Invest in the quality of our roads, pavements and street lighting
In 2014/15 we will:	
4.1: Complete the major 'invest to save' project to replace 8,000 lamp columns, and 12,000 street lanterns, in residential roads by April 2015	
4.2: As part of the 'invest to save' project, introduce variable dimming of street lights by means of a Central Management System, facilitating remote monitoring and control of all the new units	
4.3: Review the effectiveness and priorities of the service in the light of experience gained in responding to snow and flooding incidents	
4.4: Improve the condition of the Highways Network by completing a major programme of resurfacing works on principal roads, including the A208 (White Horse Lane) and A233 (Main Road)	
4.5: Develop a comprehensive Highways Asset Management Plan for the Borough by March 2015	

Performance Indicators	12/13 Actual	13/14 Target	13/14 Actual	14/15 Target	15/16 Target	16/17 Target
Condition of principal roads (NI 168) (% should be considered for maintenance)	3%	<6%	Awaiting results	<6%	<6%	<6%
Condition of non-principal classified roads (NI 169) (% should be considered for maintenance)	5%	<8%	Awaiting results	<8%	<8%	<8%
Condition of town centre footway surfaces (% should be considered for maintenance)	N/A	<30%	Awaiting results	<30%	<30%	<30%

Environment Portfolio Plan 2014-2017

Aim	Improve the standard of work carried out by the utilities
In 2014/15 we will:	
4.6: Continue to inspect at least 80% of utilities works, 50% more than required by the national code of practice	
4.7: Continue to monitor the progress of utility works, and take enforcement action where required to reduce traffic congestion	
4.8: Work with utility companies to improve the quality of their reinstatement works, taking enforcement action where necessary to protect highway assets	

Aim	Minimise the risk of flooding
In 2014/15 we will:	
4.9: Increase flood risk awareness and develop resilience through our Lead Local Flood Authority role	
4.10: Adopt the role of Sustainable Urban Drainage Systems Approval Body, once national guidance has been published	
4.11: Develop and adopt a Local Flood Risk Strategy for Bromley	

Outcome 5	Improving Transport
Issues	Rising numbers of cars in the borough, as the number of residents and households increases.
	Improving access for all, including those without a private vehicle
Aims	Promotion of cycling, walking and public transport to: improve access to services, facilities, and employment; reduce peak time congestion; and lower carbon emissions
	Improve the road network and journey times for all users
	Promote safe and secure travel and parking
In 2014/15 we will:	
<p>5.1: Continue implementing the traffic element of the Bromley Town Centre Area Action Plan, including:</p> <ul style="list-style-type: none"> • monitoring the impact on parking provision of the closure of Westmoreland Road car park, and taking action to address any problems • ensuring that proposed building works at the opportunity sites do not have a detrimental impact on local transport networks • working towards a medium-term 10% modal shift reduction in journeys by car to Bromley town centre 	
<p>5.2: Improve rail connectivity to Bromley, including lobbying for an extension of London Overground services to Bromley North.</p>	
<p>5.3: Look to decrease congestion and reduce journey times on priority routes, including the completion of work on key junctions on the A222 and A224</p>	
<p>5.4: Help to reduce delays to bus journeys, and make transport interchanges safer and easier to use</p>	
<p>5.5: Continue to support schools, developers and businesses in implementing effective Travel Plans to reduce traffic congestion, improve road safety and encourage walking and cycling</p>	
<p>5.6: Ensure that parking provision near town centres and railway stations balances the needs of residents, visitors and commuters</p>	
<p>5.7: Work with Southeastern and Network Rail to improve parking at Orpington rail station, increasing capacity and improving access</p>	
<p>5.8: Work with King's College Hospital NHS Foundation Trust to improve parking at and around Princess Royal University Hospital</p>	

Environment Portfolio Plan 2014-2017

Performance Indicators	12/13 Actual	13/14 Target	13/14 Actual	14/15 Target	15/16 Target	16/17 Target
% of children travelling to school by car (from School Census; former NI 198)	28%	31%	Awaiting results	30%	30%	30%

Aim	Fewer road casualties
In 2014/15 we will:	
5.9: Continue implementing our programme of accident reduction measures in key locations, alongside a programme of road safety education	
5.10: Identify and prioritise locations for accident reduction measures in 2015/16	
5.11: Deliver a programme of skid resistant road surfacing and upgraded lining to improve safety	

Performance Indicators	2012 Actual	2013 Target	2013 Actual	2014 Target	2015 Target	2016 Target
People killed/seriously injured in road accidents (NI 47)	90	≤ 103	70	≤77	≤73	≤67
Children killed/seriously injured in road accidents (NI 48)	5	≤ 8	10	≤ 8	≤ 8	≤ 8
Total road accident injuries and deaths	821	≤ 828	788	≤ 806	≤ 785	≤ 765

Outcome 6	Improving Services for our Customers
Issues	Opportunities to contribute to wider environmental improvements
	Motorists expect parking enforcement to be fair and effective
	Meet public expectations for high standards of customer service
Aims	Maintain high standards of customer service
	Ensure services are efficient and provide value for money
	Uphold good governance and accountable decision making
In 2014/15 we will:	
6.1: Sustain improvements in our standards of customer service and make it easier for customers to contact us on-line, for example through Fix My Street	
6.2: Use customer feedback to help us improve service performance	
6.3: Embed sound business planning, performance and risk management to underpin effective service delivery	
6.4: Continue to improve the use of ICT and flexible mobile working to benefit our customers	
6.5: Maintain control of our contracts at both Member and operational level, including reviewing our approach whenever contracts are renewed, to ensure high service standards and value for money	
6.6: Continue to achieve demanding service objectives and value for money within the context of budget constraints	
6.7: Support Environment PDS Committee in exercising its powers of scrutiny over a range of public bodies, including the Council itself	
6.8: Ensure that formal decision-making is supported by sound procedures and is accessible to the public	

Environment Portfolio Plan 2014-2017

Aim	Provide fair and effective Parking services
In 2014/15 we will:	
6.9: Develop the successful shared Parking service with LB Bexley, including integrating the new ICT system	
6.10: Continue to improve the effectiveness and fairness of the Council's parking enforcement activities	
6.11: Provide a choice of parking payment methods for motorists	
6.12: Ensure that good parking facilities and reasonable charges support the vitality of the borough's town centres	
6.13: Implement the online permit system to allow full self-service for residential and business permits, including vouchers and parking dispensations	

Performance Indicators	12/13 Actual	13/14 Target	13/14 Actual	14/15 Target	15/16 Target	16/17 Target
Penalty Charges referred to the Parking & Traffic Appeals Service (PATAS)	839	737	648	635	625	615
PATAS cases won by LB Bromley	66%	66%	66%	67%	68%	69%

Communications Issues

Our key aims:

- Make it easier for Bromley residents to communicate with the Council
- Communicate the challenges facing the Environment Portfolio in a tough financial climate

Improving the street scene

- Improve public understanding of, and support for, the Council's enforcement role in respect of fly-tipping, litter and graffiti
- Ensure residents are informed of any changes to the street cleansing service, and develop awareness of the impact that the different seasons have on our approach to street cleaning

Minimising waste, and increasing recycling and composting

- Increase resident participation to secure environmental and other benefits through recycling and waste minimisation, in support of our Recycling and Composting for All programmes
- Promote the Green Garden Waste collection service to residents
- Promote the new electrical equipment collection service to residents

Enhancing Parks and Greenspaces

- Promote the activities of Friends' Groups, and others, in enhancing the borough's parks, street scene, and the assistance provided by Snow Friends
- Communicate improvements and changes to individual parks

Securing our Transport Infrastructure

- Ensure motorists are kept informed about major highways schemes undertaken to improve road conditions and safety
- Provide flood risk information for the public through the Council's website

Improving Transport

- Promote partnership working with schools to improve road safety and the advantages of cycling, walking, car sharing and using public transport
- Promote cycling, walking, car sharing and the use of public transport to businesses, visitors and residents, focusing on town centre locations
- Ensure that our road safety messages are communicated effectively to the public
- Improve public understanding of our Parking services

Report No.
ES14034

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Environment Portfolio Holder

For Pre-Decision Scrutiny by the Environment PDS Committee on:

Date: 1st July 2014

Decision Type: Non-Urgent Executive Non-Key

Title: **SHARED PARKING SERVICES CONTRACT:
Commencement of Procurement Gateway Review**

Contact Officer: Ben Stephens, Head of Parking
Tel: 020 8313 4514 E-mail: ben.stephens@bromley.gov.uk

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

Ward: Borough-wide

1. Reason for report

1.1 Bromley's current parking operations and enforcement contract with Vinci Park Services expires in September 2016, coinciding with the planned end date for LB Bexley's parking contract with NSL. This report proposes that a Procurement Gateway Review be undertaken of the options for a single shared parking contract for both boroughs from October 2016. This will assess options for the future delivery of these services and the packaging of the shared contract. The review will take into account:

- the current state of the market for enforcement services
 - developments in parking management and enforcement nationally
 - consideration of options for inclusion in the new contract
-

2. **RECOMMENDATION(S)**

That the Environment Portfolio Holder agrees:

2.1 **That a Procurement Gateway review of options for the shared parking services contract be undertaken, and a further report brought to Members in March 2015.**

2.2 **That specific consideration is given to options for the Key Performance Indicators to be used for managing the contract; and**

2.3 **That the length of the contract be for a 10 year period with a potential break clause after 5 years.**

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Excellent Council; Quality Environment; Vibrant, Thriving Town Centres
-

Financial

1. Cost of proposal: Not Applicable: Report concerns a Procurement Gateway review.
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: LB Bromley current Parking contract
 4. Total current budget for this head: £2.3m L.B. Bromley
 5. Source of funding: Existing revenue budget 2014/15
-

Staff

1. Number of staff (current and additional): 23 LB Bromley employees
 2. If from existing staff resources, number of staff hours: 22.8 fte LBB
-

Legal

1. Legal Requirement: Non-Statutory - Government Guidance:
 2. Call-in: Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All motorists residing in or visiting Bromley and Bexley
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 Approval for the creation of a shared parking service between LB Bromley and LB Bexley was given by the two boroughs in November 2012 (LB Bromley's Executive met on 28th November 2012). LB Bromley was agreed to be the host borough. The formal Collaboration Agreement between the two boroughs was approved in February 2013 (Bromley's Executive met on 6th February 2013). The shared service's principal objectives are to develop best service practice and to realise a saving in management costs and other overheads without detriment to the delivery of the front-line service.
- 3.2 A key element of the business case for establishing the shared parking service was the opportunity to realise further savings and efficiencies by bringing the boroughs together in a single shared parking contract when their existing contracts expire. Harmonisation of the boroughs' approaches to parking enforcement is already underway, and joint procurement of a single shared service contract for October 2016 can now commence.
- 3.3 Bromley introduced decriminalised parking enforcement in October 1993 and Bexley in 1994, both under the terms of the Road Traffic Act 1991. Currently around 70,000 Penalty Charge Notices (PCNs) are issued each year by Vinci Park Services in Bromley for traffic and parking infringements, and 50,000 by NSL in Bexley. The number of contraventions can vary from year to year depending on the level of compliance and changes in the pattern of demand for parking spaces.
- 3.4 The contract will include the enforcement of all on and off-street parking regulations within the London Boroughs of Bromley and Bexley in accordance with the 2004 Traffic Management Act, together with all relevant Traffic Management and Parking Orders, bylaws, and policies, guide lines and procedures laid down by both councils. The contract will also include the management of the councils' surface and multi-storey car parks, and on-street bays, including staffing, security, collection of and accounting for fees, cleaning, non-structural maintenance, maintenance of pay and display machines, pay on foot equipment and barriers, together with access control and fee collection systems. It is considered that there are substantial opportunities to realise economies of scale across two boroughs by including these elements of the service as the core of the new contract.
- 3.4 Bromley's current contract with Vinci Park Services commenced in October 2006 and ends in September 2016. The contract includes the following services –
- Patrolling and enforcing on-street parking restrictions through the issue of PCNs.
 - Patrolling and enforcing all council-owned car parks through the issue of PCNs.
 - Car park management and maintenance.
 - Equipment maintenance and management.
 - Collecting cash from pay and display machines, and pay stations in multi-storey car parks.
 - School crossing patrols, funded by TfL and individual schools
- 3.5 Bexley's current contract with NSL commenced in April 2010 and is now also due to end in September 2016, following agreement on a 12 month extension to align the contract end date with LB Bromley. The contract includes the following services:
- Patrolling and enforcing on-street parking restrictions through the issue of PCNs;.
 - Patrolling and enforcing car parks through the issue of PCNs;
 - CCTV mobile units

3.6 Since the commencement of the current parking contract for Bromley in 2006 (Bexley's contract commenced in 2010) there have been a number of changes in Government guidance; in particular revised Statutory Guidance was issued in 2008. There have also been changes across the country in local authorities' enforcement practice, equipment and policy. In particular, greater emphasis has been placed on improved transparency, including;

- publication of annual reports
- more transparent financial information
- adoption and publication of parking strategies
- Use of Body Worn Video
- GPS tracking of enforcement , showing where PCNs have been issued
- Real time data transfer to the back office.
- Greater emphasis on customer service, including:
 - Sharing of evidence recorded online including photographs and recordings
 - Ability to challenge PCNs online.
 - Sharing of policies and practices with customers via the web.

3.7 Appendix C sets out the various elements which need to be considered in a Procurement Gateway review of a major contract. Specific issues pertinent to this contract which will be assessed include:

- Ensuring that both boroughs' service needs are met by a single shared service contract
- Clear decisions as to whether the contract will include specific elements of the service, which are currently carried out in-house (e.g. management of appeals & representations; and CCTV enforcement)
- Packaging options around a range of ancillary services (e.g. the mobile phone parking payment system, ICT support, debt recovery services and school crossing patrols)

3.8 Composition of the Gateway Review Team

The Review Team will consist of:

- AD Parking and Customer Services Bromley (Chairman)
- Deputy Director Bexley
- Head of Parking Services (shared service)
- Parking Contracts & Operations Manager (shared service)
- Head of Finance for E&CS, Bromley
- Procurement (Bromley)
- Legal (Bromley)

Other officers will be consulted on specific issues, for example the Head of Traffic and Road Safety (and the corresponding officer in Bexley) in respect of school crossing patrol issues. The Bexley Deputy Director will co-ordinate input from LB Bexley officers.

3.9 There is clear evidence both within London and nationally that there are sufficient active and experienced contractors within the sector to ensure a competitive process.

- 3.10 The Review will consider the advantages and disadvantages of including certain services in the contract. The service elements are detailed in Appendix A; some could be included or excluded from the contract. In particular:
- Item 3 – Currently Bromley’s contractor maintains pay & display machines and automatic pay stations in MSCPs, including daily checks of the equipment through their own service engineers or through a maintenance agreement with the company providing the machines. The purchase and installation of new pay and display machines is currently a client function. This element could be contracted out provided the client specifies the machine type and model required.
 - Item 4 - Currently the contractor reports missing signs and lines to the Council. If signs and lines are not replaced quickly enforcement cannot take place. This element could be contracted out to facilitate faster replacement of signs and lines and avoiding delays in ordering work via the Council. This will be specifically reviewed.
 - Items 10 and 11 –Options for the provision of lighting maintenance in car parks will be specifically reviewed
 - Item 12 – Bromley’s contractor currently removes fly-tipping from within (car parks), It is proposed that the options for the removal of fly-tipping from both boroughs’ car parks be specifically reviewed
 - Item 13 – management of LB Bromley’s School Crossing Patrol service is currently included within the contract. This service is funded by TfL and individual schools and therefore cannot be guaranteed for the duration of the contract. This arrangement could continue; crossing patrols could be packaged as a separate element of the parking contract; or the service could be procured via an entirely separate process.
 - Items 14-16 - CCTV enforcement will be reviewed in the light of any relevant legislative changes which may be forthcoming.
 - Item 19 – options for the provision of equipment such as hand-held devices and body-worn video will be considered
- 3.11 With regard to Items 6, 9 and 14-16, the Gateway Review will specifically consider in-house and outsourced options for appeals & representations, PCN processing, debt recovery, and CCTV enforcement.

Contract Term

- 3.12 Longer-term contracts of up to 10 years are now common for parking services. Longer contract periods encourage investment by the contractor, for example in car park improvements and refurbishment, resulting in added value to the contract. It is unlikely that a contractor would be prepared to make substantial investments unless the contract period is expected to be of at least 7 years duration. There are clear advantages in securing a 10-year contract, albeit with a potential break clause at the mid-point to protect the interest of both authorities. A review of the service would be undertaken in sufficient time for the two authorities to consider in advance whether to exercise the break clause after 5 years and to make alternative arrangements.

Performance

- 3.13 The current contracts provide both for performance rewards and penalties, depending on whether service levels are maintained satisfactorily. This aspect of the contract will be specifically reviewed taking account of legislative requirements and Statutory Guidance.
- 3.14 Within the contract performance should be judged according to how far desired transport objectives are achieved. Performance indicators might include statistics on compliance and/or non-compliance, staff qualifications and deployment, numbers of appeals, quality of customer service, and the measurable impact enforcement has on road safety and/or congestion. Over the past five years the British Parking Association (BPA) has attempted to address these issues through a model contract, and this option will be considered in the Gateway Review.. However, it should be noted that the BPA model contract has been introduced by only a minority of local authorities in the UK.
- 3.15 As part of the Review an assessment will therefore be undertaken of the options for using various key performance indicators in order to address both authorities' transport policies, client monitoring and budgetary requirements.
- 3.16 A tendering timetable based on a start date of 1st October 2016 is shown at Appendix B.

Future Trends

- 3.17 Since 2006, management of parking by local authorities has continued to evolve; there have been changes to statutory guidance, practice, equipment and policies. The contract will need to be flexible enough to accommodate future changes.
- 3.18 There has been continued publicity over enforcement policies and actions, and the use of KPIs to manage contractor performance. The need to change public perceptions of enforcement is currently driving many of the new developments. The major issues being addressed at present include –
- The recent review of parking enforcement conducted by the House of Commons Transport Select Committee.
 - Government consultation on restricting local authorities' enforcement powers, in particular on whether to end CCTV enforcement of parking restrictions
 - The changes to Statutory Guidance made in 2008, and the potential for further changes to legislation or guidance in the future.
- 3.19 There will need to be a continued emphasis on delivering quality operations over the next few years. Future contracts will need to incorporate the flexibility to deal with change over the entire life of the contract. It is important that the boroughs achieve successful partnership working with the contractor/s they select.
- 3.20 It should also be noted that central Government consultation on local authorities' parking enforcement powers may significantly affect the structure and content of this contract.

Consultancy Performance Appraisal

- 3.21 Earlier this year, and following a competitive process, the London Boroughs of Bromley & Bexley (LBB) commissioned Alpha Parking to carry out a review of their PCN processing performance in order to assess options to increase efficiencies, quality of customer service and cost savings. The review was funded corporately by LB Bromley through the Commissioning Board process. Alpha Parking concluded:

“LBB are one of the major shared services and, in our opinion, should be complimented on being an efficient and well managed operation. This opinion is based not only on the core operation but also on their willingness and success in utilising innovative approaches such as embracing technology, an extensive home working program and addressing the need for both speed and quality.”

- 3.22 In respect of PCN fine collection rates, the consultants concluded:

“In general a rate of around 72/73% is considered typical and some recent examples ...gave figures ranging from 67-76%. The LBB PCN collection rates have been taken from the latest Annual Report and show that 78.1% of PCNs are paid... the collection rate calculation is carried out without any manipulation to improve the figure...As such the LBB collection rate appears very good.”

- 3.23 In respect of performance at the London-wide Parking and Traffic Appeals Advisory Service (PATAS), the consultants concluded:

“...the latest annual report from PATAS is for the year Apr 2012 to Mar 2013. This ...pre-dates the amalgamation of Bromley and Bexley back office operations ... (For) Cases refused by the adjudicator (ie where the Council persuades the adjudicator that their case and evidence are stronger than the motorist’s)...Bromley achieved a percentage of 61% of cases completed, which is 9% points higher than the average and ranks 12th out of 35.”

- 3.24 The review also looked at the staffing structure of the shared service team, following its bedding-in over the previous year. A number of operational-level recommendations were made by the consultants, which have been assessed and a Management Action Plan agreed. All of the proposals can be implemented within the current balance of in-house and outsourced functions. It is therefore proposed that any further consideration of additional outsourcing should be undertaken within the Gateway Review process.

4. POLICY IMPLICATIONS

- 4.1 This Gateway review will further the aim of the draft Environment Portfolio Plan 2014/17 to “Provide fair and effective parking services”, as well as the Plan’s commitment to “Maintain control of our contracts at both Member and operational level, including reviewing our approach to services whenever contracts are renewed”.
- 4.2 The Review will need to take account of any relevant social and sustainability issues which may arise from the procurement options being considered.
- 4.3 Should any service changes be recommended under the proposed new contract, some public consultation may be required.

5. FINANCIAL IMPLICATIONS

5.1 The current parking contract is split into two elements; a fixed basic service and a variable fixed rate service. The variable service includes ad hoc repairs to equipment, the cost of tariff changes, re-wiring/replacing plates, tow away service and any other miscellaneous services that are required.

5.2 LB Bromley's 2014/15 budget for the parking contract is detailed in the table below:

Parking contract budget 2014/15	Fixed Element	Variable Element	Total Budget
	£'000	£'000	£'000
Car Park operations and maintenance	676.0	59.8	735.8
Equipment repair and maintenance	330.0	31.3	361.3
Enforcement	1,223.3	6.5	1,229.8
Total Parking Contract Budget	2,229.3	97.6	2,326.9
School Crossing Patrols	178.1	0.0	178.1
Funded by: - schools	(112.1)	0.0	(112.1)
Funded by: - TfL	(66.0)	0.0	(66.0)
Total Net Budget for School Crossing Patrols	0.0	0.0	0.0

5.3 The overall budget available for the future parking contract will be reviewed once it is known what additional services, if any, are included in the proposed specification for the new shared contract.

6. LEGAL IMPLICATIONS

6.1 It is anticipated that EU Regulations are likely to change prior to 2016. Account will need to be taken of the impact of any such changes on the procurement process for this contract.

6.2 The primary purpose of penalty charges is to encourage compliance with parking restrictions. The statutory guidance to local authorities under the 2004 Traffic Management Act says "For good governance, enforcement authorities need to forecast revenue in advance. But raising revenue should not be an objective of CPE, nor should authorities set targets for revenue... "

Non-Applicable Sections:	Personnel Implications
Background Documents: (Access via Contact Officer)	Parking Shared Service Report November 2012 Collaboration Agreement Report Collaboration Agreement 2013 Paper for Parking Working Group on Outsourcing – October 2013

APPENDIX A

Item	Service	Elements involved	Currently in Parking contract?	Proposed
1	Enforcement –foot patrols and PCN issue.	Employment and training of Civil Enforcement Officers, management of patrols, issuing PCNs. Parking suspensions	Yes.	To be contracted out
2	Clamping and/or removals	Provision of car pound and related services for removals, vehicles, operatives, clamping/ lifting of vehicles.	No	To be reviewed
3	Machine provision, installation and maintenance	Purchase and installation of pay & display machines and maintenance, including daily checks.	Provision – No Maintenance- Yes (Bromley) No (Bexley)	To be reviewed
4	Line & sign maintenance	Reporting of problems and rectification, perhaps to include a programme of regular checks.	No	To be reviewed
5	Cash collection	Collection from pay and display machines and delivery to cashiers	Yes	To be contracted out; packaging to be reviewed
6	Appeals and Representations	Dealing with appeals and representations	No	To be reviewed.
7	Permit issue	Permits, dispensations, suspensions, special arrangements	No	To be reviewed.
8	ICT provision	System software and/or hardware including hand- held devices for issuing PCNs.	Separate contract	To be contracted out; packaging to be considered
9	Penalty Charge Notice processing	Dealing with scanning, correspondence, representations and appeals, payments, printing and despatching recovery documentation.	No	To be reviewed
10	Multi-Storey Car Park maintenance and cleaning	Security, internal decorating, lighting, heating, ventilation, drainage, gutter clearance, fire-fighting equipment, compliance with fire regulations, signage, associated gardening and grass cutting, snow clearance from ramps and entries/exits, height, width and safety barriers, railings internal and external	Yes (Bromley) No – part of street cleaning contract (Bexley)	To be contracted out. Packaging to be reviewed

APPENDIX A (continued)

Item	Service	Elements involved	Currently in Parking Contract?	Proposed
11	Surface car park maintenance and cleaning	Cleansing, surface markings, signage, lighting, repairs to minor pot holes, height, width and safety barriers, railings, horticultural maintenance and grass cutting, gritting and snow clearance	Yes (Bromley) No (Bexley)	To be contracted out Packaging of lighting to be reviewed
12	Fly-tipping in car parks	The removal of fly-tipping	Yes (Bromley) No (Bexley)	To be reviewed
13	School Crossing Patrols	To escort unaccompanied children across the road at authorised crossing places.	Yes (Bromley) No (Bexley)	To be contracted out; packaging to be considered
14	CCTV Bus Lane enforcement (Bromley)	The monitoring and enforcement of bus lanes through the use of Close Circuit Television	No	To be reviewed.
15	CCTV parking and waiting restriction enforcement (Bromley)	The monitoring and enforcement of parking and waiting restrictions through the use of Close Circuit Television	No	To be reviewed in the light of the outcome of Central Government consultation.
16	Mobile CCTV enforcement (Bromley and Bexley)	The monitoring and enforcement of parking and waiting restrictions through the use of mobile Close Circuit Television	No (Bromley) Recording of contraventions only (Bexley)	To be reviewed as above.
17	Debt Recovery Services	Enforcement Agents, post debt registration	Yes	To be contracted out – packaging to be considered
18	Mobile Phone Parking Services	Bromley currently use Ringo and Bexley use Benrose Booth	Stand-alone contracts	To be contracted out – packaging to be considered
19	Provision of hardware	Hand Held devices, Body Worn Video and PCs	No - Bromley Yes - Bexley	To be considered

APPENDIX B

Indicative Timescale

OBJECTIVES	DATE
Commencement of Procurement Gateway Review	July 2014
Complete Review and report to Members	Environment PDS Committee - March 2015, then to the Executive for decision
Publication of advertisement, despatch of OJEU notice	Apr/May 15
Return of pre-qualification questionnaire	Jul/Aug15
Short list prepared, tender evaluation process agreed	Aug/Sep 15
Specification signed off	Sep/Oct 15
Despatch of invitation to tender and specification	Oct/Nov 15
Pre-tender clarification meetings and dealing with tenderers' questions	Dec 15/Jan 16
Return of tenders	Jan/Feb 16
Tenderers' presentations and evaluation	March 16
Selection and contract award report to Executive	March 16
Transition phase begins	June 16
Contract commencement date	1 st October 2016

APPENDIX C

PROCUREMENT GATEWAY REVIEWS (Excerpt)

Gate Review - Procurement strategy

This gate confirms the preferred procurement option and method to be used (open, restricted, Competitive Dialogue or negotiated etc.).

