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DATE: 12 September 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 23 SEPTEMBER 2014 AT 7.30 PM**

MARK BOWEN  
Director of Corporate Services

*Copies of the documents referred to below can be obtained from*  
[www.bromley.gov.uk/meetings](http://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 17<sup>th</sup> September 2014.

- 4 MINUTES OF THE ENVIRONMENT PDS COMMITTEE MEETING HELD ON 1ST JULY 2014 (Pages 5 - 22)**

## **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 17<sup>th</sup> September 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 BUDGET MONITORING 2014/15** (Pages 23 - 32)
- b CAPITAL PROGRAMME MONITORING - 1ST QUARTER 2014/15**  
(Pages 33 - 40)
- c PRIVATE STREET WORKS: GOSSHILL ROAD, SECOND RESOLUTION**  
(Pages 41 - 44)
- d TFL FUNDED WORK PROGRAMME FOR 2015/16** (Pages 45 - 54)
- e DISABLED PERSON PARKING BAYS AND WHITE BAR MARKINGS**  
(Pages 55 - 66)
- f WIDMORE ROAD A21 JUNCTION IMPROVEMENTS** (Pages 67 - 76)
- g ADDITIONAL HIGHWAY MAINTENANCE WORKS** (Pages 77 - 82)

### **7 PRE-DECISION SCRUTINY OF REPORTS TO THE EXECUTIVE**

- a STREET LIGHTING - INVEST TO SAVE** (Pages 83 - 88)
- b PUBLIC TOILET PROVISION** (Pages 89 - 96)

### **8 REPORT TO THE ENVIRONMENT PORTFOLIO HOLDER NOT REQUIRING PRE-DECISION SCRUTINY**

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

- a ELMSTEAD LANE: FOOTWAY UPGRADE** (Pages 97 - 102)

## **POLICY DEVELOPMENT AND OTHER ITEMS**

- 9 **PUBLIC TRANSPORT LIAISON MEETING** (Pages 103 - 108)
- 10 **INVEST TO SAVE: GREEN GARDEN WASTE COLLECTION** (Pages 109 - 114)
- 11 **FORWARD WORK PROGRAMME, MATTERS ARISING FROM PREVIOUS MEETINGS, AND CONTRACTS REGISTER** (Pages 115 - 124)

## **PART 2 AGENDA**

- 12 **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**

- 13 **EXEMPT MINUTES OF THE ENVIRONMENT PDS COMMITTEE MEETING HELD ON 1ST JULY 2014** (Pages 125 - 126)

### **Schedule 12A Description**

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**

4th November 2014  
20th January 2015  
11<sup>th</sup> March 2015

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## ENVIRONMENT POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 1 July 2014

### Present

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

### Also Present

Councillor Colin Smith and Councillor Russell Mellor

#### **1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**

There were no apologies.

#### **2 DECLARATIONS OF INTEREST**

The Chairman declared a personal interest in item 6i as a nomination for membership of the Countryside Consultative Panel, and at item 7b as a member of the Chelsfield Park Residents Association.

The Vice-Chairman and Councillor Sarah Phillips also each declared a personal interest at item 6i as further nominations for membership of the Countryside Consultative Panel.

#### **3 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING**

There were no questions to the Committee.

#### **4 MINUTES OF THE ENVIRONMENT PDS COMMITTEE MEETING HELD ON 25TH MARCH 2014**

The minutes were agreed.

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

Four questions had been received for written reply – one from Chloe-Jane Ross, Chair, Copers Cope Area Residents' Association, and three from Mr Colin Willetts. Details of the questions and replies are at **Appendix A**.

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

**A) PROVISIONAL OUTTURN 2013/14**

**Report FSD14038**

The provisional 2013/14 final outturn position for the Environment Portfolio showed an underspend of £82k against a controllable budget of £41.136m, representing a 0.2% variation.

Report FSD14038 also highlighted 2013/14 expenditure for the three portfolio related projects within the Member Priority Initiatives earmarked reserve.

Referring to the cost of remedial works at Keston Dam, Councillor Scoates enquired whether the cost could be covered by insurance.

**RESOLVED that the Portfolio Holder be recommended to:**

**(1) endorse the 2013/14 provisional outturn position for the Environment Portfolio;**

**(2) note the outturn position in respect of the Environment projects within the Member Priority Initiatives programme; and**

**(3) approve draw-down of the carry forward sum of £65k held in Central Contingency, to be used to fund works required at Keston Dam.**

**B) BUDGET MONITORING 2014/15**

**Report FSD14037**

Members received the latest budget monitoring position for the Portfolio.

Based on expenditure and activity levels to 31<sup>st</sup> May 2014, the 2014/15 controllable budget for the Environment Portfolio was projected to balance at year-end.

In noting a projected net surplus from the issue of Penalty Charge Notices Councillor Samaris Huntington-Thresher was advised that that there had been no change in enforcement practice.

**RESOLVED that the Portfolio Holder be recommended to endorse the latest 2014/15 budget projection for the Environment Portfolio.**

## **C) FUTURE DLR AND RAIL LINKS TO BROMLEY**

### **Report ES14048**

Following recent discussions and work with Transport for London, an update was provided on the latest position regarding potential public transport extensions to Bromley.

TfL had undertaken feasibility work over the previous 12-18 months to develop a business case for an extension of the DLR from Lewisham to Bromley. Simultaneously, TfL had also undertaken feasibility work for extending the Bakerloo line from Elephant and Castle and the Overground from New Cross to Bromley North. Tramlink proposals had been previously developed and more recently, the Tramlink development team had been working to refine route options and alignments.

Potential benefits were highlighted from investment in the rail options outlined in the report along with the latest update on each of the potential options. For a DLR extension to Bromley, the report advised that the overall Benefit Cost Ratio (BCR) represented insufficient value for money, as defined by TfL's business case methodology and the DfT's transport scheme appraisal guidance. This took account of the total cost of an extension, the direct transport benefits that would be realised, and the development and growth potential. On 20th March 2014, the Mayor of London instructed TfL to cease further work on the DLR business case.

The Council had subsequently asked TfL to undertake further work on a London Overground extension from New Cross to Bromley North, using the existing rail corridor, to provide improved rail connectivity between Bromley and Canary Wharf.

In discussion a number of comments were made. In response to a suggestion that existing capacity and service frequencies be increased (e.g. platforms lengthened) instead of a new extension, particularly for the Orpington/Lewisham route, it was indicated that the Council had made representations to TfL on route structure. The Council had also lobbied for increased capacity as existing rail routes to central London – including Orpington to Lewisham – were already operating at maximum capacity during peak periods. As such, there were feasibility studies on extending the London Overground between existing national rail services.

Referring to a Bakerloo line extension to Hayes, Councillor Phillips suggested that TfL ask more questions on the advantages of the existing line e.g. any cost advantage to passengers of travelling solely by national rail to Central London.

There continued to be a significant amount of work in developing proposals. TfL had drafted further staff to address some of the Council's concerns. It was necessary to know the proportion of Hayes line passengers who would be

adversely affected by a Bakerloo line extension. Current data was not comprehensive.

TfL had recently written confirming that work on proposals for a DLR extension to Bromley would cease. The Portfolio Holder reminded Members that this was contrary to the Mayor of London's election pledge and the Council would write in the strongest terms that this would not be accepted as the final position. The Portfolio Holder referred to the additional cost of a Bakerloo line extension which was not wanted by local residents. Solid financial evidence was needed of why a DLR extension should not be pursued. A London Overground link to Bromley North would be a second preference. With a potential expansion of Crystal Palace, transport improvements were also considered necessary to the area. Tramlink proposals were highlighted in this regard and would be in addition to further transport to the centre of the borough.

Councillor Catherine Rideout supported a DLR extension, highlighting advantages it would create for future residents of high street accommodation in Bromley town centre.

It was thought that Overground services would use existing rail track and operate between national rail services (which were operating to capacity). Challenges, such as rolling stock breakdown, could arise with inter-operation of services. However, issues were being worked through. There were no firm proposals as yet for crossing the fast lines at Grove Park but it was considered that either a flyover or fly-under option would be necessary. A loss of scheduled services was not considered a risk with an Overground extension.

The Chairman highlighted that passengers from Orpington would still need to change with an Overground extension. It was confirmed that Hither Green was intended to be the interchange station rather than Grove Park – Lewisham possibly having a further station, Lewisham South (near Ladywell), solely for the Overground route.

Visiting the meeting for this item, Councillor Russell Mellor (Copers Cope Ward) was invited to address the Committee. He referred to the question to the Portfolio Holder on the future of rail services from Beckenham Junction, Kent House, and Penge to St Pancras and beyond (and to Blackfriars from 2018). Councillor Mellor referred to strategic priorities and concern for existing rail services to Bromley being inadequate. He supported efforts to improve the strategy for services into Bromley, improving links to the City, and improvements to Thameslink services. In this regard, Councillor Mellor referred to Thameslink services towards Herne Hill/ Beckenham Junction, advocating an improvement on the position of services to Beckenham and Bromley South for the future (i.e. to see the services permanently secured and maintained beyond December 2017).

The Chairman expressed concern at the loss of the DLR option, particularly in view of the Mayor of London's manifesto pledge in 2012 to "*work to extend*



the DLR from Lewisham to Bromley". He also had an aspiration to see a DLR extension proceed further into the borough beyond Bromley North. He felt the Overground option did not lend itself to this and therefore the benefit to the commercial centre of Bromley was substantially reduced. He also questioned an assertion that a Bakerloo extension would bring reduced journey times to Charing Cross and highlighted that there would be no potential economic benefit from such an extension to Bromley. The Portfolio Holder felt there should be a full feasibility study of the DLR extension option before a decision is taken on an Overground extension to Bromley North.

In view of comments made, it was agreed that Recommendation 2.2 of Report ES14048 should be amended and it was **RESOLVED that the Portfolio Holder be recommended to:**

- (1) consider the key strategic transport priorities for the Borough;**
- (2) support an extension of London Overground to Bromley North, subject to further investigation; and**
- (3) support the priorities of residents for improved rail services into and through London particularly in relation to Thameslink services.**

#### **D) ENVIRONMENT PORTFOLIO PLAN 2014/17**

##### **Report ES14029**

Members considered the draft Environment Portfolio Plan for 2014/17.

The Vice-Chairman offered her congratulations on progress made against priorities in the Plan.

In respect of street cleaning and some roads having tightly parked cars during the week, the Portfolio Holder highlighted that such roads could be cleaned at weekends. Officers were looking to improve the weekend service and Members were encouraged to liaise with the Portfolio Holder and officers on this. The Chairman highlighted the Committee's intention to review street cleaning performance again at its January meeting.

On waste, the level of recycling in the borough had plateaued with the quantity of waste having increased. Initiatives had been planned around Green Garden Waste (GGW) and textile collections to increase recycling. However, paper quantities for recycling had reduced but improved recycling of other materials and the new initiatives had so far compensated for this. A decreasing level of paper could be attributed to an increasing use of digital media, a trend which was unlikely to reverse.

Councillor Brooks suggested that a number of residents in housing blocks might be unclear on where to place different categories of material for recycling. He also recommended that the "Fix My Street" facility on the Council website be more widely advertised.

It was confirmed that a 2013/14 return on the percentage of children travelling to school by car would be in the half-year performance report to Members. For a 2013/14 performance return on (i) principal roads condition, (ii) non-principal classified roads, and (iii) town centre footway surfaces, a percentage return would be provided when figures were available hopefully next month. Footnotes were suggested in the Plan to explain these points. The Chairman indicated that the details would also be circulated to Committee Members.

In view of the particularly difficult budget position faced by the Council, the Chairman suggested that Council communications convey the cost and value of services and public facilities e.g. parks.

**RESOLVED that the Portfolio Holder be recommended to endorse the aims, activities, outcome measures and service expectations proposed in the draft Portfolio Plan, taking into consideration the budget for 2014/15 which has already been agreed.**

**E) SHARED PARKING SERVICES CONTRACT: Commencement of Procurement Gateway Review**

**Report ES14034**

Highlighting that L B Bromley's current parking operations and enforcement contract with Vinci Park Services expires in September 2016, coinciding with the planned end date for L B Bexley's parking contract with NSL, Report ES 14034 proposed that a Procurement Gateway Review be undertaken of the options for a single shared parking contract for both boroughs from October 2016. The review would assess options for the future delivery of the services and the packaging of the shared contract. It would take into account:

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

The Chairman suggested a PDS Working Group to oversee the proposed Gateway Review Team. The Working Group's consideration of the parking services contract would include consideration of the proposals on parking enforcement announced by the Department for Communities and Local Government (DCLG). Although future changes were expected, a contract in the order of ten years would enable a contractor to invest in the service. A break clause could also be included e.g. after a period of five years.

Proposed changes on parking enforcement related primarily to the use of CCTV. It would be necessary to understand the practical implications of any changes and whether more enforcement would be necessary by foot patrols. Some exceptions were expected from any CCTV ban e.g. around schools and bus lanes. Clarity on the detail of changes should be provided during the review and their implications for the parking service provided in a further report to Members next March. The Portfolio Holder expressed concern for

any ban on CCTV parking enforcement. It would adversely affect the range of areas enforced; the number of fines imposed for infringements and therefore the level of deterrent for unsafe and inconsiderate parking. It was unclear where parking officers currently employed on CCTV enforcement could be deployed. The Portfolio Holder suggested that road safety around schools could also be jeopardised as the cost of the fleet of CCTV cars could not be covered by use outside schools alone. Local MPs had been lobbied and London Councils were briefing Parliament on the proposals.

It was confirmed there would be a variable budget element for the shared service contract. As part of the review, consideration would be given to how enforcement costs are apportioned between the two boroughs.

**RESOLVED that the Environment Portfolio Holder be recommended to agree that:**

- (1) 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) specific consideration be given to options for the Key Performance Indicators to be used for managing the contract; and**
- (3) the length of the contract be for a 10 year period with a potential break clause after 5 years.**

#### **F) STATION ACCESS PROGRAMME: IDENTIFICATION OF PROJECTS**

##### **Report ES14041**

Local Investment Plan (LIP) funding, of the order of £150k over each of the next three 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, with insufficient funding to implement schemes at every station, a priority methodology was proposed to progress works.

Taking all factors into account, the proposed first priority stations in the Borough were listed as Elmstead Woods, Penge East, Petts Wood and Shortlands. Individual schemes would be reported to Members with details of design and implementation costs, along with details of any potential on-going costs and funding.

Suggesting that Kent House station might benefit from pedestrian access improvements, Councillor Phillips asked whether more stations might similarly benefit if improvements were of a lower scale and at reduced cost. It was

confirmed that the access road leading to Kent House Station was unadopted, although officers could look at the possibility of adoption next year when developing a further round of station access improvements.

Rather than have a number of minor improvements with minimal impact, it was intended to have a rolling programme of larger access improvements for a small number of stations in each the next three years. There would be an in-depth review of station access across the borough. Priorities could then be investigated one year and improvements implemented the next at a small number of stations. It was confirmed that it would be for Network Rail to take forward access improvements on land it owned, and officers had met Network Rail representatives.

Individual schemes for station access improvement would be taken forward via Ward Members and the Portfolio Holder. The Chairman suggested that Ward Members be consulted on the demand for access projects at the proposed stations. Councillor Brookes confirmed that he had received suggestions from residents on access improvements for Penge East station.

The Chairman also expected Network Rail to provide measures for disabled access at stations and highlighted the forthcoming Public Transport Liaison meeting (scheduled for 24<sup>th</sup> July 2014).

Referring to Orpington, the Chairman highlighted local support for improved means to link Orpington High Street and Orpington Station. In this context, he referred to having effective way-finding for the High Street and station.

**RESOLVED that the Portfolio Holder be recommended to confirm:**

**(1) the suggested priority rationale set out in Paragraph 3.2 and Appendix 1 of Report ES14041; and**

**(2) Elmstead Woods, Penge East, Petts Wood and Shortlands as the first priority stations in the borough for station access improvements.**

#### **G) A222 CHISLEHURST COMMON IMPROVEMENTS**

##### **Report ES14040**

The Portfolio Holder was asked to approve funding for the development of a proposal to improve the A222 across Chislehurst Common. The Congestion Working Group had referred to the Chislehurst Common section of the A222 as a congestion pinch point, with congestion particularly occurring during morning and afternoon peaks.

Anecdotal evidence suggested that many drivers cut through the Common using either Ashfield Lane/Prince Imperial Road or Royal Parade/Watts Lane, to avoid the War Memorial junction in particular.

To address the issue, a “land swap” was proposed with a single carriageway road between Heathfield Lane and Prince Imperial Road/Centre Common Road, replacing lesser used roads across the common. Land could be returned to the Common significantly improving its amenity. The precise location of the replacement road and any designs would be subject to discussion with the Commons Conservators and other stakeholders.

Four junctions on the A222 with the worst congestion were being considered for improvement subject to a traffic survey before decisions are taken on which (if any) junctions should be improved. It was necessary to undertake origin-destination surveys as well as volume and turning counts.

Informal discussions had taken place with Ward Members, Commons Conservators and the Chislehurst Society. All were supportive of the plans being developed further.

**RESOLVED that the Portfolio Holder be recommended to approve the allocation of up to £60k of LIP funding to develop the proposals for improvements on the A222.**

## **H) PARKING CONTROLS IN RESIDENTIAL AREAS**

### **Report ES14057**

Members considered the Council’s approach to requests for various parking controls, including waiting restrictions (yellow lines). Report ES14057 proposed criteria for determining where parking should and should not be permitted, outlining design considerations for parking controls in residential areas (including minor changes to the highway) and incorporating:

- Waiting Restrictions (yellow lines)
- Flank Boundary Parking
- Footway Parking
- White Bar Access Markings
- Disabled Persons Parking Bays

The report also sought to reaffirm the Council’s position on trying to provide suitable on-street parking places.

It was recommended that existing practice be confirmed 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 at paragraph 3.17 of Report ES14057, 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 can be removed to provide additional parking places; and

- footway parking to only be introduced in special circumstances and where sufficient footway widths as described at paragraph 3.24 of Report ES14057 can be retained - this only applying where footways are deemed sufficiently robust, or can be upgraded, to withstand the weight of vehicles without excessive damage.

Report ES14057 also gave notice of certain parking controls to be reviewed.

Officers considered that a new approach was needed for implementing White Bar Access markings, including agreed criteria, to allow a consistent approach borough-wide. A further report would outline such issues and recommend a new process for implementation. No fee was currently charged to applicants for White Bar markings.

On Disabled Persons Parking Bays, the number of bays across the Borough had increased over the years, along with the Council's costs to install, maintain and process applications for such bays. With the existing process and criteria having been in place for a number of years, a review of the current process was considered necessary. As such, a further report would be compiled to examine the processes involved in implementing disabled drivers' bays, along with ways to address escalating costs and the time involved in assessing and implementing such schemes.

The Chairman supported measures in Report ES14057 for footway parking. He suggested that footway parking exemptions, in the circumstances outlined, might be helpful to allow emergency vehicles to pass. Permission for footway and carriageway parking should take account of street furniture and trees, so emergency vehicles could if necessary mount the pavement to reach their destination; it would be beneficial if posts holding signs showing the parking restrictions could be set back from the carriageway. Removing unnecessary street furniture could also enable footway parking on both sides of a road. For consistency, the Chairman asked that the policy outlined in Report ES14057 correspond with footway parking criteria outlined in a further policy document published by the Council, particularly in regard to available footway width.

Concerning disabled parking bays, it was confirmed that officers were not routinely informed of a disabled parking bay no longer being required. The issue would be looked at by officers and would feature in a further report to Members following a review of procedures for Disabled Parking Bays.

**RESOLVED that the Portfolio Holder be recommended to adopt the policies on parking controls outlined at Section 3 of Report ES14057.**

**I) APPOINTMENTS TO THE COUNTRYSIDE CONSULTATIVE  
PANEL AND THE LEISURE GARDENS AND ALLOTMENTS  
PANEL 2014/15**

**Report CSD14093**

Members supported nominations to the Countryside Consultative Panel and the Leisure Gardens and Allotments Panel for 2014/15.

**RESOLVED that:**

**(1) Councillors Lydia Buttinger, Ian Dunn, William Huntington-Thresher, Sarah Phillips, and Colin Smith be appointed to the Countryside Consultative Panel for 2014/15; and**

**(2) Councillors Vanessa Allen, Mary Cooke, Ellie Harmer, Alexa Michael, and Michael Turner be appointed to the Leisure Gardens and Allotments Panel for 2014/15.**

**7 PRE-DECISION SCRUTINY OF REPORT TO THE EXECUTIVE**

**A) LEAD LOCAL FLOOD AUTHORITY FLOODING AND WATER  
MANAGEMENT ACT 2010**

**Report ES14042**

Report ES14042 provided an update on the Council's role as Lead Local Flood Authority. It considered the impact of recent groundwater flood events and sought the Portfolio Holder's views on the Council's involvement in future events.

It also sought Executive agreement to the release of dedicated Central Contingency funding (£250k) to fund works detailed in the report and to ensure the Council meets its statutory duties as Lead Local Flood Authority.

Members were advised that pumping downstream from the gardens of Courtfield Rise, West Wickham had ceased ten days previously.

Concerning the Council's role in any future groundwater flooding event, the Chairman suggested that the Council's role should focus on facilitating works on behalf of residents i.e. working with and helping residents make suitable arrangements.

The Portfolio Holder briefly outlined the Council's position during the recent groundwater flood events. Although the Council has no direct responsibility for pumping arrangements to remove groundwater, the Council assisted with this to help residents stay in their homes. However, in so doing it became unnecessary for insurance companies to act/provide compensation. Ministers would be lobbied on the position.

The Vice-Chairman suggested that it was difficult to assess whether the Council should similarly assist in future flood events without being able to predict the scale of flooding. However, it was necessary for the Council's website to outline the Council's responsibilities during a flood event, including the Council's policy and legal position in such events.

Councillor Samaris Huntington-Thresher saw the Council's role as linking agencies together to work in a timely manner. She felt the Council had a moral responsibility to assist in encouraging agencies to work together. It was also important to understand the reasons for flooding at Borkwood Court and to make sure that funds invested are worthwhile.

The Chairman felt the Council should support residents make their own flood protection arrangements for their property, with the Council providing a facilitating role with relevant agencies. It was necessary to be clear on the Council's responsibilities. In the event of a flooding event, emergency services e.g. London Fire Brigade/Thames water should be expected to take initial action to remove excess water.

Referring to funding from the Repair and Renewal Grant scheme (which could be pooled to provide infrastructure protecting a whole site rather than individual properties), and a proposal that L B Bromley match funds this with a contribution of up to £30k towards the cost of infrastructure at Borkwood Court and Courtfield Rise, it was suggested that further consideration might be necessary should the match funding have to be directed to one specific area. It was suggested that proposals related to Borkwood Court be referred in the first instance to Ward Members for consideration.

