



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

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DATE: 23 December 2015

To: Members of the
EXECUTIVE

Councillor Stephen Carr (Chairman)

Councillors Graham Arthur, Robert Evans, Peter Fortune, Kate Lymer, Peter Morgan and Colin Smith

A meeting of the Executive will be held at Bromley Civic Centre on **WEDNESDAY**
13 JANUARY 2016 AT 7.00 PM

MARK BOWEN
Director of Corporate Services

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

A G E N D A

- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATIONS OF INTEREST**
- 3 **TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON 25TH NOVEMBER 2015, 2ND DECEMBER 2015 AND 15TH DECEMBER 2015** (Pages 5 - 36)
 - a) to confirm the minutes of the meetings held on 25th November 2015, 2nd December 2015 and 15th December 2015.
 - b) Matters Arising report.
- 4 **QUESTIONS FROM MEMBERS OF THE PUBLIC ATTENDING THE MEETING**

In accordance with the Council's Constitution, questions 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 Thursday 7th January 2016.
- 5 **DRAFT 2016/17 BUDGET AND UPDATE ON COUNCIL'S FINANCIAL STRATEGY 2017/18 TO 2019/20** (Pages 37 - 130)
- 6 **GATEWAY REPORT - TEMPORARY ACCOMMODATION** (Pages 131 - 148)

- 7 **CRYSTAL PALACE PARK - REGENERATION PLAN** (Pages 149 - 154)
- 8 **LOCAL GREEN SPACE** (Pages 155 - 174)
- 9 **REVISIONS TO THE STATEMENT OF COMMUNITY INVOLVEMENT (SCI)**
(Pages 175 - 196)
- 10 **LOCAL DEVELOPMENT SCHEME 2015-17** (Pages 197 - 220)
- 11 **CONSIDERATION OF ANY OTHER ISSUES REFERRED FROM THE EXECUTIVE AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE**
- 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

Schedule 12A Description

- | | |
|---|--|
| <ul style="list-style-type: none"> 13 EXEMPT MINUTES OF THE MEETINGS HELD ON 2ND DECEMBER 2015 AND 15TH DECEMBER 2015 (Pages 221 - 230) | <p>Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p> |
| <ul style="list-style-type: none"> 14 EXTENSION OF THE EXCHEQUER SERVICES CONTRACT (Pages 231 - 240) | <p>Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</p> |
| <ul style="list-style-type: none"> 15 CRYSTAL PALACE PARK - REGENERATION PLAN (Pages 241 - 244) | <p>Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p> |
| <ul style="list-style-type: none"> 16 INVESTMENT PROPERTY REVIEW - ESTATE SHOPS (Pages 245 - 274) | <p>Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p> |

**17 GATEWAY REPORT - TEMPORARY
ACCOMMODATION - APPENDIX 2**
(Pages 275 - 278)

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

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EXECUTIVE

Minutes of the meeting held on 25 November 2015 starting at 10.10 pm

Present:

Councillor Stephen Carr (Chairman)
Councillors Graham Arthur, Robert Evans, Peter Fortune,
Kate Lymer, Peter Morgan and Colin Smith

Also Present:

Councillor Vanessa Allen, Councillor Douglas Auld,
Councillor Julian Benington, Councillor Nicholas Bennett
J.P., Councillor Eric Bosshard, Councillor Katy Boughey,
Councillor Mary Cooke, Councillor Ian Dunn, Councillor
Judi Ellis, Councillor Simon Fawthrop, Councillor Peter
Fookes, Councillor Hannah Gray, Councillor Ellie Harmer,
Councillor Samaris Huntington-Thresher, Councillor
William Huntington-Thresher, Councillor David Livett,
Councillor Alexa Michael, Councillor Tony Owen,
Councillor Ian F. Payne, Councillor Sarah Phillips,
Councillor Neil Reddin FCCA, Councillor Catherine
Rideout, Councillor Charles Rideout CVO, QPM,
Councillor Diane Smith, Councillor Melanie Stevens,
Councillor Tim Stevens J.P., Councillor Michael Tickner,
Councillor Michael Turner, Councillor Stephen Wells and
Councillor Angela Wilkins

293 APOLOGIES FOR ABSENCE

All Members of the Executive were present and there were no apologies for absence.

294 DECLARATIONS OF INTEREST

There were no declarations of interest other than those already tabled for the Council meeting earlier the same night.

295 BIGGIN HILL AIRPORT LIMITED'S (BHAL) PROPOSAL TO VARY THE OPERATING HOURS

Report DRR15/097

At its meeting on 25th March 2015, the Executive had considered a proposal from Biggin Hill Airport Limited (BHAL) to vary the operating hours of the Airport, pursuant to the terms of the lease. Following a meeting of the full Council to consider the proposal, the Executive had resolved **as** follows -

“In consideration of proposals from Biggin Hill Airport Limited to vary the operating hours at Biggin Hill Airport it is RESOLVED to:

(1) agree the following recommendation from Council –

“That subject to agreement from the airport to all concessions, conditions, and obligations which can reasonably be required in consideration for agreeing a variation to the operating criteria in the third schedule to the lease, and subject to the Executive being satisfied with the concessions, conditions and obligations negotiated, the Executive should then agree in principle to the extension of hours and consult again with council before the final decision is made”; and

(2) the recommendation above is to be taken forward subject to negotiations with Biggin Hill Airport Limited on concessions, conditions and obligations, including a variation to operating hours for Saturdays, Sundays and Bank Holidays based on 8am to 10pm rather than the operating hours proposed by BHAL, namely 6.30am to 11pm on Saturdays and 8am to 11pm on Sundays.”