Purposes of the review

- *Confirm the outline business case now the project is fully defined.*
- *Ensure that the procurement strategy is robust and appropriate.*
- *Ensure that the project's plan through to completion is appropriately detailed and realistic.*
- *Ensure that the project controls and organisation are defined, financial controls are in place and the resources are available.*
- *Confirm funding availability for the whole project.*
- *Confirm that the development and delivery approach and mechanisms are still appropriate and manageable.*
- *Check that the supplier market capability and track record is fully understood (or existing supplier's capability and performance).*
- *Confirm that the procurement (or acquisition approach) will facilitate good client/supplier relationships in accordance with government initiatives such as Achieving Excellence in Construction Procurement.*
- *Confirm that appropriate project performance measures and tools are being used.*

1. Potential for success

- 1.1 *Do stakeholders support the project? Is the organisation fully committed?*
- 1.2 *Are the business needs clearly understood by the client organisation and likely to be understood by suppliers?*
- 1.3 *Should the project be broken down into a series of small steps?*
- 1.4 *Is there a clear definition of the total business change?*
- 1.5 *Are the issues relating to business change understood? Is there an initial plan to address these issues?*
- 1.6 *Are the benefits to be delivered by the project understood and agreed with stakeholders? Is there an initial plan for realising benefits?*
- 1.7 *Have options for sources of supply been evaluated?*
- 1.8 *Has the proposed procurement route been evaluated?*
- 1.9 *Is the selected procurement strategy defined and endorsed?*
- 1.10 *Have the factors that influence the procurement strategy been addressed?*
- 1.11 *Will the procurement strategy facilitate communication and cooperation between potential suppliers and client?*
- 1.12 *Is there adequate knowledge of existing and potential suppliers? Who are the suppliers most likely to succeed?*
- 1.13 *Has the project team complied with EC procurement rules in drafting the OJEC notice?*
- 1.14 *Does the project have access to resources with the appropriate skills and experience?*

2. Business case

- 2.1 *Strategic fit: Does the business case continue to demonstrate business need and contribution to the business strategy?*
- 2.2 *Options explored: Is the preferred way forward still appropriate?*
- 2.3 *Value for money: Is the proposed commercial arrangement likely to achieve value for money?*
- 2.4 *Affordability: Are the costs within current budgets? Is the project's whole funding affordable and supported by the key stakeholders?*
- 2.5 *Achievability: Is the organisation still realistic about its ability to achieve a successful outcome?*
- 2.6 *Will the project be attractive to the private sector?*
- 2.7 *Is the evaluation strategy (including how to demonstrate value for money) accepted by stakeholders and compliant with EC procurement rules?*

3. Risk management

- 3.1 *Are the major risks identified, understood, financially evaluated and considered in determining the procurement strategy? Are there risk management plans? Have all the issues raised in previous gateways been satisfactorily resolved?*
- 3.2 *Are the external issues being addressed? These include:*
 - *The statutory process*
 - *Communications*
 - *Public relations*
 - *Social, economic and environmental issues*

4 Readiness for next phase – investment decision

- 4.1 *Are the project outputs/outcomes accurately reflected in the requirement specification?*
- 4.2 *Is the project plan for the remaining phases realistic?*
- 4.3 *Are the project's timescales reasonable?*
- 4.4 *What are the arrangements for the next stage of the procurement process? Have its activities been defined and resourced?*
- 4.5 *Have suitable stakeholders, business and user representatives been involved and have they approved the tender evaluation criteria?*

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Report No.
ES14041

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Environment Portfolio Holder

For Pre-Decision Scrutiny by the Environment PDS Committee on:

Date: 1st July 2014

Decision Type: Non-Urgent Executive Non-Key

Title: STATION ACCESS PROGRAMME: IDENTIFICATION OF PROJECTS

Contact Officer: Chris Cole, Transport Planning Manager
Tel: 020 8313 4630 E-mail: Chris.Cole@bromley.gov.uk

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

Wards: All

1. Reason for report

Local Investment Plan (LIP) funding, of the order of £150k over each of the next 3 years, has been earmarked for station access improvements across the borough. Improvements for all modes of travel to and from stations can be considered: walking; cycling; public transport interchange; parking; drop off and pick up; and disabled access to the station buildings themselves. However there is insufficient funding to implement schemes at every station, and therefore priority needs to be given to progress works.

2. **RECOMMENDATION(S)**

That the Environment Portfolio Holder:

2.1 **Confirms the suggested priority rationale set out in section 3.2 and Appendix 1, and that the first priority stations should be:**

- Elmstead Woods
- Penge East
- Petts Wood
- Shortlands

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Quality Environment Vibrant, Thriving Town Centres:
-

Financial

1. Cost of proposal: Estimated Cost: up to £150k per annum over 3 years
 2. On-going costs: there may be some recurring costs, however these will be identified and addressed as each scheme is progressed
 3. Budget head/performance centre: TfL LIP Funding for Public Transport Interchange and Access
 4. Total current budget for this head: £150k p.a. from 2014/15 to 2016/17
 5. Source of funding: TfL LIP formula funding 2014/15 to 2016/17
-

Staff

1. Number of staff (current and additional): 2
 2. If from existing staff resources, number of staff hours: 100
-

Legal

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

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): There were 35 million passenger journeys to/from station in Bromley in 2013. Individual stations have up to 6 million passenger journeys per annum.
-

Ward Councillor Views

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

3. COMMENTARY

Background

- 3.1 As part of the 3 year LIP programme 'access to stations' was identified as an area in need of investment, in order to ensure the future viability of Bromley as a location to commute from and as a place to visit. There are over 35 million passenger journeys made using stations in Bromley, making them a very significant part of the transport network in the borough. However, most stations have not seen any significant investment for some time. As a result many of Bromley's stations are not as easy to get to/from as they could be and/or have safety issues which need to be addressed. In addition, many stations are not particularly welcoming, meaning that for some visitors their first impression of the borough is not good.
- 3.2 The main aim of the programme is, therefore, to seek to address priority access issues to stations over the next 3 years. Access in this context is meant in the widest possible sense, meaning that all modes of travel to and from stations are to be considered: walking; cycling; public transport interchange; parking; drop/off and pick up; as well as disabled access to the station buildings themselves.
- 3.3 The programme would look in each case at areas slightly beyond the immediate vicinity of each station along routes to and from it, and would consider safety, security and aesthetic issues. Schemes could include improvements to crossings, lighting, CCTV and street furniture, as well as forecourt improvements.
- 3.4 In Greater London this work was previously undertaken by the sub-regional partnerships (in Bromley's case, SELTRANS), but this funding stream has no longer been available since the partnerships were re-organised and given a different remit.

Prioritisation

- 3.5 There are 26 stations in the borough. However, there is insufficient funding for schemes to improve each and every station, therefore priority needs to be given to progress works. Funding is of the order of £150k over each of the next 3 years. A prioritisation methodology is proposed using the following criteria:

Criteria 1 – Recent Investment

Some stations have already seen improvement works in recent years (e.g. Bromley South and Ravensbourne). Others already have works scheduled in the coming months or years (e.g. New Beckenham and Beckenham Junction). Given that these eight stations have already received significant investment, it would be appropriate to invest in improvements at other stations. These eight stations are shown in Appendix 1.

Criteria 2 – Usage and Facilities

There are a lot of factors that could be used to develop a priority list. These are set out in Appendix 1, which lists the following for each station within the Borough:

- Annual passenger usage (and rank within the Borough)
- Bus routes, for interchange, (and rank)
- Car parking spaces (and rank)
- Cycle parking spaces (and rank)

- 3.6 Of these, the key criterion is passenger usage. Schemes at those stations with the largest passenger usage could provide a better level of return than those with smaller numbers of passengers. Stations in the borough have been allocated to 4 priority groups based on usage. This is shown in Appendix 1.

- 3.7 Having said this, there could be another valid reason to increase the prioritisation of a particular station. There are two stations with particularly low cycle stand facilities, for example, which could be moved up to a higher priority. Again, these are highlighted in Appendix 1.
- 3.8 Taking all factors into account, the proposed first priority stations in the Borough are:
- Elmstead Woods
 - Penge East
 - Petts Wood
 - Shortlands

Development of Schemes and External Funding

- 3.9 Assuming that approval is given to a priority ranking for stations, officers would then undertake a more comprehensive analysis of the top priority stations in 2014/15 and develop schemes accordingly.
- 3.10 The intention is to look at both LB Bromley and railway land, with the aim of using external (railway) funding for measures taking place on the railway land. Officers have already been in contact with the main two train operators in Bromley – Southeastern and London Overground - and these organisations have agreed to work with LB Bromley. The advantage of looking at the area around each station holistically is that schemes should provide the best connections on the desire lines, and there is the ability to remove all unnecessary impediments or obstructions, not just those within the station forecourt.
- 3.11 It is not possible at this stage to say exactly what each scheme will entail. It is hoped that LB Bromley’s leading role will provide a greater opportunity to realise imaginative and forward thinking designs than if the train operators were required to develop schemes in isolation.
- 3.12 Each scheme at individual stations would be subject to Member approval in the normal way once the initial designs are complete and we have estimated costs.

4. POLICY IMPLICATIONS

- 4.1 The draft Environment Portfolio Plan 2014/17 includes the aims “Help to ...make transport interchanges safer and easier to use”, and “Ensure that parking provision near ... railway stations balances the needs of residents, visitors and commuters”. This programme of works will help achieve these aims.

5. FINANCIAL IMPLICATIONS

- 5.1 £150k per annum has been set aside for the next three years, 2014/15 to 2016/17 from the TfL LIP Formula funding to develop and implement station access schemes.
- 5.2 Individual schemes will be reported back to Members with details of the design and implementation costs together with any potential on-going costs and funding.

Non-Applicable Sections:	LEGAL IMPLICATIONS
	PERSONNEL IMPLICATIONS
Background Documents: (Access via Contact Officer)	LIP funding 2014/15

Appendix 1: Station Usage, Facilities, and Suggested Priority

	Station	Operator	Line/ Destination	Usage	Usage Rank	Bus Routes (no.)	Bus Route Rank	Cycle parking Spaces	Space/ 100k pass jny	Space/ pass jny rank	Car Park Spaces	Recent work?	Existing proposals	Priority
1	Anerley	L. Overground	Overground, L.Bridge - Caterham	688,000	19	4	9	6	0.8721	19	0			3
2	Beckenham Junction	Southeastern	L. Bridge - Beck Jn, Victoria - Oprington	2,677,000	3	5	6	24	0.8965	18	88		Y	N/A
3	Bickley	Southeastern	Thameslink, Victoria - Oprington	814,000	16	4	9	14	1.7199	8	46			3
4	Birkbeck	Southeastern	L. Bridge - Beck Jn	86,000	26	3	14	2	2.3256	5	0			4
5	Bromley North	Southeastern	Grove Park shuttle	635,000	20	9	2	21	3.3071	1	220			3
6	Bromley South	Southeastern	Victoria - Oprington, Chatham, Maidstone, Thameslink	6,014,000	1	9	2	55	0.9145	16	0	Y		N/A
7	Chelsfield	Southeastern	L. Bridge - Sevenoaks, T Wells	924,000	15	2	19	10	1.0823	15	37			3
8	Chislehurst	Southeastern	L. Bridge - Sevenoaks	1,128,000	11	2	19	14	1.2411	13	148			2
9	Clock House	Southeastern	L. Bridge - Hayes	1,100,000	12	4	9	10	0.9091	17	0			2
10	Crystal Palace	L. Overground	Overground, SL Line, L Bridge - Beck Jn, Victoria - Sutton	2,202,000	4	5	6	6	0.2725	26	13	Y		N/A
11	Eden Park	Southeastern	L. Bridge - Hayes	526,000	21	3	14	14	2.6616	4	0			4
12	Elmers End	Southeastern	L. Bridge - Hayes	1,063,000	13	3	14	8	0.7526	23	108			2
13	Elmstead Woods	Southeastern	L. Bridge - Sevenoaks	1,260,000	9	1	23	17	1.3492	12	64			1
14	Hayes	Southeastern	L. Bridge - Hayes	1,156,000	10	5	6	10	0.8651	20	117			2
15	Kent House	Southeastern	L. Bridge - Hayes	800,000	18	3	14	12	1.5000	9	6	Y		N/A
16	Knockholt	Southeastern	L. Bridge - Sevenoaks	367,000	23	2	19	10	2.7248	3	39			4
17	New Beckenham	Southeastern	L Bridge - Hayes, L Bridge, Beck Jn	801,000	17	1	23	16	1.9975	7	0		Y	N/A
18	Orpington	Southeastern	Victoria - Oprington, L. Bridge - Sevenoaks, T Wells	5,239,000	2	15	1	40	0.7635	22	319	Y	Y	N/A
19	Penge East	Southeastern	Victoria - Oprington	1,337,000	8	4	9	20	1.4959	10	0			1
20	Penge West	L. Overground	Overground, L.Bridge - Caterham	507,000	22	6	4	4	0.7890	21	0			4
21	Petts Wood	Southeastern	Victoria - Oprington, L. Bridge - Sevenoaks	2,059,000	5	6	4	30	1.4570	11	197			1
22	Ravensbourne	Southeastern	Thameslink, Victoria - Chatham	159,000	25	1	23	5	3.1447	2	0	Y		N/A
23	Shortlands	Southeastern	Thameslink, Victoria - Oprington, Chatham	1,471,000	6	3	14	16	1.0877	14	39			1
24	St Mary Cray	Southeastern	Thameslink, Victoria - Oprington, Chatham	1,461,000	7	4	9	10	0.6845	24	31	Y		N/A
25	Sundridge Park	Southeastern	Grove Park shuttle	275,000	24	1	23	1	0.3636	25	15			4
26	West Wickham	Southeastern	L. Bridge - Hayes	943,000	14	2	19	21	2.2269	6	135			3

pass jny = passenger journeys

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Report No.
ES14040

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Environment Portfolio Holder

For Pre-Decision Scrutiny by the Environment PDS Committee on:

Date: 1st July 2014

Decision Type: Non-Urgent Executive Non-Key

Title: **A222 CHISLEHURST COMMON IMPROVEMENTS**

Contact Officer: Chris Cole, Transport Planning Manager
Tel: 020 8313 4630 E-mail: Chris.Cole@bromley.gov.uk

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

Ward: Chislehurst

1. Reason for report

In the 2008 report of the Congestion Working Group, the section of the A222 at Chislehurst Common was cited as a pinch point. This report asks the Portfolio Holder to approve funding to enable the development of a proposal to improve the A222 across Chislehurst Common by undertaking a land swap with lesser used roads across the Common. The report identifies approximate development costs and a timetable.

2. **RECOMMENDATION(S)**

That the Environment Portfolio Holder

2.1 Approves the allocation of up to £60,000 of LIP funding to develop the proposals for improvements on the A222.

Corporate Policy

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

Financial

1. Cost of proposal: Estimated Cost: £60k for design
 2. On-going costs: Not Applicable:
 3. Budget head/performance centre: TfL Funding for Congestion Relief
 4. Total current budget for this head: £83k is allocated to this scheme, of which £60k is the uncommitted balance. Up to £570k is available for 2015/16
 5. Source of funding: TfL LIP formula funding 2014/15 and 2015/16
-

Staff

1. Number of staff (current and additional): 3
 2. If from existing staff resources, number of staff hours: 200 hours
-

Legal

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

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): approximately 13,000 vehicles use this road every day.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments: All three Ward Members have given in principle support to the proposed improvements and "land swap".

3. COMMENTARY

Congestion Issue

- 3.1 The A222 across Chislehurst Common is one of the more congested routes in the borough . It is particularly congested in both the morning and afternoon peaks and journey time reliability is poor.
- 3.2 The worst location for congestion is the Centre Common Road/Royal Parade Junction (War Memorial Junction), although the Ashfield Lane and Old Hill/Watts Lane/Prince imperial Road junctions also suffer from congestion. Anecdotal evidence suggests that many drivers “rat run” either through the Common (Ashfield Lane/Prince Imperial Road) or Royal Parade/Watts Lane, in particular to avoid the War Memorial junction.

Development on the Common

- 3.3 The Common is protected land, and the Chislehurst Common Conservators, quite understandably, seek to protect the Common from development. This has meant that previous attempts to make improvements to the junction(s) have not been successful.
- 3.4 To address this issue, a “land swap” is now proposed. There are a number of roads which cross the Common, which either duplicate the function of other roads, or add little to the road network. If traffic could be focused onto one single road, the other roads could be removed and the land returned to the Common. As stated above, this would have little to no impact on traffic, but would significantly improve the amenity of the Common by making two large areas out of 5 smaller ones.
- 3.5 The proposal is, therefore, to replace the Loop Road “X” and the section of Heathfield Road from Ashfield Lane to Centre Common Road with a single carriageway road between Heathfield Road and Prince Imperial Road. Appendix 1 shows the proposed roads to be removed and an indicative location of the replacement road. The actual location of the replacement road would be subject to discussion with the Conservators and other stakeholders.
- 3.6 It is recognised that any designs need to be approved by the Conservators and must be sympathetic to the Common. However, the “land swap” would mean that the Common would still gain more land than would be required for carriageway improvements by a ratio of between 2.5:1 to 3:1.

Potential Junction Improvements and Surveys

- 3.7 The four junctions on the A222 with the worst congestion are still under consideration for improvement. In order to fully understand what the issues are, a traffic survey is being carried out before any decisions are taken on which (if any) junctions should be improved.
- 3.8 Because of the rat-running problem, it is necessary to undertake origin-destination surveys (using cameras equipped with automatic number plate recognition) to fully understand where vehicles are coming from and which routes they are taking, as well as the usual volume and turning counts. The results of the survey would be used to inform the decision on which junctions require the most attention, and also the design of the scheme.
- 3.9 As an example, one potential solution would be the addition of a flare lane at the War Memorial junction to assist turning movements, as initial observations have shown that right hand turning vehicles block traffic wanting to go forward or turn left. The survey would, therefore, show the extent of the problem. However, at this stage, no formal solutions have been designed. The surveys would not cause any disruption to traffic.

- 3.10 The junction improvements would not touch the War Memorial, but could seek to add a staggered pedestrian refuge across the west side of Bromley Road, given the vicinity of the schools. There have been several requests to do so over the years, although the impact on traffic would need to be demonstrably low. The widening should allow the pedestrian facility to be included without detriment to traffic flow.

Drainage

- 3.11 If a scheme were to progress, there are some drainage issues in the area which would need to be addressed. It would be sensible to consider improvements to drainage, again bearing in mind the local environment and the Commons Conservators' requirements.

Consultation

- 3.12 Informal discussions have taken place with Ward Members, Commons Conservators and the Chislehurst Society. All are supportive of the plans being developed further.

4. POLICY IMPLICATIONS

- 4.1 The draft Environment Portfolio Plan 2014/17 includes the aim "*Improve the road network and journey times for all users*" and the objective "*Look to decrease congestion and reduce journey times on priority routes, this year focusing on the A222...*" These plans aim to help deliver this objective, focussing on a route highlighted by the Congestion Working Group in 2008.

5. FINANCIAL IMPLICATIONS

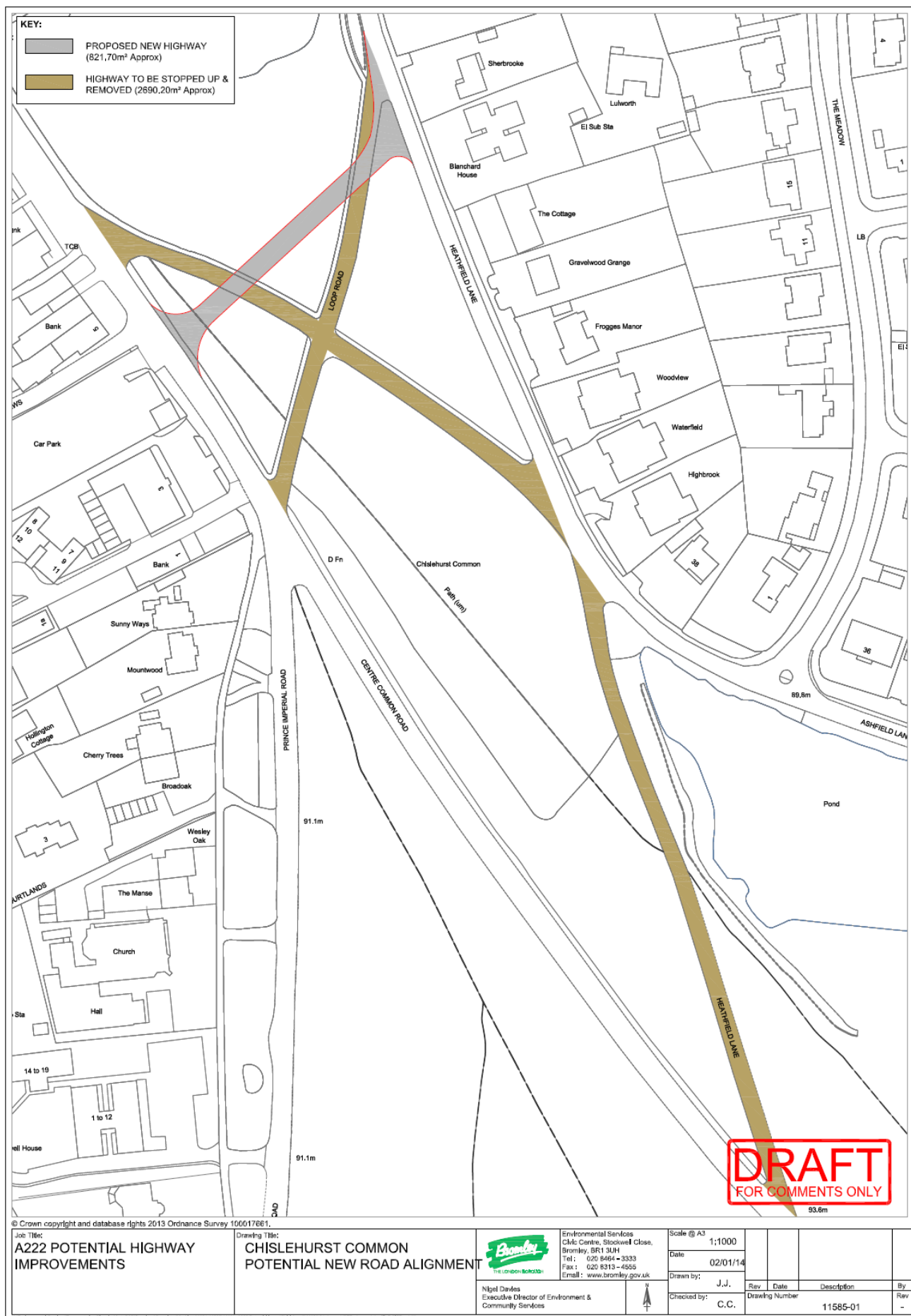
- 5.1 The A222 project is one of a number of potential Congestion Relief schemes identified within the existing 3 year Local Implementation Plan (LIP) funding programme.
- 5.2 The estimated cost of survey and design work is £60k. This can be funded from the 2014/15 TfL funding for Congestion Relief that has an allocation of £83k set aside for this scheme. An uncommitted balance of £60k is available to meet the initial design costs. Up to £570k is available within the 2015/16 TfL LIP funding programme for Congestion Relief to enable the implementation of the scheme.
- 5.3 Once the initial designs are complete, a further report, complete with estimates, will be brought back for Member consideration prior to any public consultation and implementation.

6. LEGAL IMPLICATIONS

- 6.1 Development on the Common is protected. The legal status of the proposals would need full investigation during the design stages, should these initial proposals be approved.

Non-Applicable Sections:	7. PERSONNEL IMPLICATIONS
Background Documents: (Access via Contact Officer)	LIP funding 2014/15

Appendix 1 – Plan showing roads that could potentially be “swapped” and indicative location of replacement



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Report No.
ES14057

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **Environment Portfolio Holder**

For Pre-Decision Scrutiny by the Environment PDS Committee on:

Date: **1st July 2014**

Decision Type: Non-Urgent Executive Non-Key

Title: **PARKING CONTROLS IN RESIDENTIAL AREAS**

Contact Officer: Paul Nevard, Traffic Engineer
Tel: 020 8313 4543 E-mail: Paul.Nevard@bromley.gov.uk

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

Ward: All

1. Reason for report

The purpose of this report is to examine the Council's approach to requests for various parking controls, including waiting restrictions (yellow lines) and to formalise current practice into policy. The report proposes criteria for determining where parking should and should not be permitted.

2.

RECOMMENDATION:

2.1 **That the Environment Portfolio Holder agrees to the adoption of the policies in respect of parking controls outlined in this report.**

Corporate Policy

1. Policy Status:
 2. BBB Priority: Quality Environment Vibrant, Thriving Town Centres:
-

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Minor traffic management scheme budget and TfL LIP funding for parking
 4. Total current budget for this head: £9,960 and £135,000
 5. Source of funding: Existing revenue budget 2014/15 and TfL LIP funding 2014/15
-

Staff

1. Number of staff (current and additional): 2
 2. If from existing staff resources, number of staff hours: 6
-

Legal

1. Legal Requirement: Statutory Requirement:
 2. Call-in: Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Residents, and visitors to the Borough
-

Ward Councillor Views

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

3. PARKING CONTROL POLICY

- 3.1 This report outlines the design considerations for parking controls in residential areas across Bromley. This includes minor changes to the highway and incorporates:
- Waiting Restrictions (yellow lines)
 - Flank Boundary Parking
 - Footway Parking
 - White Bar Access Markings
 - Disabled Persons Parking Bays
- 3.2 The purpose of this report is to examine the Council's approach to requests for various parking controls and to reaffirm the Council's position on trying to provide suitable parking places on street. The report outlines where parking should and should not be permitted and proposes criteria for doing so.

Proposed Waiting Restrictions

- 3.3 Where a request is made by a resident, ward Member or other key stakeholder, consideration can be given to the introduction of restrictions to improve sight-lines or traffic flows. An engineer will visit the site to assess current parking problems, the demand for on street parking in the area and also any recorded collisions that have occurred at the location resulting in personal injury. The majority of these requests relate to junctions but some other locations, such as bends, can benefit from parking controls. The primary consideration before any controls are installed (or removed) is safety, but other considerations are also taken into account.
- 3.4 The Highway Code recommends that drivers should "*not park opposite or within 10 metres of a junction, except in an authorised parking space*". However, enforcement action can only be taken where waiting restrictions (yellow lines) are present with a formal Traffic Management Order (TMO) in operation.
- 3.5 Introducing waiting restrictions at every junction where a request is made would result in significant costs to the Council. Each site where restrictions are proposed requires a Traffic Management Order to be made at a cost of about £3,000. There is also the cost of staff time to design each scheme, plus the ongoing costs of enforcement. Whilst sites can be batched together in an Order that is advertised, introducing restrictions at every junction is not necessary. Waiting restrictions can be visually intrusive and have an impact on the street scene. The majority of junctions across the borough do not require restrictions.
- 3.6 At some locations displacing existing parked vehicles can create further road safety concerns. There may also be objections from residents, particularly in areas where no other waiting restrictions are present. Such restrictions can create local vehicle displacement and careful consideration is required for each site. This includes the road safety record and the demand for parking at the location. Where a request is made for such restrictions, an engineer will investigate. The Traffic team receives around 5 requests per week for junction treatments but only around 10% of these are currently deemed appropriate to progress.
- 3.7 At most junctions where restrictions are introduced, the standard approach is to install 10 metres of 'At Any Time' waiting restrictions (double yellow lines) to the junction. This is consistent with the highway code. This helps to protect sightlines and is usually equivalent to two car lengths. The standard design is shown in Appendix 1, Diagram A.