**RESOLVED that:**

**(1) the Executive be recommended to agree to a sum of £250k being released from the dedicated 2014/15 Central Contingency budget to implement the proposals detailed in Report ES14042;**

**(2) the Environment Portfolio Holder be recommended to consider the L B Bromley's role in any future groundwater flooding events; and**

**(3) the Committee recommend that:**

- the Council should support residents to make their own flood protection arrangements for their property with the Council taking a facilitating role with relevant agencies;**
- emergency services, e.g. London Fire Brigade/Thames Water, should be expected to take initial action in a flooding event to remove excess water; and**
- the responsibilities of residents for any future groundwater flood event are made clear and recorded on the Council's website.**



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

**A) EDWARD ROAD - PROPOSED WAITING RESTRICTIONS**

**Report ES14043**

Members considered a proposal for the introduction of waiting restrictions at Edward Road, near Sundridge Park railway station. The road experienced heavy parking at its southern end nearest its junction with Plaistow Lane.

The proposed scheme (drawing number 11588-01) sought to balance the various parking needs of residents, visitors and commuters. It was subject to formal consultation with residents, the outcome of which was outlined in Report ES14043.

Noting a number of walls and fences along Edward Road, the Chairman highlighted the importance of the scheme complying with the Flank Boundary Parking policy outlined in Report ES14057 "*Parking Controls in Residential Areas*". The Portfolio Holder considered that the scheme did not protect the Flank Boundary policy and, as such, would support the scheme being looked at again. The Chairman recommended that the report be referred back to officers for further consideration.

**RESOLVED that the Environment Portfolio Holder be recommended to refer the scheme back to officers for further consideration, to ensure that it fully complies with the Flank Boundary Policy outlined in Report ES14057 "*Parking Controls in Residential Areas*"**

**B) CHELSFIELD PARKING REVIEW**

**Report ES14020**

Complaints had been received about parking problems in the residential area around Chelsfield Station, possibly aggravated by an increased number of commuters using the station (a decision by Sevenoaks Council to introduce parking charges at Knockholt Station may have displaced commuters to Chelsfield).

Report ES14020 detailed the outcome of consultation to determine the views of residents on proposed changes to local parking restrictions. The changes were outlined in a revised parking scheme detailed in drawings 11051-101 to 11051-111 appended to Report ES14020.

**RESOLVED that the Environment Portfolio Holder be recommended to:**

**(1) agree the proposed changes to the current parking arrangements as detailed in drawings 11051-101 to 11051-111 attached to Report ES14020; and**

**(2) agree that authority be delegated to the Executive Director of Environment and Community Services, in consultation with the Portfolio Holder and Ward Members, to approve any specification changes to the scheme considered necessary at the detailed design stage.**

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

**Report ES14036**

In considering Working Groups for 2014/15, Members agreed to establish two Working Groups on Waste and Parking. The need for a Transport Strategy Working Group would be considered at the next PDS pending clarification of the likely terms of reference.

Further Member investigation was also considered necessary on highway maintenance and a decision would be taken at the next meeting on how best to take this forward.

For the meeting on 20<sup>th</sup> January 2015, the Chairman requested an item to review performance on street cleansing and leaf removal in the borough. As part of the Committee's scrutiny work it was also possible to look at the performance of a partner organisation e.g. TfL, road traffic police etc. The Chairman asked for Member views on a preferred partner organisation to invite to a future meeting.

Members also agreed to revert back to a 7.30pm start time for meetings.

A Public Transport Liaison meeting would be held at the Civic Centre on 24<sup>th</sup> July 2014 at 6.30pm.

**RESOLVED that:**

**(1) the Committee's rolling 2014/15 Work Programme be agreed, subject to an item on street cleansing and leaf removal at the Committee's meeting on 20<sup>th</sup> January 2015;**

**(2) progress related to previous Committee requests be noted;**

**(3) the summary of contracts related to the Environment Portfolio be noted;**

**(4) the following Working Groups and memberships be established for 2014/15 –**

<u>Working Group</u>	<u>Membership</u>
<b>Waste (to consider further measures aimed at minimising waste and encouraging recycling, thereby reducing budget pressures)</b>	<b>Councillor Kevin Brooks Councillor Lydia Buttinger Councillor Samaris Huntington-Thresher Councillor William Huntington-Thresher Councillor Terence Nathan Councillor Catherine Rideout</b>
<b>Parking</b>	<b>Councillor William Huntington-Thresher Councillor Angela Page Councillor Melanie Stevens</b>

**Democratic Services note:** following the meeting, Councillor Catherine Rideout asked to be moved from the Waste Working Group to the Parking Group. This would increase membership of the Parking Working Group and was agreed by the Chairman.

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

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

**A) GOSSHILL ROAD - FIRST RESOLUTION**

**Report ES14038**

Members considered a report concerning the adoption and making up of Gosshill Road, Chislehurst, to create a new cycle path and general highway improvements. As such the report sought an approval of the proposed approach and a first resolution under the Private Street Works Code (Highways Act 1980).

The Meeting ended at 9.20 pm

Chairman

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## **QUESTION FROM CHLOE-JANE ROSS, CHAIR, COPERS COPE AREA RESIDENTS' ASSOCIATION, FOR WRITTEN REPLY**

What action is Bromley Council going to take to secure the future of Thameslink services from Beckenham Junction, Kent House, Penge to St Pancras and beyond, to Blackfriars from 2018, and to lobby for improved/additional commuter rail links from Beckenham Junction onwards?

### Reply

I thank Ms Ross for her question.

The Council, along with Southeastern Railways and other south east London boroughs, were surprised by the then rail minister's announcement in January 2013 safeguarding services from Wimbledon Loop through central London ahead of those services from the south east including Beckenham Junction, against the recommendation of Network Rail.

I understand from one of your local Ward Councillors that you had sight of the Council's advice (dd 29<sup>th</sup> May) on related matters. Both Southeastern and Govia (the new operator of the TSGN franchise) have yet to set out the services from 2018 although we note that the Department for Transport's service specification does include services through to St Pancras and beyond.

If there is any suggested detrimental change to the current provision for local services be it either part of the TSGN or South Eastern franchise from 2018, the Council will of course involve itself in opposing such measures, I am hopeful supported by our four local MPs.

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## **QUESTIONS FROM MR COLIN WILLETTS FOR WRITTEN REPLY**

### Question 1

With regard to your reply 25/3/14, what was the outcome following a shortly to be arranged meeting with the directly affected residents to various possibilities, which broadly amounted to widening the turn and to provide additional safe parking around Robin Hood Green?

### Reply

Following two local changes at the 2014 Local Election, the views of the two new Ward Councillors have been sought for consideration.

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Question 2

Dear Portfolio Holder following a complaint received from the proprietor of The Shoe Doctor in Orpington High Street regarding a trip hazard (redundant pit on the footway outside the shop), could you have this made safe with rectification at the earliest opportunity?

Reply

This matter will be picked up as a standard operation issue.

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Question 3

Dear Portfolio Holder, could you instigate the removal of a large pile of aggregate spoil including broken glass from the amenity grass area to the flank of 19 Robin Way?

Reply

This matter will be picked up as a standard operation issue.

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Report No.  
FSD14065

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Environment Portfolio Holder

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

**Date:** 23<sup>rd</sup> September 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

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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 31<sup>st</sup> July 2014. This shows an overspend of £188k.

It also reports the level of expenditure and progress with the implementation of the selected projects within the Member Priority Initiatives.

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2. **RECOMMENDATIONS**

That the Environment Portfolio Holder:

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

2.2 **Notes the progress of the implementation of the Environment projects within the Member Priority Initiatives programme.**

### 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: £41.495m
  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.
- 3.3 Council on 26<sup>th</sup> 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: -

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

#### **Comments from the Executive Director of Environment and Community Services**

- 3.4 Overall, the controllable budget for the Environment Portfolio is projected to be overspent by £207k.
- 3.5 The projected overspend in Waste Services is primarily due to the decline in the tonnage of paper collected and the increase in the tonnage of residual waste collected. Both of these factors are reflected on the national stage and are largely outside our control. However, officers are investigating options to mitigate the potential overspend both for 2014/15 and future years, which may include possible reductions in budgets in other service areas within Environment and Community Services. The trends will be monitored and possible management actions reported in future budget monitoring reports.
- 3.6 The overspend of £280k within Waste Services is partly offset by an underspend of Cr £73k within Parking.

### 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 The main variations compared to the last reported budget monitoring report are as follows: -

Variation	£'000
Increase in waste disposal tonnages	255
Underspend from green garden waste collection scheme	-125
Shortfall of income due to fall in paper tonnages	120
Increase in shortfall of income projected from trade waste collected service	40
Increase in parking fee income	-109
Management action within Parking no longer required	21
Other minor variations across the Portfolio	5
	<u>207</u>

- 5.2 Although the overall budget shows an overspend of £188k for 2014/15, the controllable budget for the Environment Portfolio is projected to be overspent by £207k at the year-end based on the financial information available to 31<sup>st</sup> July 2014. Within this projection there are variations which are detailed in Appendix 1 and summarised below.

### Parking

- 5.3 A surplus of Cr £124k is projected for parking fee income.
- 5.4 A net deficit of Dr £51k 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

- 5.5 Reduced tonnages of paper have meant that a deficit of £120k is projected.
- 5.6 Actual disposal tonnage (mainly from households) is higher than the budget for the first four months of the year and expenditure is expected to be at least £255k above budget at the year end. This is partly offset by an underspend of £125k from the green garden waste collection service.
- 5.7 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 £80k. This has been offset by an increase in the number of traders visiting the Civic Amenity sites, generating additional income of £50k.
- 5.8 Other variations within Street Scene and Green Space include a deficit of Dr £20k from the Fixed Penalty Notice litter enforcement scheme offset by additional income from skip licences.
- 5.9 It should be noted that the FPN service contract with Ward Security has been extended for a further 3 months by the Executive Director of Environment and Community Services under delegated authority, at a net nil cost in accordance with CPR 27.1/13.1. Officers will use this

time to enter into further discussions with the contractor on the future provision of a service at a net nil cost to the Council, and to investigate options for improving its efficiency and reducing the level of administration involved. A report will be submitted to the November meeting of Environment PDS Committee.

5.10 The table below summarises the main variances: -

<b>Summary of Major Variations</b>	<b>£'000</b>
Net surplus of income from on- and off- street parking	Cr 124
Net shortfall of income from parking and bus lane enforcement	51
Increase in waste disposal tonnages	255
Underspend from green garden waste collection service	Cr 125
Net shortfall of income from trade waste collected, delivered services and paper	150
	<u><b>207</b></u>

### **Member Priority Initiatives**

5.11 Appendix 2 shows that £902k of the £1,150k has been spent. Two projects have been completed and the remaining project for Friends Groups has an unspent balance of £248k.

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

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## Environment Portfolio Budget Monitoring Summary as at 31.07.2014

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
	<b>Customer &amp; Support Services</b>							
Cr 6,461	Parking	Cr 6,036	Cr 6,036	Cr 6,109	Cr 73	1-4	0	0
1,247	Support Services	1,198	1,198	1,198	0		0	0
<b>Cr 5,214</b>		<b>Cr 4,838</b>	<b>Cr 4,838</b>	<b>Cr 4,911</b>	<b>Cr 73</b>		<b>0</b>	<b>0</b>
	<b>Public Protection</b>							
76	Emergency Planning	75	75	75	0		0	0
<b>76</b>		<b>75</b>	<b>75</b>	<b>75</b>	<b>0</b>		<b>0</b>	<b>0</b>
	<b>Street Scene &amp; Green Space</b>							
4,135	Area Management/Street Cleansing	4,079	4,079	4,099	20	5	0	0
2,540	Highways	2,535	2,535	2,515	Cr 20	6	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	17,850	280	7	0	400
<b>29,998</b>		<b>30,544</b>	<b>30,609</b>	<b>30,889</b>	<b>280</b>		<b>0</b>	<b>400</b>
	<b>Transport &amp; Highways</b>							
6,436	Highways incl London Permit Scheme	6,611	6,861	6,861	0		0	0
129	Highways Planning	136	136	136	0		0	0
177	Traffic & Road Safety	171	171	171	0		0	0
<b>6,742</b>		<b>6,918</b>	<b>7,168</b>	<b>7,168</b>	<b>0</b>		<b>0</b>	<b>0</b>
	<b>TOTAL CONTROLLABLE</b>	<b>32,699</b>	<b>33,014</b>	<b>33,221</b>	<b>207</b>		<b>0</b>	<b>400</b>
7,391	<b>TOTAL NON-CONTROLLABLE</b>	6,386	6,386	6,367	Cr 19	8	Cr 19	0
2,035	<b>TOTAL EXCLUDED RECHARGES</b>	2,095	2,095	2,095	0			0
<b>41,028</b>	<b>PORTFOLIO TOTAL</b>	<b>41,180</b>	<b>41,495</b>	<b>41,683</b>	<b>188</b>		<b>Cr 19</b>	<b>400</b>

## Reconciliation of Latest Approved Budget

£'000

## Original budget 2014/15

41,180

Keston Ponds Dam carry-forward from 2013/14

65

Lead Local Flood Authorities

250

## Latest Approved Budget for 2014/15

41,495

**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 Cr £64k**

Overall a surplus of £64k is projected for off street parking. There is a net projected surplus within the multi-storey car parks of £40k. This is made up of variations of Cr £38k from Village Way, Cr £2k from the Civic Centre and additional income of Cr £24k projected from surface car parks.

<b>Summary of variations within Off Street Car Parking</b>		<b>£'000</b>
Off Street Car Parking income - multi-storey car parks	Cr	40
Off Street Car Parking income - other surface car parks	Cr	24
<b>Total variations within Off Street Parking</b>	<b>Cr</b>	<b>64</b>

**3. On Street Car Parking Cr £60k**

An overall surplus of £60k is projected for on street parking income. Major variations are within Bromley town centre with a net surplus of Cr £15k, and a net surplus of Cr £45k from Petts Wood, Orpington and other areas.

Since the income projected for parking as a whole is now in surplus, previous management action taken to freeze part of the budget for the replacement of pay and display machines to balance the budget is no longer required.

<b>Summary of variations within On Street Car Parking</b>		<b>£'000</b>
Income from Bromley town centre	Cr	15
Income from Petts Wood, Orpington & other areas	Cr	45
<b>Total variations within On Street Car Parking</b>	<b>Cr</b>	<b>60</b>

**4. Car Parking Enforcement Cr £14k**

Based on activity levels up to July 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 £55k 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.

<b>Summary of variations within Car Parking Enforcement</b>		<b>£'000</b>
PCNs issued by wardens	Cr	66
PCNs issued by mobile & static cameras		52
<b>Total variations within Car Parking Enforcement</b>	<b>Cr</b>	<b>14</b>

<b>Summary of overall variations within Parking:</b>		<b>£'000</b>
Bus Routes Enforcement		65
Off Street Car Parking income	Cr	64
On Street Car Parking income	Cr	60
Car Parking Enforcement	Cr	14
<b>Total variation for Parking</b>	<b>Cr</b>	<b>73</b>

**5. Area Management & Street Cleansing Dr £20k**

Within the FPN litter enforcement scheme there is a projected deficit of £20k, relating to the period up to 31st August 2014. This has arisen due to a combination of lower than anticipated income recovery rates, as well as fewer tickets issued than expected in recent months, and therefore costs exceed income collected. This will continue to be monitored closely in the coming months, with any further deficit identified requiring compensating savings.

**6. Highways SSGS Cr £20k**

Within Highways, there is a projected surplus of income from skip licences of £20k. This is due to a combination of a general upturn in the economy, as well as improved management systems and processes within the SSGS division.

**7. Waste Services Dr £280k**

There is currently projected to be an overspend within waste disposal tonnages of £130k. Actual tonnage is 880 tonnes above budget for the first four months of the year, and 930 tonnes above the same period in 2013-14. It is anticipated that there will be a year-end variation of 1,450 tonnes, resulting in an overspend of £130k. However, if the variation for the first 3rd of the year is repeated throughout 2014-15, the deficit could be as high as 2,640 tonnes, which would equate to an overspend of £235k.

In addition to the increase in residual disposal tonnage from households, the green garden waste tonnage is 708t higher for the first 4 months of the year when compared to the same period last year. It is expected that this will continue for the rest of the year; a year end variation is expected of at least 2,800 tonnes, resulting in an overspend of £125k.

The green garden waste collection service is projected to be underspent by £125k by the year end. This is due to a number of factors; staffing and running expenses are expected to be £33k lower than budgeted and the fourth vehicle was not required until August, providing a saving of £45k. A combination of additional customers for the wheelie bin scheme and the continued sale of green garden waste stickers has led to an overachievement of income of £47k.

There is a projected deficit from paper recycling income of £120k due to reduced tonnages currently being collected from households. Paper tonnages have been reducing for the last two years, and it is likely that this trend will continue into future years.

There is currently a projected deficit within income from trade waste collections of £80k. This has arisen where around 4% of commercial customers have withdrawn from the services since April 2014.

Within trade waste delivered income, there is a projected surplus of £50k, resulting from higher activity than budgeted.

**Summary of variations within Waste Services**

	<b>£'000</b>
Waste disposal tonnages	255
Underspend from green garden waste collection scheme	(125)
Paper recycling income	120
Trade waste collection income	80
Trade waste delivered income	Cr 50
<b>Total variation for Waste Services</b>	<b><u>280</u></b>

**8. 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.

**Analysis of Members' Initiatives - Earmarked Reserves @ 31.07.14**

Item	Divison / Service Area	Responsible Officer	Allocation £'000	Spend To Date £'000	Commitments £'000	Total Spend & Commitments £'000	Balance Available £'000	Comments on Progress of Scheme
Footways, Highways & General Improvements	T&H - Highways	Garry Warner	750	750	0	750	0	Scheme completed.
Support for Friends Groups	SS&GS - Parks & Green Space	Louise Simpson	250	2	0	2	248	No expenditure authorised so far in 2014/15 - officers do not expect any spend in the immediate future.
Renewal / Replacement of Community Recycling Sites	SS&GS - Waste	John Woodruff	150	150	0	150	0	Scheme completed.
<b>TOTAL</b>			<b>1,150</b>	<b>902</b>	<b>0</b>	<b>902</b>	<b>248</b>	



Report No.  
FSD14063

London Borough of Bromley

PART ONE – PUBLIC

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**Decision Maker:**      **Environment Portfolio Holder**

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

**Date:**                    **23rd September 2014**

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

**Title:**                    **CAPITAL PROGRAMME MONITORING - 1<sup>ST</sup> QUARTER 2014/15**

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

**Chief Officer:**        Director of Finance

**Ward:**                    All

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1. Reason for report

On 16th July 2014, the Executive received the 1st quarterly capital monitoring report for 2014/15 and agreed a revised Capital Programme for the four year period 2014/15 to 2017/18. The report also covered any detailed issues relating to the 2013/14 Capital Programme outturn, which had been reported in summary form to the June meeting of the Executive. This report highlights in paragraphs 3.1 to 3.4 changes agreed by the Executive in respect of the Capital Programme for the Environment Portfolio. The revised programme for this portfolio is set out in Appendix A, details on the 2013/14 outturn are included in Appendix B and detailed comments on scheme progress as at the end of the first quarter of 2014/15 are shown in Appendix C.

---

2. **RECOMMENDATION(S)**

**The Portfolio Holder is asked to note and confirm the changes agreed by the Executive in July.**

## Corporate Policy

1. Policy Status: Existing Policy: Capital Programme monitoring and review is part of the planning and review process for all services. Capital schemes help to maintain and improve the quality of life in the borough. Affective asset management planning (AMP) is a crucial corporate activity if a local authority is to achieve its corporate and service aims and objectives and deliver its services. The Council continuously reviews its property assets and service users are regularly asked to justify their continued use of the property. For each of our portfolios and service priorities, we review our main aims and outcomes through the AMP process and identify those that require the use of capital assets. Our primary concern is to ensure that capital investment provides value for money and matches the Council's overall priorities as set out in the Community Plan and in "Building a Better Bromley".
  2. BBB Priority: Excellent Council
- 

## Financial

1. Cost of proposal: Total increase of £0.5m over the 4 years 2014/15 to 2017/18, mainly due to rephasing from 2013/14.
  2. Ongoing costs: Not Applicable
  3. Budget head/performance centre: Capital Programme
  4. Total current budget for this head: £25.6m for the Environment Portfolio over four years 2014/15 to 2017/18
  5. Source of funding: Capital grants, capital receipts and earmarked revenue contributions
- 

## Staff

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

## Legal

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

#### Capital Monitoring – variations agreed by the Executive on 16th July 2014

3.1 A revised Capital Programme was approved by the Executive in July, following final outturn figures for 2013/14 and a detailed monitoring exercise carried out after the 1st quarter of 2014/15. The base position was the revised programme approved by the Executive on 12th February 2014, as amended by variations approved at subsequent Executive meetings. All changes on schemes in the Environment Programme are itemised in the table below and further details are included in paragraphs 3.2 to 3.4. The revised Programme for the Environment Portfolio is attached as Appendix A. Appendix B includes details of the final outturn in 2013/14 and Appendix C shows actual spend against budget in the first quarter of 2014/15, together with detailed comments on individual schemes.

	2014/15	2015/16	2016/17	2017/18	TOTAL 2014/15 to 2017/18
	£000	£000	£000	£000	£000
Programme approved by Executive 12/02/14	9,672	4,900	6,433	4,100	25,105
<u>Variations approved by Executive 16/07/14</u>					
Additional TfL support for highway schemes (see para 3.2)	144				144
Deletion of residual balances on completed schemes (see para 3.3)	-218				-218
Net underspendings in 2013/14 rephased into 2014/15 (see para 3.4)	607				607
Total Amendment to the Capital Programme	533	0	0	0	533
<b>Total Revised Environment Programme</b>	<b>10,205</b>	<b>4,900</b>	<b>6,433</b>	<b>4,100</b>	<b>25,638</b>

#### 3.2 Transport for London (TfL) – Revised Support for Highway Schemes (£144k increase)

Provision for transport schemes to be 100% funded by TfL was originally included in the Capital Programme 2014/15 to 2017/18 on the basis of the bid in our Borough Spending Plan (BSP). The July meeting of the Executive was informed that notification of an overall increase of £144k in 2014/15 had been received from TfL and agreed to the addition of £144k to the approved programme. Grant allocations from TfL change frequently and any further variations will be reported in subsequent capital monitoring reports.

