

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

Minutes of the meeting held at 7.00 pm on 12 May 2016

**Present:**

Councillor Simon Fawthrop (Chairman)  
Keith Onslow (Vice-Chairman)  
Councillors Nicholas Bennett J.P., Ian Dunn, Ellie Harmer,  
William Huntington-Thresher, David Livett, Alexa Michael,  
Tony Owen, Sarah Phillips, Michael Rutherford,  
Stephen Wells and Angela Wilkins

**Also Present:**

Councillor Graham Arthur, Councillor Stephen Carr and  
Councillor Robert Evans

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

Apologies for absence were received from Councillors Judi Ellis and Russell Mellor. Apologies for lateness were received from Councillors William Huntington-Thresher and Sarah Phillips.

**294 DECLARATIONS OF INTEREST**

There were no declarations of interest.

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

No questions had been received.

**296 MINUTES OF THE EXECUTIVE AND RESOURCES PDS  
COMMITTEE MEETING HELD ON 16th MARCH 2016  
(EXCLUDING EXEMPT ITEMS)**

**RESOLVED** that the minutes of the meeting held on 16<sup>th</sup> March 2016, excluding exempt information, be confirmed.

**297 MATTERS ARISING FROM PREVIOUS MEETINGS**  
Report CSD16066

The Committee received an update on matters arising from previous meetings.

**298 FORWARD PLAN OF KEY DECISIONS**

The Committee noted the Forward Plan of Key Decisions as published on 19<sup>th</sup> April 2016.

**299 CORPORATE CONTRACTS REGISTER**

The Committee received the latest version of the Corporate Contracts Register. A shortened version, covering only contracts relating to the Chief Executive's Department, was tabled.

The Committee noted the insurance contracts (numbers 14, 15 and 16 on the Register) – tenders had now been received and it was anticipated that there would be a report to the next meeting prior to a decision by the Resources Portfolio Holder. Contract numbers 46 to 51 were all aligned with the proposed Total Facilities Management (TfM) contract. If the TfM contract went ahead it was likely that the contractor would have their own suppliers for these contracts. Reports were expected in July or September, and Councillor Wells suggested that these should be considered by the new Contracts Sub-Committee.

The Chairman sought assurances that there would be no last minute waivers or extensions for any of the contracts on the Register. The Resources Portfolio Holder, Councillor Graham Arthur, confirmed to the Committee that he went through the Contracts Register each Monday with senior officers and procedures were in place to ensure that issues were addressed according to deadlines.

Councillor William Huntington-Thresher requested further information as Chairman of Environment PDS Committee on the Electricity and Street Lighting contract (number 45) , where there was a note about issues with data provision from a third party service.

The Committee requested that the column with comments from the Commissioning Team be re-instated in the Register.

**RESOLVED that the contents of the Contracts Register be noted.**

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

No questions had been received.

**301 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS**  
Report CSD16067

The Committee considered the following reports on the part 1 agenda for the Executive's meeting on 18<sup>th</sup> May 2016.

**(6) Better Care Fund – Local Plan 2016/17**  
Report ED16031

The report recommended that the Executive approve Bromley's Better Care Fund 2016/17 local plan.

**RESOLVED that the recommendations be supported.**

**(7) Authorisation to Procure Special Educational Needs Placements through a Dynamic Purchasing System**  
Report ED16031

A Dynamic Purchasing System (DPS) had been set up with nine other South London Authorities, with LB Croydon acting as the host, to procure Special Educational Needs (SEN) placements. It was anticipated that the DPS would produce savings of between 5% and 8%.

**RESOLVED that the recommendations be supported.**

**(8) Gateway Review 1/2 Approval of Education Building Maintenance Budgets, Education Planned Maintenance Programme and Preferred Procurement Options**  
Report DRR16/047

The report set out the maintenance budget for education buildings, the criteria used to assemble the programme and the preferred procurement option. The size of the programme was reducing as more schools became academies. A Member suggested that some expenditure could be funded through the Salix Fund, which aimed to increase energy efficiency and reduce carbon emissions, but it was thought that these schemes would not be eligible.

**RESOLVED that the recommendations be supported.**

**(9) Civic Centre Development Strategy Stage 2 Report: Business Case**  
Report DRR16/045

A Development Strategy Stage 2 report had been prepared which refined the option for the Civic Centre selected by the Executive on 17<sup>th</sup> September 2015. The Executive was recommended to approve the scheme, agree that the Palace and Council Chamber would not be retained, seek approval from full Council that the sum of £14.1m be included in the capital programme for the scheme, funded by capital receipts, and to approve the procurement of a Project Delivery Team at a cost of £365k.