- 3.8 However, there are instances where slight variations may be required to take into consideration the road layout, driveways and other street furniture present. Whilst the Council seeks to take a consistent approach to the introduction of waiting restrictions at junctions (within 10 metres in all directions) there are locations where the length of restrictions need to be varied. An example is shown in Appendix 1, Diagram C. Whilst restrictions may need to be slightly extended to take into account the road layout or speed of traffic (Appendix 1, Diagram F), shorter lengths of restrictions are often required in one way roads as shown in Appendix 1, Diagrams D & E.
- 3.9 If it is considered restrictions are required, ward Members and the Environment Portfolio Holder are always consulted in advance of any proposal. Providing there are no objections, the necessary Traffic Management Order will be drafted and the directly affected residents informed of the changes proposed. Providing no objections are raised the amendments can be made on the ground and the Order allowing enforcement made. If objections to the proposal are received, but are not deemed to be valid, approval is sought before implementation. As the cost of such schemes is generally very low, decisions are often taken under Delegated Authority by the Executive Director of Environment and Community Services, following consultation with ward Members and the Environment Portfolio Holder. More extensive parking schemes that involve a number of roads, or cost over £5,000, are reported to the Environment PDS Committee for consideration before a decision is taken by the Environment Portfolio Holder.

Private Driveways – Requests For Waiting Restrictions

- 3.10 Residents may request waiting restrictions to protect individual driveways. The number of requests received for 'At Any Time' waiting restrictions (double yellow lines) to protect driveways is increasing. Introducing such restrictions to protect an individual driveway is usually not practical, would often have detrimental effects such as displacing parked cars to other driveways and could lead to many further requests borough-wide. Restrictions are therefore focused on areas where road safety is of concern and where the parking of vehicles needs to be managed and controlled effectively. As highlighted in paragraph 3.2 above, such restrictions are focussed at junctions to improve road safety. Introducing short lengths of restrictions borough-wide simply to protect driveway entrances and would be impractical to enforce effectively. There would also be a significant cost to the Council of introducing the necessary Traffic Management Orders to permit legal enforcement at each location where such lines are applied.
- 3.11 However, residents can request an individual visit by a Civil Enforcement Officer (traffic warden) to enforce parking restrictions, including a vehicle parked across the dropped kerb outside their property. Alternatively, if the resident is regularly inconvenienced by vehicles parking across their dropped kerb, they can register their address giving authorisation for routine parking enforcement. This achieves a similar outcome without a proliferation of yellow lines.
- 3.12 Short lengths of single yellow lines are also often requested. However the introduction of many short lengths of restriction with gaps would be confusing for motorists. It would also result in an increase in the number of signs required to make restrictions enforceable, contrary to the Council's policy aim to reduce street clutter. Local authorities are encouraged to ensure parking controls are kept as simple as possible in order to avoid complex restrictions, signs or road markings. Increased use of such restrictions would make effective enforcement difficult. Drivers might also expect to park on such restrictions with a low risk of receiving a penalty, undermining the effectiveness of parking restrictions in other locations borough-wide where road safety is the primary purpose. As yellow line waiting restrictions are not used to protect

individual crossovers and driveways, demand for white line bar markings has also increased; this is discussed in section 4 of this report.

Flank Boundary Parking

- 3.13 In 2010 a review of parking across Orpington was carried out (report ESD/10082). It was agreed that, where parking could be suitably accommodated and did not interfere with driveways and/or residents, additional parking should be provided. This mainly included areas that were adjacent to flank boundaries or along fences. It was seen as being preferable to allow parking in such locations, rather than adjacent to driveways which would create problems with gaining access and/or with sightlines. Hence, if parking controls are deemed necessary for an area, flank boundaries would be kept available for parking.
- 3.14 Flank boundary parking can maximise the space available to park on-street and prevents displaced parking. With the emergence of larger parking schemes across the Borough, and across London, a number of areas that could easily accommodate parking have been restricted by yellow lines. This can create further displacement, resulting in vehicles parking in even less desirable locations. This can include parking on the edge of controlled areas or just outside of Controlled Parking Zones (CPZ). This often results in further complaints and requests for restrictions to be extended.
- 3.15 Therefore, flank boundary parking can help to provide on-street parking within otherwise restricted areas and prevents the displacement of parked vehicles elsewhere. The purpose of any parking scheme is to control and manage parking and not simply to displace it.
- 3.16 Since 2010 the approach taken by the Council has been to allow flank boundary parking where it would not create access problems. However there are a number of areas where older parking schemes have been extended and flank boundary areas have been restricted. This can simply displace parking and reduce the number of locations where drivers could park on-street, without creating any parking problems. Consequently we will wherever appropriate introduce flank parking for new and existing schemes.

Carriageway Widths – Flank Boundary Parking

- 3.17 Generally if a carriageway is in excess of 6 metres in width, flank boundary parking can be provided, to allow parking to one side. This allows 2 vehicles to simultaneously pass a vehicle parked adjacent to the kerb. For short lengths this can be reduced to 4.2 m, which allows a vehicle to pass a parked vehicle in one direction. If the carriageway is narrower flank boundary parking is generally not permitted as this can interfere with the free flow of traffic, especially larger vehicles. Certain road layouts – such as a sharp bend in a road - can also make flank boundary parking less desirable, with a width in excess of 4.2 m required even for short lengths.
- 3.18 However if parking is necessary, consideration can be given to permit partial footway parking to continue, without the need for further restrictions to ensure access. As footway parking is not normally permitted on footways across London, careful consideration is required before allowing such an exemption, particularly in relation to whether the footway is of appropriate construction to withstand this use.

Footway Parking Exemptions

- 3.19 There is a London-wide ban on parking vehicles on the footway and verges. This is covered by Section 15 of the Greater London Council (General Powers) Act 1974, which came into effect in 1985.
- 3.20 Footway parking is a contentious issue, with many requests being received from residents to permit vehicles to be parked on the footway. However, the Council currently operates a policy which presumes against allowing footway parking. This is linked to the general principle that footways are for pedestrians, and is tied to the Council's policy of facilitating a wide range of choice in travel methods in addition to the use of private cars. Whilst some residents may consider that it is their right to park on the footway outside of their house, this can seriously impinge on other users of the footway. Vehicles on the footway can cause severe problems for the blind, those in wheelchairs and people with pushchairs. Therefore, if exemptions are permitted, sufficient widths for wheelchairs, pushchairs etc. need to be retained. Furthermore, footways are not normally constructed to take the weight of parked vehicles so they quickly become damaged, necessitating costly repairs.
- 3.21 There has previously been a general presumption against granting widespread exemptions. The following principles guide the approach taken by the Council:
- Footways are for pedestrians.
 - Verges are an amenity for the whole community to enjoy.
 - Parking should be on private property where possible.
- 3.22 Nevertheless, there are situations where it may be possible and appropriate to allow footway parking. Consideration can be given following representations from residents, and site observations by an engineer. Wider than usual footways, narrow carriageway widths and a lack of alternative facilities may mean that footway parking is the best solution to a particular parking problem. This has been observed where parking on both sides of the street restricts vehicle movement to such an extent that emergency vehicles are unable to gain access.
- 3.23 The standard method of signing footway parking, approved by the Department of Transport, is by small signs which indicate that either two or four wheels may be placed on the footway. These signs must be installed on any road allowing an exemption. Without such signs, footway parking is not permitted. Where possible, existing lamp columns are used for these signs to reduce street clutter.

Footway Widths – Footway Parking Exemptions

- 3.24 Currently any request for footway parking is investigated before a decision made on whether an exemption can be applied. Normally such footway parking would need to retain at least 1.2 m of footway to still allow pedestrians to pass. Examples are shown in Appendix 2. However, in special circumstances this may be varied. If footway parking is to only be permitted to one side of the road (leaving the other footway completely clear) or for only a short distance to avoid a pinch point, then footway parking can be varied.
- 3.25 Generally the Council does not mark bays on the footway to show the exemption or extents of the parking permitted. Marking such bays can have an impact on the visual outlook of a road and also create issues with refurbishment.
- 3.26 Consequently it is recommended that there should be a continuation of the existing parking procedures across the borough with the following approach to be taken:

- The standard length of junction treatment restrictions to be 10 metres, with authority to vary in special circumstances depending on individual site circumstances or for engineering / road safety issues.
- Where road widths permit, as described in 3.12, to allow flank boundary parking without restrictions.
- For any new scheme promoted or existing scheme reviewed, to assess locations where flank boundary parking can be provided and where restrictions could be removed to provide additional parking places.
- Footway parking is only to be introduced in special circumstances and where sufficient footway widths as described in 3.18 can be retained. This would only apply where footways are deemed sufficiently robust, or can be upgraded, to withstand the weight of vehicles without excessive damage.

4. PARKING CONTROLS TO BE REVIEWED

White Bar Access Markings

- 4.1 White bar markings are an advisory marking laid on the carriageway to indicate the presence of a driveway, an entrance to off-street premises or where the kerb is dropped to provide a convenient crossing place for pedestrians.
- 4.2 Such markings are not legally enforceable. However if used sparingly they can be helpful in discouraging inconsiderate parking, particularly where a problem is isolated and a Traffic Management Order (used with yellow lines) could not be justified or easily enforced. White bar markings may be used to mark gaps across driveways or between separate bays.
- 4.3 As yellow lines cannot be used to protect an individual driveway, residents often now request a white bar access marking where gaining access to or from a driveway or crossover has become difficult. Whilst these are effective at showing the presence of a driveway, particularly in a busy street, increased requests have resulted in a large number being installed borough-wide and at times there has been an inconsistent approach to implementation. The general principle currently employed is that, when requested, white bars will only be installed across communal entrances, driveways of disabled drivers, or business premises.
- 4.4 Given the increased number of requests for such markings, the cost is also increasing. Whilst there is no cost associated with signage or a TMO (as they are not required), there is a cost for the road markings and for the officer time to investigate, assess and process applications. As there is no legal order to enforce such markings, there are limited records to know where such markings have been implemented previously or the reasons why.
- 4.5 A new approach therefore needs to be taken to the implementation of such markings. This includes setting out agreed criteria for such changes, to allow a consistent approach borough-wide. A further report will outline such issues and recommend a new process for implementation. There is currently no fee charged to applicants.

Disabled Persons Parking Bays

- 4.6 The Council provides parking bays for disabled badge holders outside or near their place of residence, when a resident demonstrates that they hold a Blue Badge and have no suitable off-street parking facilities. The bays are covered by a Traffic Management Order to allow enforcement. Markings are introduced on the carriageway indicating that a disabled person lives close by and that the space is the most convenient place for them to park. The Council's

parking contractor enforces compliance in such bays, although the use of each bay is not restricted to an individual and can be used by any Blue Badge holder. Whilst the bay is implemented primarily to assist a particular resident, the intention of such bays is to maintain a parking place for any bona-fide disabled badge holder to use and not just the applicant.

- 4.7 All applicants for a disabled persons parking bay will have been given a medical assessment by the Council's doctor before being recommended for a bay. The traffic engineer only investigates the need for a parking bay, rather than the applicant's medical history. There is no fee charged to applicants.

Disabled Persons Parking Bays – Who Can Apply

- 4.8 Anyone can apply for a disabled parking bay who has a valid Blue Badge and is on the higher rate of mobility support.

In Bromley the number of bays on street are:

- 435 Disabled Parking bays (At Any time)
- 11 Disabled Parking bays (At Any time – Maximum stay 4 hours)
- 51 Disabled Parking bays (At Any time – Maximum stay 3 hours)

- 4.9 Time limited disabled parking bays are often located in town centre locations or near local shopping parades. This helps to provide a designated space where a disabled driver can park, but also encourages turnover to ensure that the bay is made available to other drivers. The vast majority of disabled persons' parking bays that operate 'at any time' will have resulted from a request by a resident to assist with parking. These are mainly located in residential streets.

- 4.10 Over the years the number of disabled persons parking bays across the Borough has increased, and the Council's costs to install, maintain and process applications for such bays have also increased. The existing process and criteria has been in place for a number of years without being reviewed.

- 4.11 A review of the current process is necessary and a further report will be compiled to examine the processes involved in implementing disabled drivers' bays, along with ways to address the escalating costs and time involved in assessing and implementing such schemes.

5. POLICY IMPLICATIONS

- 5.1 The Council's approved Local Implementation Plan (LIP) states that it is necessary for parking schemes to strike a balance between: the demand for parking; the need to support the local economy; and the need to provide for visitors generally.

- 5.2 The draft Environment Portfolio Plan 2014/17 includes the aims "Promote safe and secure travel and parking" and "Promotion of cycling, walking and public transport to: improve access to services, facilities, and employment; reduce peak time congestion; and lower carbon emissions".

- 5.3 The Council seeks to maximise the efficient use of on-street parking across the borough to benefit residents and other users of these roads.

- 5.4 Once Members have considered the supplementary report on disabled bays and white bar markings, a plain English downloadable policy leaflet will be produced for residents to explain our policies on parking restrictions.

6. FINANCIAL IMPLICATIONS

- 6.1 The costs of introducing parking controls in the Borough are met from the Minor Traffic management Schemes budget held within Traffic and Road Safety and the TfL Lip funding for parking. The Traffic budget currently has an allocation of £9,960 set aside for site investigations and schemes for 2014/2015 and the TfL LIP budget has an allocation of £135,000 for parking.
- 6.2 There are no additional costs required for enforcement of the footway parking as that falls under the existing parking contract.

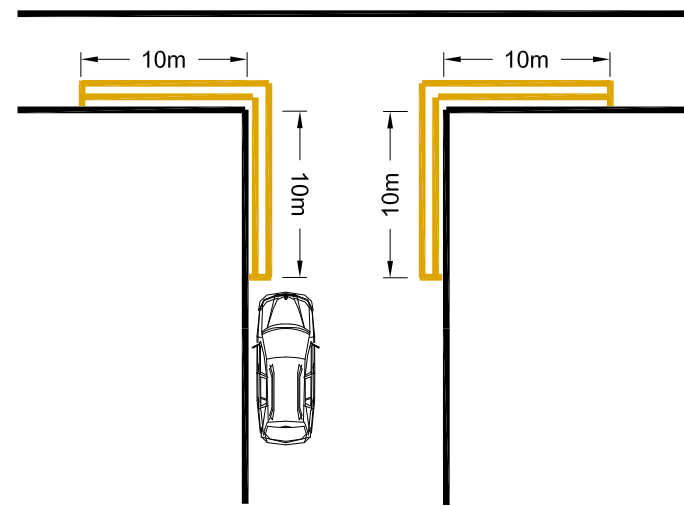
7. LEGAL IMPLICATIONS

- 7.1 Any scheme is subject to consultation and the necessary Traffic Management Order is advertised to permit any changes to waiting restrictions (yellow lines.) Any objections are duly reported for consideration.

Non-Applicable Sections:	PERSONNEL IMPLICATIONS
Background Documents: (Access via Contact Officer)	Orpington Parking Review – ESD/10082

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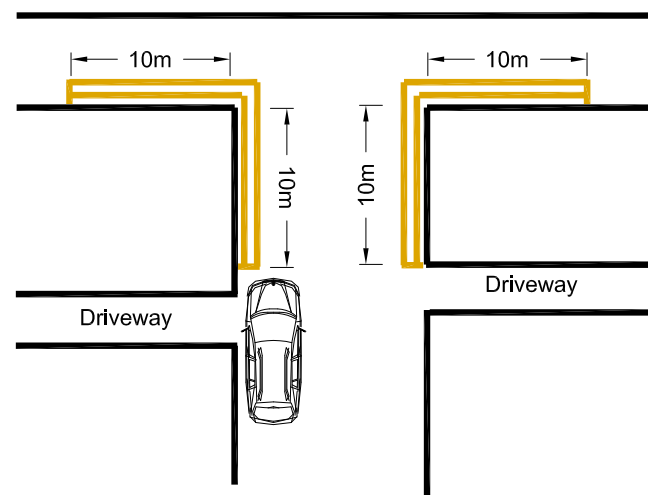
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Typical Junction - Proposed Waiting Restrictions

- 10m of double yellow lines applied to protect sightlines and ensure access.

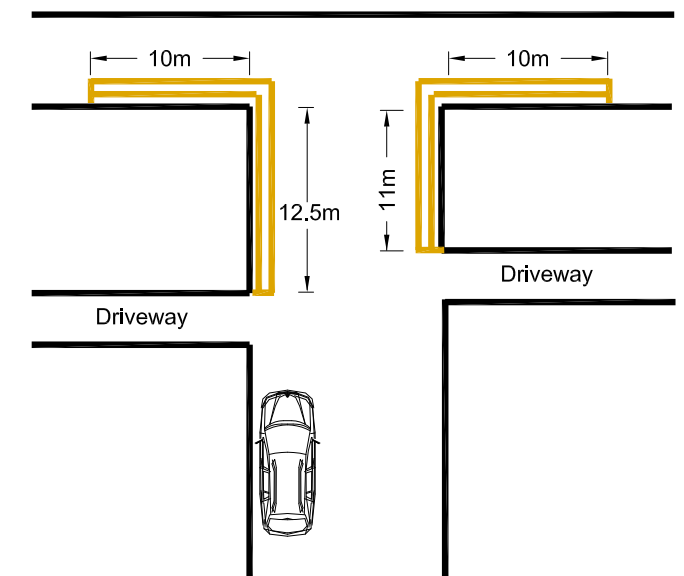
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Typical Junction - Parking Problems

- However at times 10m of restriction can create other issues, such as overhanging driveways

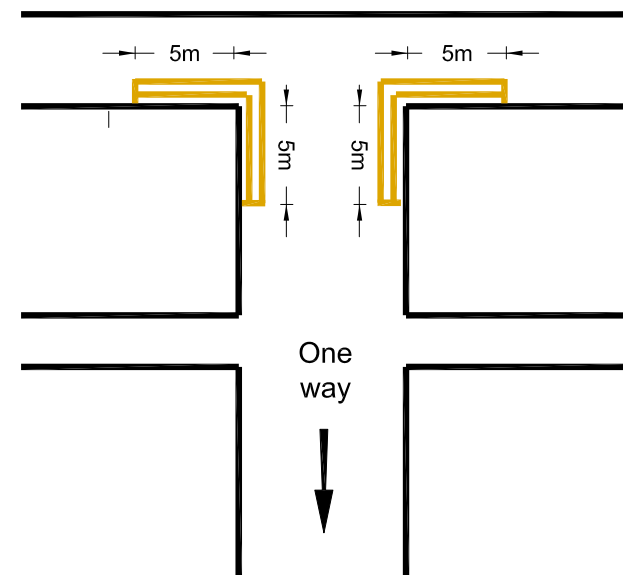
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Site Specific Design

- Site specific measurements applied to extend restrictions to nearby driveway
- 12.5m return to one side to extend to driveway and 11m to other.
- Previous access problems & overhanging driveway (shown in Diagram B) prevented by a minor variation in restriction length

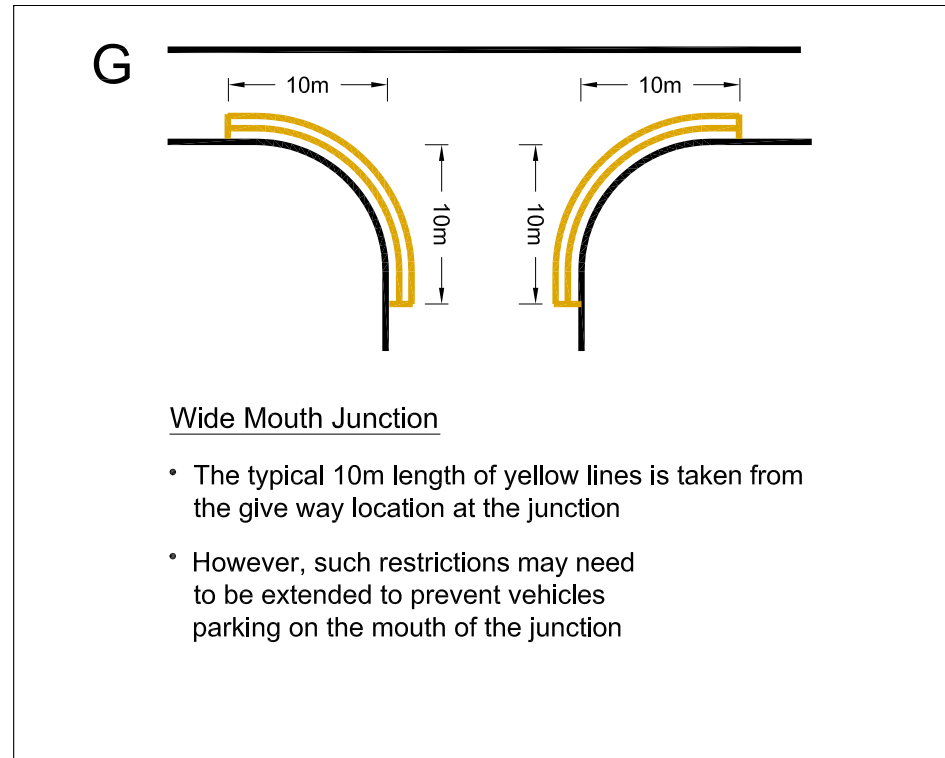
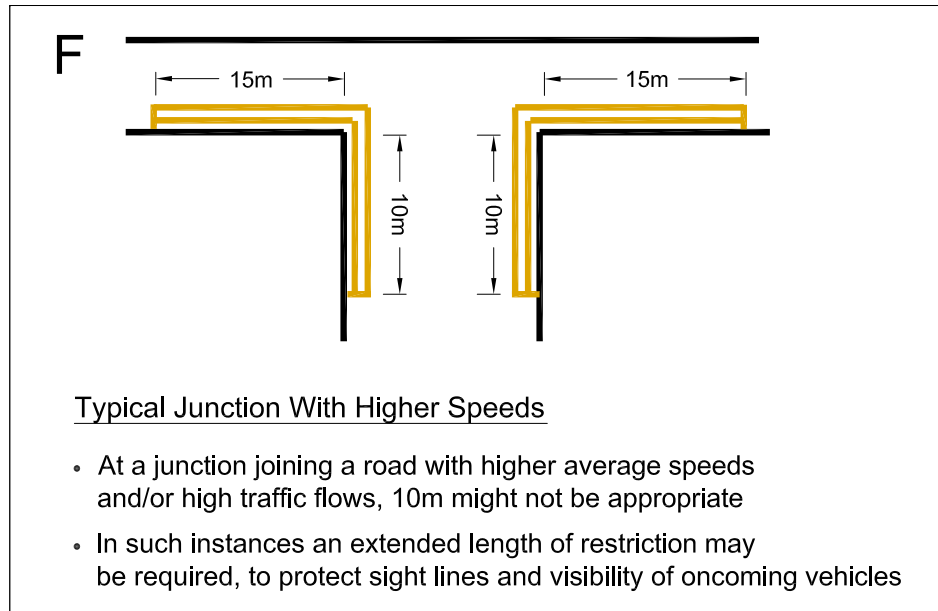
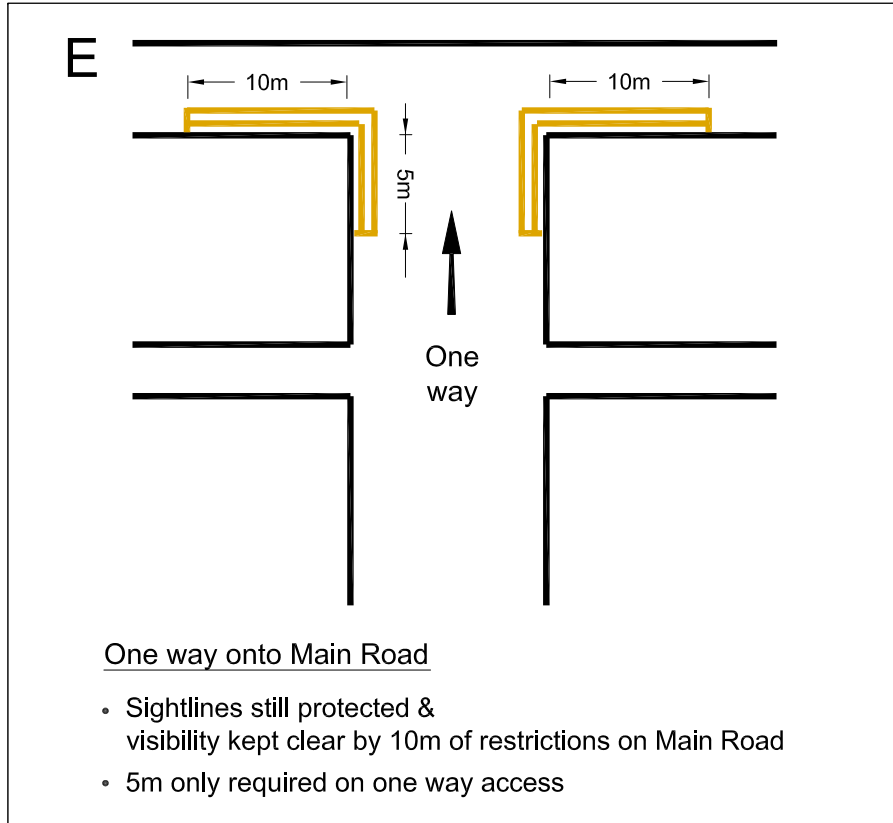
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One way access