#### 3.3 Deletion of residual balances on Review of the Capital Programme (total reduction £218k)

Following consideration of the 3<sup>rd</sup> quarterly capital monitoring report for 2013/14 at the February meeting of the Executive, a comprehensive review of the programme was carried out, with particular emphasis on schemes that had mostly remained dormant for a number of years or had completed some time ago, but had remained in the programme with residual scheme balances. Council Directors had considered all such schemes, had agreed a list for deletion and had agreed that, should there be a requirement for any of these to proceed in the future, a new bid for funding would need to be submitted. While there were no Environment Portfolio schemes deleted from the programme as a direct result of this review, the 1<sup>st</sup> quarter's monitoring exercise identified residual balances on three completed schemes (underspends) and, in July, the Executive agreed the following deletions:

- Chislehurst Road Bridge – total approved budget £4,114k - residual balance deleted £110k
- The Hill Car Park strengthening works – total approved budget £280k – residual balance deleted £48k

- Bromley Town Centre parking – total approved budget £420k – residual balance deleted £60k

### 3.4 Net underspendings in 2013/14 re-phased into 2014/15

The 2013/14 Capital Outturn was reported to the Executive on 10<sup>th</sup> June 2014. The final capital outturn for the year for Environment Portfolio schemes was £6,966k compared to a revised budget of £6,892k approved by the Executive in February. After allowing for adjustments in respect of schemes that were not rephased (mainly TfL schemes), a total of £607k was re-phased into 2014/15. Details of the 2013/14 outturn for this Portfolio are set out in Appendix B.

### Post-Completion Reports

3.5 Under approved Capital Programme procedures, capital schemes should be subject to a post-completion review within one year of completion. After major slippage of expenditure in recent years, Members confirmed the importance of these as part of the overall capital monitoring framework. These reviews should compare actual expenditure against budget and evaluate the achievement of the scheme’s non-financial objectives. The following three post-completion reports are due to be submitted in 2014/15 for the Environment Portfolio and this quarterly report will monitor the future position and will highlight any further reports required.

- Chislehurst Road Bridge replacement
- The Hill Car Park – strengthening works
- Bromley Town Centre – increased parking capacity

## 4. POLICY IMPLICATIONS

4.1 Capital Programme monitoring and review is part of the planning and review process for all services.

## 5. FINANCIAL IMPLICATIONS

5.1 These were reported in full to the Executive on 16th July 2014. Changes agreed by the Executive for the Environment Portfolio Capital Programme are set out in the table in paragraph 3.1.

<b>Non-Applicable Sections:</b>	Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	Departmental monitoring returns June 2014. Approved Capital Programme (Executive 12/02/14). Capital Outturn report (Executive 10/06/14) and Q1 monitoring report (Executive 16/07/14).

ENVIRONMENT PORTFOLIO - APPROVED CAPITAL PROGRAMME 16th JULY 2014								
Capital Scheme/Project	Total Approved Estimate	Actual to 31.3.14	Estimate 2014/15	Estimate 2015/16	Estimate 2016/17	Estimate 2017/18	Responsible Officer	Remarks
	£'000's		£'000's	£'000's	£'000's	£'000's		
<b>SCHEMES FULLY FUNDED BY TRANSPORT FOR LONDON</b>								
London Bus Priority Network (LBPN)	12000	0	0	4000	4000	4000		
Cycle Route Network	1836	1836					Angus Culverwell	100% TfL funding, based on Borough Spending Plan submission to TfL and will only proceed if 100% funding is agreed by TfL. The Capital Programme will be adjusted to reflect revised TfL approvals as these are received
Safer Routes to Schools	1279	1279					Malcolm Harris	
SELTRANS	961	961					Angus Culverwell/Louise French	
Travel Awareness	2012	2012					Angus Culverwell	
Bromley Town Centre Access Plan	68	68					Angus Culverwell	
20 mph Zones	31	31					Angus Culverwell	
Bus Stop accessibility	629	629					Angus Culverwell	
Downe & Environs WHS bid Access Plan	134	134					Angus Culverwell	
*Local Safety Schemes	18	18					Kevin Munnely	
*Bridge Strengthening /Assessment	1927	1927					Angus Culverwell	
*Structural Maintenance - Principal Roads LBB	655	655					Garry Warner	
Walking	1476	1476					Garry Warner	
Education, training and publicity	147	147					Angus Culverwell	
Cycle Improvements off London Cycle	134	134					Angus Culverwell	
TFL - Borough Support	436	436					Malcolm Harris	
Local Area Accessibility - Orpington Town Centre	183	164	19				Angus Culverwell	
Parallel initiatives	20	20					Angus Culverwell	
Station Access	24	24					Angus Culverwell	
Controlled parking zones	164	164					Angus Culverwell	
LEPT	125	125					Angus Culverwell	
Cycling on Greenways	574	574					Angus Culverwell	
Borough Transport Priorities (not allocated)	494	401	93				Malcolm Harris	
Car Clubs	301	247	54				Angus Culverwell	
Chislehurst Road Bridge replacement	-3	-3					Angus Culverwell	
Biking Boroughs	4004	3994	10				Paul Redman	100% TfL funding; approved by Executive 22/06/11
TFL - New funding streams	429	236	193				Steven Heeley	
Maintenance								
Corridors	4852	3629	1223				Angus Culverwell	
Neighbourhoods	3486	3486					Angus Culverwell	
Smarter Travel	1634	1634					Angus Culverwell	
LIP Formula Funding	745	745					Angus Culverwell	
Borough Cycling Programme	8115	5567	2548				Garry Warner/Angus Culverwell	
Schools programme	13	2	11					
	55	52	3				Steven Heeley	
<b>TOTAL SCHEMES FULLY FUNDED BY TRANSPORT FOR LONDON</b>	<b>48958</b>	<b>32804</b>	<b>4154</b>	<b>4000</b>	<b>4000</b>	<b>4000</b>		
<b>OTHER</b>								
Widening maintenance - gritter replacement								
Orpington Public Realm Improvements	1210	802	48	90	180	90	Paul Chilton	
Beckenham Town Centre improvements	2200	2145	55				Garry Warner	£1.2m TfL funding
Defibrillators - stand by generators	3257	0	214	800	2243		Kevin Munnely	Executive 16/10/13. £2,345k TfL funding; £150k Members' Initiative reserve
SEEL street lighting project	120	0	120				Paul Chilton	
Street Lighting Invest to Save Initiative	731	731	0				Garry Warner	100% external funding (Salix)
*Feasibility Studies	8507	2934	5573				Garry Warner	Funded by Invest to Save Fund (Executive 28/11/12)
	40	0	10	10	10	10	Claire Martin	
<b>TOTAL OTHER</b>	<b>16065</b>	<b>6612</b>	<b>6020</b>	<b>900</b>	<b>2433</b>	<b>100</b>		
<b>CAR PARKING</b>								
The Hill Multi-Storey Car Park - strengthening works								
Bromley Town Centre - increased parking capacity	232	222	10				Paul Redman	Approved by Executive 29/09/10
	360	339	21				Paul Redman	Approved by Executive 23/05/12
<b>TOTAL CAR PARKING</b>	<b>592</b>	<b>561</b>	<b>31</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>TOTAL ENVIRONMENT PORTFOLIO</b>	<b>65615</b>	<b>39977</b>	<b>10205</b>	<b>4900</b>	<b>6433</b>	<b>4100</b>		

ENVIRONMENT PORTFOLIO - CAPITAL PROGRAMME OUTTURN 2013/14					
Capital Scheme/Project	2013/14 OUTTURN				Comments / action taken
	Actual to 31.3.13	Approved Estimate Feb 2014	Final Outturn	Variation (under- spend '-')	
	£'000's	£'000's	£'000's	£'000's	
<b>SCHEMES FULLY FUNDED BY TRANSPORT FOR LONDON</b>					100% TfL funding, based on Borough Spending Plan submission to TfL and will only proceed if 100% funding is agreed by TfL. The Capital Programme will be adjusted to reflect revised TfL approvals as these are received
London Bus Priority Network (LBPN)	1836				
Cycle Route Network	1279				
Safer Routes to Schools	945		16	16	No adjustment to 2014/15 budget
SELTRANS	2012				
Travel Awareness	68				
Bromley Town Centre Access Plan	31				
20 mph Zones	629				
Bus Stop accessibility	134				
Downe & Environs WHS bid Access Plan	18				
*Local Safety Schemes	1927				
*Bridge Strengthening /Assessment	675		-20	-20	No adjustment to 2014/15 budget
*Structural Maintenance - Principal Roads LBB	1476				
Walking	147				
Education, training and publicity	134				
Cycle Improvements off London Cycle	436				
TFL - Borough Support	146	19	18	-1	No adjustment to 2014/15 budget
Local Area Accessibility - Orpington Town Centre	20				
Parallel initiatives	24				
Station Access	164				
Controlled parking zones	125				
LEPT	574				
Cycling on Greenways	252	191	149	-42	No adjustment to 2014/15 budget
Borough Transport Priorities (not allocated)	195	72	52	-20	No adjustment to 2014/15 budget
Car Clubs	-3				
Chislehurst Road Bridge replacement	3942	172	52	-120	2013/14 underspend rephased into 2014/15
Biking Boroughs	153	59	83	24	No adjustment to 2014/15 budget
<b>TFL - New funding streams</b>					
Maintenance	2917	777	712	-65	No adjustment to 2014/15 budget
Corridors	3477	9	9	0	
Neighbourhoods	1641	-6	-7	-1	No adjustment to 2014/15 budget
Smarter Travel	745				
LIP Formula Funding	2967	1922	2600	678	No adjustment to 2014/15 budget
Borough Cycling Programme	0	13	2	-11	No adjustment to 2014/15 budget
Schools programme	35	17	17	0	
<b>TOTAL SCHEMES FULLY FUNDED BY TRANSPORT FOR LONDON</b>	<b>29121</b>	<b>3245</b>	<b>3683</b>	<b>438</b>	
<b>OTHER</b>					
Winter maintenance - gritter replacement	645	165	157	-8	2013/14 underspend rephased into 2014/15
Orpington Public Realm Improvements	2134	24	11	-13	2013/14 underspend rephased into 2014/15
Beckenham Town Centre improvements	0	0			
Depots - stand by generators	0	0			
SEELS street lighting project	598		133	133	No adjustment to 2014/15 budget
Street Lighting Invest to Save Initiative	3	3300	2931	-369	2013/14 underspend rephased into 2014/15
*Feasibility Studies	0	10		-10	No adjustment to 2014/15 budget
<b>TOTAL OTHER</b>	<b>3380</b>	<b>3499</b>	<b>3232</b>	<b>-267</b>	
<b>CAR PARKING</b>					
The Hill Multi-Storey Car Park - strengthening works	222	58		-58	2013/14 underspend rephased into 2014/15
Bromley Town Centre - increased parking capacity	288	90	51	-39	2013/14 underspend rephased into 2014/15
<b>TOTAL CAR PARKING</b>	<b>510</b>	<b>148</b>	<b>51</b>	<b>-97</b>	
<b>TOTAL ENVIRONMENT PORTFOLIO</b>	<b>33011</b>	<b>6892</b>	<b>6966</b>	<b>74</b>	<b>#</b>
# £607k of total net underspend rephased into 2014/15					

ENVIRONMENT PORTFOLIO - APPROVED CAPITAL PROGRAMME 2014/15 - 1ST QUARTER MONITORING					
Capital Scheme/Project	1st QUARTER 2014/15				Responsible Officer Comments
	Actual to 31.3.14	Approved Estimate Feb 2014	Actual to 6/6/14	Revised Estimate July 2014	
	£'000's	£'000's	£'000's	£'000's	
<b>SCHEMES FULLY FUNDED BY TRANSPORT FOR LONDON</b>	0	4000		0	Reallocated across named schemes below; £144k overall addition following TfL revised grant allocations
London Bus Priority Network (LBPN)	1836				
Cycle Route Network	1279				
Safer Routes to Schools	961		-16		
SELTRANS	2012				
Travel Awareness	68				
Bromley Town Centre Access Plan	31				
20 mph Zones	629				
Bus Stop accessibility	134				
Downe & Environs WHS bid Access Plan	18				
*Local Safety Schemes	1927				
*Bridge Strengthening /Assessment	655				
*Structural Maintenance - Principal Roads LBB	1476				
Walking	147				
Education, training and publicity	134				
Cycle Improvements off London Cycle	436				
TfL - Borough Support	164		1	19	TfL funding allocated to individual scheme
Local Area Accessibility - Orpington Town Centre	20				
Parallel initiatives	24				
Station Access	164				
Controlled parking zones	125				
LEPT	574				
Cycling on Greenways	401			93	TfL funding allocated to individual scheme
Borough Transport Priorities (not allocated)	247			54	TfL funding allocated to individual scheme
Car Clubs	-3				
Chislehurst Road Bridge replacement	3994		-3	10	End of maintenance inspections have been undertaken. Some contingency items were not required, resulting in a small underspend against the overall budget for the scheme. £110k deleted by Executive 16/07/16; £120k rephased from 2013/14
Biking Boroughs	236		-43	193	TfL funding allocated to individual scheme
<b>TfL - New funding streams</b>					
Maintenance	3629			1223	TfL funding allocated to individual scheme
Corridors	3486				
Neighbourhoods	1634				
Smarter Travel	745				
LIP Formula Funding	5567		-617	2548	TfL funding allocated to individual scheme
Borough Cycling Programme	2			11	TfL funding allocated to individual scheme
Schools programme	52		-3	3	TfL funding allocated to individual scheme
<b>TOTAL SCHEMES FULLY FUNDED BY TRANSPORT FOR LONDON</b>	<b>32804</b>	<b>4000</b>	<b>-681</b>	<b>4154</b>	
<b>OTHER</b>					
Winter maintenance - gritter replacement	802	40		48	Discussing options for winter equipment with users and investigating market
Orpington Public Realm Improvements	2145	42		55	Balance of funding being utilised for minor redesigns to scheme.
Beckenham Town Centre improvements	0	214		214	This Project is at Design and Development for TfL Major Improvement Initiative. Design and Development costs funded by TfL. Traffic modelling brief is out to tender and other survey work is ongoing. Beckenham TC Working Group has been reconvened as task and finish group for the initial design stage. The Project follows on from Beckenham TC improvements delivered by the Council in 2013/14.
Depots - stand by generators	0	120		120	Researching into options and technical specifications with Property colleagues.
SEELS street lighting project	731			0	100% external funding (Salix)
Street Lighting Invest to Save Initiative	2934	5204	54	5573	Progress with the project has been acceptable and the replacement LED lanterns and central management system (CMS) are working appropriately. Project targets remain deliverable however, it should be noted additional connections are being passed to UK Power networks (UKPN) as a result of a previously unknown interconnected network, this is affecting connection rates.
*Feasibility Studies	0	10		10	
<b>TOTAL OTHER</b>	<b>6612</b>	<b>5630</b>	<b>54</b>	<b>6020</b>	
<b>CAR PARKING</b>					
The Hill Multi-Storey Car Park - strengthening works	222			10	The scheme has been completed aside from a minor 'snagging' item. This is being resolved leading to release of the balance of retention funds and scheme conclusion; £48k deleted by Executive 16/07/14; £58k rephased from 2013/14
Bromley Town Centre - increased parking capacity	339	42	-2	21	One remaining scheme - Elmfield Road: awaiting safety audit, but not expected to cost more than £21k; £60k deleted by Executive 16/07/14; £39k rephased from 2013/14
<b>TOTAL CAR PARKING</b>	<b>561</b>	<b>42</b>	<b>-2</b>	<b>31</b>	
<b>TOTAL ENVIRONMENT PORTFOLIO</b>	<b>39977</b>	<b>9672</b>	<b>-629</b>	<b>10205</b>	

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Report No.  
ES14058

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Environment Portfolio Holder

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

**Date:** 23rd September 2014

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

**Title:** PRIVATE STREET WORKS: GOSSHILL ROAD, SECOND RESOLUTION

**Contact Officer:** Malcolm Harris, Team Leader, Traffic Engineering  
Tel: 020 8313 4500 E-mail: Malcolm.Harris@bromley.gov.uk

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

**Ward:** Chislehurst

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1. Reason for report

To obtain a Resolution of Approval under the Private Street Works Code, in respect of the unadopted highway known as Gosshill Road. This will enable the street to be made-up and adopted as a highway maintainable at the public expense.

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2. **RECOMMENDATION(S)**

That the Environment Portfolio Holder:

- 2.1 Approves without modification the specification (plan No. 11690-101, which will be on display on the evening of Committee), sections, estimate and provisional apportionment of estimated expenses now submitted by the Executive Director of Environment and Community Services, in respect of the scheme approved by the Environment Portfolio Holder on 16 July 2014.

## Corporate Policy

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

## Financial

1. Cost of proposal: Estimated Cost £289k
  2. Ongoing costs: Non-Recurring Cost
  3. Budget head/performance centre: TfL funding for Public Transport Interchange and Access and S106 contributions
  4. Total current budget for this head: £289k
  5. Source of funding: 2014/15 TfL LIP funding and S106 contributions
- 

## Staff

1. Number of staff (current and additional): 1
  2. If from existing staff resources, number of staff hours: The staff time involved with this scheme will depend upon whether or not objections are raised at provisional and final apportionment stages. However, the superintendence charge (for administration and supervision) shown in the report is considered sufficient to meet the cost of officers' time.
- 

## Legal

1. Legal Requirement: Statutory Requirement: By making a First Resolution in respect of this scheme, the Proper Officer of the Council was required to prepare various documents in accordance with S.205(3) of the Highways Act 1980. These documents must now be approved by a further resolution, the Resolution of Approval. In order to take advantage of the external funding available, the Council must resolve to bear the whole of the expenses of the street works
  2. Call-in: Applicable
- 

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All users of Gosshill Road, which runs to Chislehurst rail station.
- 

## Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments: These will be presented to the meeting of the Committee

### 3. COMMENTARY

- 3.1 Following the Environment PDS Committee on 1 July 2014, the Environment Portfolio Holder received a report regarding the use and condition of Gosshill Road, Chislehurst. The road has not been made up and adopted as a highway maintainable at the public expense.
- 3.2 Gosshill Road has been a highway for many years, and is detailed in maps dating from 1897. It became included in the London Borough of Bromley non-statutory list of un-adopted streets between 1965 and 1966 as an unadopted public highway. The road is located between the street junctions of Summer Hill to the North West and Barfield Road to the South East.
- 3.3 Complaints about the condition of the road have been received from residents and users. On several occasions the Council has been asked to exercise its discretionary powers to carry out urgent repairs to the street at its own expense, under S.230(7) of the Highways Act 1980, but currently there is no budget to enable such repairs to be considered.
- 3.4 To enable the unmade part of the street to become highway maintainable at public expense, the Council needs to adopt it. The Council is only empowered to do this following improvement to the appropriate standards. The improvement works may be carried out under the provisions of the Private Street Works Code, but for this to occur the Council has to make two distinct resolutions: a First Resolution giving details of those aspects of the street with which it is dissatisfied; and a further resolution, a Resolution of Approval. This resolution approves details of the works required to bring the street up to a suitable standard, an estimate of the cost of such works and a provisional apportionment of these costs amongst the owners of the land fronting the street and also adjoining and abutting the street.
- 3.5 The Portfolio Holder made a First Resolution under Sn. 205(1) of the Highways Act 1980, following the Environment PDS Committee on 1 July 2014. The appropriate documents have now been prepared to enable the Resolution of Approval to be made and these documents will be available for inspection at the meeting of the Committee. This enables the Provisional Apportionment, which contains details of property ownerships, to be as up to date as possible.
- 3.6 Gosshill Road has street junctions with Summer Hill and Barfield Roads which make it accessible from various residential roads, including the new residential development on the Aquila site. It is quite well used by pedestrians for Chislehurst Rail station and cyclists for onward travel journeys. It is a poor surface though for cycling, particularly after rain which makes the area very muddy. It is intended that, if made up, it could become part of the new Orpington to Canary Warf cycle route. This would be subject to a further report to and approval by Members.
- 3.7 Gosshill Road has also suffered from fly tipping over recent years. Barriers were previously installed at both ends of the road to reduce this problem. Increased use of the road following improvements would be likely to reduce fly tipping.
- 3.8 The estimated costs of the private street works for Gosshill Road are shown in the table below: -

<b>Estimated works</b>	<b>£</b>
Site Clearance	16,541
Footway/Kerb/Carriageway works	210,279
Street lighting	24,484
Administration & supervision	37,696
<b>Total estimate</b>	<b><u>289,000</u></b>

#### 4. POLICY IMPLICATIONS

- 4.1 Policy T14 of the Council's Unitary Development Plan 2006 safeguards the frontagers, who usually have to meet most of the cost of making-up. In this case, however, it is intended that the whole of the expenses of the street works will be met from Sn 106 and TfL funds.

#### 5. FINANCIAL IMPLICATIONS

- 5.1 The estimated cost of £289k for the implementation of the works will be funded from S106 monies (£209k) and the 2014/15 TfL budget for Public Transport Interchange and Access (£80k), as agreed by the Portfolio Holder in July 2014.
- 5.2 It should be noted that all Private Street Works include an amount of 15% of the estimated construction costs to cover staff time associated with the administration and supervision of the works. This amounts to £37,696, and is included in the total cost of the scheme shown in paragraph 3.8 above.

#### 6 LEGAL IMPLICATIONS

- 6.1 Section 228 of the Highways Act 1980 permits the Council to adopt any private street by means of notices, displayed in the street for a period of one month, after street works have been executed in the street.
- 6.2 During the period that the Sn.228 notice is displayed, the owner(s) of the street is/are able to object to its adoption as a highway maintainable at the public expense. In this case, the Council is able to apply to the Magistrates Court for an Order overruling the objection.
- 6.3 The following objections to proposed works can be made. Within one month from the date of the first publication of a notice under section 205(5)(a) an owner of premises shown in a provisional apportionment, by notice to the street work authority, object to their proposals on any of the following grounds:
- (a) that the alleged private street is not a private street or, as the case may be, that the alleged part of a private street is not a part of a private street;
  - (b) that there has been some material informality, defect or error in, or in respect of, the resolution, notice, plans, sections or estimate;
  - (c) that the proposed works are insufficient or unreasonable;
  - (d) that the estimated expenses of the proposed works are excessive;
  - (e) that any premises ought to be excluded from or inserted in the provisional apportionment; or
  - (f) that the provisional apportionment is incorrect in respect of some matter of fact to be specified in the objection or, where the provisional apportionment is made with regard to other considerations than frontage, in respect of the degree of benefit to be derived by any premises, or of the amount or value of any work already done by the owner or occupier of premises.