Councillor Michael Rutherford confirmed that as a ward councillor he had been closely involved in the development of the proposals and that he was in support of the scheme. He asked whether officers could be confident about the anticipated capital receipts. Another Member suggested deferring the proposals so that more robust estimates could be obtained.

The proposals included a new Council chamber/multi-purpose venue on the site of the Adventure Kingdom building. A Member asked if the Council Chamber at the old Town Hall was being retained as part of the redevelopment of the site as a hotel, in which case the Council might rent it for its meetings rather than provide a new venue.

The proposals involved a considerable reduction in office space and in staff car parking space, but officers were confident that this could be achieved successfully. With a clear desk policy and flexible working practices, it was expected that 70% desk provision would be adequate. It was anticipated that the scheme might be finished as early as the third quarter of 2018. Further work was needed on access to the public park and its maintenance arrangements. The Chairman proposed an additional recommendation to authorise the Director of Corporate Services to seek expert legal advice.

**RESOLVED that the recommendations be supported, subject to the addition of an additional recommendation –**

**“That the Director of Corporate Services is authorised to seek advice from suitably qualified and experienced counsel on the application of and management of the covenants relating to the land should he deem it appropriate to do so, any such advice being funded from money allocated to the project costs.”**

### **302 BROMLEY YOUTH EMPLOYMENT PROJECT - PROGRESS UPDATE**

The Committee received a report updating them on the progress made in delivering the Bromley Youth Employment Scheme. The report covered the period from November 2015 to the end of March 2016. The project was due to end in December 2016, so officers were working with partners to design an exit strategy.

A key target in the Scheme was to place 100 young people into contracted employment; 87 had now been placed and it was anticipated that the target would definitely be met.

From April 2017 there would be a levy on large employers to support apprenticeships. The links with schools, employers and the Council's own supply chain developed through the project would help in delivering the new apprenticeships agenda.

The Council already ran a graduate paid internship scheme and this would contribute to the apprenticeship agenda. A Member requested a report on the internship scheme and on how the Council could use it to develop staff for the future.

**RESOLVED that the progress of the Project be noted and a further report be submitted on the Council's internship scheme and future strategy.**

**303 WORK PROGRAMME 2016/17**  
Report CSD16068

The Committee considered its work programme for 2016/17. Dates for the Leader, Resources Portfolio Holder and Chief Executive to be scrutinised would be added to the programme.

The Committee received a report on the work of the Contracts Working Group from its Chairman, Councillor Stephen Wells, and discussed the role of the new Contracts Sub-Committee. It was suggested that about six meetings per year would be needed, although additional dates could be set up if required. The Sub-Committee could report via its minutes, and Councillor Wells stated that he would be providing a report at the end of the year.

The Committee discussed terms of reference for the Contracts Sub-Committee. It was important that the Sub-Committee did not usurp the legitimate role of service Committees and a suggestion was made that relevant PDS Chairmen should be invited to attend when matters relating to their committees were being discussed. The following terms of reference were proposed –

**Contracts Sub-Committee – Terms of Reference**

To undertake the policy development and scrutiny role in respect of the Council's commissioning and contracts functions (whilst respecting the responsibilities of service PDS Committees) and report to Executive and Resources PDS Committee as appropriate.

Councillor Graham Arthur stated that he would welcome the opportunity to appear before the Sub-Committee. Councillor William Huntington-Thresher suggested that the Sub-Committee should invite Liberata to a future meeting for scrutiny and to consider whether they could provide any additional services.

Councillor Ian Dunn requested that the Committee receive a report on the IT contract; it was suggested that this should be in July or September to allow the new contract to be fully bedded in.

**RESOLVED that**

**(1) The work programme be noted.**

**(2) Terms of Reference for the Contracts Sub-Committee be confirmed as set out above.**

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

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

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

**305 EXEMPT MINUTES OF THE MEETING HELD ON 16TH MARCH 2016**

The exempt minutes of the meeting held on 16<sup>th</sup> March 2016 were confirmed.

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

The Committee scrutinised the following reports on the Executive's part 2 agenda for the meeting on 18<sup>th</sup> May 2016 –

- (14) Growth Fund
- (15) Revision to the exchequer services specification – Real Time Information
- (16) Civic Centre Development Strategy Stage 2 Report: Business Case

The Meeting ended at 8.42 pm

Chairman