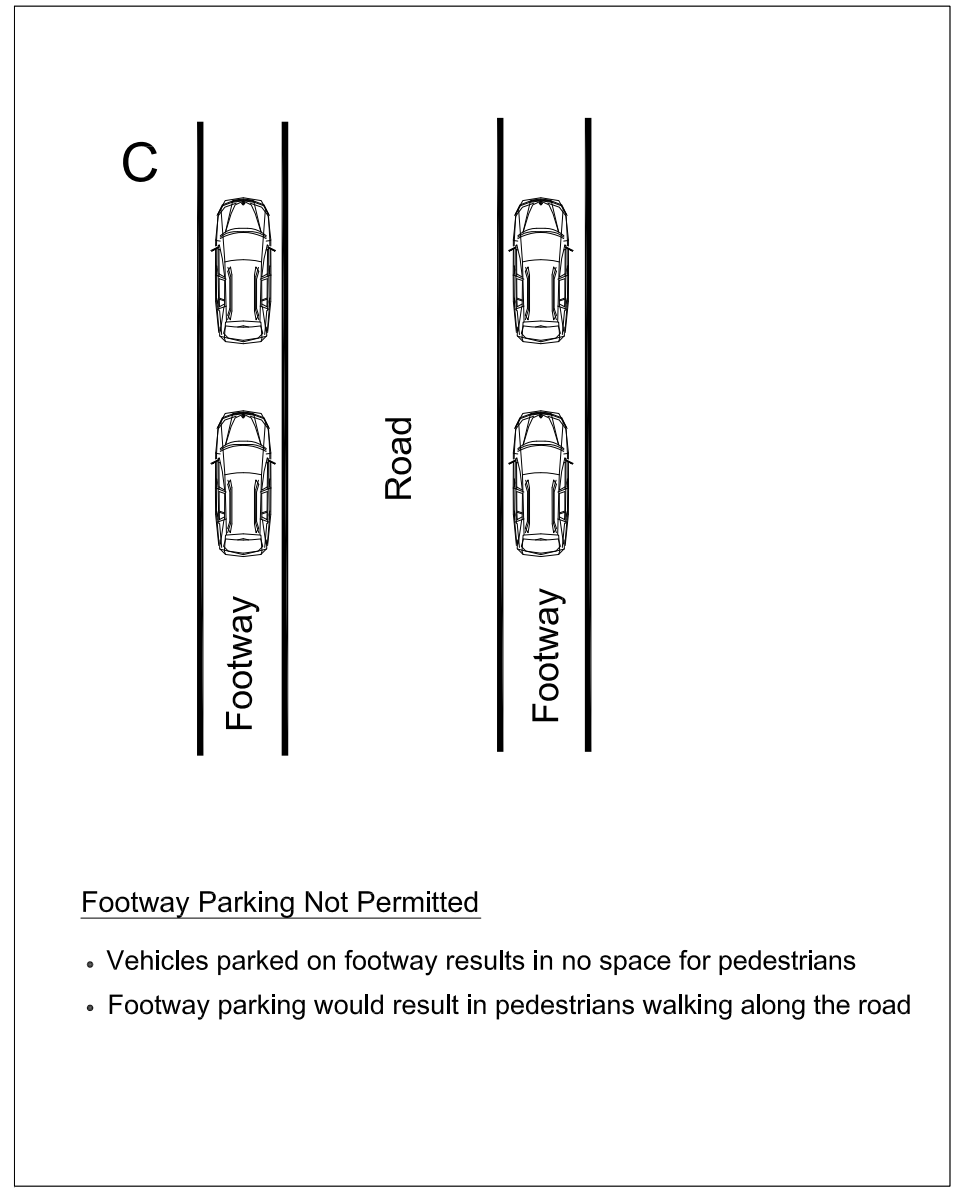
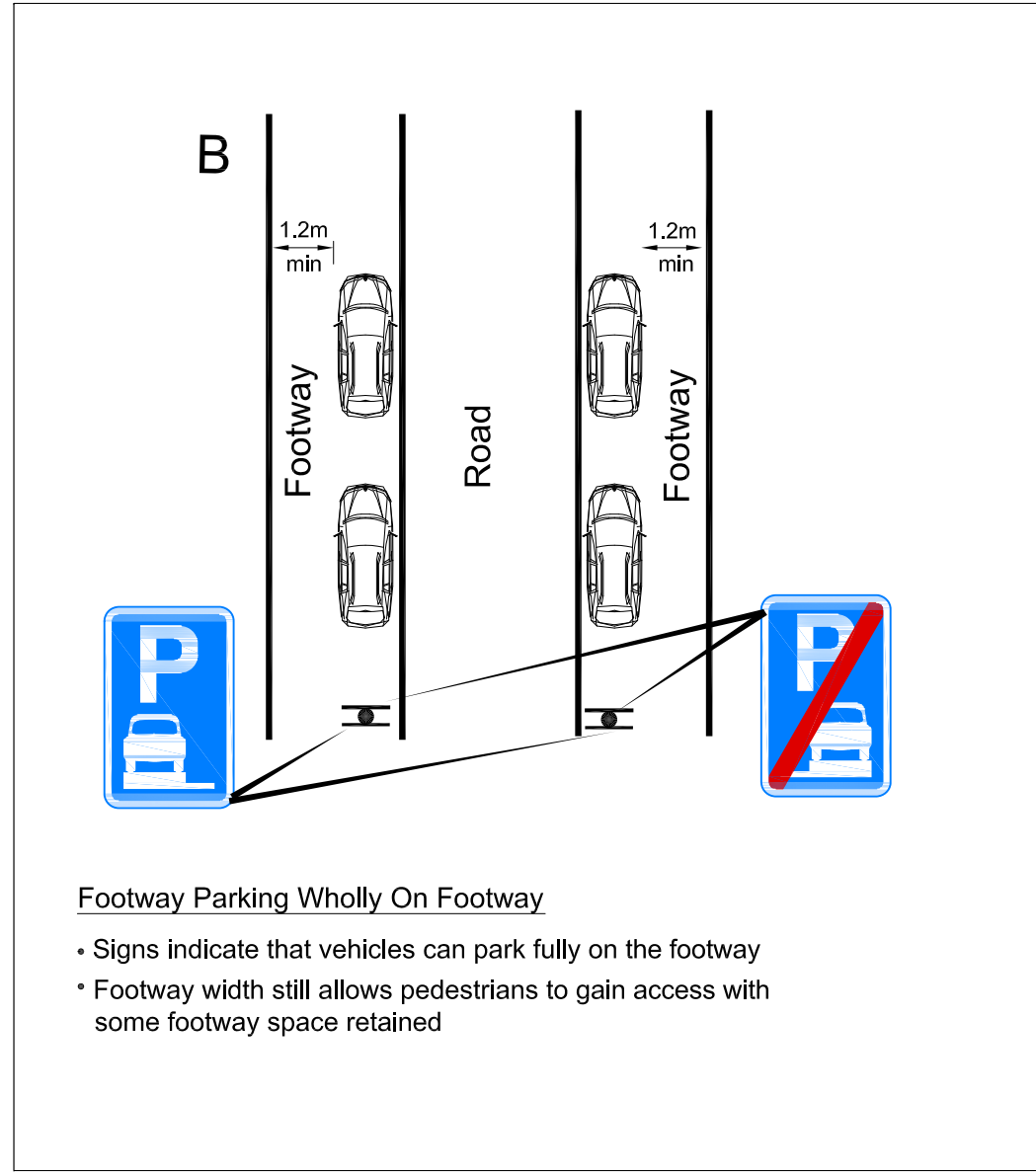
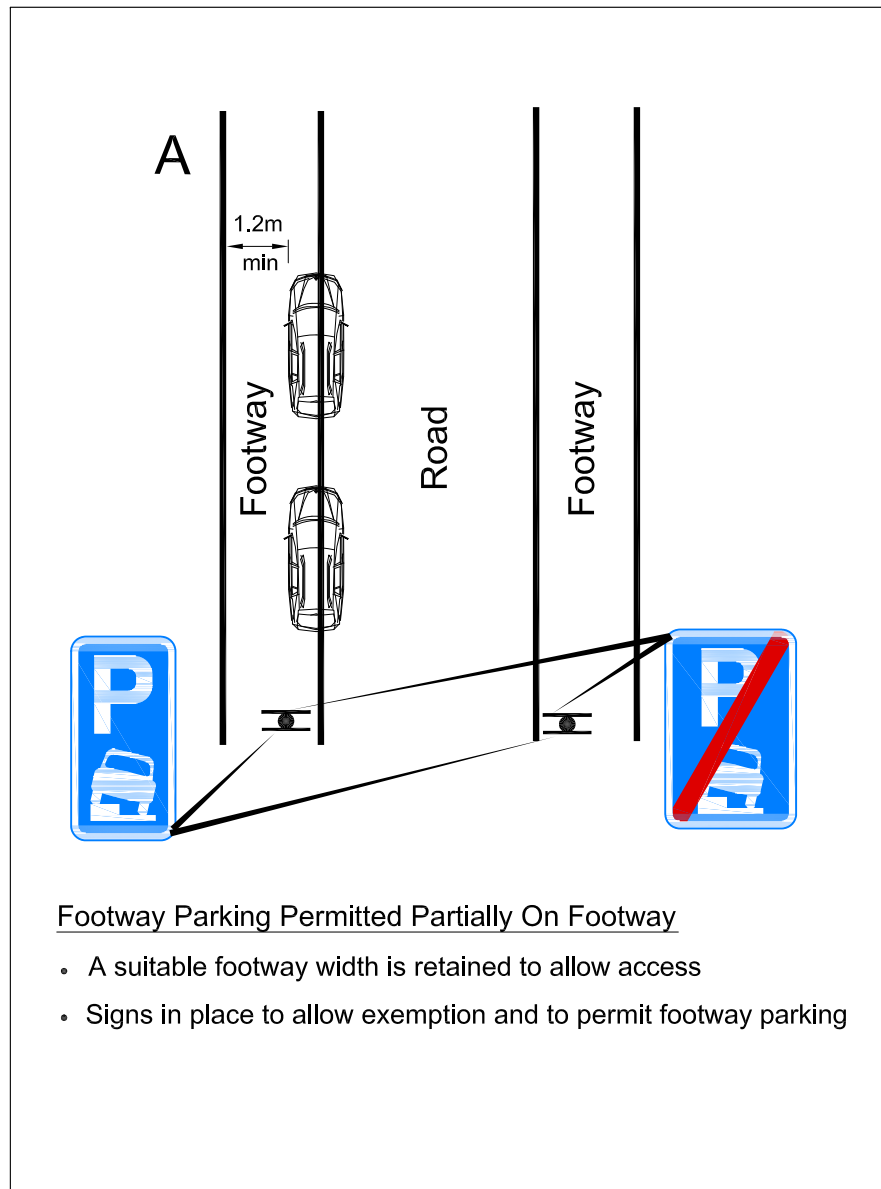
- Only 5m is normally required as a vehicle will not be met by another travelling in the opposite direction

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Job Title: APPENDIX 1 SHEET 2 OF 2 STANDARD DETAILS -JUNCTION TREATMENT	Drawing Title: PARKING CONTROLS IN RESIDENTIAL AREAS	 Environmental Services Civic Centre, Stockwell Close, Bromley, BR1 3UH Tel : 020 8464 - 3333 Fax : 020 8313 - 4555 Email : www.bromley.gov.uk	Scale @ A3: N.T.S.				
			Date: 14/05/14	Rev	Date	Description	By
		Nigel Davies Executive Director of Environment & Community Services	Drawn by: J.J.	Drawing Number	LBB-SD-20 (2)		Revision
			Checked by: P.N.				-

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Job Title: APPENDIX 2 STANDARD DETAILS - FOOTWAY PARKING	Drawing Title: PARKING CONTROLS IN RESIDENTIAL AREAS	 Environmental Services Civic Centre, Stockwell Close, Bromley, BR1 3UH Tel : 020 8464 - 3333 Fax : 020 8313 - 4555 Email : www.bromley.gov.uk	Scale @ A3: N.T.S.			
			Date: 14/05/14	Rev	Date	Description
		Nigel Davies Executive Director of Environment & Community Services	Drawn by: J.J.	Drawing Number		Revision
			Checked by: P.N.		LBB-SD-21	-

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Report No.
CSD14093

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Environment Portfolio Holder

**For Pre-decision Scrutiny by the Environment PDS
Committee on:**

Date: 1st July 2014

Decision Type: Non-Urgent Executive Non-Key

Title: **APPOINTMENTS TO THE COUNTRYSIDE CONSULTATIVE
PANEL AND THE LEISURE GARDENS AND ALLOTMENTS
PANEL 2014/15**

Contact Officer: Keith Pringle, Democratic Services Officer
Tel: 020 8313 4508 E-mail: keith.pringle@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

- 1.1 There are two Consultative Panels, both within the remit of the Environment Portfolio, namely the Countryside Consultative Panel and the Leisure Gardens and Allotments Panel.
 - 1.2 It is necessary to confirm the appointment of Members to these Panels for 2014/15.
-

2. **RECOMMENDATION**

- 2.1 **The Portfolio Holder is asked to confirm the 2014/15 Membership of the Countryside Consultative Panel and the Leisure Gardens and Allotments Panel.**

Corporate Policy

1. Policy Status: N/A.
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: 2014/15 Democratic Services revenue budget
 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: Seeking nominations and drafting of this report takes no more than approximately 30 minutes.
-

Legal

1. Legal Requirement: No statutory requirement or 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: N/A

3. COMMENTARY

3.1 The following nominations for the Countryside Consultative Panel have been received:

- Councillors Lydia Buttinger, Ian Dunn, William Huntington-Thresher, Sarah Phillips and Colin Smith

3.2 The following nominations for the Leisure Gardens and Allotments Panel have been received:

- Councillors Vanessa Allen, Mary Cooke, Ellie Harmer, Alexa Michael and Michael Turner

3.3 No nominations for either Panel have been received from the UKIP Group.

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

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Report No.
ES14042

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **Executive**

**For Pre-Decision Scrutiny by the Environment PDS Committee on
1st July 2014**

Date: **16th July 2014**

Decision Type: Non-Urgent Executive Non-Key

Title: **LEAD LOCAL FLOOD AUTHORITY
(FLOODING & WATER MANAGEMENT ACT 2010)**

Contact Officer: Alistair Berry, Project Engineer
Tel: 020 8313 4766 E-mail: Alistair.Berry@bromley.gov.uk

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

Ward: All

1. Reason for report

- 1.1 The report considers the impact of the recent groundwater flood events, and seeks the Environment Portfolio Holder's views on the Council's involvement in future events.
 - 1.2 Updates Members on the Council's role as the Lead Local Flood Authority.
 - 1.3 Seeks agreement from the Executive to release dedicated Central Contingency funding to ensure the Council meets its statutory duties as the Lead Local Flood Authority.
-

2. **RECOMMENDATION**

That the Executive agrees to:

- 2.1 **Release a sum of £250,000 from the dedicated 2014/15 Central Contingency budget to implement the proposals detailed in this report.**

That the Environment Portfolio Holder:

- 2.2 **Considers LB Bromley's role in any future groundwater flooding events (paragraphs 3.30 to 3.32).**

Corporate Policy

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

Financial

1. Cost of proposal: Estimated Cost: £250,000
 2. Ongoing costs: Recurring Cost:
 3. Budget head/performance centre: DEFRA grant held in Central Contingency for implementation of the Flooding & Water Management Act 2010
 4. Total current budget for this head: £250k
 5. Source of funding: Local Services Support Grant (LSSG) from DEFRA: £111k; and £139k through the settlement funding assessment (SFA)
-

Staff

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

Legal

1. Legal Requirement: Statutory Requirement
 2. Call-in: Applicable
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Background

- 3.1 The Flooding and Water Management Act (FWMA) 2010 requires the London Borough of Bromley, as the Lead Local Flood Authority (LLFA), to develop, maintain, apply and monitor a strategy for local flood risk management in its area.
- 3.2 In February 2012 a report was brought to the Environment Portfolio Holder and Development Control Committee. This covered the implementation of further legislation requiring the Council to adopt the role of SAB (SUDS Approving Body) to approve Sustainable Urban Drainage Systems submitted by developers.
- 3.3 The LLFA has a duty to identify the causes of surface water flooding, including groundwater, and determine those organisations or authorities that have a role in mitigating the flood risk.
- 3.4 This report reviews the Council's progress in the role of LLFA, and considers its responsibilities and activities for the coming year.
- 3.5 The impact of the flooding experienced across the borough during the last eight months is also considered.

Progress

- 3.6 During the last year good progress has been made on implementing the FWMA, with most projects completed and a couple continuing this year.
- 3.7 South East London Flood Risk Partnership: As an LLFA LB Bromley been part of the South East London Flood Risk Group (SEFRG), working in partnership with the boroughs of Bexley, Lewisham and Greenwich. The SEFRG provides a forum at which officers and elected Members from each authority come together to exchange information, share experiences and identify opportunities for partnership working. Representatives from the Environment Agency and Thames Water Utilities regularly attend quarterly meetings, together with any other authority or organisation that has an interest in flood risk within its catchment area.
- 3.8 Local Flood Risk Strategy: A Local Flood Risk Strategy (LFRS) has been drafted as part of the joint procurement approach with SEFRG, including dedicated appendices for each authority for whom borough-specific actions and priorities are detailed. Although there is a statutory requirement for public consultation on the LFRS, there is no deadline for production of the document. The likely publication date is December 2014; and the estimated cost is £20,000.
- 3.9 Flood Reporting: A flood register has been established and populated with historic data on known flooding incidences. This will be used to record all future reports of flooding across the borough to use in subsequent investigations.
- 3.10 Flood Asset Register: Our flood asset register continues to develop as a result of condition surveys and ad hoc investigations.
- 3.11 Condition Surveys: The condition of surface water drainage assets determine their effectiveness during storm conditions. As part of the asset survey, the condition of these assets has been recorded to identify any cleaning or other maintenance works that may be required. During the last year these surveys have been targeted at locations with a known flood risk, with data being added to the Flood Asset register. These will be continued this year at a cost of £20,000.

- 3.12 Publication of the Updated Flood Map for Surface Water (uFMfSW): Modelled flood risk mapping has been produced nationally by the Environment Agency on behalf of all LLFAs. This provides a detailed prediction of flood paths for a range of storm scenarios. The publication of this data was a requirement of the Flood Directive 2009. A link to this data was posted on the Bromley public web site in December 2013.

Groundwater Flood Events of 2013/14

- 3.13 In February 2014 significant flooding occurred nationally, and groundwater flooding returned at two locations in the borough; Borkwood Court in Sevenoaks Road, Orpington and the Addington Road area of West Wickham, for the first time since 2001, and according to records only the fourth time since 1883.
- 3.14 A report was considered by the then Environmental Services Committee following the groundwater flooding in 2001. Members took the view that no further assistance would be provided should groundwater return to either site in the future. Members also agreed that the Council should reserve its position to provide emergency relief to groundwater flood incidents in the future. This decision was taken prior to the Flooding and Water Management Act 2010 (FWMA), which specifically required LB Bromley as the Lead Local Flood Authority (LLFA) to develop, maintain, apply and monitor a strategy for local flood risk management in its area' including groundwater flooding . The Civil Contingencies Act 2004 also places a responsibility on LB Bromley following an event or situation which threatens serious damage to human welfare.
- 3.15 During the recent flood , excess water was initially removed from the two locations by Thames Water and the London Fire Brigade (LFB) respectively, until pumps were installed by LB Bromley as an emergency measure. The pump at Borkwood Court was removed after 12 weeks. Although water levels at Sparrows Den (Corkscrew Hill) have receded, pumping is still continuing downstream from the gardens of Courtfield Rise, West Wickham. A verbal update will be provided at the meeting.
- 3.16 Unfortunately the flood waters at both locations are below the level of any main river culverts or surface water sewers, and pumping will therefore always be required to protect the properties in these areas from future groundwater flooding. In 2001 groundwater from the gardens at Courtfield Rise was discharged directly into the adjacent river Ravensbourne main river culvert, but on this occasion the culvert did not have sufficient capacity until 30th May 2014 when water levels upstream had receded.
- 3.17 In 2001 the condition of the culvert in this area, and the level of the open watercourse further downstream were identified as contributing factors to the flooding. With the introduction of the FWMA in 2010 the Council, as the LLFA, adopted a partnering role with the EA, aiming to help secure funding for maintenance of the culvert and works to lower the water level within the open watercourse to the rear of Addington Road. £100k was eventually secured by the EA. Works on site commenced on 10th March 2014, improving the condition of these assets. The EA has secured additional funding to complete a detailed study of the Ravensbourne, and LBB will contribute £10,000 towards the study to identify additional maintenance requirements and agree how any future groundwater flooding events can be better managed.

Flood Funding schemes

- 3.18 Central Government has allocated funding via the DCLG for Council Tax and Business Rate relief for properties flooded over the wet winter. There is also a Repair and Renewal Grant scheme (RRG) which provides up to £5,000 for properties and businesses which were flooded internally between 1st Dec and 31st March. Following consultation with the Environment Portfolio Holder, the Council has agreed to administer this grant. The RRG provides funding for flood resilience measures over and above normal post flooding repairs; applicants are restricted to a list of prescribed resilience measures.
- 3.19 In the case of properties flooded by groundwater there is scope for community schemes in which RRGs are pooled to provide infrastructure that protects the whole site rather than individual properties. If residents support this response it may be appropriate for the LLFA to offer matched funding to support schemes that provide robust protection. Such action would comply with the LLFA's duty to manage flood risk, which explicitly includes groundwater flooding.
- 3.20 Once the EA study has been completed it is proposed that LBB consider contributing up to £30k towards the cost of installing infrastructure at Borkwood Court and Courtfield Rise in an effort to minimise the financial burden on the authority should groundwater flooding return in the future.

Future Responsibilities and Work Streams

- 3.21 SUD Approving Body (SAB): Enactment of schedule 3 of the FWMA has been delayed once again, and a central Government statement is due to be published in the summer. The latest proposal is for a restricted implementation, requiring applications to the SAB for developments of 10 or more properties or sites greater than 1 hectare. DEFRA has provided all LLFAs with a grant to help establish an SAB, with LB Bromley awarded £36,520. This funding will be used to implement appropriate systems and processes for the submission and approval of future SUDS schemes, including upgrading the Uniform ICT system operated by the Planning division to administer future SUDS applications.
- 3.22 Complete the review and update the LBB Strategic Flood Risk Assessment - £20,000
- 3.23 Surface water flooding improvement initiatives, including Chislehurst Common Conservators where urgent repairs on surface water culverts that link ponds to the Public Surface Water Sewers, post groundwater flood investigations and works and other surface water drainage improvement works - £50,000.
- 3.24 Publication of Flood Risk Management Plans: The Flood Risk Regulations 2009 require that Flood Risk Management Plans are published by 2015. LB Bromley's submission will be as part of a river basin district partnership organised by the Environment Agency.
- 3.25 Review of impounded water bodies: The FWMA introduced new standards for the management of reservoirs, and the Council is required to assess the risk associated with failure of the reservoir structure. There are 18 sites within the borough that may require regular statutory inspections under the FWMA, half of which are within Council-owned land - £15,000.
- 3.26 Public Engagement: As the Local Strategy is produced we are obliged to conform to the national strategy's template, and include widespread stakeholder consultation including with the public. Full use will be made of the Council's public web site and mail shots to residents groups, to raise interest and encourage responses to a web-based survey. The increase in interest shown by the public into all matters flood-related following the 2013/14 wet winter highlights the need for a more detailed web-based presence to explain flooding and drainage responsibilities.

- 3.27 Working with the Environment Agency to investigate and improve main rivers, which are a vital part of surface water drainage across the borough's catchments – match funding of £80,000.
- 3.28 Where residents have received a grant under the Repair and Renewal Grant scheme (RRG) to protect their property from flooding in the future, it is proposed that match funding could be made available to assist householders to protect their property, where this initiative could save LBB from future expenditure - £30,000.
- 3.29 During the last three years local residents have been encouraged to retro-fit sustainable rainwater drainage to existing residential properties, through the installation of subsidised water butts. This initiative will be continued this year - £5,000.
- 3.30 The final point to consider is how to respond to future groundwater flooding events. The Council has no explicit legal duty to carry out pumping. However there is a clear public expectation that it will step in to protect residents' homes. This year's events have cost over £100,000 in officer time and equipment hire, fuel, maintenance, etc. The Council is unlikely to qualify for additional funding to support this type of work in future.
- 3.31 if the policy agreed in 2001 is sustained, householders would be expected to make their own arrangements – albeit with the opportunity to seek grant support in the short term. In this case it may be advisable to write to those properties affected periodically reminding them of their responsibilities. However the Council's duties in respect of flood risk have changed since the 2001 decision was taken, as set out in paragraph 3.14 above and Section 6 below.
- 3.32 The Environment Portfolio Holder's views are therefore sought on LB Bromley's role in any future groundwater flooding event, taking account of the advice of the Environment PDS Committee.

4. POLICY IMPLICATIONS

- 4.1 The draft Environment Portfolio Plan 2014/17 includes the following Aim and Objectives:

Aim	Minimise the risk of flooding
In 2014/15 we will:	
4.9: Increase flood risk awareness and develop resilience through our Lead Local Flood Authority role	
4.10: Adopt the role of Sustainable Urban Drainage Systems Approval Body, once national guidance has been published	
4.11: Develop and adopt a Local Flood Risk Strategy for Bromley	

- 4.2 In order for the Council to fulfil its statutory requirements under the FWMA, the Executive Director of Environment and Community Services has been given delegated responsibility for co-ordinating the tasks with other Council departments, including taking on the additional responsibilities of a SUDS Approval Body. It is proposed that this arrangement continues.

5. FINANCIAL IMPLICATIONS

- 5.1 Since 2011/12, DEFRA has provided grant funding to the Council to carry out its new responsibilities under the FWMA.

- 5.2 As an LLFA, Bromley has been allocated £250k for local flood risk management during 2014/15. £139k is provided through the settlement funding assessment (SFA) and the remaining £111k paid via the Local Services Support Grant (LSSG).
- 5.3 A sum of £250k has therefore been set aside in the Council's 2014/15 Central Contingency Sum for local flood risk management. Approval is sought from the Executive to release the £250k to fund the works detailed in this report and summarized in the table below: -

Activity	2014/15 (£'000)
Review and update LBB Strategic Flood Risk Assessment	20
Maintenance & improvement of surface water drainage assets	100
Produce Local Flood Risk Strategy (carried over from last year)	20
Impounded water body review (carried over from last year)	15
Contribution to Environment Agency Flood catchment initiatives/internal surface water flood risk management works and other internal surface water/ flood management projects	50
Contribution to retro-fitted SUDS to existing residential properties (water butts)	5
Survey/study/works in response to groundwater flooding event	10
Contribution towards community groundwater resilience measures	30
Total	250

- 5.4 During the recent groundwater flood event, £100k was set aside in an earmarked reserve to cover the costs of the groundwater pumping operations.
- 5.5 DEFRA has awarded Bromley an additional grant of £36,520 to help establish a SUD Approving Body. The grant will be used to implement systems and processes for the submission and approval of future SUDS schemes. This will include working with colleagues in Planning to update the Uniform ICT System.

6. LEGAL IMPLICATIONS

- 6.1 The London Borough of Bromley has a statutory duty under the Flooding and Water Management Act 2010, as the Lead Local Flood Authority, to develop, maintain, apply and monitor a strategy for local flood risk management within the Borough.

Emergency Planning and Corporate Resilience

- 6.2 The Civil Contingencies Act 2004 ("the Act") establishes a consistent basic level of civil protection activity across the UK. The Act divides local responders into two categories: Category

1 responders are those involved at the core of emergency response and most emergencies at the local level; and Category 2 responders who are co-operating bodies who will be heavily involved in incidents that affect their area of specialism.

6.3 Category 1 responders are subject to the full set of duties, which are to:

- Assess the risk of emergencies occurring and use this to inform contingency planning
- Put in place emergency plans
- Put in place Business Continuity Management arrangements
- Put in place arrangements to make information available to the public about civil protection matters and maintain arrangements to warn, inform and advise the public in the event of an emergency
- Share information with other local responders to enhance co-ordination
- Co-operate with other local responders to enhance co-ordination and efficiency; and
- Provide advice and assistance to businesses and voluntary organisations about business continuity management.

6.4 The Act provides a clear definition and criteria of emergency which focuses on the consequences of emergencies rather than cause. It defines an emergency as:

- 1) An event or situation which threatens serious damage to *human welfare*;
- 2) An event or situation which threatens serious damage to the *environment*; or
- 3) War, or terrorism, which threatens serious damage to *security*.