<b>Non-Applicable Sections:</b>	PERSONNEL IMPLICATIONS
Background Documents: (Access via Contact Officer)	ES14038 - Gosshill Road, First Resolution report to Environment PDS Committee, 1st July 2014

Report No.  
ES14072

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Environment Portfolio Holder

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

**Date:** 23<sup>rd</sup> September 2014

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

**Title:** TFL FUNDED WORK PROGRAMME FOR 2015/16

**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

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1. Reason for report

- 1.1. Bromley's formula allocation from Transport for London (TfL) for 2015/16 will be £2.4 million. Ring-fenced funding will also be available to support a number of other programmes.
  - 1.2. It is largely for boroughs to determine how the formula will be spent, providing spend reflects the Mayor's Transport Strategy. The Council is required to submit a list of schemes for 2015/16 to TfL in early October 2014. This report seeks formal approval for this list. The details of schemes will be subject to normal consultation with residents and ward Members and decision by the Portfolio Holder.
- 

2. **RECOMMENDATIONS**

**The Environment Portfolio Holder is recommended to agree that:**

- 2.1. **The programme of formula funded schemes for 2015/16 contained in Enclosure 1 be approved for submission to Transport for London; and**
- 2.2. **The Executive Director of Environment and Community Services, in consultation with the Environment Portfolio Holder, be authorised to make post-submission changes to the programme to reflect necessary changes to priority, potential delays to implementation following detailed design and consultation, or other unforeseen events.**

## Corporate Policy

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

## Financial

1. Cost of proposal: Estimated Cost: £4,063k, plus funding for bridges and structures yet to be confirmed.
  2. Ongoing costs: Non-Recurring Cost.
  3. Budget head/performance centre: Capital Programme - TfL funded schemes.
  4. Total current budget for this head: £4,063k, plus funding for bridges and structures yet to be confirmed.
  5. Source of funding: Transport for London LIP allocation for 2015/16.
- 

## Staff

1. Number of staff (current and additional): 31 fte.
  2. If from existing staff resources, number of staff hours: N/A
- 

## Legal

1. Legal Requirement: Statutory Requirement: The Council is required, under the GLA Act 1999, to implement its Local Implementation Plan (LIP).
  2. Call-in: Applicable.
- 

## Customer Impact

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

## Ward Councillor Views

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

The approval of the recommended list for submission to TfL does not imply the approval of any physical scheme for implementation. All such schemes will be subject to consultation and Member approval in the usual way.

### 3. COMMENTARY

- 3.1. The process by which boroughs receive funding support from TfL for local transport investment is determined by a needs-based formula focused on achievement of the Mayor of London's Transport Strategy objectives and outcomes. This formula assesses need based on a set of metrics relating to four key transport themes – public transport; road safety; congestion & environment; and accessibility. The indicators used in the formula reflect the scale of the borough and its transport demand / network, along with policy outcomes and severity of transport problems.
- 3.2. It is largely for boroughs to determine how the formula-allocated money be spent, although projects and programmes still have to be demonstrably in line with the Mayor of London's transport objectives, and meet other requirements which are largely concerned with the proper use of funds. The formula allocation is not a grant, and funds must be drawn down as work is completed.
- 3.3. Eligibility for TfL funding is validated through the Council having an approved Local Implementation Plan (LIP) which sets out how the Council intends to implement the Mayor's Transport Strategy. The Council's LIP was approved on behalf of the Mayor of London on 9<sup>th</sup> January 2012. A revised LIP with a new Delivery Plan for 2014/15–2016/17 and updated Performance Monitoring Plan was approved by the Environment Portfolio Holder on 21<sup>st</sup> October 2013 and submitted to TfL.
- 3.4. Following the Government's Comprehensive Spending Review in October 2010, borough funding allocations were reduced over the period 2011/12 to 2013/14. These allocations have continued to reduce during the new funding period (2014/15 to 2016/17) with 2014/15 formula-funding down by 12.7%, on the previous year. A further, albeit much smaller, reduction (0.7%) is also confirmed for 2015/16, due to updated metrics including the Census 2011 data in the needs-based formula. In total, the Borough has seen a 18.6% reduction on TfL formula funding since 2011/12.
- 3.5. Bromley's indicative allocation for 2015/16 is as follows:

Programme	2014/15 Actual £000	2015/16 Allocation £000
Corridors, Neighbourhoods and Supporting Measures	2,418	2,400
Principal Road Maintenance (PRM)	1,723*	1,019
Local Transport Priorities	100	100
Bridge Strengthening	84	TBC
Major Schemes	1,214**	136
Borough Cycling Programme	156.5	158.5
Bus Stop Improvements	230	250

\* Includes £721k of additional funding made available to boroughs from the Department for Transport

\*\* Includes final year implementation funding for Bromley North Village (£1.05m)

- 3.6. Boroughs are required to submit a proposed list of 2015/16 schemes, consistent with their LIPs and the above allocations, to TfL by 3<sup>rd</sup> October 2014. Enclosure 1 sets out a recommended full programme of formula-funded projects for 2015/16.
- 3.7. Inevitably, the process of developing and consulting on schemes can generate technical and financial changes, and can also result in implementation delays or changed priorities. It is not expected that there will be any great difficulty in future should it be necessary to change the list of schemes following submission of the original list or during 2015/16 itself.

Recommendation 2.2 of this report provides a mechanism by which the Executive Director would be able to approve changes where necessary, following consultation with the Portfolio Holder.

- 3.8. The approval of the recommended list for submission to TfL does not imply the approval of any physical scheme for implementation. All such schemes will be subject to consultation and Member approval in the usual way.

### **Non-formula TfL funding**

- 3.9. In addition to formula funding, TfL continues to provide ring-fenced funding to support a number of other programmes. Apart from a fixed sum of £100k provided to each borough for local transport priorities, this non-formula support is nominally based either: on a London-wide assessment of need; or is the result of successful bids to one-off programmes which emerge from time to time. The London-wide needs-based programmes are (i) Principal Road Maintenance and (ii) Bridges & Structures. The Council's one-off current projects are: Bromley North Village and Beckenham Town Centre, which are both funded by TfL's Major Schemes programme; and the Borough Cycling Programme, a new funding stream to support the Mayor's Cycling Vision for London. A separate programme of bus stop accessibility works has also been made available to boroughs. Bromley has secured £230k in 2014/15 for around 46 bus stops, with a view to securing a further £250k for 50 stops in 2015/16.

### **Local Transport Priorities**

- 3.10. Since 2009/10, TfL have awarded each borough the sum of £100k to spend on local transport priorities without having to obtain advance authorisation from TfL. This award has since been maintained on an annual basis, and TfL have indicated that it will continue. Previously this budget has subsidised school crossing patrols, with the remainder held as a reserve against eventualities. It is proposed that this arrangement will continue for 2015/16, with any Local Transport Priorities funding not allocated by the end of September each year subsequently allocated to planned maintenance or other Portfolio priorities.

### **Maintenance programmes**

- 3.11. Maintenance schemes are covered by two programmes: Principal Road Maintenance (PRM); and Bridge Strengthening and Assessment. The Council has already been notified of its allocation for Principal Roads in 2015/16, which is £1,019k. This is the fourth highest amount allocated to London boroughs, although Bromley has the largest borough road network to maintain. A proposed programme for this expenditure, including approximately 25% over-programming, will be recommended to Members later in the year.
- 3.12. Bridge Strengthening and Assessment covers strengthening, replacement works and feasibility studies of bridge structures. Officers will submit a bid for structural projects to the London Bridges Engineering Group (LoBEG), which advises TfL on scheme prioritisation. A bid for this expenditure will be recommended to Members later in the year.

### **Major schemes**

- 3.13. Bids under these headings can be submitted at any time, although the settlement is announced each autumn in conjunction with other settlements to boroughs. The Council was successful in securing £3.17m towards the Bromley North Village project under the 'Town Centres' strand. A further bid was submitted for Beckenham town centre, which was confirmed on 16 December 2013. £164k has been allocated for 2014/15 to fund the design work. TfL require specific 'gateways' to be met through the design work before the £2.181m balance of funding will be released from 2016/17. A further £136k of funding is available during 2015/16 for completion of the design work.



## **Borough Cycling Programme**

- 3.14. The Mayor and TfL announced a new programme of cycling funding, the Borough Cycling Programme, in May 2013. This aims to support boroughs in delivering elements of the Mayor's Cycling Vision for London. The Council successfully bid for funding in September 2013 for a programme of works for the three municipal years to 2016/17. This includes financial support for cycle training (for adults and children), cycle parking (on-street, residential and at stations), monitoring, staffing and developing a cycle strategy. For 2015/16, Bromley's indicative allocation under this programme is £158.5k.

## **Notes on the proposed formula-funded programme**

- 3.15. Some elements of the proposed formula-funded programme contain individual projects which can be identified and implemented within 2, or occasionally 3, years. Others reflect a continuation of work streams which the Council has successfully pursued for a number of years. These continuing work streams are nevertheless reviewed each year to ensure that their scope and level of funding are still relevant. The reduced level of formula funding year-on-year means that it is increasingly important that expenditure is focused on successful outcomes which address the Council's priorities.

## **Congestion relief**

- 3.16. The "congestion relief" heading combines projects primarily aimed at tackling road network pinch points, but also to address the other objectives of casualty reduction and improved journey times. The Council's full list of pinch points range from locations where relatively small sums of money need to be spent on design, analysis and costing possible schemes, to potentially very large schemes. Some of these large schemes are likely to remain outside the scope of these funded programmes, but some fairly large schemes have recently been completed along the A224 to improve congestion relief.
- 3.17. Officers are currently working up other congestion reduction schemes, including the A222 in Chislehurst and Bromley, the A234 in Penge and the A2015 in Beckenham.

## **Casualty reduction**

- 3.18. £85k of this programme is shown as a single item, rather than scheme-by-scheme, in order to provide additional flexibility in moving funding between schemes as they are developed, consulted on and costed in detail. This will reduce administration costs both for the Council and for TfL. Locations for investigation continue to be selected using the normal "accident cluster" method, with any new locations that meet the criteria being added to the project list.
- 3.19. Locations likely to be investigated during 2015/16 will be advised to Members at a later date, after an analysis of the most up to date collision data.
- 3.20. Mass action programmes are those where similar measures are applied at a large number of sites to tackle a known, but often dispersed, problem. It is proposed to continue previously successful anti-skid and speed management programmes. Some of the fairly old permanent vehicle-activated signs are beyond economic repair. Where still required, they will be replaced with mains powered units which reduce overall maintenance costs. The other mass action scheme involves the low cost refreshing of road markings in locations where small numbers of accidents have occurred, or where hazards have been identified.

## **Network infrastructure**

- 3.21. This programme invests directly in the Council's own network assets. For 2015/16, it is proposed to maintain spending on bus route resurfacing at £200k, the same level as 2014/15.

- 3.22. The decluttering programme aims to make the Borough's roads more attractive, whilst reducing the number of assets in need of maintenance. It also makes the roads safer, as unnecessary clutter is removed to give road users a better awareness of traffic conditions. It is proposed to increase the spend on decluttering to £40k in 2015/16.
- 3.23. Five electric vehicle charging points were introduced across the borough in 2012/13, utilising 100% funding from TfL. A budget of £5k in 2015/16 will continue to support the expansion of charge points across the borough.

### **Parking**

- 3.24. £75k of this programme enables the implementation of relatively minor changes to local parking controls, including safety-related changes, matters raised by Members and residents, and improvements to parking facilities around locations such as railway stations. These staff-intensive minor schemes can make a big difference to local residents. In the twelve months to July 2014, around 200 local parking investigations were undertaken by traffic engineers.
- 3.25. £40k is allocated for Controlled Parking Zones (CPZs) and larger parking schemes in town centres. In 2014/15, this funding was used to provide the New Beckenham car park, the review of the Chelsfield station parking arrangements and the Clock House CPZ extension, amongst other schemes.

### **Cycling and Walking Schemes**

- 3.26. This includes rolling programmes of pedestrian crossings and minor walking schemes, (including measures near schools), cycle parking and cycle route maintenance. Individual schemes to improve routes through parks and other off-road locations will be developed in liaison with parks officers and Members, and are likely to include improvements to footpaths and bridleways in High Elms Country Park, Scadbury Nature Reserve and St Mary's Cray Recreation Ground as well as on-road cycling facilities.

### **Public Transport Interchange & Access**

- 3.27. Given the high proportion of rail journeys starting and finishing in the Borough, work is underway to consider access improvements, including parking, drop off/pick up, security, lighting, walking and cycling routes near to stations. Working with Southeastern and London Overground, the Council is also seeking to draw on external funding to supplement this programme. Environment PDS Committee considered a report on 1<sup>st</sup> July 2014 which recommended priority stations for improvement schemes. The budget for 2014/15 to implement these works is £150k.
- 3.28. The making up and adoption of station approaches are also included in this programme, following the successful scheme at Kent House Station Approach. Plawfield Road at Kent House is proposed to be considered for making up and adopting (in part) in 2015/16 from the available £100k budget.

### **Scheme Development & Review**

- 3.29. The work under this heading allows research and feasibility work to be undertaken so that potentially viable schemes can be brought forward for development and consultation. It also allows previous projects to be maintained and assessed, with a view to improving the effectiveness of future schemes. For 2015/16, £40k has been allocated for advanced planning for future projects with £50k allocated to review the effectiveness of implemented projects.

## Road Safety Education & Training

- 3.30. The Council's cycle training schemes for both children and adults remain popular, and demand continues to grow. Cycle training promotes road safety and also builds confidence in cycle use, increasing choices available for local journeys. Funding continues to be allocated for this with £175k in 2015/16. This is supplemented with Borough Cycling Programme funding as set out in paragraph 3.14 above, allowing for additional training to be provided for children and adults.
- 3.31. The travel planning programme continues the Council's successful programme of encouraging and supporting school travel plans, along with providing advice on voluntary workplace travel plans. It also includes assessing and monitoring travel plans required by the development control process. The continuing role of travel plans in this context has been recognised by the National Planning Policy Framework.
- 3.32. The schools and driver education programmes focus on vulnerable highway users, particularly children entering secondary school and new drivers. Road casualty data for Bromley shows a continuing significant decline in the number of road users killed or seriously injured.

## 4. POLICY IMPLICATIONS

- 4.1. The 2013-16 Environment Portfolio Plan includes a number of aims in support of the planned outcomes '*Securing our transport infrastructure*' and '*Improving transportation*'. TfL funding is required to meet the commitments made in support of achieving these aims and outcomes.
- 4.2. The 2015/16 programme of works also continues to sustain previously agreed LIP policy objectives and the delivery of schemes identified within.

## 5. FINANCIAL IMPLICATIONS

- 5.1. The TfL formula allocation to Bromley for 2015/16 totals £2.400m. In addition, there is a fixed sum of £100k for Local Transport Priorities, £1.019m for principal road maintenance and a sum, yet to be confirmed, for bridges and structures.
- 5.2. £68k of the £100k Local Transport Priorities allocation will be used for School Crossing Patrols. The remaining £32k will be allocated to planned maintenance or other portfolio priorities, if unallocated by the end of September.
- 5.3. Beckenham town centre major scheme was awarded £164k in 2014/15 for design work with a further £136k available in 2015/16. Subject to this work being satisfactory and acceptable to TfL and the GLA, a further £2.181m is available to fund the works from 2016/17.

## 6. PERSONNEL IMPLICATIONS

- 6.1. It should be noted that £1.141m of the £4.063m formula funding expected for 2015/16 will be used to fund 31 fte staff. These staff are used to deliver TfL-funded services, including design, consultation and monitoring of physical projects and the direct delivery of services such as cycle training and road safety education.

<b>Non-Applicable Sections:</b>	<b>LEGAL IMPLICATIONS</b>
Background Documents: (Access via Contact Officer)	ES13090 - TfL Funded Work Programme For 2014/15 – 2016/17, October 2013.

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<b>LONDON BOROUGH OF BROMLEY 2015/16 FORMULA FUNDING</b>	<b>Scheme Allocation £000</b>
<b>Congestion Relief</b>	
Beckenham A2015/A234, Penge A234/A213 and Chislehurst A222	570
<b>Programme sub-total</b>	<b>570</b>
<b>Casualty Reduction</b>	
Individual locations/cluster sites	85
Mass-action: Skidding accident sites, speed management and carriageway markings	250
<b>Programme sub-total</b>	<b>335</b>
<b>Network infrastructure</b>	
Decluttering	40
Bus route resurfacing	200
Electric vehicle charging infrastructure	5
<b>Programme sub-total</b>	<b>245</b>
<b>Parking</b>	
Local parking schemes/IPAs	75
Parking - CPZs and larger schemes	40
<b>Programme sub-total</b>	<b>115</b>
<b>Cycling &amp; Walking Schemes</b>	
Pedestrian Crossings & minor walking schemes (inc. around schools)	40
Cycle parking & route maintenance	45
Cycling & walking schemes to include improvement/upgrade works to routes through parks, on bridleways, and on highway/footways	105
Walking schemes in and around green spaces to include recreational walking	105
Supporting Green Chain walking activities	15
<b>Programme sub-total</b>	<b>310</b>
<b>Public Transport Interchange and Access</b>	
Making up and adoption	100
Station access schemes	150
<b>Programme sub-total</b>	<b>250</b>
<b>Scheme Development &amp; Review</b>	
Advance planning for future projects	40
Review effectiveness of implemented projects	50
<b>Programme sub-total</b>	<b>90</b>
<b>Road Safety Education &amp; Training</b>	
Cycle training & promotion	175
Travel planning activities	140
Road Safety Education	170
<b>Programme sub-total</b>	<b>485</b>
<b>TOTAL</b>	<b>2,400</b>

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Report No.  
ES14068

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Environment Portfolio Holder

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

**Date:** 23rd September 2014

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

**Title:** **DISABLED PERSON PARKING BAYS AND WHITE BAR MARKINGS**

**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

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1. Reason for report

The report outlines the current process for implementing Disabled Person Parking Bays and white bar markings. It reviews the Council's approach and the application process. The report seeks approval for a policy of seeking to provide suitable parking places on-street, and taking measures to improve access. The report also outlines the relevant financial considerations and the implications for future budgets.

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2. **RECOMMENDATIONS**

The Portfolio Holder is asked to agree that from 1 April 2015:

- 2.1 A new application process be introduced for residents requesting a Disabled Person Parking Bay;
- 2.2 A fee of £80 per year is charged to each resident who has a Disabled Person Parking Bay installed outside their home; and
- 2.3 A fee of £50 is charged to each resident applying for white bar marking outside their property, with a further £50 being charged if the application is successful and the marking is installed.

### Corporate Policy

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

### Financial

1. Cost of proposal: £1,000 set up costs
  2. Ongoing costs: Annual saving of £19,980
  3. Budget head/performance centre: Traffic
  4. Total current budget for this head: £73,990
  5. Source of funding: Existing revenue budget 2014/15
- 

### Staff

1. Number of staff (current and additional): 2
  2. If from existing staff resources, number of staff hours: 20 hours to implement the proposed changes.
- 

### Legal

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

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Currently 350 drivers will be affected by these Disabled Person Parking Bay proposals. Hundreds of requests are received for white bar markings each year.
- 

### Ward Councillor Views

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



### **3. DISABLED PERSON PARKING BAYS**

3.1 The Council considers providing parking bays for disabled Blue Badge holders, outside or near their place of residence, when a resident confirms that they hold a Blue Badge and have no off-street parking facilities. All Blue Badge applicants are examined by the Council doctor and a decision is made whether a disabled bay is required. Once a Blue Badge has been obtained, a resident can apply for a Disabled Person Parking Bay to be introduced to the highway outside their property if they meet the following criteria:

*Only disabled drivers who already have a Blue Badge issued via the national scheme will be considered, except in exceptional circumstances.*

- *Exceptional circumstances are:*
  - *the application is on behalf of a minor.*
  - *refusal of the application would cause hardship to a resident carer with a car, or the disabled person.*
- *Only applicants with no off-street parking (no garage or drive) available to them will be considered.*
- *Serious and frequent problems must be experienced in parking near the applicant's residence.*
- *Following receipt of a request for a bay, a personal visit to the applicant's home will be arranged and the engineer will investigate suitable locations for a bay on street.*
- *Applicants under 65 years of age must be receiving the higher mobility component of Disability Living Allowance.*
- *All applicants must undergo a mobility assessment (in addition to their previous Blue Badge assessment) by a Council-appointed Doctor to confirm they are unable to walk 50 metres.*
- *Consultation then takes place with neighbours about the position of the bay. If any objections are received, the Council's Environment Portfolio Holder will be informed before a decision is taken.*
- *Although the Council is responding to personal applications for bays, the bays are not allocated to individuals and can therefore be used by any Blue Badge holder.*
- *The use of the disabled parking bays will be regularly reviewed.*

3.2 The consultation process involving local residents may take up to 3 months. If objections to the proposed parking bay location are received, it will take longer to resolve. In either case the Council will endeavour to introduce bays as soon as possible after consent is given.

#### **Disabled Person Parking Bays - Traffic Management Orders**

3.3 All bays within Bromley are covered by a Traffic Management Order to allow enforcement, and bays are clearly marked on the carriageway indicating that only a Blue Badge holder can park there. The Council's parking contractor enforces compliance in such bays, although the use of each bay is not reserved for an individual and can be used by any Blue Badge holder. Whilst

the bay is implemented to help a specific resident of a street, the intention of such bays is to maintain a parking place for any bona-fide disabled badge holder to use, not just the applicant.

- 3.4 A number of other local authorities have chosen not to introduce Traffic Management Orders for any Disabled Person Parking Bays they allocate. This means that such bays are simply advisory; if a driver parks within a bay without displaying a valid Blue Badge, enforcement is not possible. This process relies on users of the road being compliant with the advisory bay markings and signs.
- 3.5 All Blue Badge holders who apply for a Disabled Person Parking Bay are subject to a medical assessment by the Council's doctor. Therefore, the traffic engineer only investigates the suitability of introducing a parking bay at a given location, rather than the applicant's medical history or Blue Badge validity. The assessment by the Council doctor looks at different criteria to that required for a Blue Badge; as a consequence some Blue Badge holders are not approved for a Disabled Person Parking Bay.

### **Existing Disabled Person Parking Bays**

- 3.6 Throughout Bromley the number of bays on-street are:
- 450 Disabled Parking bays within residential streets (At any time)
  - 85 Disabled Parking bays within Town Centres (At any time)
  - 11 Disabled Parking bays (At any time – Max stay 4 hours)
  - 51 Disabled Parking bays (At any time – Max stay 3 hours)
- 3.7 Time-limited Disabled Person 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 others. These bays have therefore not been introduced at individual request but rather to provide a parking facility in the area. However the vast majority of Disabled Persons Parking Bays that are 'At any time' are installed after a request from a resident to assist with parking, and these are located across the borough in residential streets. There are approximately 350 on-street bays allocated following individual resident requests.
- 3.8 Over the years the number of Disabled Persons Parking Bays required across the borough and the costs to install, maintain and process applications for such bays have increased. The existing process and criteria have been in place for a number of years without being reviewed.

### **Application Process**

- 3.9 The current guidelines seek to ensure that applicants meet the necessary criteria when a request for a Disabled Person Parking Bay is made. Currently the process does not involve an application form - the information is gathered through the Council doctor from Occupational Health and by visiting the applicant. It is proposed to introduce a formal process for any new application for a bay. This will ensure that the Council has a better record of the information for each new Disabled Person Parking Bay, including the reason for its location and the contact details of the applicant.
- 3.10 Appendix 1 shows a proposed application form for requests for a Disabled Person Parking Bay. Such applications will also help to review bays annually and ensure any bays no longer required are removed on street to free up space for other users.

### **Medical Assessment Costs**

- 3.11 The cost of the service provided from Occupational Health to undertake the examination of Blue Badge applicants can cost up to £2,250 per annum depending on the number of

applicants referred to them. This ensures that all Blue Badge holders who apply for a Disabled Person Parking Bay will have been assessed on medical grounds.

### **Installation and Maintenance Costs**

- 3.12 Maintenance of Disabled Person Parking Bays is required. This includes refurbishment of the road markings and ensuring that signage is sufficient to ensure that enforcement can be carried out. Defects to road markings and or signs can result in the bays being unenforceable. With over 400 bays located through the borough, there is a continued cost to the Council to ensure they are compliant. Furthermore, bays often need to be removed or relocated, with costs met from the Transport & Highways revenue budget. It is estimated that the cost of refurbishment and signs is approximately £1,500 per annum. The estimated annual cost of installing new bays and the removal of redundant bays is approximately £2,600.

### **Enforcement Costs**

- 3.13 Enforcement of disabled parking bays also results in additional costs for the Council's parking enforcement contractor. Whilst bays located in Controlled Parking Zones and town centres are checked as part of the regular enforcement schedule, ad-hoc requests are often made for enforcement of Disabled Person Bays in residential streets. This can result in enforcement officers visiting a road where no other restrictions are present. This does have an impact on enforcement elsewhere, and potentially on the cost of the enforcement contract.

### **Proposed Introduction of Permits**

- 3.14 To ensure that the costs outlined above can be met, it is proposed to introduce an annual permit for all Disabled Person Parking Bays issued at the request of individuals. This would result in a Disabled Person Parking Bay allocated for a resident's use to be subject to an annual charge. The income would be used to fund the costs of the scheme, and ensure that the Council can continue to provide a suitable level of enforcement. Approximately 25-30 new Disabled Person Parking Bays are installed every year, with approximately 15-20 Bays removed, so there is a net increase of around 10 Bays per year.
- 3.15 It is proposed that a charge of £80 per annum be made for a permit allocated to the Blue Badge holder's vehicle. The permit would be in electronic format which would facilitate enforcement (there would not need to be a physical permit to display). The fee obtained from the permits would fund the continued costs associated with Disabled Person Parking Bays across the borough. Current users would be informed that in order to retain use of their Disabled Person Parking Bay they would need to pay for a permit.
- 3.16 The new permit system would be very similar to resident parking permits that operate in various locations borough wide. A resident permit bay that operates for longer than just a few hours is also priced at £80 per permit. Therefore, the proposed price of the new Disabled Person Parking Bay permit would be consistent.
- 3.17 If the annual permit is not purchased by the original user of the Disabled Person Parking Bay, consideration would need to be given to removal of the bay. The permit system would also help to highlight bays that are no longer required, so they could be removed to free up space for other users.
- 3.18 As mentioned in paragraph 3.3 above an applicant for a Disabled Person Parking Bay will not have exclusive use of the bay, just as Resident Parking Permit holders do not have exclusive use of bays in their Permit Zone.
- 3.19 The initial set up costs of introducing the electronic permit system is expected to be £1,000 and can be met from within the minor traffic management scheme budget.

- 3.20 Consultation will be carried out in advance of the scheme becoming operational, with all disability groups and other key stakeholders.

#### **4. WHITE BAR MARKINGS**

- 4.1 Residents often request waiting restrictions to protect individual driveways, and the number of such requests is increasing. Introducing these restrictions to protect individual driveways is not practical, and could lead to many more requests borough-wide. Restrictions need to be focused on areas where road safety is of concern and where the parking of vehicles needs to be managed and controlled effectively. The report considered by the Environment PDS Committee in July 2014 (ES14057) outlined the design and current process for waiting restrictions borough-wide. The report concluded that such restrictions should be focussed at junctions and certain other locations to benefit road safety. Introducing short lengths of restrictions borough-wide simply to protect drives could not be matched by the enforcement levels required (or desired by the resident). There would also be a significant cost with introducing the necessary Traffic Management Order to permit enforcement at each location where such lines are applied.
- 4.2 However, residents can in any case request an individual parking enforcement visit if a vehicle is parked across a dropped kerb outside their property. If the resident is regularly inconvenienced by vehicles parking across their dropped kerb, they can register their address giving authorisation for routine parking enforcement.
- 4.3 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. Such markings can also be used to advise drivers of locations where parking can create problems, and to encourage drivers to park within marked bays.
- 4.4 Although such markings are not legally enforceable, if used sparingly they can be helpful in discouraging inconsiderate parking. This is particularly the case where a problem is isolated and a Traffic Management Order (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.
- 4.5 If gaining access to or from a driveway or crossover becomes difficult, as yellow lines cannot be used to protect an individual driveway, residents often now request a white bar access marking. 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.
- 4.6 In 1995 the Council agreed around 10 white bar markings per year. Over time the number of requests has dramatically increased and around 40 white bar markings are now implemented each year. Given the increased number of requests for such markings (around 80 per year) the cost is also increasing, not only in officer time to investigate each site but also in the cost of implementing the markings. 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 assess and process the request. Furthermore, as there is no legal order to enforce such markings, there are limited records to know where such markings have been implemented or why.
- 4.7 It is therefore recommended that a new approach should be taken to the implementation of such markings. This includes setting agreed criteria for such changes to allow a consistent approach borough-wide. It is proposed that white bar access markings will only be introduced to the highway where they improve the following:

- Access to public places such as churches, halls or libraries.
- Access to multiple entry points including groups of garages or similar situations where obstruction causes difficulties for deliveries or loading, including refuse collection.
- Access for individual disabled drivers who park off-street. Such markings can help to highlight such an access.
- To help highlight and improve access to a driveway or shared drive that is often obstructed as a result of high parking demand or as a result of other restrictions.
- To assist pedestrian access where vehicle parking obstruction takes place at informal crossing points and dropped kerbs.

### **Proposed Application & Implementation Costs**

- 4.8 It is recommended that any applicant requesting a white bar marking should complete an application form. Information will be provided to help the residents assess for themselves whether a white bar marking is likely to be approved.
- 4.9 The application form will give the Council information on the need for the marking and whether the necessary criteria are met. It is proposed that a fee of £50 is attached to the application form to cover the cost of assessing the site . A similar non-refundable administration fee is applicable for residents applying for the addition of a vehicle crossover. If the Council agrees that a marking should be implemented, an additional installation charge of £50 would be met by the applicant. This would help to cover the administration and implementation costs, and also the future maintenance of the road markings. Although a charge would be applied, the approach and criteria for introducing such markings would not change. If the traffic engineer does not feel that the necessary criteria are met the white bar marking would not be progressed, and the original £50 application fee would not be refunded.
- 4.10 Appendix 2 shows a proposed application form for requests for white bar markings.

## **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 Council's parking approach and parking policy should therefore maximise the efficient use of on-street parking in the various roads and be of benefit to residents and users of these roads.
- 5.3 The Council's Environment Portfolio Plan 2014/17 includes the aim "Promote safe and secure travel and parking".

## 6. FINANCIAL IMPLICATIONS

- 6.1 This report is requesting approval to introduce, and charge for, Disabled Person Parking Bay permits; and to introduce a charge for the application and implementation of white bar markings outside residential properties with effect from 1<sup>st</sup> April 2015.
- 6.2 There will be an initial set up cost of £1,000 for preparing the electronic permit system. This can be met from within the minor traffic management scheme budget.
- 6.3 The table below shows that the income generated from the new charges should fully cover all of the associated revenue costs and deliver a revenue saving of £20k:

Impact of proposals	Original Budget 2015/16 £	Proposed Budget 2015/16 £	Net Savings 2015/16 £
<b>Disabled Person Parking Bays (DPPB)</b>			
Traffic staff costs	10,640	10,640	0
Occupational Health costs	2,250	2,250	0
Staff administration costs	0	3,520	3,520
Maintenance, installation & removal of on street DPP Bays	0	4,120	4,120
Traffic management orders & credit card charges	0	5,000	5,000
Estimated income from DPPB permits	0	-28,000	-28,000
<b>Net controllable budget</b>	<b>12,890</b>	<b>-2,470</b>	<b>-15,360</b>
Recharges	1,990	2,470	480
<b>Net cost of DPPB's</b>	<b>14,880</b>	<b>0</b>	<b>-14,880</b>
<b>White Bar Markings</b>			
Traffic staff costs	4,450	4,450	0
Implementation cost of road markings	0	400	400
Income from application fees	0	-3,500	-3,500
Income from implementation fees	0	-2,000	-2,000
<b>Net controllable budget</b>	<b>4,450</b>	<b>-650</b>	<b>-5,100</b>
Recharges	650	650	0
<b>Net cost of white bar markings</b>	<b>5,100</b>	<b>0</b>	<b>-5,100</b>
<b>Total net cost of both DPPB's &amp; WBM's</b>	<b>19,980</b>	<b>0</b>	<b>-19,980</b>

- 6.4 As can be seen from the table above, there is no current budget for the operational costs. These have been met by one-off savings generated by part vacancies/secondment of staff for the last two years.

## 7. LEGAL IMPLICATIONS

- 7.1 Any new Disabled Person Parking Bay is subject to consultation, and the necessary Traffic Management Order is advertised prior to any changes. Any objections are duly reported for consideration. All key stakeholders will be consulted and informed in advance of the changes planned from April 2015.

<b>Non-Applicable Sections:</b>	PERSONNEL IMPLICATIONS
Background Documents: (Access via Contact Officer)	Parking Control Policy – ES14057 (July 2014)  Guidelines on the installation of White Bar markings on the carriageway – ES95297 (May 1995)

**LONDON BOROUGH OF BROMLEY - APPLICATION FOR A  
DISABLED PERSON PARKING BAY  
FOR DISABLED BLUE BADGE HOLDERS**

Please complete this form and return it to the address below. Guidance notes are provided on the back of this form:

Applicant Name:	
Address:	

	YES	NO
Is the applicant the owner of the vehicle? (A copy of the V5C document is required)	<input type="checkbox"/>	<input type="checkbox"/>
Is the applicant the driver of the vehicle? (Tick NO if they are the passenger)	<input type="checkbox"/>	<input type="checkbox"/>
Does the applicant have a valid disabled badge?  Blue Badge Number: .....  Mobility Allowance Number (if under 65): .....	<input type="checkbox"/>	<input type="checkbox"/>
Does the applicant have any off-street parking facility (i.e. driveway, garage, hard-standing)  (If yes, please give details, distances etc.)  _____  _____  _____	<input type="checkbox"/>	<input type="checkbox"/>
Could off-street parking be provided at or near to the property?	<input type="checkbox"/>	<input type="checkbox"/>
Is the applicant ever required to park further than 50 metres from home due to the lack of on-street parking spaces?	<input type="checkbox"/>	<input type="checkbox"/>
Any additional comments:  _____  _____		

Make of vehicle: ..... Registration no.: .....	
Signature of Applicant:	Date:

**PROPOSED CRITERIA**

The application form sets out the information an applicant will need to supply for a parking bay to be installed. Every application represents a unique case and a final decision will be made by the investigating officer and Council doctor based on its merits. This will include a site visit to determine whether the provision of such a bay is practical.

A bay will only be installed where:

- The resident holds a valid blue badge.
- The blue badge holder is a driver (unless there are circumstances whereby this is not possible – e.g. a child with a disability).
- No current off street parking facilities exist. Generally an application will not be successful if the applicant has an existing off-street parking facility or one that can be provided at or near to their property.
- There are no other parking bays in the location, or where demand is high enough to warrant an additional bay (e.g. – near a High Street)
- An engineer will visit the site and a decision will be made on whether a bay marking can be provided. There is no guarantee that because an application is made, or that a blue badge is valid, that a disabled parking bay will be permitted.
- All applicants must undergo a mobility assessment by a Council-appointed Doctor.
- Additionally, applicants under 65 years of age should be receiving the higher mobility component of disability living allowance.
- Following receipt of a request for a bay, a personal visit to the applicant’s home will be arranged
- Although the Council is responding to personal applications for bays, the bays are not allocated to individuals and are therefore for any disabled blue badge holder
- Following the agreement of the Council doctor and a successful application permission will be given to the driver and a parking bay marked in the agreed location. An annual fee of £80 will be applicable for a disabled person parking bay provided.

Please send this form to the address above together with any attachments indicated, marked “Disabled Person Parking Bays”.

**Attachments required**

- A photocopy of a valid disabled badge showing expiry date and number
- A photocopy of the vehicle registration document

For guidance completing this form or further copies of the form please see [www.bromley.gov.uk](http://www.bromley.gov.uk) or contact us at the address above.



**WHITE BAR MARKING APPLICATION FORM**

White lines/bars painted on the road surface across driveways can be a helpful way of discouraging drivers from parking too close to a driveway, thus making access difficult. However, such markings are advisory and cannot be enforced. Also, these marking do not always have the desired effect. However, if you would like to have a white bar painted on the road surface across your driveway, you may complete this form to apply for one.

**Please read the criteria at the bottom of the form before you complete it.**

LOCATION OF PRIVATE DRIVEWAY, CROSSOVER, GARAGE ETC.\* outside/\*side of or/\*rear of  
\*Please delete as applicable and add notes if you wish to

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APPLICANT'S NAME

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APPLICANT'S ADDRESS & POST CODE

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TELEPHONE NUMBER

---

EMAIL ADDRESS

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**Please describe briefly the circumstances that have led you to make this request, i.e. repeated vehicle obstruction of your private driveway, crossover or garage.**

**COMMENTS**

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**Please provide a separate sketch showing the position of your house/premises in relation to the driveway or crossover and attach to this application form.**

## PROPOSED CRITERIA

It is important that any applicant understands that in providing white bar markings on the highway across a private driveway for the purpose of deterring obstructive parking, the Council accepts no responsibility for the enforcement or any consequences that may arise from the lines.

In determining whether a white bar marking can be installed the following criteria will be followed:

- White bar access markings will only be installed where the turning of vehicles in or out of a driveway is a regular problem. Such markings will only be marked over a single driveway that feeds a multiple access (e.g. an access serving flats), to a driveway of a disabled driver or where access to and from a driveway is exceptionally problematic as a result of vehicles parking close to the access.
- White bar markings will not be provided where waiting restrictions (yellow lines) are in force or where other carriageway markings would conflict.
- White bar marking on the carriageway will typically extend one metre in each direction greater than the measured width of the access or driveway and be positioned 0.5 metre from the kerb.
- If the access or driveway is shared with a neighbour, it will be necessary to obtain their agreement to having a white bar marking. It will also be necessary for the Council to receive payment in full for the line marking prior to the work starting.
- The charge for provision of this service is:
  - a) Application fee £50.00
  - b) White line marking £50.00
- The white thermoplastic line markings will be laid by the Council's Contractor and shall be strictly in accordance with diagram 1026.1 of "The Traffic Signs Regulations and General Directions 1994", which permits the use of white line carriageway markings for use in; *"That part of the carriageway outside an entrance to off-street premises, or where the kerb is dropped to provide a convenient crossing place for pedestrians, which should be kept clear of stationary vehicles"*.
- The life of the white bar marking shall be guaranteed under the Council's lining contractor guarantee, after which time renewal would be undertaken at the applicant's request, for a fee to be agreed.
- The Council will require £50 payment in full for the assessment. Payment will be submitted with the application, as it will be necessary for an engineer to visit the property to establish whether such a marking is acceptable and the extent of marking required.
- An engineer will visit the site and a decision will be made on whether an access marking can be provided. It cannot be guaranteed because an application is made that a white marking will be permitted. If the white line cannot be provided, there will be no fee for the marking, but the application fee will be retained by the Council.

**Note:** It is illegal for a driver to park a vehicle such that it actually obstructs/overhangs a driveway, without permission from the resident. Residents may report such offences on the Council's website and if the vehicle is still there when the enforcement officer arrives a ticket will be issued. It is also possible to register a driveway such that it will receive semi-regular visits from the enforcement officers who will issue tickets to any vehicle seen obstructing the driveway (but this does also prevent the owner or their permitted visitors from stopping across the driveway). More information is available at [www.bromley.gov.uk/parking](http://www.bromley.gov.uk/parking), then click "Street parking – enforcement and fines", then click "Request parking enforcement".

Report No.  
ES14076

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Environment Portfolio Holder

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

**Date:** 23rd September 2014

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

**Title:** WIDMORE ROAD A21 JUNCTION IMPROVEMENTS

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

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

**Ward:** Bromley Town

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1. Reason for report

Congestion on Widmore Road, both in and out of Bromley town centre, has been a problem in recent years. This report recommends completion of the detailed design and then implementation of the Widmore Road/A21 junction improvement, which should significantly reduce traffic congestion at the junction.

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2. **RECOMMENDATIONS**

The Environment Portfolio Holder agrees that:

- 2.1 Detailed design of the junction improvement at Widmore Road and the A21 be completed and the scheme then proceed to implementation; and
- 2.2 The Executive Director for Environment and Community Services be given delegated authority to make any required changes at the detailed design stage, after consultation with Ward Members and the Environment Portfolio Holder.

## Corporate Policy

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

## Financial

1. Cost of proposal: Estimated Cost: Design & survey costs of £30k; and implementation costs of £170k
  2. On-going costs: Non-Recurring Cost:
  3. Budget head/performance centre: TfL funding for congestion relief 2014/15 and 2015/16
  4. Total current budget for this head: £102k for 2014/15, of which £75k is the uncommitted balance, and £570k for 2015/16
  5. Source of funding: TfL LIP Formula Funding 2014/15 and 2015/16
- 

## Staff

1. Number of staff (current and additional): 1
  2. If from existing staff resources, number of staff hours: 30
- 

## Legal

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

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Around 300 vehicles per hour use this junction during the peak hour; i.e. around 2,500 vehicles per day.
- 

## Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments: Ward Members support the scheme and would like to see it implemented.

### 3. COMMENTARY

- 3.1 The junction of Widmore Road and the A21 is one of the most congested junctions in Bromley town centre. It is common to see significant queues on all arms of the junction both during peak and off-peak times.
- 3.2 The A21 is part of the Transport for London Route Network (TLRN), managed and operated by TfL. The focus of the current design work has therefore been on the two Borough arms of the junction – Widmore Road (West) and Widmore Road (East). These two arms of the junction suffer from worse congestion than the A21 itself, and The Glades management have made numerous requests for improvements to help clear congestion to and from their northern car park entrance.
- 3.3 LB Bromley has commissioned Atkins consultants to investigate the junction and provide options for improvements. Their report includes an initial design for the junction, as well as a traffic model to investigate the impact of the design.

#### Proposed Scheme

- 3.4 Three possible design options were considered. The preferred option (option 3) would see the addition of a new lane on the west (town centre) side of the junction. This would mean that *right-turning* traffic into Kentish Way (which includes a number of bus routes) would be far less likely to block *straight ahead* and *left-turning* traffic. At present this is a frequent occurrence.
- 3.5 If western arm traffic were no longer being blocked by *right-turning* vehicles, the whole of this arm of the junction would clear much more quickly than with the existing layout. This would mean that the western arm signals could be shut off earlier than at present, consequently extending the green signal time for the eastern arm of the junction. This would be particularly beneficial for traffic turning right from the eastern arm of Widmore Road into Tweedy Road.
- 3.6 Some other minor lane marking changes could also make the junction slightly more efficient.
- 3.7 The other options considered were: not adding early shut off/extension to the traffic light phasing (option 1); and excluding the minor lane marking changes (option 2); but these were not as effective at reducing congestion. Detail on all 3 options is attached to this report.
- 3.8 Initial modelling suggests that the proposed improvements would reduce congestion by around 50%, meaning traffic in both directions would normally get through the junction in one traffic light cycle.
- 3.9 There is a concern regarding the location of utilities. A full survey will be undertaken to assess their location accurately. Based on plans provided by the utility companies, there are a number of ducts and cables in the vicinity as well as a British Telecom phone box. Although these could be moved, this could take time and add significant cost.
- 3.10 The proposed improvement would require the loss of five trees from outside the Old Town Hall, three of which are mature. The scheme would seek to replace these trees on Widmore Road, subject to the location of utilities. Officers are considering whether to propose extending the paving of Bromley North Village along Widmore Road, so the re-planting of trees could be considered as part of this larger scheme should it be approved and funding be identified.
- 3.11 The Old Bromley Town Hall building is also subject to a planning application. Currently these plans include a build-out from the side of the building facing Widmore Road as part of a restaurant. The proposed junction improvements could therefore affect this development.

## Next Steps - Detailed Design

- 3.12 Subject to Member approval, the next stage would be to undertake a detailed design. This would include a more detailed traffic survey to enable more accurate traffic modelling, as well as drainage, utility diversions and a more detailed cost plan.
- 3.13 Given that the junction includes part of the TLRN, Atkins would continue to undertake this work due to the potential risk and liability.
- 3.14 Consultation would be undertaken with all relevant stakeholders including The Glades, the Old Bromley Town Hall developers, and TfL. Where the scheme abuts the TLRN a legal agreement would be required for any changes, although this should be fairly straight forward.
- 3.15 Given the complexity of the design and engagement process, detailed design is expected to take around 6 months. Implementation could start in Spring 2015 and carried out by LB Bromley's term contractor. Widmore Road is identified for Principle Road Maintenance in the upcoming year, therefore works would be implemented prior to re-surfacing.