6.5 Under the Act the London Borough of Bromley is classified as a Category 1 responder, meaning it is subject to the full set of duties outlined above. It is the responsibility of the Emergency Planning and Resilience Unit to coordinate the Authority's activities to ensure the organisation is ready and has the ability to respond to and recover from emergencies and disruptive challenges which directly impact residents and businesses of the Borough while continuing to deliver essential services.

6.6 LBB maintains emergency plans, so far as is reasonably practicable, so that when an emergency occurs and the above definition is satisfied we perform our functions as necessary or desirable for the purpose of:

- Preventing the emergency
- Reducing, controlling or mitigating its effects, or
- Taking other action in connection with it.

6.7 The recent flooding satisfied the definition of emergency under the Act as it presented a threat to human welfare. The response and continued efforts to mitigate the risk to property are justified under the Act. The Authority should continue to review and maintain its flood response capabilities for similar events in the future while working with other local responders and with the at risk population to develop their own resilience to such events.

Non-Applicable Sections:	Personnel Implications
Background Documents:	Report ES01260 – 6 th June 2001 – Appendix 1

Doc. Ref.: ES01260

PART 1/PUBLIC

LONDON BOROUGH OF BROMLEY

COMMITTEE : Environmental Services Committee

DATE : 6th June 2001

SUBJECT : GROUNDWATER AND DRAINAGE PROBLEMS ARISING FROM HIGH RAINFALL IN THE AUTUMN/WINTER OF 2000/01

Chief Officer : Director of Environmental Services

Contact Officer : Bob Hetherington, Extn: 4701

Ward : Crofton, West Wickham North, West Wickham South

1. SUMMARY

1.1 This report provides an update on the continuing groundwater flooding problems at Courtfield Rise and Borkwood Court as set out at the last meeting of the Environmental Services Committee. It also proposes a way forward and considers how to tackle similar incidents in the future.

2. RECOMMENDATIONS

2.1 Members note the following action undertaken as resolved at the Environmental Services Committee on 28th March 2001: -

- a) A meeting with residents took place on 11th May.
- b) An independent study was commissioned and this confirmed that rising groundwater is the likely cause of flooding.
- c) Water is receding and pumping is unlikely to be necessary at either site beyond the end of June.

2.2 Members agree that the Council should advise residents that it is unlikely that the pumping remains necessary in July 2001 and the Council will withdraw the pumping facilities by the 14th July, but the Council assist residents as to where guidance on preventative measures and foundations can be sought. However, no

future assistance will be provided should ground water flooding return to either Borkwood Court or Courtfield Rise after July 2001.

- 2.3 Members agree to continue to lobby the Government to require the Environment Agency to lead on groundwater flooding.**
- 2.4 Members agree that the Council should reserve its position to provide emergency relief to groundwater flood incidents in the future, but that Officers should develop a procedure to strictly limit involvement.**

3. INFORMATION

3.1 Committee Meeting 28th March 2001

- 3.1.1 A report entitled "Groundwater & Drainage Problems arising from High Rainfall in the Autumn/Winter of 2000/01" was presented to the Environmental Services Committee on 28th March 2001. This report summarised flooding problems caused by the unusually heavy rainfall resulting in increased levels of groundwater at three sites, together with the actions taken by the Council to alleviate them. It recommended that Members endorse these actions and consider whether the Council should continue pumping at Courtfield Rise and Borkwood Court.
- 3.1.2 The Committee resolved that pumping at Courtfield Rise and Borkwood Court be continued by the Council for the time being, the position to be reviewed at the next meeting of the Committee. It also resolved that a survey be commissioned to confirm the causes of the flooding at Borkwood Court and the results reported to residents at a meeting, to include representatives of Thames Water, the Environment Agency and residents' insurers.

3.2 Current Situation – Sparrows Den, West Wickham

- 3.2.1 The water level at Sparrows Den playing fields rose continuously from early February until the end of March when the water lay only 60mm (2.5 inches) below the kerb at Corkscrew Hill. The Council placed a line of sandbags along the edge of the road as a precautionary measure to reduce the risk of flooding to the highway and the properties opposite. Since then, the water level has fallen increasingly rapidly and in early May it lay more than 300mm (12 inches) below the kerb.
- 3.2.2 Although the risk of flooding from Sparrows Den has now reduced, the Council remains under pressure to further reduce the level of water in Sparrows Den playing fields. Beccehamian Rugby Football Club has been unable to use its three pitches since early January, suffering financial loss as a result and it may be some time before the water level recedes sufficiently to allow the use of these pitches. However, the Environmental Services Department's role in dealing with the flooding is to prevent water from entering property and it is not anticipated that any additional work will be undertaken at Sparrows Den.
- 3.2.3 The Council is continuing to pump water from the springs in Courtfield Rise to prevent internal flooding to four properties. There has been a slight reduction in the flow of

water entering these gardens but the threat of flooding to dwellings remains, as evidenced on 15th May when a pump failure during dry weather caused six inches of water to enter the garage of 9 Courtfield Rise. It is anticipated that the flow of water from springs in Courtfield Rise will begin to decline shortly, since there is likely to be a time lag between a fall in the water table at Sparrows Den and that at Courtfield Rise, which is further down the valley.

3.3 Current Situation – Borkwood Court, Orpington

- 3.3.1 Water levels at Borkwood Court have also fallen significantly since the end of April and this allowed one of the two pumps to be removed on 14th May. If the water table continues to recede at the current rate it is likely that the remaining pump could be withdrawn within the next few weeks. Thames Water is continuing to abstract water from both Tower Road and Kent Gate Pumping Stations in excess of their licence, with the Environment Agency's approval. A verbal report on the current situation will be made at the Committee meeting.
- 3.3.2 Simpson & Partners, an independent water and environmental consultant, was commissioned to undertake a hydrogeological review of the flooding at Borkwood Court. Following a site meeting, the Council provided the consultant with a level survey and photographs of the site, graphs of groundwater levels at nearby pumping stations, archive plans of the site and surrounding area, details of a sample of the flood water and a map of the local drainage systems.
- 3.3.3 The consultant has concluded that the flooding appears to be caused by groundwater that has risen to emerge at Borkwood Court, the most convenient location where the ground level is lower than the surrounding area. Borkwood Court is in a local depression on the line of a dry chalk valley, representing the course of a pre-historic river that today rises at the springs at Priory Pond and forms the source of the River Cray.
- 3.3.4 The consultant's recommendations were as follows, with officers comments in italics: -
- a) The efficacy of pumping groundwater at the site should be given careful consideration and the attendant risks to the stability of the surrounding soil should be examined.
Pumping has helped reduce the water level and prevented internal flooding to property. The water looks very clear and there are no sign of fines being pumped away from beneath the building, therefore pumping does not appear to be affecting the stability of the soil.
 - b) The owners of the site should be made aware of the changing ground conditions that may be taking place at the site and the possible risks to the foundations of the properties that are located there. Consideration should also be given to undertaking an urgent geotechnical survey of the site to determine the engineering properties of the ground.
It is possible that fine material could be removed from the subsoil when the water table lowers to its normal level and cause subsidence. It is recommended that the residents/freeholder commission a geotechnical survey once the water level has dropped.

- c) Consideration should be given to the public health risks at the site caused by the presence of ponded water and the possible ingress of chemicals and fuels and foul sewage that may take place.
The water was tested for faecal contamination on 30th April and none was found.
- d) As it appears that groundwater levels are not falling and there is a strong possibility of it remaining high for some weeks ahead, consideration should also be given to undertaking a monitoring programme of water levels at the site and at selected boreholes and springs in the area. Such a programme should be undertaken to produce regular reports to the Council from now until July.
The water level has been dropping since the end of April so this is not considered necessary.
- e) A review of existing data regarding recently collected rainfall and groundwater level data should be undertaken to assess the severity (i.e. rarity) of the present groundwater conditions and to estimate the likely duration of high water levels continuing.
Borehole information from the Environment Agency at Chelsfield Lane (approx. 2.5km away) indicates that water table is at its highest since records began there in 1968. There is no previous history of groundwater flooding at the site.
- f) Thames Water should be encouraged to continue pumping groundwater into their supply mains to reduce groundwater levels in the local area.
Thames Water is continuing to pump groundwater in excess of its licence at Tower Road Pumping Station, at the Council's request.

3.3.5 The British Geological Survey was also commissioned to carry out a desk study into the cause of the flooding. This was based on their knowledge of the hydrogeology of the area, together with a chemical analysis of the water sample, details of local groundwater levels and the quantities of water being pumped away from the site. They concluded that the timing of the onset of the flooding, the recent decline in water levels and the volume of water pumped were all consistent with a groundwater flooding event, although a more detailed analysis of the water from the site was required before they could unequivocally state that the flooding was due to groundwater.

Meeting with Residents held on 11th May

- 3.3.6 A meeting was arranged for Friday 11th May at Church of the Holy Innocents hall to allow interested parties to discuss the flooding problem. The meeting was attended by John Horam MP, Councillors Helen Rabbatts, Viv Ross and Geoff Gosst and 28 residents from Borkwood Court and the surrounding area. Representatives from Thames Water, the Environment Agency and the residents' insurance companies failed to attend.
- 3.3.7 Thames Water declined to attend on the grounds that they have no jurisdiction over flooding from groundwater, but the Managing Director pointed out that the company had accepted the pumped groundwater from Borkwood Court into its surface water sewer, although it has no duty to do so. The Environment Agency did not reply to the invitation. It is understood that the insurance companies were not interested in attending

because buildings and contents insurance are only applicable in the event of damage being caused and do not cover preventative measures.

3.3.8 At the meeting a presentation was made to the residents explaining the causes of the flooding as confirmed by the independent consultants and setting out the roles of the Council, Thames Water and the Environment Agency. Questions raised by residents in correspondence were then addressed, followed by an informal question and answer session. These questions are set out as follows, with officers' comments in italics: -

- a) What will be done to prevent a reoccurrence of the problem in future?
Residents are advised to seek guidance on preventative measures to reduce the risk of damage to their property in the event of a future flooding event. The flooding is a natural occurrence caused by the record levels of rainfall last autumn and winter.
- b) What is the risk of damage to foundations?
There is a risk of ground movement associated with the rise and fall of the water table. Residents are advised to seek advice from foundation engineering specialists.
- c) Should the Council take some responsibility for the flooding because highway run off draining to soakaways is recharging the aquifer and therefore contributing to the problem?
It is accepted that water from the highway is likely to be contributing to the flooding, but the volumes of water draining from the road are tiny in comparison to the volumes reaching the site from the natural catchment, which extends south to Biggin Hill.
- d) Is the Council legally/morally responsible for the flooding because planning permission was given for local developments that have affected the natural retention of water in the subsoil?
Most of the recent local developments are drained to soakaways so surface water run off from hard surfaces is drained down to the water table. However, water would have drained straight into the ground prior to these developments being constructed so they are unlikely to have had an effect.
- e) Could the high water table be affecting all the properties in the valley, and if so, why should the residents of Borkwood have to take sole responsibility?
The responsibility for groundwater rests with the owner of the land from which it rises.
- f) It is unreasonable to expect the landowner to deal with groundwater flooding for which he/she has no control. Should responsibility for it be passed to one of the drainage agencies, either the Council, the Environment Agency or Thames Water?
Local Members of Parliament have raised this issue with the relevant Minister.
- g) Could a scheme be funded from the energy levy to alleviate the effects of global warming?

It is likely that any funding from the energy levy will be used by the Regional Flood Defence Authorities to combat the severe and high profile flooding from rivers experienced last autumn.

- h) Is compensation payable for damage and loss of value to property?
There is no mechanism for compensation to be paid for flooding by groundwater because no agency is responsible for it.

3.4 Future Action

- 3.4.1 The role the Council has in land drainage and highway drainage matters was set out in a report to Environmental Services Committee on 8th November 2000 (minute No. 562). This position is summarised in the Legal Consideration Section of this report, together with the responsibilities of Thames Water and those of the Environment Agency.
- 3.4.2 The issue of rising ground water that causes flooding was not addressed in the November 2000 report as it was not perceived to be a problem at that time. Since then, however, it has become both a local and national issue.
- 3.4.3 The local Members of Parliament, John Horam, Jacqui Lait and Eric Forth have been kept up to date with the flooding problems. John Horam and Jacqui Lait have replied, agreeing with the Committee's views that the Government should intervene and make the Environment Agency responsible for providing temporary relief when groundwater flooding occurs. They have referred this matter to Michael Meacher and the Chief Executive of the Environment Agency. Eric Forth has not yet replied.
- 3.4.4 Further consideration needs to be given as to how the Council should respond to the current problem and possible future flooding incidents from rising groundwater.
- 3.4.5 On the two existing sites (Courtfield Rise and Borkwood Court) it is probable that pumping will not be necessary after the end of June 2001. In the unlikely event that pumping at either site is necessary to protect property, the Council should give two weeks notice to residents that it will not continue pumping after mid July 2001. The Council should make the consultant's report available to the residents of Borkwood Court and advise them where they may gain the additional information referred to in the report. The investigations in the Addington Road non-main water course should be completed as quickly as practical and a report submitted to Members in the autumn of 2001.
- 3.4.6 In the unlikely event that prolonged heavy rainfall recurs, there is a possibility that ground water flooding could return. Whilst the Council should continue to press for an "agency" to take overall responsibility, the situation with regard to known locations (Courtfield Rise and Borkwood Court) and those not yet identified should be clarified.
- It should be made clear to residents of known locations that the Council will not re-commence pumping;
 - For other locations, the Council may wish to reserve its position to provide emergency relief but should establish a procedure whereby

residents are informed of the legal position and the Council expectation that within two weeks of being notified the Council will withdraw its support.

4. WARD MEMBERS' VIEWS

- 4.1 Ward Members support the steps taken by the Council to prevent flooding to property and to keep residents informed of the situation. They have great sympathy for the residents and businesses affected and feel that groundwater should not be the sole responsibility of the landowner. Members feel that the Government should intervene, requiring the Environment Agency to take the lead on groundwater flooding at the earliest possible time.

5. POLICY/CORPORATE PLAN/SERVICE PLAN CONSIDERATIONS

- 5.1 The action taken and proposed is in support of the Committee's purpose "To protect and enhance the human, natural and built environment".

6. SUSTAINABILITY CONSIDERATIONS

- 6.1 The flooding problems that are detailed in the report result from unusually high rainfall over a prolonged period, which means that the groundwater table is exceptionally high. The action taken to mitigate the consequences of this naturally occurring event is in line with the Council's principles set out in its Local Agenda 21 document "Blueprint for a Better Bromley".

7. FINANCIAL CONSIDERATIONS

- 7.1 There is no defined budget for funding the flood prevention work that has been undertaken since January under the Council's current land drainage policy. Funding for the work undertaken in the year 2000-2001 was achieved through reductions in highway maintenance expenditure and income generated from defect correction notices issued to public utilities.
- 7.2 The cost of pumping and associated works to prevent flooding in this financial year is estimated at £46,000 to 14th July 2001, as set out in the table below. A single pump is currently in use at both sites costing £1,500 per week per pump. It is anticipated that pumping will no longer be required at Borkwood Court after 10th June, but it may be necessary to continue pumping until the end of June or beyond at Courtfield Rise to prevent flooding to dwellings.
- 7.3 The expenditure incurred during 2001-2002 will be financed from within existing Highway Maintenance Revenue Budgets.
- 7.4 Table of Estimated Costs to 14th July 2001

	2000/2001	2001/2002
Wickham Bourne		
Pumping	£14,000	£21,000
Other costs	£ 1,200	£ 1,000
Borkwood Court		
Other	£ 1,000	
Pumping	£21,000	£24,000
Total	£37,200	£46,000

- 7.5 The above table summarises the Council's costs in preventing flooding to property, however the Council is also under pressure from Beccehamian Rugby Football Club to further reduce the level of water in Sparrows Den playing fields. Discussions are being held with the Leisure and Community Services Department as to how to proceed in removing the remaining water.

8. PERSONNEL CONSIDERATIONS

- 8.1 None.

9. LEGAL CONSIDERATIONS

- 9.1 The Council is using its powers under Section 14 of the Land Drainage Act 1991, which authorise a local authority to carry out works to relieve flooding in its area. Alternatively there are powers under Section 138 of the Local Government Act 1972 that enable the Council to incur expenditure to alleviate the effects of any emergency or disaster. However, the Council has no statutory duty to deal with groundwater flooding.

- 9.2 Thames Water's role is to provide and maintain a system of public sewers and to develop and maintain an efficient and economic system of water supply. It has no legal responsibilities for groundwater or the implementation of measures to prevent flooding from it.
- 9.3 The Environment Agency has powers to manage and maintain watercourses deemed to be Main River. This activity is funded through the Regional Flood Defence Committees who are the executive body responsible for determining how these funds are spent to manage flood risk. The Environment Agency also has a duty to maintain and protect the quality and yield of groundwater resources under the Water Resources Act 1991. This does not extend to preventing flooding from groundwater, although it has an overall supervisory duty regarding flooding in England and Wales.
- 9.4 The Environment Agency recently distributed an information item to all Local Authorities within the Thames Region confirming that it has no statutory duties with respect to protection from or remediation of groundwater flooding and that it is unable to provide assistance in dealing with flooding from groundwater. It also confirms that there is no mechanism by which owners of properties that have been affected by flooding can be compensated by the Environment Agency. The information item also states that no one owns groundwater and that groundwater is the responsibility of the riparian owner, i.e. the owner of the land in which the water rises to the surface.

10. CONCLUSION

- 10.1 Water is receding and pumping is unlikely to be necessary by the middle of June at Borkwood Court and beyond the end of June at Courtfield Rise.
- 10.2 The consultant concluded that the flooding appears to be caused by rising groundwater. As there is no other viable source to substantiate the need for continued pumping it is safe to assert that groundwater is the source. This view was endorsed by the British Geological Survey.
- 10.3 The main concerns of residents of Borkwood Court are: -
- a) A repeat of the flooding in future years
 - b) The effect of the flooding on their building foundations

It would be prudent for residents at both sites to investigate flood prevention measures and seek guidance on how best to assess and monitor the condition of their foundations.

Background papers referred to during production of this report:

- a) “Groundwater and drainage problems arising from high rainfall in the autumn/winter of 2000/01”, Environmental Services Committee 28th March 2001.
- b) “Hydrogeological Review of a Flooding Event at Borkwood Court, Sevenoaks Road, Orpington”, by Simpson & Partners Water and Environmental Consultants.
- c) “Borkwood Court, Orpington: NGR TQ 4567 6476”, correspondence from the British Geological Survey.
- d) “Groundwater Flooding/Flooded Cellars”, correspondence from the Environment Agency dated 18th April 2001.
- e) “Ground Water – Borkwood Court, Orpington”, correspondence from Thames Water dated 26th April 2001.
- f) Correspondence with local Members of Parliament.
- g) Correspondence with residents.

LONDON BOROUGH OF BROMLEY

COMMITTEE: Environmental Services Committee

DATE: 28th March 2001

SUBJECT: GROUNDWATER & DRAINAGE PROBLEMS CAUSED BY
THE RECENT HIGH RAINFALL

CHIEF OFFICER: Director of Environmental Services

CONTACT OFFICER: John Peck, Ext. 4547

WARDS: Boroughwide

1. SUMMARY

- 1.1 This reports summarises problems that have been caused by the unusually heavy rainfall since last autumn resulting in increased levels of groundwater and the actions taken by the Council to alleviate them.

2. INFORMATION - A - THE WICKHAM BOURNE

- 2.1 On 15th January a resident of Courtfield Rise, West Wickham telephoned the Environmental Services Department to report that his garden had flooded over the previous weekend and asking for advice. When inspected on 17th January, it was found that his garden was flooded to a depth of approx. 1ft (300mm) and this had spread to neighbouring gardens. It was also observed that water had appeared on the surface of some rugby pitches at Sparrows Den Playing Fields.
- 2.2 It was apparent that this was possibly the first outbreak of the Wickham Bourne since 1969 and a watch was kept on the situation. By Friday 19th January at least 8 gardens were flooded and 2 rugby pitches at Sparrows Den were unusable as there was 2ins (50mm) of water standing on large parts of them.
- 2.3 Following heavy rainfall over the weekend, residents of 7 - 13 Courtfield Rise contacted the Department on Monday 22nd January as water levels had risen rapidly and their houses were in danger of flooding. Following a site meeting with the residents , pumping began the following day and has continued ever since at at rate of approximately 0.75 million gallons per day (3.4 ml/day). Whenever the pumping has been stopped for any reason the water level rises rapidly and threatens these houses.
- 2.4 In the meantime more gardens have been affected along the valley bottom and many gardens in Courtfield Rise, Addington Road and Corkscrew Hill have been flooded.

Outbreaks of the Bourne have also been seen further down the valley in the gardens of 28 – 32 Tiepigs Lane and in the service road behind 2 – 24 Addington Road which were flooded by early February.

- 2.5 Water levels in Sparrows Den have continued to rise and a large area amounting to approx. 10 acres (4hectares) is now (February 22nd) under water to a maximum depth of 2 – 3 feet (600 –900mm) which contains an estimated 3 – 4 million gallons (13.6 – 18.1 ml) of water.
- 2.6 This is the first flow of the bourne since 1969 and only the third since 1883. Bourne flows occur when rising levels of ground water following heavy rainfall break through at ground level as springs. Prior to the building of the water pumping station at Kent Gate which abstracts water from underground strata, it seems from old records that this flow was a fairly regular occurrence.
- 2.7 Thames Water Utilities, who now operate the pumping station, have confirmed to the Council that they have been abstracting water at Kent Gate at their usual rate but have observed that ground water levels in the well have been rising rapidly since November last year. In an attempt to reduce the ground water levels, meetings were arranged by my department on 9th and 12th February between representatives of the Environment Agency, who oversee the abstraction of water, Thames Water Utilities and council officers.
- 2.8 At these meetings it was agreed that Thames Water could increase the rate of short term abstraction of ground water on a temporary basis beyond the amount specified in their licence without affecting their annual license figures. It was also agreed that the Council could connect temporary drains to Thames Water's surface water sewer to control water levels. The rate of pumping has been increased by Thames Water but it is too early to say what effect, if any, this is having on the water levels.
- 2.9 Following these meetings a leaflet was delivered to the properties in the affected area, setting out the reason for the flooding, the actions the Council and other parties were taking and giving telephone numbers of officers at the Civic Centre who could be contacted for advice or information.
- 2.10 In the meantime, the Council is passing approx. 2 million gallons of water per day through the sewer from its pumping at Courtfield Rise, from temporary connections installed to control the lake at Sparrows Den and from overflow from soakaways. This is 90% of the capacity of the sewer and it will be necessary to close down the temporary connections if heavy rainfall occurs to prevent flooding caused by overloading the sewer.
- 2.10 The flooding at 28 –32 Tiepigs Lane and behind 2 –24 Addington Road has been relieved by the Council removing flow control baffles from the surface water system in

Tiepigs Lane and then pumping away the standing water. This has also improved the running of the outflow from Courtfield Rise and Sparrows Den.

- 2.11 The Council is using its powers under Section 14 of the Land Drainage Act which authorise local authorities to carry out works to relieve flooding in its area. The pumping at Courtfield Rise is costing Approx. £1500 per week.

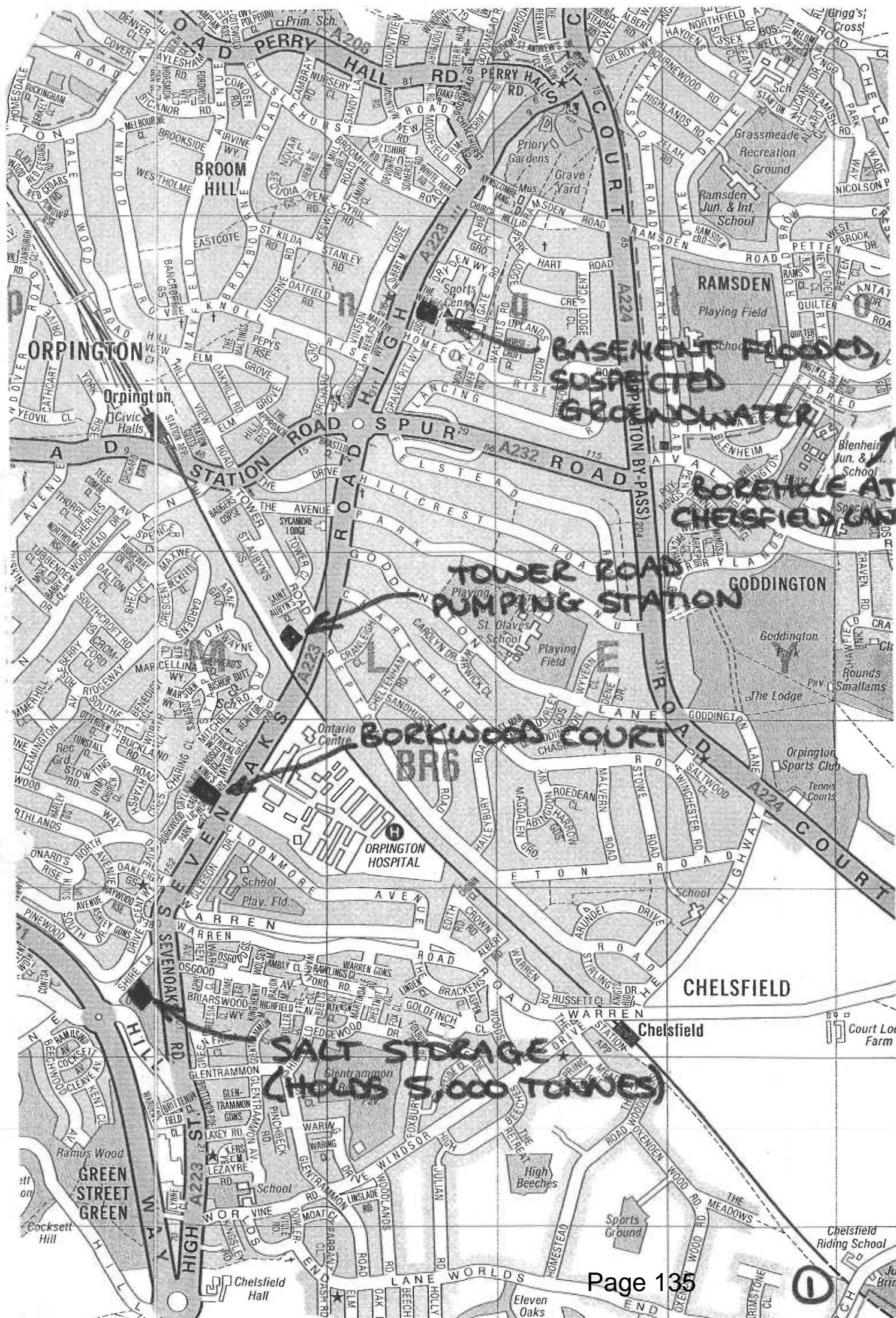
3. INFORMATION – B – BORKWOOD COURT, SEVENOAKS ROAD

- 3.1 Borkwood Court is a group of 6 maisonettes in Sevenoaks Road, Orpington which have been built well below the level of surrounding properties and Sevenoaks Road itself. Three of the properties are occupied by elderly residents.
- 3.2 Water was first noticed on the lawn on 5th February but was thought to have come from a water main leak which had been repaired by Thames Water Utilities in Lichlade Close nearby. The residents called out Thames Water, but when tested it was found that the water was not mains water.
- 3.3 The drains at Borkwood Court were cleaned by a contractor and the residents hired a number of small pumps in unsuccessful attempts to clear the water. The water level continued to rise during the following week and on a visit by a council officer on Monday 12th February it was threatening to enter the lowest properties. The Council provided a pump that evening as a matter of urgency but this was also unable to reduce the water level.
- 3.4 Following further urgent requests from the residents, on 14th February the Council provided a pump capable of pumping 1000 galls. per minute (4500 litres/min), but this was unable to do much more than maintain a constant water level. As the inflow appeared to be increasing, a second pump was provided on 20th February which began slowly to reduce the water level.
- 3.5 As the second pump was noisy, it was intended to turn it off in the evening but immediately this was done the water began to rise again and it was kept running to keep the water down. However sometime during the evening the pump was turned off by an authorised person and before it could be restarted water entered four of the flats.
- 3.6 On making enquiries of Thames Water Utilities it was ascertained that they had reduced the rate of pumping at the Tower Road Pumping Station (which is about 600 yards away) by approx. 40% at the end of January in order to remain within their abstraction license. Shortly after this reduction it was seen that the level of ground water at the pumping station rose by 14 feet (4.5 metres) in a week.