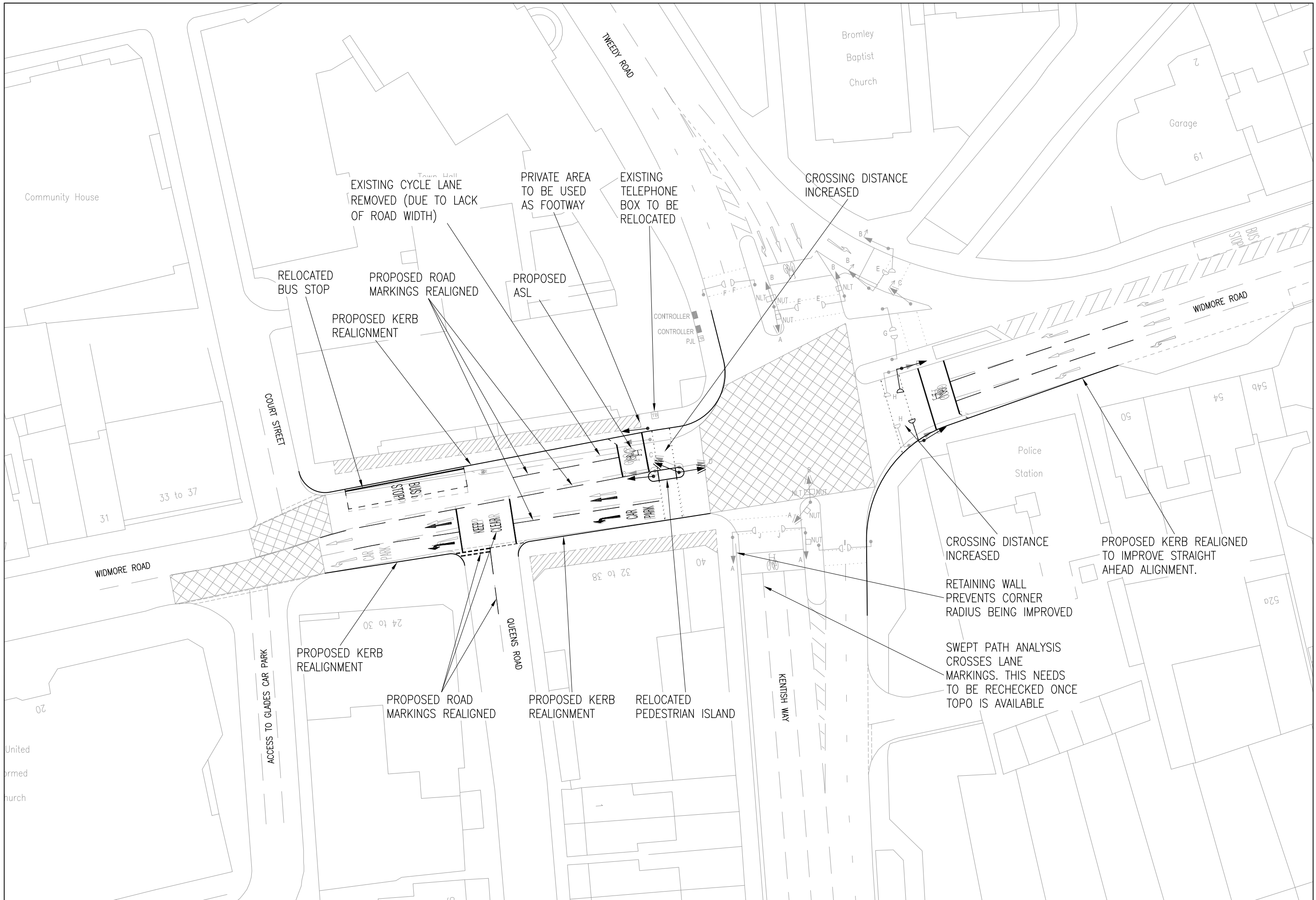
## 4. POLICY IMPLICATIONS

- 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*". These plans aim to help deliver this objective, focussing on a junction highlighted by the Congestion Working Group in 2008.

## 5. FINANCIAL IMPLICATIONS

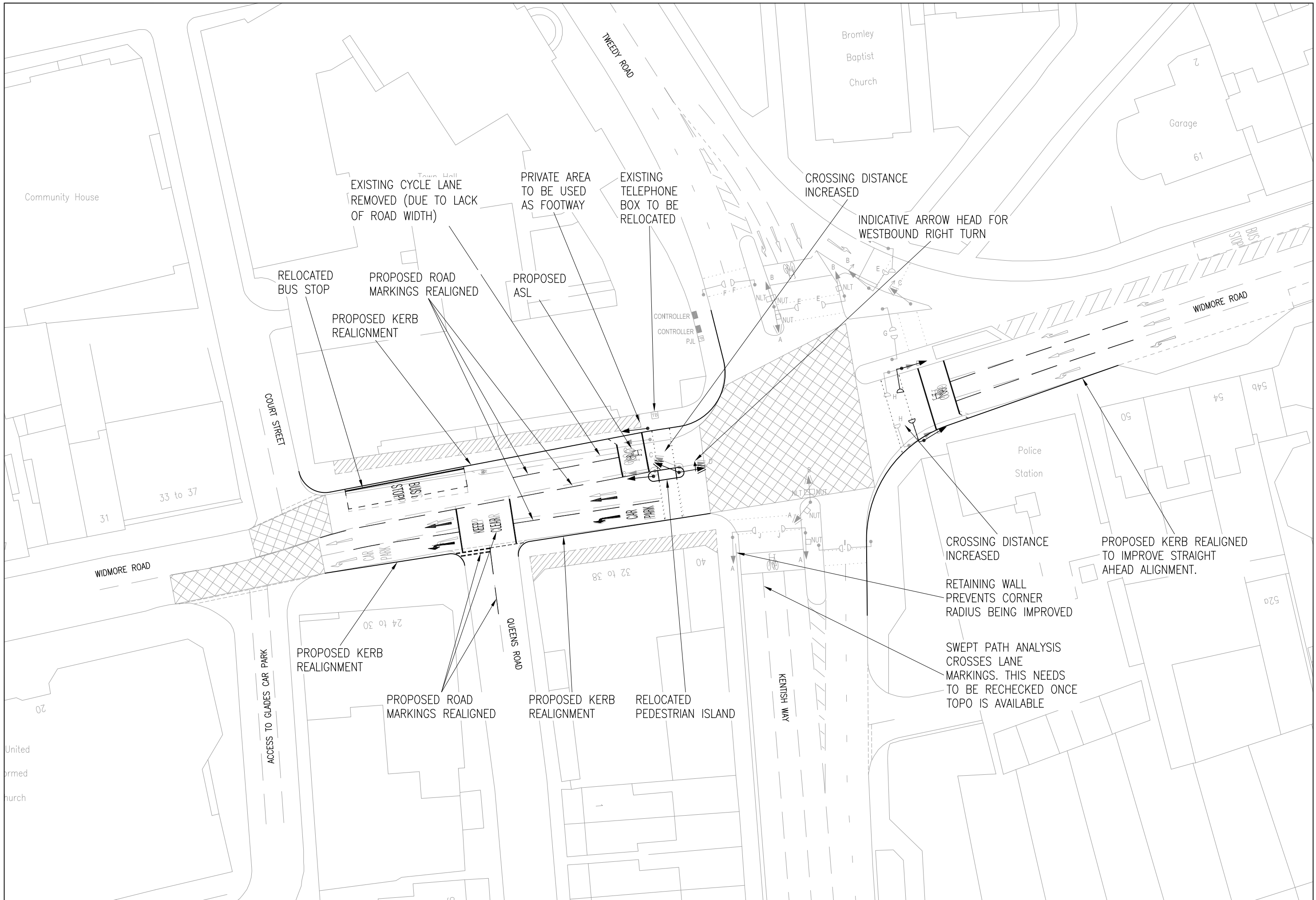
- 5.1 The estimated cost of survey and design work is £30k. From the initial designs, it is estimated that the civil works would cost around £170k, including £20k for signals. Given the likelihood of having to move some utilities in this area, a contingency of 20% has been included in the above figures. This is larger than normal.
- 5.2 The Widmore Road/A21 junction project is one of a number of potential Congestion Relief schemes identified within the existing 3 year Local Implementation Plan (LIP) funding programme. £102k has been set aside for this project from TfL LIP Funding for 2014/15. An uncommitted balance of £75k is available to meet the costs of this scheme. The additional funds for this project would be set aside from the 2015/16 LIP programme, where £570k is allocated to Congestion Relief schemes such as this one.

<b>Non-Applicable Sections:</b>	<b>Legal and Personnel Implications</b>
Background Documents: (Access via Contact Officer)	Atkins Option Report

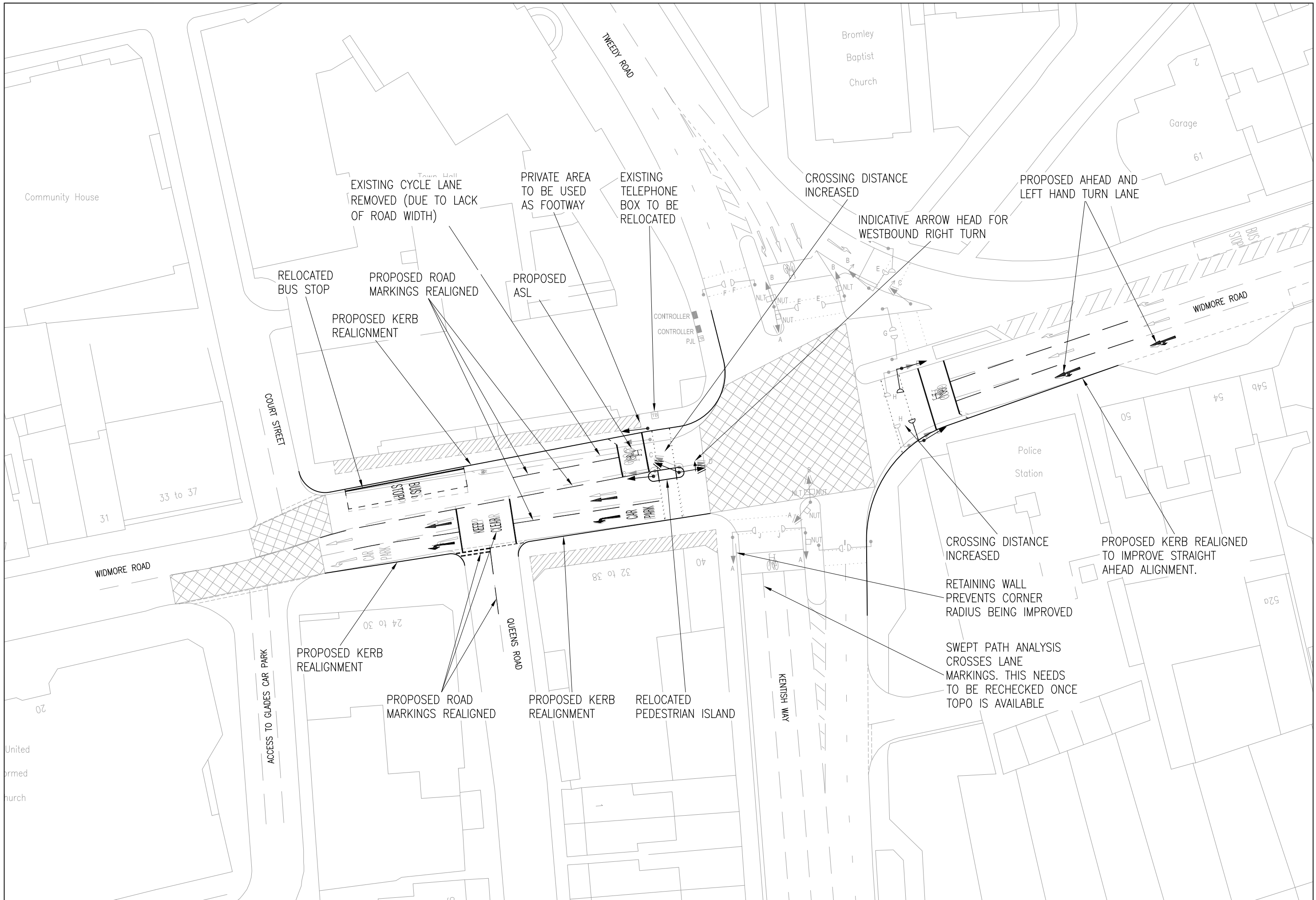


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Report No.  
ES14084

London Borough of Bromley

PART 1 – PUBLIC

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**Decision Maker:**      **Environment Portfolio Holder**

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

**Date:**                      **23<sup>rd</sup> September 2014**

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

**Title:**                      **ADDITIONAL HIGHWAY MAINTENANCE WORKS**

**Contact Officer:**      Garry Warner, Highways Manager  
Tel: 020 8313 4929    E-mail: garry.warner@bromley.gov.uk

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

**Ward:**                      All

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1.    Reason for report

This report recommends additional highways maintenance works for completion during the current financial year, following the provision of an additional £1m of revenue funding by the Council for the impact of winter damage and £715k capital funding from TfL.

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2.    **RECOMMENDATIONS**

**That the Environment Portfolio Holder:**

- 2.1    **Approves the inclusion of the £1.515m works detailed in Table 2 of the report within the Council's programme of planned highway maintenance for 2014/15; and**
- 2.2    **Agrees to allocate the remaining £200k of additional resources to the budget for emergency and reactive highway repairs.**

### Corporate Policy

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

### Financial

1. Cost of proposal: £1.515m for planned highway maintenance, £200k for emergency and reactive highway maintenance
  2. Ongoing costs: Non-Recurring Cost
  3. Budget head/performance centre: Highways and earmarked reserve
  4. Total current budget for this head: £715k and £1m
  5. Source of funding: Existing revenue budget 2014/15 and earmarked reserve for impact of winter damage (repairs to potholes & highways)
- 

### Staff

1. Number of staff (current and additional): 4
  2. If from existing staff resources, number of staff hours: 4 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? N/A
2. Summary of Ward Councillors comments:

### 3. COMMENTARY

#### General

- 3.1 In January 2014 the Environment Portfolio Holder agreed the programme of schemes to be included within the 2014/15 planned highway maintenance programme. In February 2014 additional funding of £1m was made available by the Executive for highway maintenance to manage the impact of winter damage. An additional £715k was also made available through the Local Implementation Plan (LIP) process from TfL for highway repairs due to winter damage
- 3.2 The annual report on highway maintenance will be presented to the Environment PDS committee in November 2014, when the planned highway maintenance programmes for 2015/16 and beyond will be considered.

#### Additional TfL LIP Funds £715k

- 3.3 When the additional £715k funding was allocated by TfL it was agreed that priority would be given to bus route resurfacing, and there was a requirement that works should be completed by the end of August 2014. To meet these objectives the following schemes were selected from the 2014/15 approved planned highway maintenance programme to be funded from these extra LIP resources:

Barfield Road	Bickley	Gosshill Road to Golf Road
Copers Cope Road	Copers Cope	Grangewood Lane to Park Road
Cumberland Road	Shortlands	South Hill Road to St Mary's Avenue
Melody Road	Biggin Hill	Whitby Close to Spring Gardens
Rangefield Road	Plaistow and Sundridge	Complete Length
South Eden Park Road	Kelsy & Eden Park	Sth Eden Park Road r/about to Cresswell Drive
Sundridge Avenue	Bickley/Plaistow and Sundridge	Logs Hill to Orchard Road
Village Way	Kelsy & Eden Park	Uplands to Stone Park Avenue
Windsor Drive	Chelsfield and Pratts Bottom	Glentrammon Road to number 113
Worsley Bridge Road	Copers Cope	Montana Gardens to Jctn with the tennis courts

#### Proposals

- 3.4 In order to maintain the highway network in a safe condition, it is proposed to use £200k of the £1m made available by the Executive to supplement the budget for emergency and reactive repairs. This will address the damage caused by the winter weather. It is also proposed that the remaining £800k of supplementary funding be utilised to improve the condition of the highway network, by undertaking additional road resurfacing schemes as part of the planned highway maintenance programme.
- 3.5 The latest condition surveys have been assessed and a priority list of additional schemes prepared for completion this financial year, funded from £800k of the additional revenue resources earmarked for the impact of the winter damage and as replacement schemes for those approved schemes completed using the extra TfL funding (£715k). These are detailed in Table 2 below:

Balmoral Avenue	Kelsey & Eden Park	All
Birchwood Road	Petts Wood & Knoll	Chislehurst Road to number 41
Chipperfield Road	Cray Valley West	St Peters Lane to Midfield Way
Churchfield Road	Clock House	All
Edward Road	Plaistow & Sundridge	All
Elysian Avenue	Cray Valley West	All
Felstead Road	Orpington	1 - 55
Garden Road	Plaistow & Sundridge	All
Gates Green Road	Hayes & Coney Hall	Croydon Road to Kingsway
Glanville Road	Bromley Town	All
Green Lane	Chislehurst	Barham Road to bb
Hayes Lane	Shortlands	Scotts Lane to South Eden Park Road
Kelsey Park Road	Kelsey & Eden Park	All
Kings Road	Biggin Hill	Oaklands Road to Rose Hill Road
Leamington Avenue	Plaistow & Sundridge	All
Links Road / Hayes Lane	West Wickham	Station Road to Rose View
Lovelace Avenue	Bromley Common & Keston	All
Pickhurst Lane	West Wickham	Hayes Street to The Knole
Spur Road	Orpington	slip road
St John's Road	Petts Wood & Knoll	Crofton Lane to Berger Close
Station Approach	Hayes & Coney Hall	All
Sutherland Avenue	Petts Wood & Knoll	All
Towncourt Crescent	Petts Wood & Knoll	All
Walden Road	Chislehurst	All
Yester Road	Chislehurst	Lubbock Road to Yester Park

#### **4. POLICY IMPLICATIONS**

- 4.1 The Environment Portfolio Plan 2013/16 includes the key Aim “Invest in the quality of our roads, pavements and street lighting”, and notes that “Satisfaction with the condition of roads and pavements has a significant impact on residents’ confidence in the Council”. Maintaining the highway asset in an appropriate condition contributes to the Council’s vision of providing a place where people choose to live and do business, and links well with the Building a Better Bromley priorities of a quality environment, vibrant thriving town centres and safer communities.

#### **5. FINANCIAL IMPLICATIONS**

- 5.1 TfL had previously approved additional LIP funding of £715k for bus route resurfacing. Table 1 above (paragraph 3.3) lists those schemes selected from the existing approved planned highway maintenance programme which were funded from these new resources. Consequently, £715k of the 2014/15 planned highway maintenance revenue budget has been freed up to be used for new schemes.
- 5.2 On 24<sup>th</sup> February 2014, full Council agreed to set aside earmarked reserves totalling £1.475m, funded from underspends in 2013/14, for one-off Member initiatives. £1m of this was for the repairs to potholes and highways as a result of the impact of winter damage.
- 5.3 This report is requesting approval for £1.515k of additional planned highway maintenance schemes, as listed in Table 2 above. These schemes will be funded using: £800k of the £1m made available by the Executive; and the £715k released from the revenue budget for planned highway maintenance as a direct result of the action taken to utilise the TfL monies.



5.4 The report is also seeking approval to use £200k of the reserve for emergency and reactive highway repairs.

## 6 LEGAL IMPLICATIONS

6.1 Under the Highways Act 1980 the Council, as the Highway Authority, has duties to ensure the safe passage of highway users and to maintain the highway.

## 7 PERSONNEL IMPLICATIONS

7.1 Additional agency staff will be employed to manage the additional budgets.

<b>Non-Applicable Sections:</b>	None
Background Documents: (Access via Contact Officer)	ES14009 – Planned Highway Maintenance 2014 FSD14014 – 2014/15 Council Tax

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Report No.  
ES14071

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:**      **Executive**

**For Pre-Decision Scrutiny by the Environment PDS Committee on  
23<sup>rd</sup> September 2014**

**Date:**                      **15th October 2014**

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

**Title:**                      **STREET LIGHTING - INVEST TO SAVE**

**Contact Officer:**      Paul Redman, Highways Asset Manager  
Tel: 020 8313 4930      E-mail: Paul.Redman@bromley.gov.uk

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

**Ward:**                      Borough Wide

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1.      Reason for report

The report seeks authority to amend the outputs of the street lighting Invest to Save scheme to provide a greater efficiency saving.

The report also provides an opportunity for the Environment PDS Committee to review the implementation of the street lighting Invest to Save project.

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2.      **RECOMMENDATION**

2.1      **That the Executive approves the proposed amendment to the street lighting Invest to Save project, to replace fewer lamp columns and instead convert more lanterns as set out in paragraphs 3.18 to 3.20.**

### Corporate Policy

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

### Financial

1. Cost of proposal: Estimated Cost: £1.2m and additional savings of £46k per annum
  2. Ongoing costs: Additional savings of £46k per annum
  3. Budget head/performance centre: Street Lighting
  4. Total current budget for this head: £8.507m and £4m
  5. Source of funding: Invest to Save fund and existing revenue budget
- 

### Staff

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

### Legal

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

### Customer Impact

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

#### **Background**

- 3.1 The Council, as Highway Authority, has a statutory duty under the Highways Act 1980 to ensure the safety of the highway. This includes any lighting installations on the highway.
- 3.2 Investment in the Council's street lighting stock had not previously allowed for the routine replacement of lamp columns identified as nearing the end of their service life. An estimated 7,902 lamp columns had been identified for replacement. These comprised concrete columns and an estimated number of older steel columns. The Environment PDS Committee, at its meeting held on 18<sup>th</sup> January 2012, supported the report to the Executive recommending an 'Invest to Save' programme to clear the backlog (Report ES 12015).
- 3.3 A business case for the 'Invest to Save' programme was finalised following the receipt of tenders for the street lighting maintenance and improvement contract. Tender evaluation demonstrated that the 'Invest to Save' proposals were viable, and the recommendation to proceed with the programme was supported by the Environment PDS Committee at its meeting held on 20<sup>th</sup> November 2012 (Report ES 12114).
- 3.4 Subsequently, the Executive approved a sum of £8.507m from the Invest to Save Fund to meet the costs of the following: -
- The replacement of 7,902 columns (including LED lanterns) that were nearing the end of their service life (£6.987m);
  - The replacement of 4,000 inefficient street lighting lanterns with LED lanterns, (£1.0m); and
  - The implementation of a Central Management System (CMS) that facilitates remote control of lighting levels and reduced night time inspections, at an estimated cost of £520k.
- 3.5 In summary, a total of 7,902 columns and 11,902 lanterns were intended to be replaced together with introduction of CMS.
- 3.6 From the business plan it was expected that the sum of £8.507m plus 3.5% interest would be repaid within 8 years.

#### **Original Project**

- 3.7 The investment programme began in June 2013. An LED lantern was selected by the Street Lighting Investment Project Board following trials of alternative equipment.
- 3.8 Orders to the value of £5,259,722 have been issued for the replacement of 5,502 columns, including LED lanterns and 1,297 lantern conversions of older energy inefficient units (where the existing columns are structurally sound steel). The next phase of the original project will see 1,246 of the oldest at risk steel columns replaced (£1,144,812) and the remaining 2,703 lanterns converted (£897,477).
- 3.9 The Central Management System (CMS) is being rolled out alongside the main column and lantern replacement works. Lanterns are CMS-enabled and these are registered on the system via nodes which are placed at intermittent locations in the borough. The CMS operates wirelessly, allowing remote control of lighting levels and management reporting of system data through tablet or pc/laptop.