- 3.7 When the situation at Borkwood Court was explained to Thames Water they agreed to resume pumping at the previous rate which it is hoped will reduce the ground water level at Borkwood Court and remove the need for pumping, which is costing the Council approximately £3000 per week.

4 INFORMATION –C - HOCKENDEN LANE, ST PAULS CRAY

- 4.1 During the current winter there have been a number of occasions when it has been necessary to close Hockenden Lane at its junction with Star Lane and Sheepcote Lane because of flooding. At first it was thought that the flooding was caused by run-off falling from all three roads towards this junction and overwhelming the limited number of gullies and soakaways at this location.
- 4.2 Because of the lack of an outfall it was necessary to tanker away the floodwaters to the nearest convenient point for disposal. However, it has been evident since early January that a spring has broken out in the field to the east of the junction which flooded the field and found its way onto the highway.
- 4.3 Local residents do not recall this spring flowing during the past 60 years, but it is apparent that there has been a spring nearby in the past as the nearest houses to the junction are known as “Hogspring Cottages”.
- 4.4 With the emergence of the spring, flooding at the junction became more persistent and deeper and it became necessary with the approval of the owner of the field on the lowest side of the junction (who also owns the field with the spring) to cut a channel through a bank into his field to dispose of the water. This has reduced the water level sufficiently to allow vehicles to drive through.
- 4.5 If the spring continues to flow, it will be necessary for the Council to consider what additional measures are needed to reduce the flooding.



**BASEMENT FLOODED,
SUSPECTED
GROUNDWATER**

**BORKWOOD AT
CHELSFIELD**

**TOWER ROAD
PUMPING STATION**

**BORKWOOD COURT
BRG**

**SALT STORAGE
(HOODS 5,000 TONNES)**

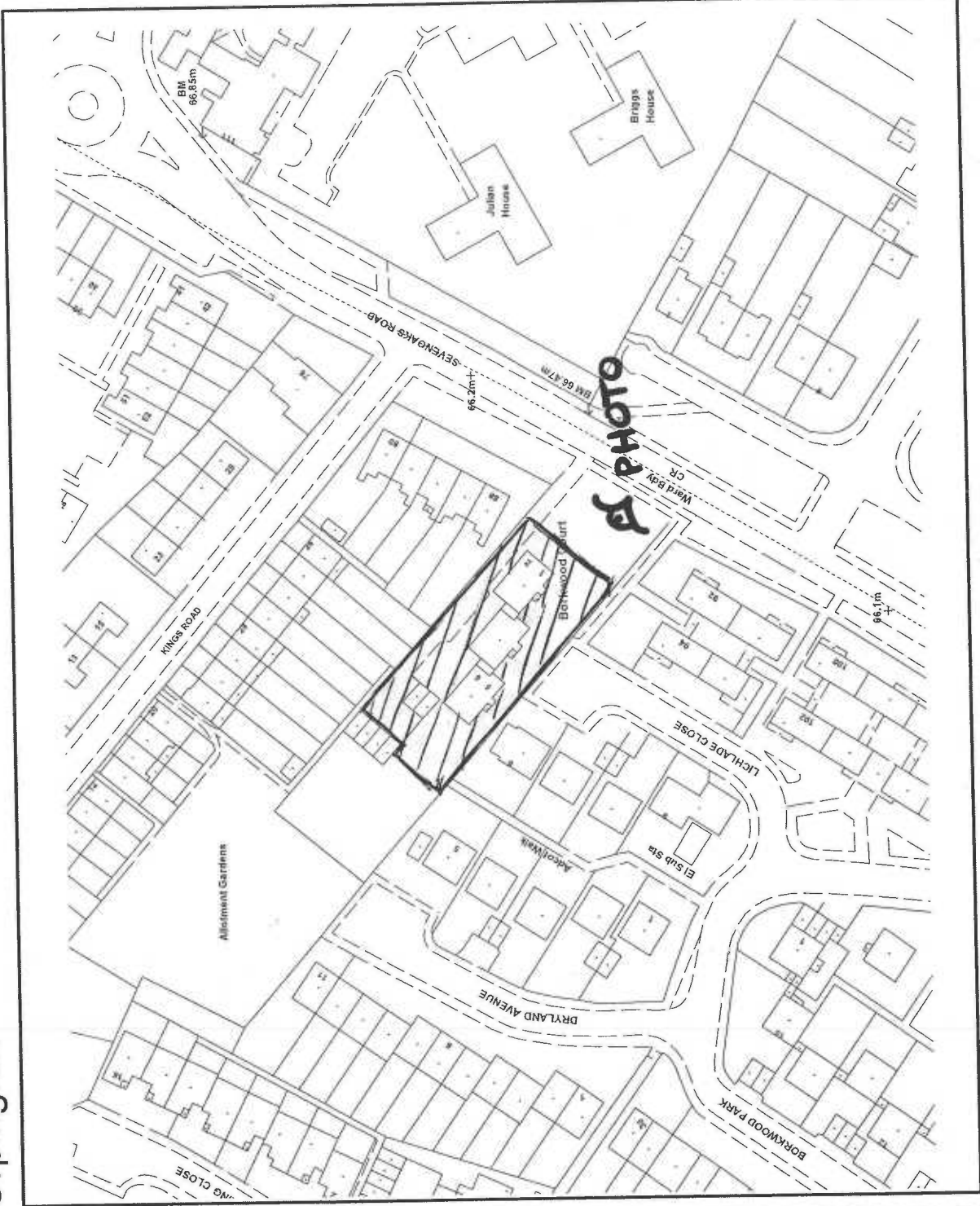
Borkwood Court Orpington



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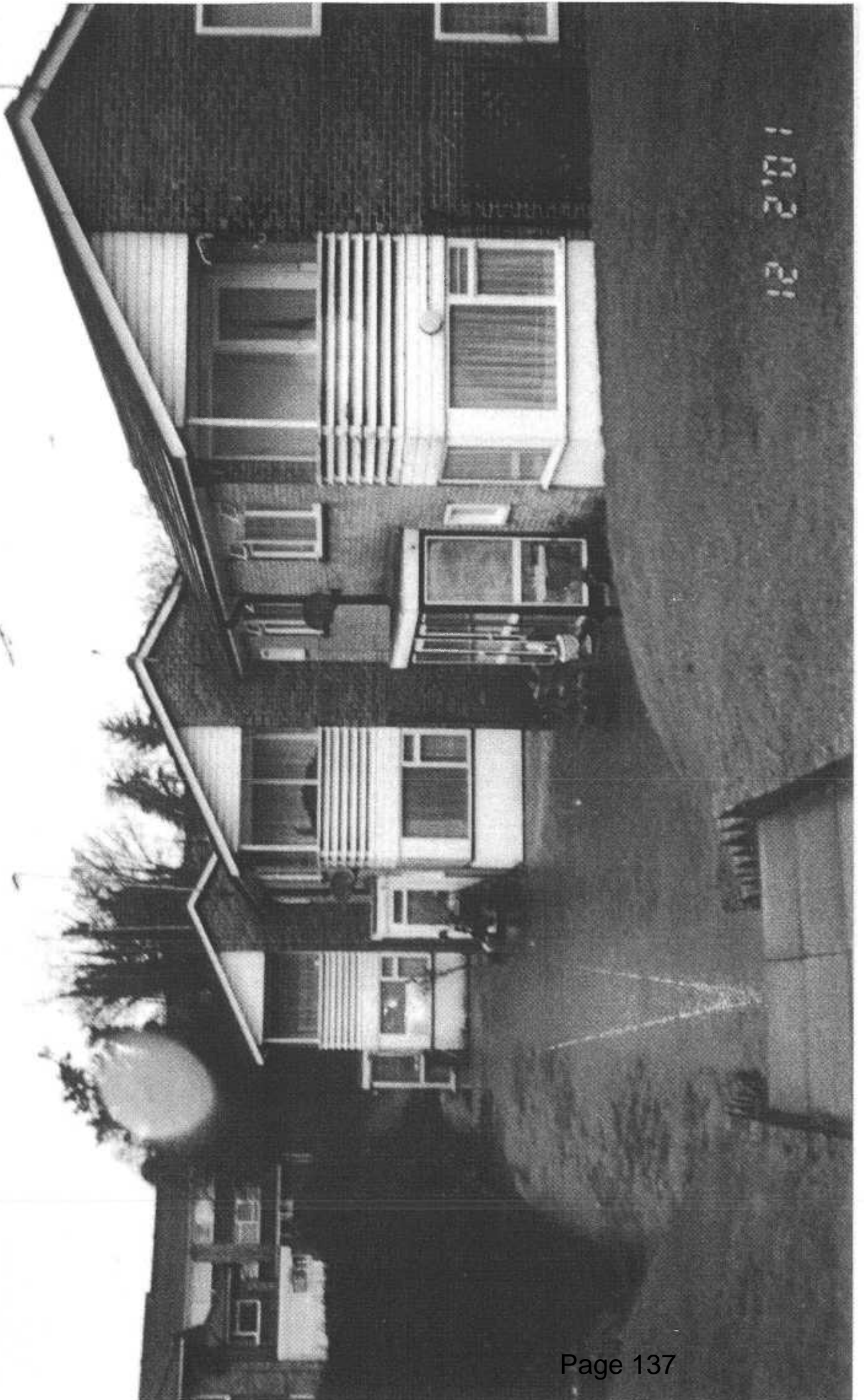
LONDON BOROUGH OF BROMLEY
Environmental Services,
Bromley Civic Centre,
Shutcliffe Close,
Bromley,
BR1 3UH
Lic. No. LA 086320



 **FLOODED AREA**

Scale 1:1250

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Report No.
ES14043

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Environment Portfolio Holder

Date: Following Environment PDS Committee on 1st July 2014

Decision Type: Non-Urgent Executive Non-Key

Title: EDWARD ROAD - PROPOSED WAITING RESTRICTIONS

Contact Officer: Laura Squires, Traffic Engineer
Tel: 020 8313 4231 E-mail: Laura.Squires@bromley.gov.uk

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

Ward: Plaistow and Sundridge

1. Reason for report

This report outlines the background on a proposal for waiting restrictions to be introduced in Edward Road, near Sundridge Park railway station. The report explains the reason for the proposed changes, the consultation carried out with ward Members and residents, and the proposed design of the scheme. The report seeks a decision from the Portfolio Holder on the most appropriate solution for Edward Road and authority to implement any agreed changes.

2. **RECOMMENDATION(S)**

That the Environment Portfolio Holder:

- 2.1 **Considers whether to agree the proposed changes to the current parking arrangements in Edward Road as detailed in the drawing labelled 11588-01.**
- 2.2 **Agrees to delegate the authority to make further modifications, which may arise as a result of any further consultations or considerations, to the Executive Director of Environment and Community Services, in consultation with the Environment Portfolio Holder and ward Councillors.**

Corporate Policy

1. Policy Status: Not Applicable
 2. BBB Priority: Quality Environment
-

Financial

1. Cost of proposal: Estimated Cost: £1,300
 2. Ongoing costs: Non-Recurring Cost
 3. Budget head/performance centre: TfL LIP funding for Local Parking Schemes
 4. Total current budget for this head: £3,000 is allocated to this scheme, of which £1,300 is the uncommitted balance
 5. Source of funding: TfL LIP Funding 2014/15
-

Staff

1. Number of staff (current and additional): 1
 2. If from existing staff resources, number of staff hours: 25
-

Legal

1. Legal Requirement: Non-Statutory - Government Guidance
 2. Call-in: Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 70 residents.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments:

Councillor Peter Morgan has advised that he supports the proposed scheme, and the amendments suggested by residents to: extend the double yellow lines at the junction of Edward Road; and to extend the single yellow line in front of number 4 Edward Road.

3. COMMENTARY

- 3.1 Edward Road is a primarily residential road located off Plaistow Lane. The road is located within walking distance from Sundridge Park station and local shops.
- 3.2 The majority of properties along Edward Road have off-street parking available to them and do not park on-street. The road currently experiences heavy parking at the southern end nearest the junction with Plaistow Lane. It is understood that most of the parking is by commuters using Sundridge Park Station as well as parents collecting children from the nearby school. It has also been reported that some residents living within the neighbouring CPZ zone have chosen not to purchase resident permits and are parking in Edward Road.
- 3.3 Following receipt of a petition and numerous concerns from residents and the local ward Member a meeting was arranged with the residents group to discuss possible solutions. Residents are concerned about the level and manner of parking along this road and the effect it is having on road safety. They have stated that vehicles are parking nose to tail along the road, very close to driveways and also around the junction with Lodge Road thus causing visibility issues for vehicles exiting their driveways and also for pedestrians crossing the road, particularly at the junction with Lodge Road. Available data shows that over the past 3 years there have been no recorded personal injury crashes for this road .
- 3.4 Following discussions with representatives of the residents group, the scheme shown in drawing number 11588-01 has been drafted showing a proposed parking scheme for Edward Road. Residents were keen to remove as much all day parking from the road as possible. However, the Council seeks to balance residents' interests with those of other motorists. The proposed scheme aims to ensure there is sufficient protection for residents, whilst making available a reasonable amount of all day parking for visitors and commuters. Despite concerns from residents, there is no evidence that there is a significant safety problem along Edward Road. The scheme shown in drawing number 11588-01 seeks to balance the various parking needs of residents, visitors and commuters.
- 3.5 Whilst Edward Road is located just outside the conservation area, residents were keen that any proposal was sympathetic to the conservation feel of the area. In order to help in this respect, the intention is to use low level posts for the signs associated with each agreed section of yellow lines, where an existing lamp column cannot be utilised, and to use narrow primrose lines in place of the standard yellow.

Consultation

- 3.6 Following informal consultation with ward Members on the proposals, a formal consultation was carried out in April 2014 with all those affected in Edward Road, Lodge Road and Plaistow Lane. This consisted of approximately 70 properties.
- 3.7 Of the 70 properties consulted 36 responses were received, 23 in support (64%), 10 objections (28%) and 3 declaring no preference for or against (8%). Specific objections and comments regarding the scheme, with officer comments, have been summarised below:

Objection/Comment	Officer Response
A resident permit scheme should be introduced in the road.	The aim of the proposal is not to remove all day parking for commuters in its entirety. A resident permit scheme would not be viable in this location as the majority of residents have off road parking available to them.

<p>The double yellow lines at the junction with Plaistow Lane should be extended further into the road to avoid conflict between vehicles entering and existing Edward Road.</p>	<p>The double yellow lines at the entrance to Edward Road already extend well in excess of the 10 meters advised in the highway code. There is not a recognised personal injury crash problem at this location to justify extending the double yellow lines further.</p>
<p>Reconfigure the junction of Edward Road with Plaistow Lane to allow a left and right turning lane.</p>	<p>There is not a recognised personal injury crash problem at this location, nor a congestion issue to justify such a scheme.</p> <p>In addition the carriageway width and vehicle swept path movements would not allow for this to be introduced safely.</p>
<p>Parking restrictions do not offer protection to all properties meaning all day parking will be unfairly located in front of these properties. One particular property of note is number 4 Edward Road which would be surrounded by restrictions if the scheme was to go ahead.</p>	<p>Whilst there is no automatic right to park on the highway, the Council tries to provide as much on-street parking as is reasonable.</p> <p>Number 4 Edward Road currently has no off road parking; when originally designing the scheme it was requested that all day parking was left here to allow residents somewhere to park near their home.</p>
<p>The parking situation in Edward Road is no different to many other roads in the Borough and is not causing an obstruction.</p>	<p>Some of the current parking in Edward Road, especially at the Lodge Road junction, creates a risk to drivers and pedestrians. The other proposed yellow lines are not for safety reasons but are to break up the parking along the road, to get a balance between keeping the heritage nature of the road whilst still allowing commuter parking.</p>

Conclusions

- 3.8 Although the design of this scheme is unusual, in that it removes more parking from the road than is necessary purely for safety reasons, in light of support from the majority of residents it is suggested that the scheme progresses as designed.
- 3.9 Members are advised to consider the report elsewhere on this agenda regarding on-street parking restrictions policy in reaching a conclusion on this proposal, to determine whether it is appropriate to limit available on-street parking capacity on aesthetic grounds as well rather than just on the grounds of improving safety or reducing congestion.

4. POLICY IMPLICATIONS

- 4.1 The draft Environment Portfolio Plan 2014-17 includes the key aim to “Promote safe and secure travel and parking”, and the specific objective “Ensure that parking provision near town centres and railway stations balances the needs of residents, visitors and commuters”.

5. FINANCIAL IMPLICATIONS

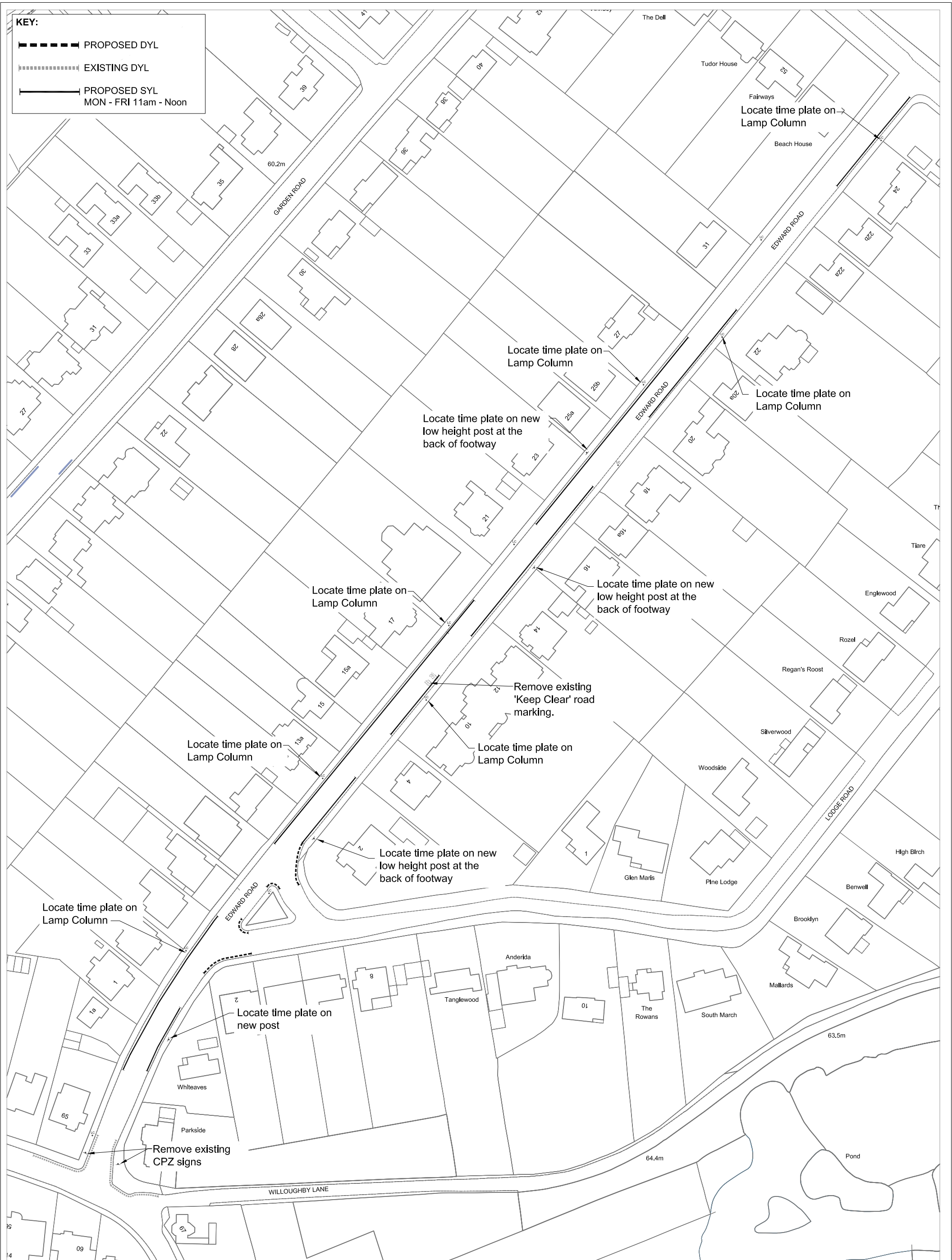
- 5.1 There will be a cost of approximately £1,300 to add the necessary road markings, signs and the cost associated with advertising the necessary Traffic Management Order. This can be funded from the 2014/15 TfL funding for Local Parking Schemes which has an allocation of £3,000 set aside for this scheme. An uncommitted balance of £1,300 is available to meet the implementation costs.
- 5.2 There is flexibility within the current parking contract to absorb the enforcement of these new restrictions at no extra cost to the Council. The small area covered by this report would generate no significant income from the small number of penalty charge notices that may be issued

6. LEGAL IMPLICATIONS

- 6.1 It will be necessary to introduce a Traffic Management Order to permit enforcement.

Non-Applicable Sections:	Personnel Implications
Background Documents: (Access via Contact Officer)	Consultation Plan: 11588-01 Consultation letter to residents dated 9 th April 2014 Petition from residents Consultation responses

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Job Title:
EDWARD ROAD, BROMLEY

Drawing Title:
PROPOSED PARKING RESTRICTIONS

Bromley
THE LONDON BOROUGH

Environmental Services
Civic Centre, Stockwell Close,
Bromley, BR1 3UH
Tel: 020 8464 - 3333
Fax: 020 8313 - 4555
Email: www.bromley.gov.uk

Nigel Davies
Executive Director of Environment &
Community Services

Scale @ A3	N.T.S.		
Date	09/01/14		
Drawn by:	J.J.	A	31/01/14
Checked by:	L.S.	Rev	Date
		Mlnor amendments	
		Description	
		Drawing Number	
		11588-01	
		By	Rev
		J.J.	A

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Report No.
ES14020

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Environment Portfolio Holder

Date: Following Environment PDS Committee on 1st July 2014

Decision Type: Non-Urgent Executive Non-Key

Title: CHELSFIELD PARKING REVIEW

Contact Officer: Ismiel Alobeid, Senior Traffic Engineer
Tel: 020 8461 7487 E-mail: Ismiel.Alobeid@bromley.gov.uk

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

Ward: Chelsfield and Pratts Bottom

1. Reason for report

The Council has received a series of complaints about parking problems in the residential area around Chelsfield Railway Station. Local residents suggest that the situation has been aggravated by a rise in the number of commuters now using the station. This report details the result of a public consultation undertaken to determine the views of local residents on proposed changes to local parking restrictions.

2. **RECOMMENDATION(S)**

That the Environment Portfolio Holder agrees:

- 2.1 The proposed changes to the current parking arrangements as detailed in the drawings labelled 11051 - [101 to 112] attached; and
- 2.2 That authority is delegated to the Executive Director of Environment and Community Services, in consultation with the Portfolio Holder and Ward Members, for any specification changes considered necessary at the detailed design stage.

Corporate Policy

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

Financial

1. Cost of proposal: Estimated Cost £4,000
 2. Ongoing costs: Net nil
 3. Budget head/performance centre: LIP funding for Individual Parking Assessments (IPAs)
 4. Total current budget for this head: £25,050 is assigned to the Chelsfield parking scheme, of which £22,900 is the uncommitted balance
 5. Source of funding: Transport for London LIP Funding 2014/15
-

Staff

1. Number of staff (current and additional): Two
 2. If from existing staff resources, number of staff hours: 500
-

Legal

1. Legal Requirement: Non-Statutory - Government Guidance:
 2. Call-in: Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Residents, shoppers and commuters would benefit from increased parking
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes.
2. Summary of Ward Councillors comments: All three Ward Members are supportive of the scheme, so long as final details can be agreed upon.

3. COMMENTARY

- 3.1 Over many years the Chelsfield area has experienced problems with commuter parking, mainly on Windsor Drive and locations close to Chelsfield railway station. Commuter vehicles make it difficult for local residents to find parking.
- 3.2 The Council recognises the need to facilitate some commuter parking, but measures are needed to ensure that residents' and shoppers' needs are also considered. In May 2005 it was decided to implement a parking scheme in the hope of addressing the increasing parking problems.
- 3.3 Following implementation of the 2005 scheme regular complaints have continued to be received. The problem seems to have become worse following Sevenoaks Council's decision to introduce parking charges at Knockholt Railway Station, which may have displaced commuters to Chelsfield.
- 3.4 A design for a revised parking scheme was put together for consultation with residents and businesses in the Chelsfield area in November 2013. The area of the consultation exercise can be seen in the attached scheme drawing labelled 11051-01.
- 3.5 Although the majority of residents were in favour of the scheme there were many differing and conflicting views.
- 3.6 The scheme's final design has taken into account the views of residents and some modifications have been made to the initial design.

Results of Consultation

No of questionnaires circulated	No of questionnaires returned	Those in favour	Those against	undecided
1400	309 (22%)	166 (54%)	98 (32%)	45 (14%)

- 3.7 Due to the number of concerns raised in the returned consultation documents, a spread sheet has been used to capture the views and locations of those responding.
- 3.8 The detailed feedback from the consultation is extensive and is not contained in this report, but is available to Members from the contact officer upon request. The revised scheme proposed is summarised below. It includes:
- The provision of a residential parking permit scheme in Russett Close. It is proposed that eight Permit Bays will be marked up in Russett Close, covering the period between 08:30 to 18:30hrs, at a cost of £80 per year.
 - The provision of a residential parking permit scheme in Windsor Drive, outside number 59 – 69, this to be combined with time-limited free parking to aid shoppers. It is proposed that six Permit Bays will be marked up on Windsor Drive, outside number 59 to 69, covering the period between 11:00 to 13:00hrs, at a cost of £40 per year.
 - Corner Protections be marked at four junctions, to keep the junctions clear of parked vehicles.
 - Deletion of various sections of Yellow Lines, thereby creating free parking spaces at locations where it is safe to park.

- Various sections of Double Yellow Lines are marked at locations where it is deemed unsafe to park, also for the purpose of creating pull-in areas.
- Two Bus Cages are installed on Warren Road near number 143 to create a clearance area for buses to pull in.
- A Disabled Parking Bay is provided outside the Pharmacy in Crescent Way.
- Parking Restriction times be staggered at two locations to give more options to shoppers and residents.

3.9 That the authority to make further minor modifications , which may arise as a result of any further consultation or consideration, be delegated to the Executive Director of Environment and Community Services, in consultation with the Environmental Portfolio Holder and ward Councillors.

3.10 Details of the proposals can be seen in the accompanying drawings labelled 11051- [101 to 112].

4. POLICY IMPLICATIONS

4.1 The draft Environment Portfolio Plan 2014-17 includes the objective “Ensure that parking provision near town centres and railway stations balances the needs of residents, visitors and commuters”. This report addresses this objective in the context of Chelsfield.

5. FINANCIAL IMPLICATIONS

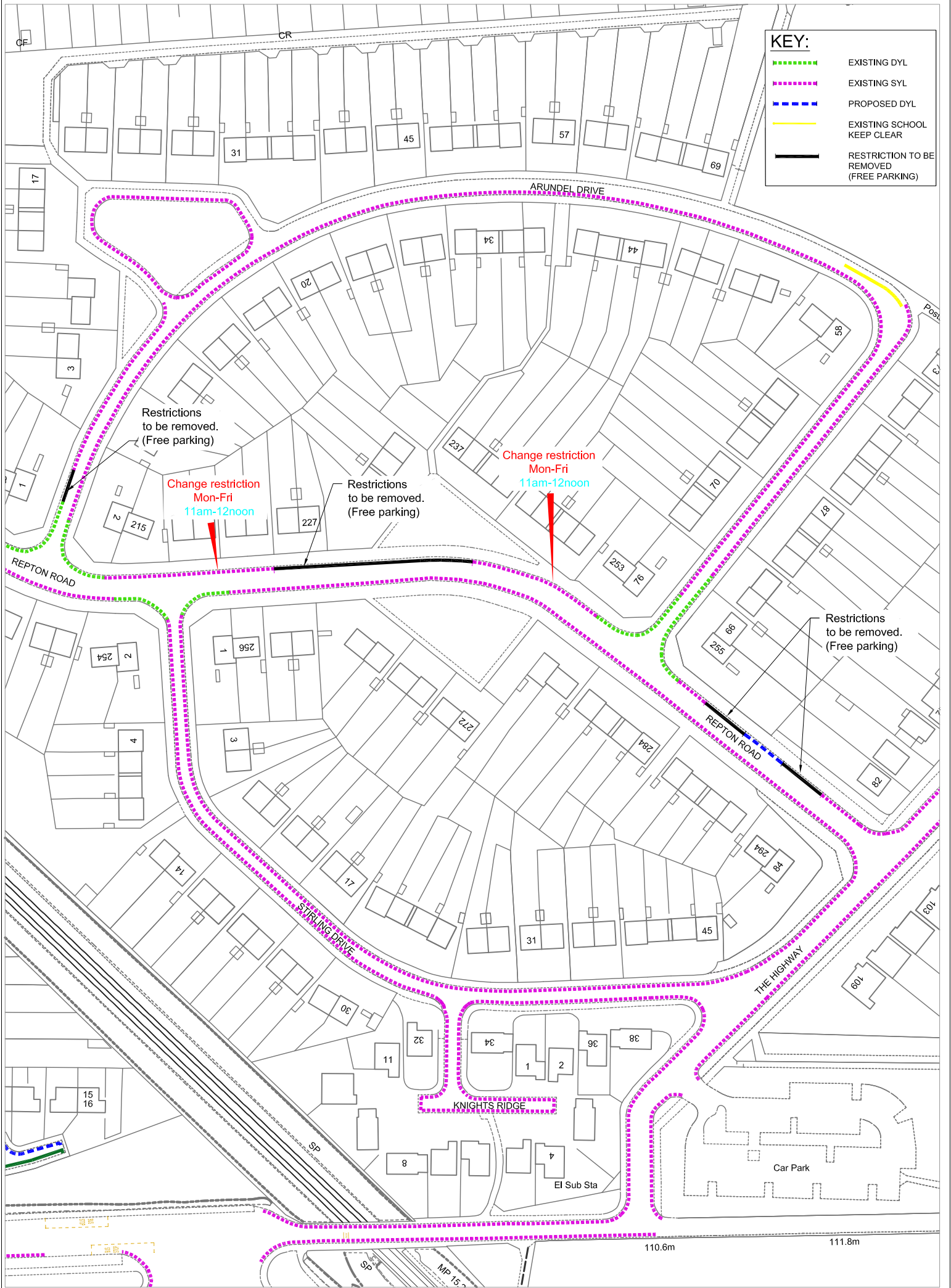
5.1 The estimated cost of £4,000 for the implementation of the proposal will be met by funding from the TfL LIP allocation for Individual Parking Assessments. £25,050 was set aside for this scheme and an uncommitted balance of £22,900 is available to fund this expenditure.

5.2 The on-going administration cost of the new residents permit parking scheme is estimated to be £880 which will be fully funded from the estimated income from the permits of £880.

6. LEGAL IMPLICATIONS

6.1 It will be necessary to make traffic orders under Section 6 and 45 of the Road Traffic Regulation Act 1985, to give effect to the provisions referred to in this report.

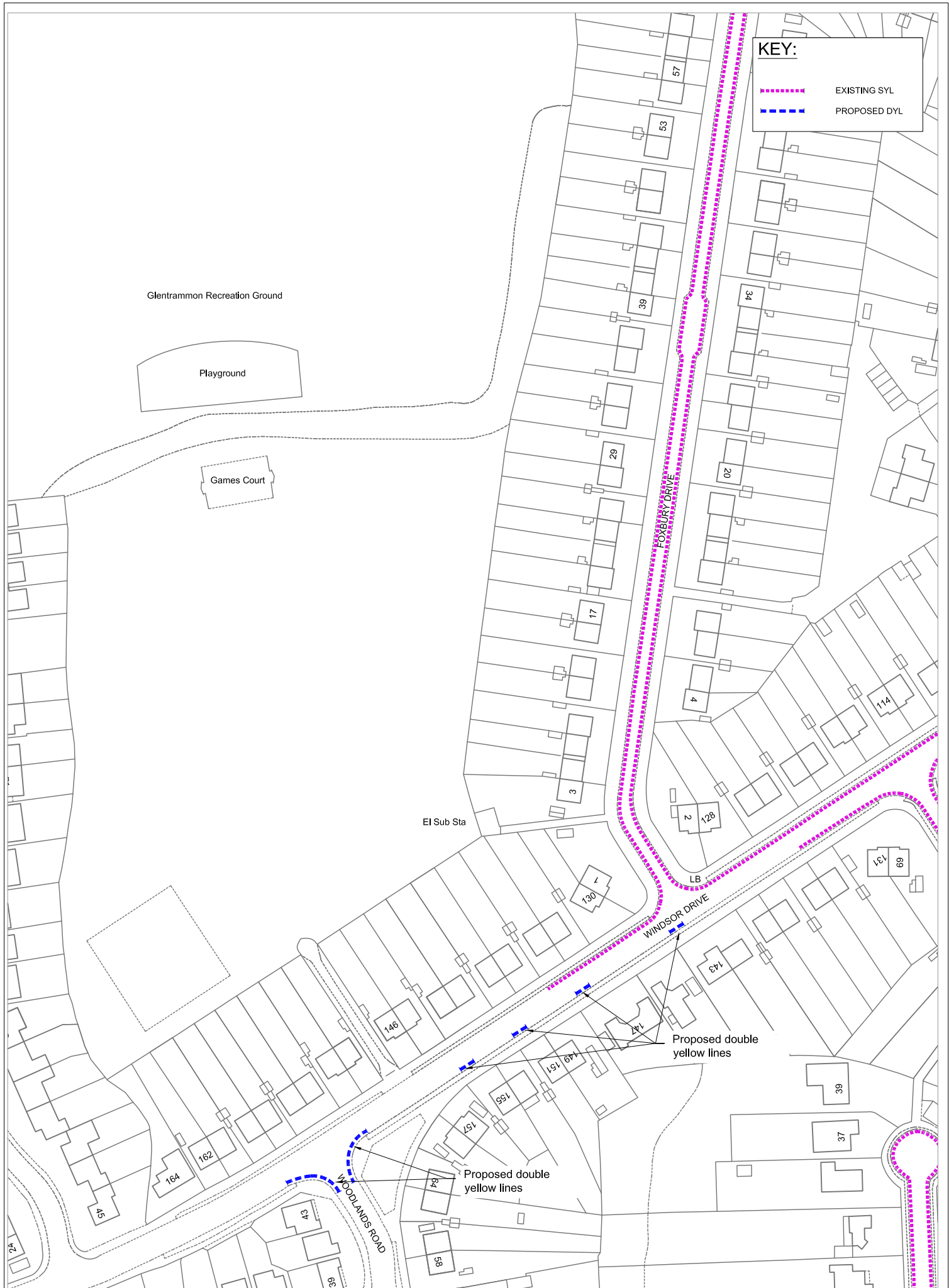
Non-Applicable Sections:	Personnel Implications
Background Documents: (Access via Contact Officer)	Returned Consultation Documents



KEY:

	EXISTING DYL
	EXISTING SYL
	PROPOSED DYL
	EXISTING SCHOOL KEEP CLEAR
	RESTRICTION TO BE REMOVED (FREE PARKING)

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KEY:

- - - EXISTING SYL
- - - PROPOSED DYL

Glentrammon Recreation Ground

Playground

Games Court

EI Sub Sta

FOX BURY DRIVE






WINDSOR DRIVE

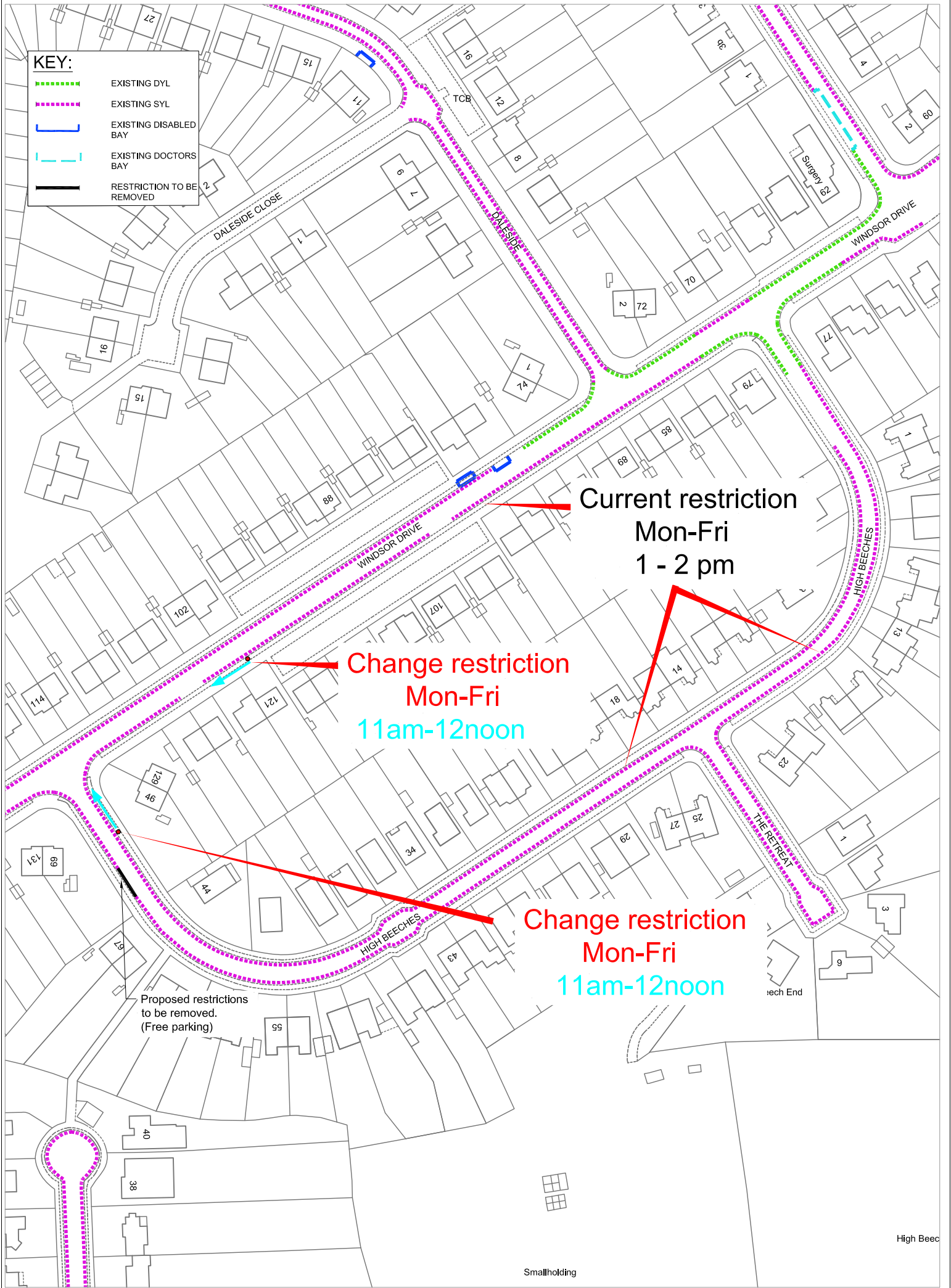
WOODLANDS ROAD

Proposed double yellow lines

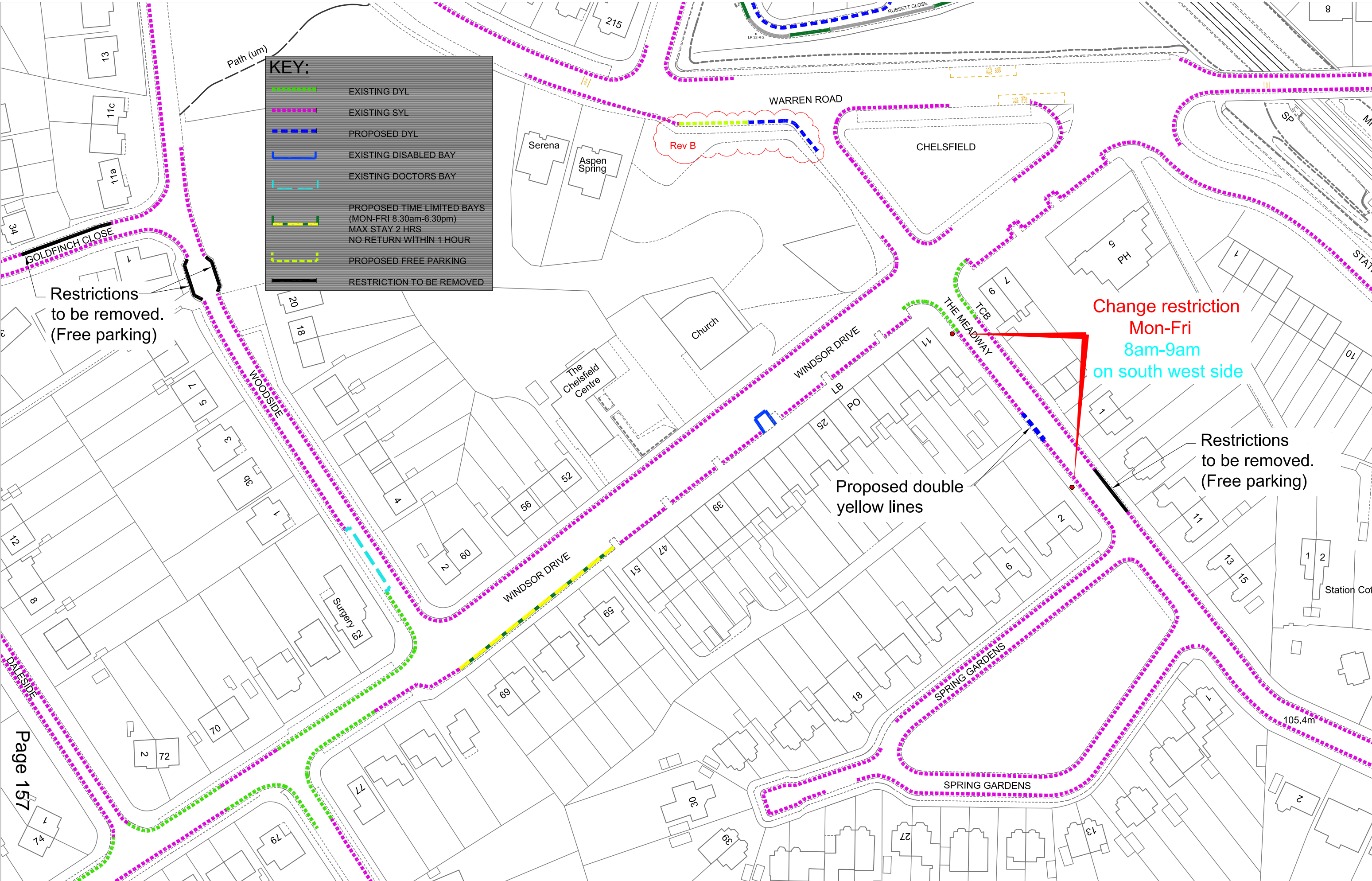
Proposed double yellow lines

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KEY:	
	EXISTING DYL
	EXISTING SYL
	EXISTING DISABLED BAY
	EXISTING DOCTORS BAY
	RESTRICTION TO BE REMOVED



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KEY:

	EXISTING DYL
	EXISTING SYL
	PROPOSED DYL
	EXISTING DISABLED BAY
	EXISTING DOCTORS BAY
	PROPOSED TIME LIMITED BAYS (MON-FRI 8.30am-6.30pm) MAX STAY 2 HRS NO RETURN WITHIN 1 HOUR
	PROPOSED FREE PARKING
	RESTRICTION TO BE REMOVED

Restrictions to be removed. (Free parking)

Change restriction Mon-Fri 8am-9am on south west side

Proposed double yellow lines

Restrictions to be removed. (Free parking)

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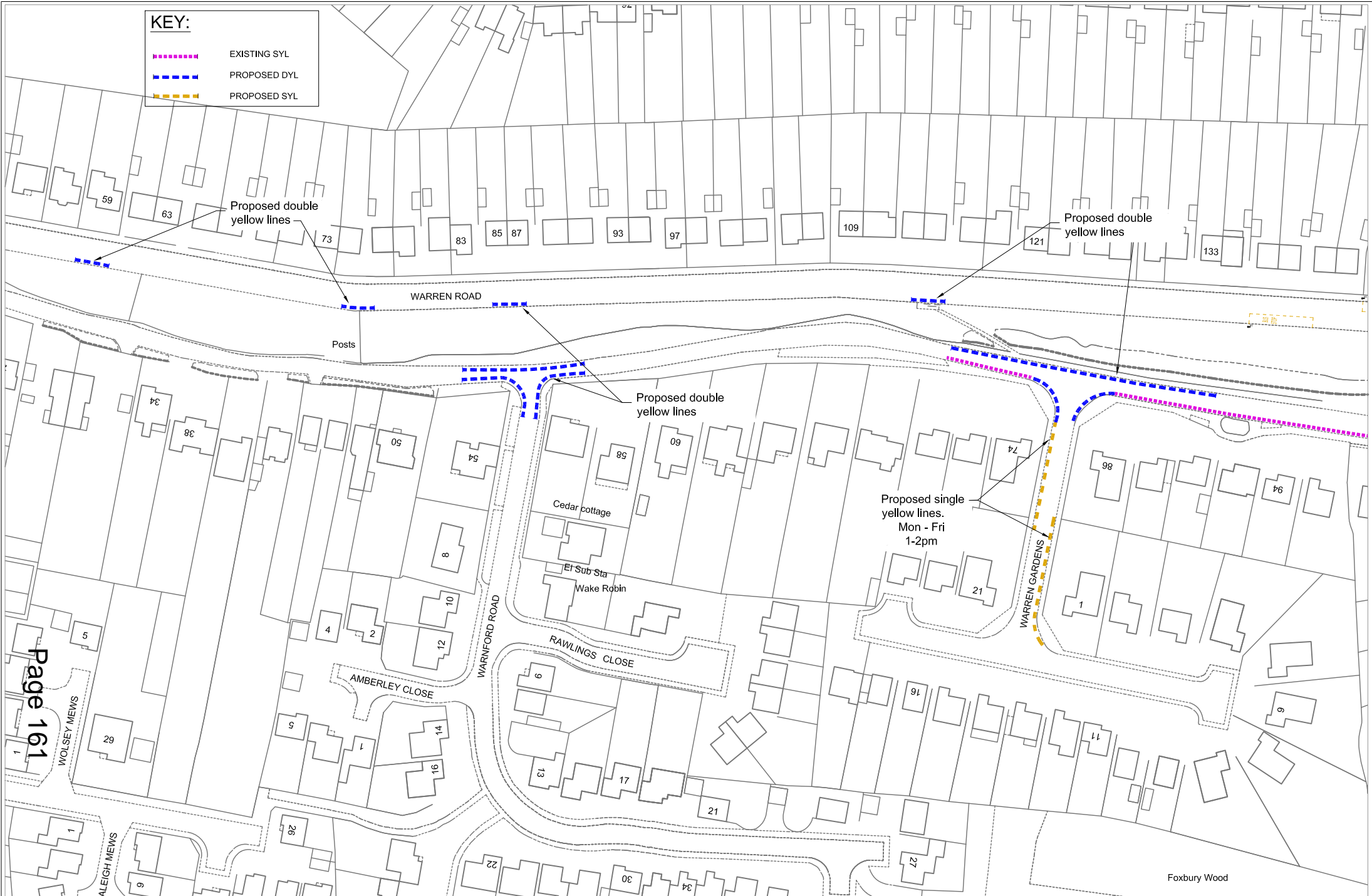
- EXISTING DYL
- EXISTING BYL
- PROPOSED DYL
- EXISTING DISABLED BAY
- RESTRICTION TO BE REMOVED

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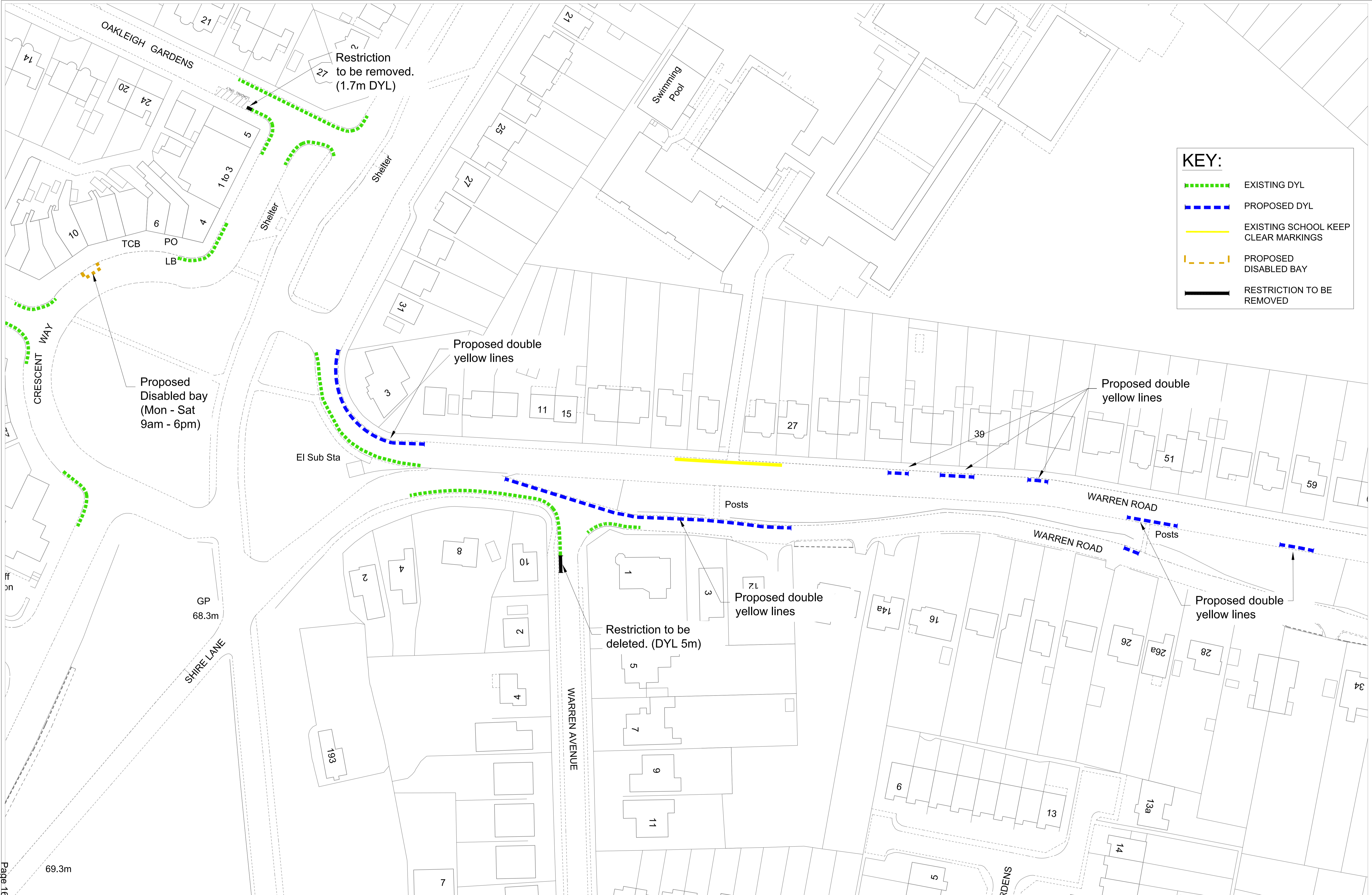
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-  PROPOSED DYL
-  PROPOSED SYL



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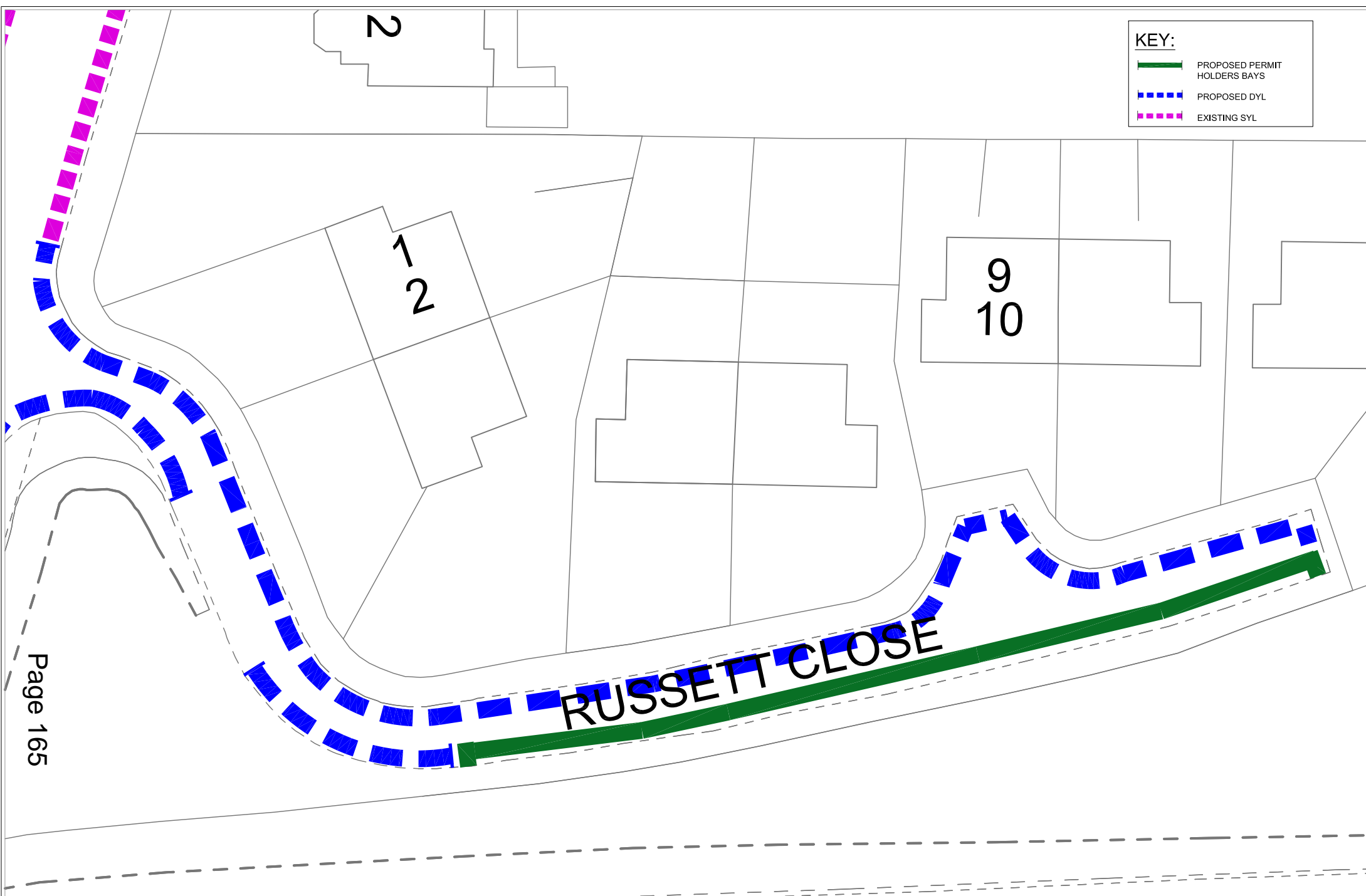
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- - - - - EXISTING DYL
- - - - - PROPOSED DYL
- — — — — EXISTING SCHOOL KEEP CLEAR MARKINGS
- - - - - PROPOSED DISABLED BAY
- — — — — RESTRICTION TO BE REMOVED

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KEY:

-  PROPOSED PERMIT HOLDERS BAYS
-  PROPOSED DYL
-  EXISTING SYL



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Job Title: CHELSFIELD AREA PARKING REVIEW

Drawing Title:
RUSSETT CLOSE
 EXISTING PARKING RESTRICTIONS
 AND PROPOSED PARKING AMENDMENTS



Environmental Services
 135, Centre, Russett Close,
 Borely, BR 1 3JH
 Tel: 020 8464 4333
 Fax: 020 8151 4305
 Email: www.bps@bpc.gov.uk

Scale @ A1: N.T.S.