- 3.10 Given the current rate of progress and available level of resources, it is envisaged the original approved project (to replace all the concrete and older at risk steel columns, 4,000 lantern conversions and implementation of CMS) could be delivered within the agreed budget allocation and by the planned completion date of 31<sup>st</sup> March 2015. However, structural testing of steel columns has currently identified that a lower number of at risk steel columns require replacement than originally estimated, reducing the projected total column replacement required for the project to 6,748.
- 3.11 The table below summarises the current position with regard to the progress of the replacement of the columns and lanterns (including CMS), in terms of numbers and costs: -

<b>Progress</b>	<b>Replacement Lantern Numbers</b>	<b>Replacement Column Numbers</b>	<b>Cost £'000</b>
Actual completed replacements to date	5,760	4,463	4,354
In progress replacements to date	1,039	1,039	906
Future replacements	3,949	1,246	2,042
	<b>10,748</b>	<b>6,748</b>	<b>7,302</b>

- 3.12 As the number of columns that need to be replaced has been reduced to 6,748 following recent structural testing, this would mean that there would be 1,154 fewer lanterns replaced than originally planned. This would impact on the level of revenue savings that would be achieved and may affect the length of time taken to payback the Invest to Save monies. It is therefore proposed to revise the original scheme, utilising the remaining balance of £1.2m to replace additional lanterns in order to maximise the amount of energy savings that could be achieved.
- 3.13 Energy savings are being monitored and so far the Council has reduced energy consumption by over 480,000 Kwh. If the unit price of energy is assumed to average 10 pence (the current energy contract relies on spot pricing, hence energy purchase rates vary), the current financial saving due to reduced energy consumption would have been over £48k to date.
- 3.14 Where possible, work to the power supply (either disconnections or re-connections) has been undertaken using an independent connection provider (ICP). Where the ICP is unable to work on the electricity supply infrastructure ('uncontestable work'), connections and related work must be undertaken by UK Power Networks (UKPN). UKPN are responsible for undertaking uncontestable work and this has led to delays in completing connections in some areas. This has resulted in increased contact with residents to explain the reasons for delays.
- 3.15 Officers have escalated these issues with UKPN and measures have been put in place by them to clear the backlog. UKPN envisage this should be completed by the end of September 2014
- 3.16 The project communications plan is being implemented. Residents receive a post card approximately six weeks in advance of work beginning on site, with a follow up letter two weeks prior to the start date. There is also a page on the Council's website with FAQs and a schedule of programmed works. Post-completion survey questionnaires are distributed to a sample of residents where lighting has been changed. This is also available online. Returns from mailed customer feedback questionnaires indicate that 60% of respondents think the new lighting is about right, 6% think the new lighting is too bright, and 34% think the new lighting is not bright enough. The Council is taking measures to reduce the impact of trees (both street and private) on lighting by appropriate trimming (enforcement may be needed in the case of some private trees). This will help to reduce the proportion of residents who believe the new lighting is not bright enough. In the spring residents in all roads that had previously received a questionnaire will be resurveyed. This will help to assess customer satisfaction once a full winter has been experienced with the new lighting. Representations from Alexandra Residents Association and

Downe Residents Association for heritage style lighting equipment have been received, and officers are working with these groups to seek to identify a way forward within current Council policy guidelines.

- 3.17 There are currently no equipment supply problems or unresolved issues in respect of power supply connections.

### **Proposed Amended Project**

- 3.18 A proposal was endorsed at the 2<sup>nd</sup> September 2014 meeting of the Street Lighting Investment Project Board to recommend a change in the outputs of the 'Invest to Save' programme by altering the balance of work performed. The new proposal would limit the total number of replacement columns to 6,748, together with 4,000 lantern replacements with an estimated projected cost to complete these works of £7.3m, allowing the remaining funds of £1.2m to be redirected to lantern conversions.
- 3.19 The proposed amendment would be to use the remaining £1.2m to replace 1,039 lanterns to meet the original planned lantern replacements target of 11,902 (7,902 plus 4,000) and to replace a further 2,475 lanterns. This would increase the number of lantern replacements to 14,377 and provide additional energy savings of £46k per annum.
- 3.20 The above proposal would be undertaken within the agreed investment draw-down budget of £8.507m, but would bring improved benefits to the 'Invest to Save' programme through enhanced reductions in energy usage (and carbon emissions) and associated reduced energy costs. There would be additional energy savings of £46,000 p.a. and carbon allowance savings of £5,000 p.a. Given current progress and the available level of resources it is envisaged the proposed amended project would still be delivered within the original budget allocation, and by the planned completion date of 31<sup>st</sup> March 2014.

## **4. POLICY IMPLICATIONS**

- 4.1 The Environment Portfolio Plan 2014-17 includes the commitments: "Complete the major 'Invest to Save' project to replace 8,000 lamp columns, and 12,000 street lanterns, in residential roads by April 2015"; and "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 the new units".

## **5. FINANCIAL IMPLICATIONS**

- 5.1 On 28<sup>th</sup> November 2012, Executive agreed that £8.507m could be drawn down from the Invest to Save Fund. This would allow the replacement of 7,902 lamp columns and 11,902 LED lanterns, including the installation of CMS.
- 5.2 The installation was to be completed within two years and the project was expected to generate savings that would enable the sum of £8.507m plus 3.5% interest, to be repaid over 8 years. In addition, from 2020/21, the project was expected to deliver annual savings of £558k.
- 5.3 This report indicates that the replacement of columns and LED lanterns is on target to be delivered by 31.3.15. £4.354m has been spent to date and a further £2.948m is expected to be spent replacing 10,748 lanterns and 6,748 columns.
- 5.4 Energy savings of approximately £48k have been achieved to date and an amount of £1.717m has been repaid to the Invest To Save Fund, with a further £1.066m projected to be repaid

during the current year. The total amount repaid by the end of 2014/15 is therefore expected to be £2.783m, which is on target.

- 5.5 The estimated savings relating to reduced carbon tax payments due to the expected carbon reductions will no longer be realisable as the Council is below the threshold that requires it to participate in the scheme. This will not affect the payback period of the Invest to Save monies, but will reduce the annual savings by £42k from 2020/21 to £516k.
- 5.6 It should be noted that should the criteria of the Carbon Tax Scheme change in the future, the Council may be required to participate again. The carbon saved from this project would then reduce the amount of tax payable by the Council.
- 5.6 Following the recent structural testing results, it is only necessary to replace 6,748 columns. This means that 1,154 fewer LED lanterns would be replaced than originally expected. Although this would result in the return of £1.2m to the Invest to Save Fund, it would also reduce the level of savings available to repay the £7.3m and it would also reduce the amount of annual savings from 2020/21 by £21k.
- 5.7 This report is therefore proposing to use the remaining £1.2m to replace the 1,154 lanterns, to enable the original target of 11,902 lanterns to be installed and to replace an additional 2,475 lanterns. This would generate a further £46k energy savings per annum which would allow the Invest to Save monies to be repaid earlier and to increase the annual savings from 2020/21 to £562k after allowing for the non-availability of savings from the carbon tax..
- 5.8 After the 'Invest to Save' monies have been paid back, consideration will need to be given to the funding strategy required to replace the next group of lamp columns which will be over 30 years old by that time.

## 6. LEGAL IMPLICATIONS

- 6.1 The Highways Act 1980 empowers the Council as Highway Authority to provide lighting. The Council has a duty of care to the highway user and must ensure it has systems and programmes of work in place to ensure the adequacy and safety of all highway lighting installations.

## 7. PERSONNEL IMPLICATIONS

- 7.1 An additional temporary resource has been sourced through the Council's partnership with Adecco to support the management of the project.

<b>Non-Applicable Sections:</b>	None
Background Documents: (Access via Contact Officer)	ES 12015 Street Lighting Invest to Save – report to Environment PDS meeting held on 18 <sup>th</sup> January 2012.  ES 12114 Street Lighting Maintenance and Improvements Contract and Street Lighting Invest to Save Initiative - Part 2 report to Executive held on 20 <sup>th</sup> November 2012.



Report No.  
ES14085

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:**      **Executive**

**For Pre-Decision Scrutiny by the Environment PDS Committee on  
23<sup>rd</sup> September 2014**

**Date:**                      **15<sup>th</sup> October 2014**

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

**Title:**                      **PUBLIC TOILET PROVISION**

**Contact Officer:**      Dan Jones, Assistant Director Street Scene and Green Space  
Tel: 0208 313 4211      E-mail: Dan.Jones@bromley.gov.uk

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

**Ward:**                      Penge and Cator

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1.    Reason for report

1.1   This report outlines a proposal to save up to £21k through the closure of Penge High Street public toilets and introducing the Community Toilet Scheme in three locations

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2.    **RECOMMENDATIONS**

**That the Executive agrees to:**

2.1   **The closure of Penge High Street public toilet from 1 January 2015 and**

2.2   **The introduction of the Community Toilet Scheme (CTS) in Penge town centre.**

## Corporate Policy

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

## Financial

1. Cost of proposal: No Cost: Estimated saving of £4.3k in 2014/15 rising to £17k in 2015/16. An additional saving of £3.7k will be achieved once the building is either sold or demolished.
  2. Ongoing costs: Recurring Cost: Recurring saving
  3. Budget head/performance centre: Public Conveniences
  4. Total current budget for this head: £ 131k
  5. Source of funding: Existing revenue budget for 2014/15
- 

## Staff

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

## Legal

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

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Visitors and businesses in Penge
- 

## Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments: Ward Councillors have stated that whilst closing public amenities is not what they want, in this case the closure of the toilet and the introduction of the Community Toilet Scheme will provide the best option for this location.

### 3. COMMENTARY

#### Introduction

- 3.1 In May 2008 Members received a report outlining the findings of a review of Public Conveniences. Many of the Council's toilets were identified as in need of substantial maintenance in future years. A feasibility study was then undertaken, examining the potential for introducing a Community Toilet Scheme. Following the feasibility study, the Environment Portfolio Holder agreed in September 2008 that a Community Toilet Scheme (CTS) should be introduced on a trial basis. At the time, Members were informed that, "It is possible to provide facilities of a high standard through community toilets at a much lower cost than for direct provision. Where current public toilets could be closed there is potential for saving on cleaning and service costs and a reduced maintenance liability for the Council. If a closed toilet could be sold, then there would be a capital receipt as well. However these savings or receipts will not be available until at least eighteen months from the commencement of the trial."
- 3.2 Following the announcement of the Comprehensive Spending Review in 2010, the Council has seen a significant reduction in its grant settlement from Central Government.
- 3.3 Given the financial demands upon the Council, it has been necessary to review service provision and identify proposals for savings that assist in meeting the funding gap whilst continuing to maintain statutory functions in the most efficient and effective manner.
- 3.4 At the full Council meeting on the 28 February 2011, a decision was taken to agree to the closure of public toilets as part of the savings proposals presented.
- 3.5 Following a decision by the Portfolio Holder on the 3 April 2011 ([Report No ES11013](#)) 15 public toilets, located on-street and in parks, were closed; with a further 8 park toilets transferred to business/community management or operating with reduced opening times. These proposals realised £223k of savings p.a..
- 3.6 There remain four public toilets managed by LBB situated in the following town centres: Bromley; Beckenham; West Wickham; and Penge. In addition there is a public toilet in Orpington Town Centre managed by the Orpington First BID. The CTS is in operation across the borough – see Appendix A for details of the CTS and a web link to the [current locations](#).

#### Proposal

- 3.7 This report proposes to save up to £21k per annum through the closure of Penge High Street public toilet, and the introduction of the CTS in 3 Penge town centre locations at nil cost:
- McDonalds
  - Sainsbury's
  - Weatherspoon's
- 3.8 The savings would be made through a reduction in the contracted cost to LBB for the cleansing and the associated running costs of this toilet. The outstanding budget would be used to clean and maintain those toilets remaining open, with a proportion identified for the introduction of the CTS in the three locations above. Negotiations are underway with the contractor (Kier) regarding the reduction in the total tendered sum for the cleansing of the Penge facility. At any time during the term of the contract the Council may decide to implement a variation to the service requirements. Where the total aggregated value of the variation exceeded 10% of original total tendered sum the contractor would be eligible for claiming a compensation event for the change of service. As an act of 'partnership' between the Council and the contractor Kier has confirmed that they will not be making a claim for compensation as a result of this closure.

Any potential one-off compensation fee would be absorbed within the Street Scene and Green Spaces budget.

- 3.9 The remaining three toilets, located in Bromley, Beckenham and West Wickham, will be subject to further review.
- 3.10 The closure and introduction of the CTS would begin as soon as possible following the Executive's decision.
- 3.11 If the Executive agrees to the proposed closure, a report will be submitted to the Resources Portfolio Holder to declare the property surplus to Council requirements and, subject to his agreement, it will be offered for sale. However, there are legal issues relating to the ownership of the land on which part of the toilet building is located, which could give rise to difficulties in achieving a sale. This matter is being investigated further. If a purchaser cannot be found it will be necessary to demolish the toilets. The Head of Strategic Property has advised that, if it proved impossible to sell the facility, the cost of service disconnection, demolition and reinstatement of the sites would be in the region of £15,000. It should be noted that there is no budget available within Property to undertake this work, therefore the costs of demolition would need to be met by the Street Scene and Green Space Division.

#### 4 POLICY IMPLICATIONS

- 4.1 Publicly accessible toilets can play a significant role in supporting the local economy of an area. The provision of accessible and clean toilets can attract visitors, encourage them to stay longer in an area and visit again. Shoppers, particularly elderly and disabled shoppers and parents with young children, can take toilet provision into account when choosing where to shop.
- 4.2 Whilst access to toilets can support the local economy of an area, the nature of the shopping area will determine the type of visitor it receives. Local Neighbourhood Centres and Shopping Parades will predominately be visited by local residents for short periods of time, in these areas public toilets are unlikely to be needed as much as in larger shopping areas where visitors may spend several hours.
- 4.3 Research has shown that some people feel safer using a toilet in a shop or other retail premises rather than in a public convenience. Some older people are apprehensive about being away from home because of the lack of accessible, safe toilet facilities. The Community Toilet Scheme introduced in Bromley has sought to positively address these issues.
- 4.4 The implementation of the scheme has given the Council the opportunity to evaluate its stock of public conveniences. A number of these fall short of public requirements in terms of accessibility, desirability of use, and hence actual utilisation.

#### 5 FINANCIAL IMPLICATIONS

- 5.1 The table below summarises the savings that would result from the proposed closure of Penge High Street toilets from 1<sup>st</sup> January 2015: -

Analysis of savings over 2014/15 and 2015/16	Part Year	Full Year
	2014/15 £'000	2015/16 £'000
Cleansing contract	2.9	11.4
Running expenses - energy, water	0.4	1.6
Maintenance	1.0	4.0
Net savings	<b>4.3</b>	<b>17.0</b>

- 5.2 Once the building is either sold or demolished, additional savings of £3.7k per annum will be achieved from no longer having to meet the costs of the business rates.
- 5.3 Demolition costs of up to £15k may be payable during 2015/16 and would have to be met from within the Street Scene and Green Space Divisional budget.
- 5.4 No revenue costs will be incurred for the introduction of the three new Community Toilets in Penge.
- 5.5 As highlighted in 3.8 above, Kier have confirmed that they will not be making a claim for compensation as a result of this closure

**6 LEGAL IMPLICATIONS**

- 6.1 The provision and maintenance of public toilets in public places is at the discretion of local authorities who have a power under section 87 of the Public Health Act 1936 to provide public conveniences, but no duty to do so. The decision as to whether or not to provide facilities and the extent of the provision provided is determined by each authority and balanced against other local service demands.
- 6.2 The Local Government Act 2000 places a duty on local authorities (through their community strategy) to:

*Enhance the quality of life of local communities and contribute to the achievement of sustainable development in the UK through actions to improve the economic, social and environmental well-being of the area and its inhabitants.*

The Bromley Community Toilet Scheme intends to achieve this.

- 6.3 Businesses participating in the Community Toilet Scheme are paid up to £1,000 per annum, depending on the facilities available, plus VAT, payable in quarterly instalments, and in return are required to sign a legal agreement setting out their obligations.
- 6.4 The Council shall at its discretion vary the Annual Sum in accordance with any decrease in the number of toilet facilities available at the Toilets. The Council shall suspend payment in the event the facilities are unavailable to the public, such as renovation taking place, damage to the premises.
- 6.5 Members should note that participating businesses continue to have the right to bar admission of any person to their premises including toilet facilities.

<b>Non-Applicable Sections:</b>	Personnel Implications
Background Documents: (Access via Contact Officer)	Report to ENV PDS 4 April 2011 - ES11013 – Public Toilet Provision  Report to Council 28 February 2011  Review of Community Toilets Scheme; Toilet Closures – report to Environment PDS Committee 18 January 2010  Draft 2010/11 Budget – report to Environment PDS Committee 16 <sup>th</sup> November 2009;

	<p>Review of Public Toilets/Community Toilets Scheme – report to Environment PDS 1<sup>st</sup> June 2009;</p> <p>Community Toilets Feasibility – report to Environment PDS 8<sup>th</sup> January 2009;</p> <p>Community Toilets Feasibility Study – report to Environment PDS 22<sup>nd</sup> September 2008;</p> <p>Review of Public Toilet Provision – report to E&amp;LS PDS 20<sup>th</sup> May 2008;</p> <p>House of Commons – Communities and Local Government – The Provision of Public Toilets – Twelfth Report of Session 2007-2008.</p>
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### **Community Toilet Scheme and current/proposed locations**

The Community Toilet Scheme is a joint venture between the council and local businesses. Participating businesses like shops, pubs and restaurants, make their toilet facilities available for the public to use free of charge, and without the need to buy goods or services. Signs indicate where the community toilets are located while the participating businesses display special stickers in their windows. Inside the premises, clear internal signs direct the public to the toilet facilities so there is no need to ask for directions.

A pilot London Borough of Bromley Community Toilet Scheme was launched in Hayes from April 2009 and has provided good community toilet coverage in the main footfall area of Hayes. Feedback from the 4 businesses participating was good and there has been no adverse public reaction.

A further report to the Environment PDS in January 2010 resulted in the implementation of a permanent Community Toilet Scheme in Hayes with location-specific consultation involving ward councillors prior to implementation. A second scheme was introduced in Biggin Hill. The Portfolio Holder agreed to Public Toilet closures in Hayes and Biggin Hill.

Community Toilet provision has been further introduced throughout the borough to provide alternative toilet facilities to closed public conveniences.

Comments from businesses involved in the Community Toilet Scheme across the borough have been very positive, with businesses particularly reporting increased footfall.

Details of the current locations of the Community Toilet Scheme can be found on the LBB website. Please click [here](#).

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Report No.  
ES14059

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Environment Portfolio Holder

**Date:** Following Environment PDS Committee on 23rd September 2014

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

**Title:** ELMSTEAD LANE: FOOTWAY UPGRADE

**Contact Officer:** Malcolm Harris, Team Leader: Traffic Engineering  
Tel: 020 8313 4500 E-mail: Malcolm.Harris@bromley.gov.uk

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

**Ward:** Chislehurst

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1. Reason for report

To obtain approval for a replacement hard footway in Elmstead Lane, Chislehurst, to improve road safety between its street junctions with Grange Drive and Walden Road.

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2. **RECOMMENDATION(S)**

**That the Environment Portfolio Holder:**

**2.1 Approves the proposal shown on the attached drawing (number 11429-01[2]) to improve the walking environment in Elmstead Lane; and**

**2.2 That the scheme cost be met from Section 106 funding associated with the development of the site previously known as Ravensbourne College of Art**

### Corporate Policy

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

### Financial

1. Cost of proposal: Estimated Cost: £20k
  2. Ongoing costs: Not Applicable:
  3. Budget head/performance centre: Section 106 funds
  4. Total current budget for this head: £20k
  5. Source of funding: Section 106 funds
- 

### Staff

1. Number of staff (current and additional): 1
  2. If from existing staff resources, number of staff hours: 50
- 

### Legal

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

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All users of the footway in Elmstead Lane.
- 

### Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments: Cllr Boughey has reported that the Ward councillors had no objections. Cllr Payne expressed support for this proposal. Any other comments received will be reported to Members.

### 3. COMMENTARY

- 3.1 Elmstead Lane is a rural borough road , with a relatively narrow carriageway. It was developed over a period of many years, resulting in piecemeal building of footways to different specifications and detail. Some footways were built by developers as land gain occurred through various legal agreements
- 3.2 There is a shared use cycle path running along the middle part of the lane (west side) and there is a dedicated cycle path to the north between Broadheath Drive and Walden Avenue, including an upper footway.
- 3.3 A major traffic and road safety scheme was implemented in 2010, with entry treatments at Walden Avenue and Offenham Road along with two mini-roundabouts. At this time some footway surfacing was also provided to improve conditions for pedestrians.
- 3.4 For some years the Council has sought to provide the public with safer and continuous footways across the borough whenever possible. In this case footfall is high on both sides of Elmstead Lane due to the presence of the rail station (Elmstead Woods) and a bus service.
- 3.5 Some years ago the Council upgraded a section of soft verge to hard footway, from no. 14 Elmstead Lane to its street junction with Grange Drive. It is now proposed to upgrade the section to the north of this, from Grange Drive to Walden Road. This section includes a bus stop. The area is detailed in drawing number 11429-01 (2). It is considered part of the highway by the Council.
- 3.6 It is expected that the works will cost £20k and will be fully funded from a contribution contained in a Section 106 legal agreement dated 7<sup>th</sup> August 2006 as amended in respect of the Ravensbourne College development. The estimated costs include £3,500 for site clearance and £16,500 for footway and kerb works.
- 3.7 The Council also aspires to continue the footway northwards, should land take become available during the redevelopment of no. 112 Elmstead Lane (ref-14/01262/OUT) This would also need to be under a legal agreement.
- 3.8 Details of the Section 106 agreement and its proposed use are provided below: -

Planning Ref	Development	S106 Agreement Clause	Amount and how money will be allocated	Justification
178	Ravensbourne College, Walden Road, Chislehurst, Kent, BR7 5SN	Highways contribution of £20,000. The Council undertakes to (a) spend the highways contribution only on the provision of a bus stop or bus stops at Elmstead Lane/Walden Road and the improvement to the footpath on the east side of Elmstead Lane; and (b) return to the payer any unexpended part of the Highways contribution on the fifth anniversary of the payment. Payment was received on 5th January 2012.	The £20k is intended to meet the costs to upgrade the soft verge between Grange Drive and Walden Road, including improvements to the bus stop.	This section of Elmstead Lane on the eastern side, lacks a hard footway and is currently a well worn muddy verge, especially the alighting point at the existing bus stop. The proposed works will therefore meet the requirements set out in the S106 agreement.

#### **4. POLICY IMPLICATIONS**

- 4.1 Transport objective 3 (iii) of the Council's Unitary Development Plan ( UDP) 2006 commits the Council " to seek safe, convenient conditions and improvements for cyclists, pedestrians and other vulnerable road users".
- 4.2 Transport objective 7 from the UDP states that the Council will "seek road safety measures where opportunities arise through the land use planning process".
- 4.3 The Environment Portfolio Plan 2014/17 includes the aims "Promotion of cycling (and) walking..." and "Promote safe and secure travel...".

#### **5 FINANCIAL IMPLICATIONS**

- 5.1 This report is requesting approval to spend £20k Section 106 funds from the Ravensbourne College development to improve the footway area between Grange Drive and Walden Road.
- 5.2 As set out in the agreement, the S106 contribution must be spent before January 2017, otherwise any unspent monies must be returned to the developer.


#### **6. LEGAL IMPLICATIONS**

- 6.1 The contribution must be spent in accordance with clause 2.1 and 6 of the Section 106 Agreement, which is also shown in the schedule provided in paragraph 3.8 of the report.

<b>Non-Applicable Sections:</b>	Personnel Implications
Background Documents: (Access via Contact Officer)	none



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Job Title: <b>ELMSTEAD LANE</b>	Drawing Title: <b>PROPOSED HARDSTANDING AREA</b>	 Environmental Services Civic Centre, Stockwell Close, Bromley, BR1 3UH Tel: 020 8464 - 3333 Fax: 020 8313 - 4555 Email: www.bromley.gov.uk	Scale @ A4 1:1000			
			Date: 04/06/13			
		Nigel Davies Executive Director of Environment & Community Services	Drawn by: J.J.	Rev	Date	Description
			Checked by: M.H.	11429-01		

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Report No.  
ES14080

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Environment PDS Committee

**Date:** 23<sup>rd</sup> September 2014

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

**Title:** PUBLIC TRANSPORT LIAISON MEETING

**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

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1. Reason for report

- 1.1. This report sets out proposals to trial giving members of the public access to one of the Public Transport Liaison Meetings held each year.
- 

2. RECOMMENDATION

That the Environment PDS Committee agrees:

- 2.1. To the organisation of an informal meeting of the members of the Public Transport Liaison Meeting, to trial opening the Meeting to Bromley residents.

### Corporate Policy

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

### Financial

1. Cost of proposal: No Cost.
  2. Ongoing costs: Not Applicable.
  3. Budget head/performance centre: Transport Strategy
  4. Total current budget for this head: £147,010
  5. Source of funding: Revenue controllable budget for 2014/15
- 

### Staff

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

### Legal

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

### Customer Impact

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

### 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 Public Transport Liaison Meeting (formerly known as the Public Transport Forum) was established in 2007 as a formal working group of the Environment PDS Committee. The Meeting is open to all Members of the Council to attend and speak at the discretion of the Chairman. Public transport operators and the Metropolitan Police are also invited in order to respond to issues raised by Members, and also to provide updates on their services.
- 3.2. The Meeting's Terms of Reference (ToR) attached as an Appendix, set out the main objectives as follows:
- To facilitate the discussion of public transport issues relating to Bromley, involving Council Members, officers, and representatives from all sectors of the public transport industry, Transport for London and the Metropolitan Police.
  - To deal in the main with strategic matters and address detailed operational matters only when there are significant issues for discussion.
  - To advise the Policy Development and Scrutiny Committee and the Portfolio Holder for Environment on public transport matters.
- 3.3. Councillor William Huntington-Thresher, current Chairman of the Environment PDS Committee, has been Chairman of the Public Transport Liaison Meeting since 2008.
- 3.4. The ToR set out that the Meeting, which usually meets twice a year, is intended for discussion of strategic public transport matters. Routine operational issues should, in the first instance, be referred directly to officers for discussion at their meetings with operators.
- 3.5. The format of more recent meetings has included a topical presentation on a transport matter followed by agenda items raised in advance by Members. These have included:
- TfL presentation on London Rail Development
  - Biggin Hill Airport
  - Workplace Travel Plans
  - TfL bus times countdown system
  - Rebuild of London Bridge station
- 3.6. Typical agenda items have included suggested bus route revisions and associated consultations, anti-social behaviour, increased bus capacity, school services, driver facilities, and bus service diversions (for example when Chislehurst bridge was closed). Other items have included changes to rail services/timetables and improvements to station facilities.
- 3.7. The Chairman has asked the Committee to consider organising an informal meeting of the members of the Public Transport Liaison Meeting, to trial opening the Meeting to Bromley residents. If the trial is a success, the Committee could then consider amending the Meeting's formal ToR to open one of the two meetings a year for members of the public to attend. The other meeting would continue to be a closed meeting at which Members would, as previously, discuss strategic matters directly with the public transport providers.

### **4. POLICY IMPLICATIONS**

- 4.1. The 2014-17 Environment Portfolio Plan includes a number of aims in support of the planned outcome of 'Improving Transport'. The Public Transport Liaison Meeting directly contributes to the aims of promoting public transport to improve access to services, improve journey times and promoting safe, secure travel.

**5. LEGAL IMPLICATIONS**

5.1. It is proposed to call an informal meeting of the members of the Public Transport Liaison Meeting to trial public access. If the trial is a success an amendment to the Meeting's Terms of Reference could then be considered.

<b>Non-Applicable Sections:</b>	<b>FINANCIAL IMPLICATIONS, PERSONNEL IMPLICATIONS.</b>
Background Documents: (Access via Contact Officer)	None.

## **Public Transport Liaison Meetings**

### **Terms of Reference**

To facilitate the discussion of public transport issues relating to Bromley, involving Council Members, officers, and representatives from all sectors of the public transport industry, Transport for London and the Metropolitan Police.

To deal in the main with strategic matters and address detailed operational matters only when there are significant issues for discussion.

To advise the Policy Development and Scrutiny Committee and the Portfolio Holder for Environment & Leisure on public transport matters.

### **Operational Arrangements**

Meetings will normally take place twice a year in spring and autumn.

Meetings will be held at the Civic Centre and will commence at 6.30pm. In view of the attendance of representatives of the various public transport organisations, meetings should normally be scheduled for completion in two hours.

Meetings will not be open to the public.

All Members of the Council will be entitled to attend meetings, but will be able to speak only at the invitation of the Chairman.

Members wishing a particular matter to be discussed should notify the officer responsible for drafting the Agenda at least one week before the despatch date.

Routine bus operational issues should initially be referred to officers for discussion at their regular meeting with bus operators, before being put forward for discussion at the Liaison meeting.

Staff of the Environment and Leisure Services Departments will service the Forum. Agendas will be put together in consultation with the Chairman of the Forum and despatched one week in advance. Minutes will consist of action notes only.

### **Attendance**

Representatives of the following organisations will be invited to attend the meetings on a regular basis:

- TfL London Buses
- Local bus operators
- Southeastern Railway
- The GLA Member for Bexley and Bromley

Other bodies will be invited on an ad-hoc basis as the need arises.

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Report No.  
ES14073

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Environment PDS Committee

**Date:** 23rd September 2014

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

**Title:** INVEST TO SAVE: GREEN GARDEN WASTE COLLECTION

**Contact Officer:** John Woodruff, Head of Waste Services  
Tel: 020 8313 4910 E-mail: john.woodruff@bromley.gov.uk

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

**Ward:** All

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1. Reason for report

This report provides an update on the £80,000 Invest to Save funding made available for the introduction of a trial Green Garden Waste collection service.

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2. **RECOMMENDATIONS**

That the Committee notes and comments on:

2.1 The progress of the Green Garden Waste collection service to date; and

2.2 The continuing expansion of the scheme and the associated financial implications.

### Corporate Policy

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

### Financial

1. Cost of proposal: N/A
  2. Ongoing costs: N/A
  3. Budget head/performance centre: Waste Services
  4. Total current budget for this head: £17.5m (Cr £54k for the GGW collection service)
  5. Source of funding: Existing revenue budget for 2014/15
- 

### Staff

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

### Legal

1. Legal Requirement: Non-Statutory - Government Guidance: Environmental Protection Act 1990 & Controlled Waste Regulations 1992
  2. Call-in: Not Applicable
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): There are currently over 15,000 properties receiving the service.
- 

### Ward Councillor Views

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

### 3. COMMENTARY

- 3.1 On 7 December 2011 the Environment Portfolio Holder agreed to the introduction of a trial for a fixed price wheelie bin collection service for Green Garden Waste. The service to be provided was for fortnightly collections for 9 months of the year and monthly collections for the remaining 3 winter months, for a fixed price of £60.
- 3.2 Subsequently, on 14 December 2011, Executive approved the use of £140k from the waste service underspend together with £80k from the Invest to Save Fund to enable the purchase of 10,000 240 litre wheelie bin containers. The actual cost of the 10,000 containers was £218,808, £1,192 less than estimated.
- 3.3 The £80k was expected to be fully repaid to the Invest to Save Fund within 12 months.
- 3.4 The scheme provided a fourth option for residents to dispose of their green garden waste (GGW) in addition to those already offered:
- a chargeable collection for sacks of GGW (via a sticker system)
  - the Household Waste Recycling Centres at Waldo Road and Churchfields
  - the five Green Garden Waste Satellite Sites
  - The new wheelie bin scheme
- 3.5 The trial scheme launched in February 2012, covering four specified geographical areas. The public response was sufficiently positive that the scheme was expanded across the whole borough in June 2012.
- 3.6 Table 1 shows what was expected financially from the initial trial compared to the actual costs and income for each of the years 2012/13 to 2014/15:

**Table 1 Expected and Actual Income and Expenditure**

	Expected 2012/13 £'000	Actual 2012/13 £'000	Actual 2013/14 £'000	Projected 2014/15 £'000
Collection contract costs	304	272	506	615
Additional staffing	50	56	57	33
Printing & stationery	0	4	7	8
Postage & publicity	0	19	16	17
Purchase of containers	0	60	37	72
Income from wheelie bin service	-600	-368	-647	-892
<b>Net surplus for GGW wheelie bin service</b>	<b>-246</b>	<b>43</b>	<b>-24</b>	<b>-147</b>
Income from GGW stickers	0	-70	-43	-33
<b>Net surplus</b>	<b>-246</b>	<b>-27</b>	<b>-67</b>	<b>-180</b>
Payback of Invest to Save Fund	80	80		
<b>Net surplus/Deficit after payback of loan</b>	<b>-166</b>	<b>53</b>		
<b>Additional disposal costs from GGW tonnage growth</b>	<b>43</b>	<b>54</b>	<b>110</b>	<b>235</b>

- 3.7 Veolia agreed to absorb the collection contract costs for GGW sacks within this new service during 2012/13 and this resulted in net savings of £70k being achieved. Further containers were purchased towards the end of the year to ensure adequate stock for anticipated increase in customer numbers. As shown in the table above, the new GGW collection service actually made

a small surplus of Cr £27k. This was used, together with an underspend on the waste services budget, to payback the £80k from the Invest to Save Fund.

- 3.8 There are several reasons why the scheme did not achieve the expected level of surplus in 2012/13. Despite a lot of publicity, fewer customers participated than expected; and customer take-up was staggered throughout the year rather than having the expected 10,000 customers from the start of the scheme. At the end of the first year actual customer numbers had reached 8,300. Other reasons included the purchase of extra containers (£60k) and additional costs of £19k were incurred for publicity and postage.
- 3.9 The surplus of £67k made in 2013/14 was used to offset the additional cost pressures in the waste service mainly due to: the growth in tonnage; and the reduction in paper income caused by a fall in the amount of paper collected.
- 3.10 Figure 1 shows the effect of the staggered customer take-up against the stepped increase in vehicle costs: -

**Figure 1. Customer Numbers versus Collection Vehicle Costs**



- 3.11 It should be noted that when an additional collection vehicle is introduced to the service, because of capacity issues due to an increase in customer numbers and/or due to the impact of the geographical position of customers throughout the borough, the net surplus made from the scheme is affected. The scheme may run at a small deficit until such time as sufficient growth in customers enable the vehicle to be used to maximum efficiency, resulting in a surplus being generated.
- 3.12 The original proposal assumed that the introduction of the scheme would generate an estimated increase in GGW tonnage of 100kg per customer per annum. This was estimated to cost an additional £43k.



3.13 Table 2 shows the overall GGW tonnages from all sources before and after the introduction of the scheme:

<b>Table 2 GGW Tonnages - all sources</b>	<b>2011/12</b>	<b>2013/14</b>	<b>Variation</b>	<b>% variation</b>
	<b>Tonnes</b>	<b>Tonnes</b>	<b>Tonnes</b>	
GGW collected sticker scheme	348	0	-348	-100.00%
GGW collected wheelie bins scheme	0	4,536	4,536	N/A
GGW satellite sites	2,060	1,652	-408	-19.81%
GGW Waldo	6,380	5,184	-1,196	-18.75%
GGW Churchfields	2,061	2,092	31	1.50%
Leafing from street cleansing contract	607	603	-4	-0.66%
<b>Total</b>	<b>11,456</b>	<b>14,067</b>	<b>2,611</b>	<b>22.79%</b>

3.14 By the end of 2013/14 the overall GGW tonnage had increased by 2,611 tonnes. This was more than double what was originally expected and cost £110k.

3.15 Excluding 3,000 tonnes that were estimated as one-off growth due to Christmas storms in 2013, overall tonnage from all waste streams for 2013/14 was 3,200 tonnes above the actual disposal tonnage for 2012/13. This tonnage variation included the GGW tonnage increase of 2,611. The 2014/15 waste service budget included the additional costs of this increase in tonnage.

3.16 Table 3 shows the current budget situation that is reported in the budget monitoring report elsewhere on the agenda: -

<b>Table 3 Green Garden Waste Wheelie Bin Collection Service</b>	<b>2014/15</b>	<b>2014/15</b>	<b>2014/15</b>
	<b>Latest</b>	<b>Projected</b>	
	<b>Budget</b>	<b>Spend</b>	<b>Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Staffing	63,000	33,000	-30,000
Purchase of containers	65,300	72,300	7,000
Printing/stationery/postage/publicity	34,800	25,000	-9,800
Collection contract costs	659,220	614,620	-44,600
Income from wheelie bin service	-867,750	-891,890	-24,140
Income from GGW stickers	-9,110	-32,610	-23,500
<b>Net expenditure</b>	<b>-54,540</b>	<b>-179,580</b>	<b>-125,040</b>

3.17 The GGW collection service budget for 2014/15 was based on the assumption that customer numbers would reach 14,750 by the end of the year. The budget also assumed that a fourth vehicle would be needed from July 2014.

3.18 Latest budget monitoring projections assume that customer numbers will increase to 15,300. The fourth collection vehicle was introduced during late August, which is why an additional surplus of £125k is projected. The continuing publicity campaign continues to attract an average of 90 new households per week.

3.19 As the new GGW wheelie bin service has increased in popularity, the sales of GGW sticker sales have reduced as residents have switched to the wheelie bin service. The resulting income from stickers has gradually reduced to an estimated projected income of £33k for 2014/15. It is expected that at some point in the future the remaining sticker customers will switch to the wheelie bin service.

- 3.20 Overall tonnage (mainly from households) is expected to be at least 4,250 tonnes above budget, and could end up being a further 1,200 tonnes above budget by the year end. This has led to a projected overspend for waste disposal contract costs of £255k. It should be noted that 2,800 tonnes of this increase is due to additional green garden waste tonnage. The surplus/underspend of £125k from the GGW service (see Table 3 above) is being used to offset the budget pressure on waste disposal contract costs.
- 3.21 The charge made to residents for the scheme was set at £60 per annum in 2011. This has not been increased to reflect inflation, although the costs incurred in the operation of the service have all increased over the two years since the service commenced.
- 3.22 The need to ensure that a reliable stock of containers is maintained, to ensure new customers receive their container promptly, means that procurement must follow customer demand. This can make it difficult to project annual spend.

#### **4. POLICY IMPLICATIONS**

- 4.1 The Environment Portfolio Plan 2014/17 includes the aim “Increase take up of the Green Garden Waste collection service to at least 15,000 households”.

#### **5. FINANCIAL IMPLICATIONS**

- 5.1 Financial considerations are included in the main body of the report.

#### **6. LEGAL IMPLICATIONS**

- 6.1 The new scheme is compliant with both the Environmental Protection Act 1990 and the Controlled Waste Regulations 2012. These specify the Council’s statutory and non-statutory duties with regard to household waste, including the options for levying collection charges.

#### **7. PERSONNEL IMPLICATIONS**

- 7.1 The operational management of the scheme requires an additional dedicated Waste Advisor. An additional dedicated finance officer is also required, to administer charges, the customer database, and the issuing and reconciliation of invoices and cash received.

<b>Non-Applicable Sections:</b>	None
Background Documents: (Access via Contact Officer)	Report ES11108 - Executive, 17 December 2011 INTRODUCTION OF TRIAL OF REVISED GREEN GARDEN WASTE COLLECTION SERVICE AND TEXTILE COLLECTIONS

Report No.  
ES14064

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Environment PDS Committee

**Date:** 23<sup>rd</sup> September 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

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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; and
- the contracts summary for the Environment Portfolio

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2. **RECOMMENDATIONS**

2.1 **That the Committee:**

- Review the draft work programme attached as Appendix 1;**
- Review the progress report related to previous Committee requests as set out in Appendix 2; and**
- Review the Environment Portfolio contracts listed in Appendix 3**

### 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: £33.014m, 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.

### 4. POLICY IMPLICATIONS

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

<b>Non-Applicable Sections:</b>	Financial, Legal and Personnel
Background Documents: (Access via Contact Officer)	<a href="#">Environment PDS agendas and minutes for the years 2006/07 to 2013/14</a>

## APPENDIX 1

### ENVIRONMENT PDS COMMITTEE FORWARD PROGRAMME FOR MEETINGS 2014/15

Environment PDS – 4 Nov 2014		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	E&CS	PDS Committee
Budget Monitoring 2014/15	Finance	For pre-decision scrutiny
Half Year Review – Portfolio Plan 2014/15	E&CS	PDS Committee
Fees and Charges	Finance	PDS Committee
Congestion Relief – Heathfield Road / Westerham Road Scheme	T&H	For pre-decision scrutiny
Planned Highway Maintenance Programme	T&H	For pre-decision scrutiny
Orpington Railway Station: Improved Access and Bus Stop Enhancement	T&H	For pre-decision scrutiny
Toddlers Play at Priory (S106 monies)	SS&GS	For pre-decision scrutiny
Kerbside Waste Collection Review	SS&GS	For pre-decision scrutiny
Green Garden Waste – Collection Sites	SS&GS	For pre-decision scrutiny
Litter Enforcement	SS&GS	For pre-decision scrutiny
Environment PDS – 20 Jan 2015		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	E&CS	PDS Committee
Parking Charges	T&H	For pre-decision scrutiny
Budget Monitoring 2014/15	Finance	For pre-decision scrutiny
Draft 2015/16 Budget	Finance	PDS Committee
Chislehurst Bridge	T&H	For pre-decision scrutiny
The Hill Car Park – strengthening works	T&H	For pre-decision scrutiny
Bromley Town Centre – increased parking capacity	T&H	For pre-decision scrutiny

Street Cleansing Performance Review	SS&GS	PDS Committee
<b>Environment PDS – 11 March 2015</b>		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	E&CS	PDS Committee
Budget Monitoring 2014/15	Finance	For pre-decision scrutiny
Environment Portfolio Plan 2015/18	E&CS	For pre-decision scrutiny

## APPENDIX 2

### Progress Report on Previous Requests of the Environment PDS Committee

<b>Date</b>	<b>Committee Request</b>	<b>Progress</b>
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.	This will be brought to the Committee in November.
25.03.14	A further report be brought forward to consider options for on-street enforcement of litter offences	This will be brought to the Committee on 4 <sup>th</sup> November.
01.07.14	Review promotion of recycling on housing estates.	Referred to Waste Working Group
01.07.14	Include more budget information when communicating the commitments set out in the Environment Portfolio Plan	This will be addressed for the 2015/18 Environment Portfolio Plan
01.07.14	Consider options for CCTV parking enforcement in the light of legislative change	Referred to Parking Working Group
01.07.14	Bring forward a recommended policy on requests for white bars and disabled parking bays	This is the subject of a report brought to this Committee.



## Contracts Register Summary

### Appendix 3

<b>Contract (Officer / Register No.)</b>	<b>Start Date (Core Contract)</b>	<b>End Date (Core Contract)</b>	<b>Extension / Waiver</b>	<b>Contractor</b>	<b>Original Contract Value + Extension</b>	<b>Projected 2014/15 Spend (£)</b>	<b>Environment PDS Notes</b>
Transportation Consultancy (Paul Redman / 029130)	30.05.11	30.11.13	May 2015	AECOM (via TfL Project Management Framework)	750,000 + 300,000	140,000	Waiver extended the original contract to May 2015 (to align with new TfL Framework Contract)
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). <i>Extension to 31.12.15 being implemented</i>
Council Fleet Hire (Paul Chilton / 11551)	05.11.06	04.11.12	Extended to 04.11.15 via 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	292,870	2 <sup>nd</sup> one year extension agreed to Nov. 2015 to align with Fleet Hire.
Depot Security (Paul Chilton / 030099)	01.04.10	31.03.15	Option to extend for 2 years	Sight and Sound	625,000	140,000	5 year contract with option for 2 year extension currently being arranged
Street Works (NRSWA) (Garry Warner / 049756)	01.04.13	31.03.16	Option to extend for 2 or 4 years	B&J Enterprises of Kent	871,920	295,430	3 year core contract with option to extend for 2 or 4 years
Woodland Works	08.09.14	31/12/17	n/a	T&T Earthmatters	1,191,052	364,010	Soft Landscaping Works Contract
Rural Hedge Cutting	08.09.14	31/12/17	n/a	Landmark Services			Eight lots let to five separate contractors
Rural Grass Cutting	08.09.14	31/12/17	n/a	T&T Earthmatters			Reported to 29.01.14 Environment PDS
Public Rights of Way	08.09.14	31/12/17	n/a	T&T Earthmatters			
Non Routine Works	08.09.14	09/09/16	n/a	English Landscapes			
Japanese Knotweed	08.09.14	31/12/17	n/a	Southern Land Services			
Hanging Baskets	08.09.14	31/12/17	n/a	CJS Plants			
Plants and Shrubs Supply (Rob Schembri)	08.09.14	09/09/16	n/a	English Landscapes			

<b>Contract (Officer / Register No.)</b>	<b>Start Date (Core Contract)</b>	<b>End Date (Core Contract)</b>	<b>Extension / Waiver</b>	<b>Contractor</b>	<b>Original Contract Value + Extension</b>	<b>Projected 2014/15 Spend (£)</b>	<b>Environment PDS Notes</b>
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)	2,596,700	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	76,480	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	
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 (John Woodruff / 030220)	28.07.10	27.07.17	n/a	Enitial	969,500	136,200	
Highway Maintenance – Major (Justin 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.

<b>Contract (Officer / Register No.)</b>	<b>Start Date (Core Contract)</b>	<b>End Date (Core Contract)</b>	<b>Extension / Waiver</b>	<b>Contractor</b>	<b>Original Contract Value + Extension</b>	<b>Projected 2014/15 Spend (£)</b>	<b>Environment PDS Notes</b>
Grounds Maintenance (Rob. 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	9,279,410	First extension (2007) to align with Disposal contract (ELS07130). Second extension (2011) to realise service efficiencies.
Waste Disposal (John Woodruff / 11526)	24.02.02	31.03.19	Extended to March 2019	Veolia Environmental Services UK Ltd	160.5m + 27.5m	12,117,520	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 Maintenance & 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

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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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