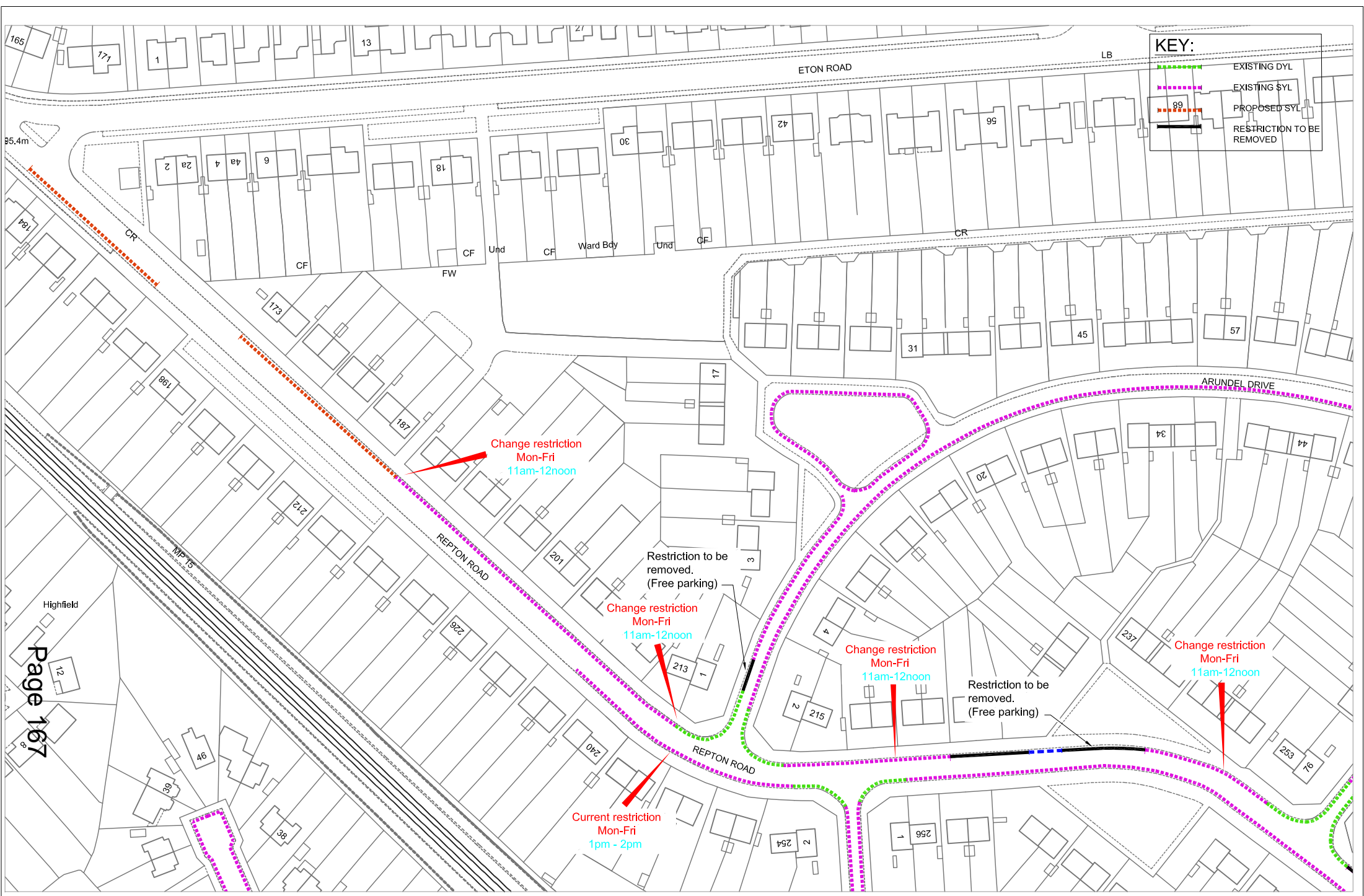
Date: 21/06/13

Drawn by: J.J.

Checked by: I.A.

Rev	Date	Description	By	For
A	30/07/13	Minor amendments	J.J.	
Drawing Number		11051-108		

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KEY:

- EXISTING DYL
- EXISTING SYL
- PROPOSED SYL
- RESTRICTION TO BE REMOVED

Change restriction
Mon-Fri
11am-12noon

Change restriction
Mon-Fri
11am-12noon

Change restriction
Mon-Fri
11am-12noon

Change restriction
Mon-Fri
11am-12noon

Current restriction
Mon-Fri
1pm - 2pm

Restriction to be removed.
(Free parking)

Restriction to be removed.
(Free parking)



Environmental Design
1385 Centre, Stroud Mill Close,
Stroud, G6 1JH
Tel: 020 8664 4333
Fax: 020 8664 4305
Email: www.pj@pjr.co.uk

Scale @ A1: N.T.S.
Date: 21/06/13
Drawn by: J.J.
Checked by: I.A.

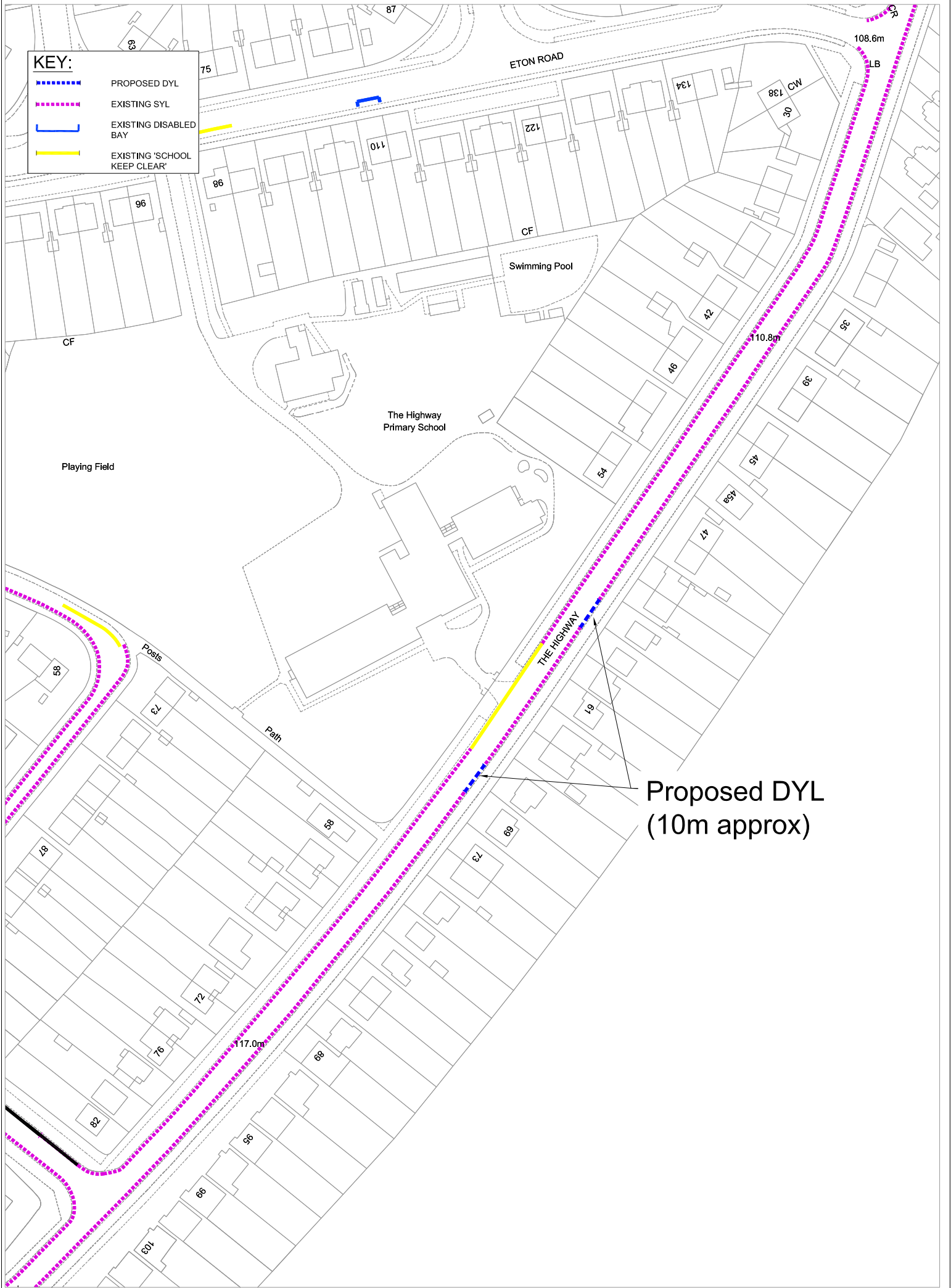
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A	30/07/13	Minor amendments	J.J.	

Drawing Number: 11051-109

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- ▬▬▬▬▬▬ EXISTING SYL
- ▬▬▬▬▬▬ EXISTING DISABLED BAY
- ▬▬▬▬▬▬ EXISTING 'SCHOOL KEEP CLEAR'



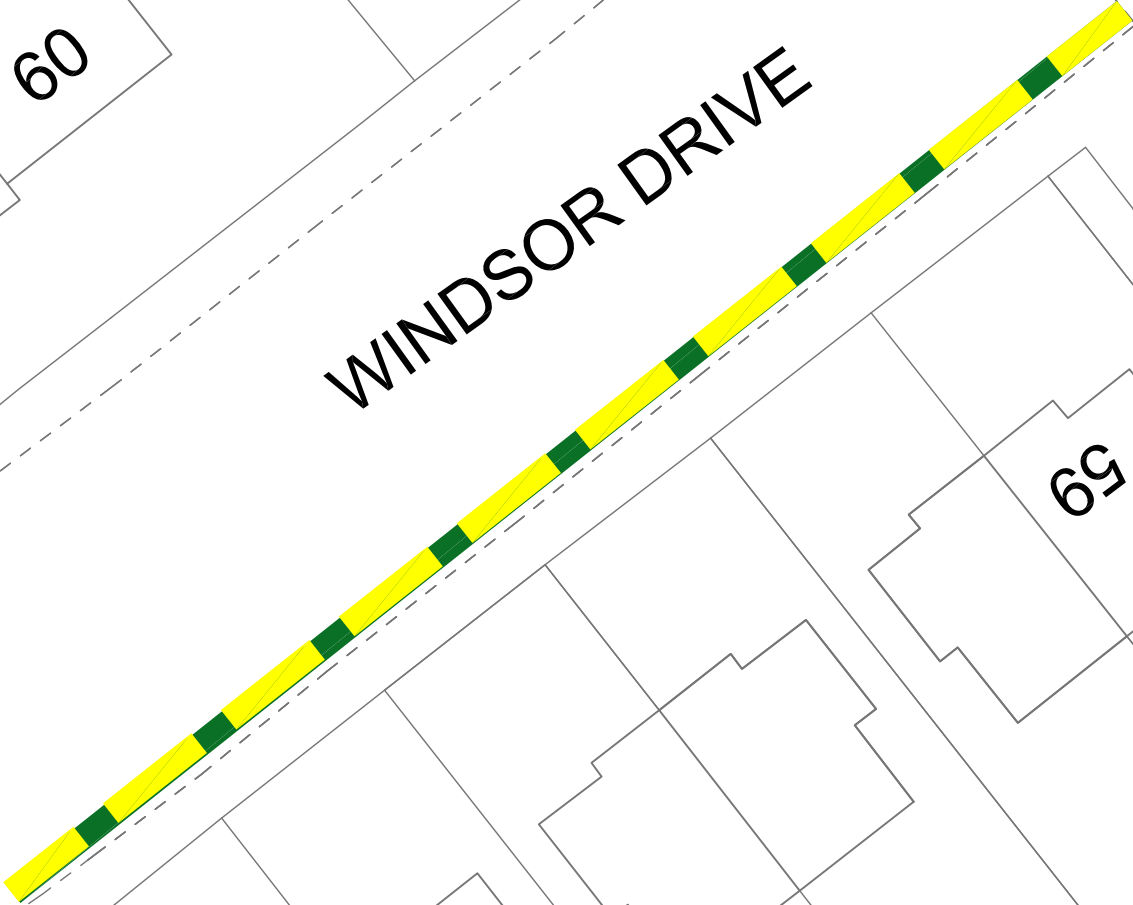
Proposed DYL
(10m approx)

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KEY:



PROPOSED TIME LIMITED BAYS
(MON-FRI 8.30am-6.30pm)
MAX STAY 2 HRS
NO RETURN WITHIN 1 HOUR



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Rev	Date	Description	By
Drawing Number		11051-111	

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Report No.
ES14036

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Environment PDS Committee

Date: 1st July 2014

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

Title: **FORWARD WORK PROGRAMME, MATTERS ARISING FROM PREVIOUS MEETINGS, AND CONTRACTS REGISTER**

Contact Officer: Gavin Moore, Assistant Director Parking & Customer Services
Tel: 020 8313 4539 E-mail: gavin.moore@bromley.gov.uk

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

Ward: Borough Wide

1. Reason for report

Members are asked to review the Committee's draft work programme for 2014/15 and to consider:

- progress on requests from previous meetings of the Committee;
- the contracts summary for the Environment Portfolio; and
- the establishment of Working Groups for 2014/15.

2. **RECOMMENDATIONS**

2.1 **That the Committee:**

- (a) **Review the draft work programme attached as Appendix 1;**
- (b) **Review the progress report related to previous Committee requests as set out in Appendix 2;**
- (c) **Review the Environment Portfolio contracts listed in Appendix 3; and**
- (d) **Consider the establishment of Working Groups for 2014/15.**

Corporate Policy

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

Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Environment Portfolio 2014/15 approved budget
 4. Total current budget for this head: £32.764m, and £4.9m of LIP funding from TfL.
 5. Source of funding: 2014/15 revenue budget and 2014/15 LIP funding agreed by TfL
-

Staff

1. Number of staff (current and additional): 190 fte
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

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

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Forward Programme

- 3.1. The table in **Appendix 1** sets out the Environment Forward Programme for 2014/15, as far as it is known. The Environment Forward Programme indicates which division is providing the lead author for each report. The Committee is invited to comment on the schedule and propose any changes it considers appropriate.
- 3.2 Other reports may come into the programme. Schemes may be brought forward or there may be references from other Committees, the Portfolio Holder or the Executive.

Previous Requests by the Committee

- 3.3 The regular progress report on requests previously made by the Committee is given at **Appendix 2**. This list is rigorously checked after each Committee meeting so that outstanding issues can be addressed at an early stage.

Contracts Register

- 3.4 Information extracted from the current Contracts Register, in a format which addresses the responsibilities of the Environment Portfolio, is attached as **Appendix 3**. Future contracts are marked in *italics*. The final column of the appendix provides additional background information including (where known) the date when contract approval, or approval for an extension, will be sought.

Working Groups

- 3.5 The Committee is empowered to establish Working Groups for the examination of priority issues in depth, with the aim of bringing a detailed report to the PDS Committee itself on completion of the review. Such Working Groups are normally established by the Committee at its first meeting of the municipal year.
- 3.6 Members are asked to indicate which Working Groups should be convened for 2014/15. Membership of the Groups will also need to be agreed. The membership position for last year was as follows:

<i>Parking Working Group</i>	Councillors William Huntington-Thresher and Samaris Huntington-Thresher; and former councillor Julian Grainger.
<i>Local Investment Plan Working Group</i>	Cllr William Huntington-Thresher, Cllr Judi Ellis, and former councillors Julian Grainger and Nicholas Milner
<i>Highway Assets Working Group</i>	Councillors William Huntington-Thresher, Judi Ellis and Samaris Huntington-Thresher; and former councillor Reg Adams

- 3.7 On 29th January 2014 the Environment PDS Committee discussed possible Working Groups for 2014/15. Three topics were considered: Waste Minimisation; Transport Strategy (replacing Local Investment Plan); and Highways Maintenance (replacing Highway Assets).

- 3.8 Members may also wish to consider whether to establish a Parking Working Group to support work on: developing options for the shared parking contract due to commence in October 2016 (see report elsewhere on this agenda); and options for parking charges from April 2015.
- 3.9 Members are also advised that a Public Transport Liaison Meeting has been organised for 22nd July 2014.

4. POLICY IMPLICATIONS

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

Non-Applicable Sections:	Financial, Legal and Personnel
Background Documents: (Access via Contact Officer)	Environment PDS agendas and minutes for the years 2006/07 to 2013/14

APPENDIX 1

ENVIRONMENT PDS COMMITTEE FORWARD PROGRAMME FOR MEETINGS 2014/15

Environment PDS – 23 Sept 2014		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	P&CS	PDS Committee
Budget Monitoring 2014/15	Finance	For pre-decision scrutiny
Congestion Relief - Heathfield Road / Westerham Road scheme	T&H	For pre-decision scrutiny
Private Street Works: Gosshill Road, second resolution	T&H	For pre-decision scrutiny
Elmstead Lane: footway upgrade	T&H	For pre-decision scrutiny
Toddlers Play at Priory	SS&GS	For pre-decision scrutiny
Options for on-street litter enforcement	SS&GS	For pre-decision scrutiny
Environment PDS – 4 Nov 2014		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	P&CS	PDS Committee
Budget Monitoring 2013/14	Finance	For pre-decision scrutiny
Half Year Review – Portfolio Plan 2014/15	P&CS	PDS Committee
Environment PDS – 20 Jan 2015		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	P&CS	PDS Committee
Environment PDS – 11 March 2015		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	P&CS	PDS Committee
Environment Portfolio Plan 2015/18	P&CS	For pre-decision scrutiny

APPENDIX 2

Progress Report on Previous Requests of the Environment PDS Committee

Date	Committee Request	Progress
01.10.13.	The outcome of consultation on the Heathfield Road/Westerham Road scheme should be reported back to the Committee in view of the wider interests across the area.	The results of the consultation will be brought to the September PDS Committee.
29.01.14	Options for 2014/15 Working Groups to include Waste Minimisation, Transport Strategy and Highways Maintenance	These options are considered in this report.
25.03.14	A further report be brought forward to consider options for on-street enforcement of litter offences	This will be the subject of a report brought to the September PDS Committee .
25.03.14	A Public Transport Liaison meeting be organised early in the 2014/15 municipal year	The meeting will take place on 22 nd July 2014.

Contracts Register Summary

Appendix 3

Contract (Officer / Register No.)	Start Date (Core Contract)	End Date (Core Contract)	Extension / Waiver	Contractor	£ Original Contract Value + Extension	Projected 2014/15 Spend (£)	Environment PDS Notes
Transportation Consultancy (Paul Redman / 029130)	30.05.11	30.11.13	1 year ext. to 30.11.14 agreed ES13124	AECOM (via TfL Framework)	750,000 + 300,000	140,000	Officers appraising options for Nov. 2014 onwards
Playground Maintenance (Andy Biggs / 016235)	01.01.08	31.12.13	1 year extension to 31.12.14	Safeplay	369,300 + 74,640	76,500	Contract term (6+2+2 to December 2017).
Soft Landscaping Works Contract (Rob Schembri)	June 2014	31.12.17	n/a	Contract to be let	1,050,000	~300,000	Eight lots covering all soft landscaping and non-programmed works, as reported to 29.01.14 Env. PDS
Removal of Abandoned Vehicles (Toby Smith / 030100)	01.10.10	30.09.13	One year extension to 30.09.14	Pick a Part	33,800 + 10,600	9,500	Officers examining options for October 2014 onwards
Council Fleet Hire (Paul Chilton / 11551)	05.11.06	04.11.12	Extended to 04.11.15 through waiver	London Hire Ltd.	651,064 + 166,380	81,380	Extension to Nov. 2015 to facilitate passenger fleet options analysis.
Ambulance Hire (Paul Chilton / 016278)	05.11.07	04.11.13	Extended to 04.11.15	London Hire Ltd.	2.254m + 292,866 + 282,870	282,870	2 nd one year extension agreed to Nov. 2015 to align with Fleet Hire.
Depot Security (Paul Chilton / 030099)	01.04.10	31.03.15	n/a	Sight and Sound	625,000	140,000	5 years contract with option for 2 year extension
Street Works (NRSWA) (Garry Warner / 049756)	01.04.13	31.03.16	n/a	B&J Enterprises of Kent	871,920	295,430	3 year core contract with option to extend for 2 or 4 years
Parking (Ben Stephens / 11528)	01.10.06	30.09.11	5 year extension granted to 30.09.16	Vinci Park Services UK Ltd	23.2m (inc. extension)	2,556,700	School Crossing Patrols now funded by 33 schools & TfL (~£170,000)
Parking ICT (Ben Stephens)	01.04.13	30.09.16	n/a	ICES Ltd.	238,000	68,000	Shared ICT service with LB Bexley (costs shown are for Bromley only)..
Parking Bailiff Services (Ben Stephens)	1.04.14	30.09.16	n/a	JBW Judicial Services, Phoenix Commercial Collections	625k est. income	250k est. income	

Contract (Officer / Register No.)	Start Date (Core Contract)	End Date (Core Contract)	Extension / Waiver	Contractor	£ Original Contract Value + Extension	Projected 2014/15 Spend (£)	Environment PDS Notes
Street Environment Contract (Pete McCready / 037024 037023 037025 037022)	29.03.12	28.03.17	n/a	Kier (public toilets); Community Clean (graffiti removal); Veolia (Gully cleansing); Kier (Street Cleansing)	281,983 1,221,800 1,463,538 15,798,212	51,400 244,360 292,710 3,155,140	Five year contract with an option for a two year extension
Maintenance & Repair of Motor Vehicles (Paul Chilton / 024737)	01.04.10	31.03.19	n/a	Kent CC	938,000	124,000	Spend reduced due to decline in number of vehicles in use
Highway Maintenance – Minor & Reactive (Justin Villanueva / 025400)	01.07.10	30.06.17	n/a	O'Rourke Construction & Surfacing Ltd	17m	£2,822,860	Budget increases with BCIS construction indices. Contract is subject to external funding.
Arboriculture (Julian Fowgies / 016267)	18.07.08	17.07.17	n/a	Gristwood and Toms Ltd	5.12m	498,420	Reduced annual spend due to reduction in service provision
Coney Hill Landfill Site Monitoring (J. Woodruff / 030220)	28.07.10	27.07.17	n/a	Enitial	969,500	136,200	
Highway Maintenance – Major (J. Villanueva / 025399)	01.10.10	30.06.17	n/a	FM Conway Ltd	26m	3,989,020	Budget increases with BCIS construction indices. Contract is subject to external funding.
Grounds Maintenance (R. Schembri / 11545)	01.01.08	31.12.17	n/a	The Landscape Group Ltd	26.1m	3,035,300	Contract to run full-term. Options post 2017 under review.
Waste Collection (John / Woodruff 11525)	01.11.01	31.03.19	First extension to 2016. Second extension to 2019.	Veolia Environmental Services UK Ltd	37.3m. + 64.6m + 26.1m	9,096,640	First extension (2007) to align with Disposal contract (ELS07130). Second extension (2011) to realise service efficiencies.
Waste Disposal (J. Woodruff / 11526)	24.02.02	31.03.19	Extended to March 2019	Veolia Environmental Services UK Ltd	160.5m + 27.5m	11,737,480	Contract extended (in 2011) to realise service efficiencies.
Parks Security (Toby Smith / 025902)	01.04.10	31.03.20	n/a	Ward Security	4.13m	481,940	
Street Lighting Maint. & Improvements (Paul Redman / 049757)	01.04.13	31.03.23	Option for 1 year extension	May Gurney (Cartledge)	8.45m + 8m over two years (invest to save)	1,808,020	Annual contract value of £845k, plus £8m over two years via Invest-to-Save programme

By virtue of paragraph(s) 3, 5, 6 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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By virtue of paragraph(s) 3, 5, 6 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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