Extensive negotiations had been conducted by officers and the Council’s technical advisors with BHAL since then, and the modified proposals had been re-presented by BHAL. The Council had met earlier that evening to consider and make a recommendation on the latest proposals, and the Leader thanked Members for their contributions to a significant and valuable debate. The following motion (proposed by Councillor Nicholas Bennett and seconded by Councillor Julian Benington) had been passed by full Council –

“That this Council, noting its resolution at the meeting on March 25th 2015 to the Executive, and the subsequent negotiations; recommends to the Executive that BHAL’s proposals for an amendment of the operating schedule of the lease, subject to the concessions, conditions and obligations as detailed in the Council’s technical advisor’s report and any other matters which the Executive believes are necessary, be approved.”

The Executive considered the report, taking advice from senior officers and the Council’s noise consultant. It was noted that the Council did not have unfettered discretion in its negotiations with the airport, and under the terms of the Airport lease it should not unreasonably withhold its consent to variations in the lease. A key part of BHAL’s application was the introduction of a formal Noise Action Plan (NAP), which had been revised since the March meeting. This would be reviewed after 5 years. Noise monitoring and aircraft tracking systems would be introduced in conjunction with this.

The following issues, which had also been raised at the Council meeting, were considered in particular.

The Noise Consultant's Report

The Director of Regeneration and Transformation confirmed that of the 18 conditions, 8 were now satisfied (1-7 and 18); 3 required approval of statutory bodies, e.g. NATS with BHAL required to use reasonable endeavours to obtain the necessary approvals (12, 13 and 16); 4 required final details to be agreed with the Council before any change could take place (8, 14, 15 and 17); and 3 required final details to be agreed with the Council within 6 months of the commencement of the new hours, with failure to do so resulting in the hours reverting to the current situation (9, 10 and 11).

Some Members expressed concern that the expression "reasonable endeavours" was too vague, but they were advised that this was a recognised phrase which had judicial meaning.

Noise Envelope and Limit on Annual Movements

The Leader was concerned to ensure that if the figure of 50,000 aircraft movements per annum was likely to be exceeded then the Council would reserve the right to suspend the new hours pending further review. Some members of the Executive did not consider that the recommendation on aircraft movements was acceptable, and commented that it was essential that this limit was maintained.

The Council's Noise Consultant explained that the concept of the noise envelope offered a more effective way to control the aspect that concerned residents most – noise – than any limit on the number of movements. He also described proposals for new arrangements for runway 03 which would move around 30-35% of flights from the arrivals flightpath for runway 21.

Helicopters

The current lease offered no specific restrictions on helicopter movements although it was confirmed by the noise consultant that noise requirements applied to all aircraft, including helicopters. To avoid unnecessary noise disturbance from helicopters, the Leader was concerned that the Airport should be required to use the most noise efficient helicopter routing, which may include rising to a specified altitude in appropriate circumstances.

Consultation

The Leader acknowledged that the Council had always agreed that it should consult on the proposals, and the consultation exercises had been an effective way for residents and affected parties to make

comments and air their views. However, the consultation was not a referendum and the results could not give a significant steer to the decisions to be made.

Impact on the Princess Royal University Hospital (PRUH)

Since the meeting in March 2015, Kings College Hospital NHS Foundation Trust had been consulted and a review of noise levels at the PRUH had been carried out by an independent acoustic consultant. A statement from the Trust had been circulated confirming that they accepted that noise levels at the hospital did not exceed the levels deemed reasonable in the Government's Aviation Policy Framework. (Appendix A to these minutes)

The Lease

It was confirmed that save for the hours of operation the terms of the Lease would remain in place and the proposal did not remove any of the protections or restrictions that it contained particularly relating to aircraft noise in the Third Schedule.

Some members of the Executive were concerned that the proposals would lead to more disturbance for residents and that aircraft noise at 6.30am and 11pm would be intrusive, especially in the summer. They considered that the Council's duty was to protect residents from this and that the noise envelope would prove to be an insufficient tool to manage the promised 50,000 cap on movements. Other members of the Executive recognised the potential to attract business, employment and training opportunities to the borough and the potential to use the proposals to reduce noise disturbance to residents and the overall impact of the airport on the Borough.

Whilst accepting that there were genuine concerns, the Leader considered that on balance these could be addressed by the mitigation measures in the proposal which also included the ability to measure noise and monitor and track aircraft movements, sanction action against pilots/aircraft who did not adhere to flightpaths, a reduced environmental impact from less polluting aircraft, the potential economic advantages to the whole borough in terms of investment and jobs if the airport was successful in retaining and attracting business and the possible development of a training college.

To address concerns raised, the Leader suggested that the following additional/amended conditions should be imposed if the Executive was minded to grant the application:

- The level of fines to be based on a multiple of five times (rather than three times as is currently proposed) the standard landing fee applicable to the aircraft type concerned.
- No more than 50,000 movements per annum will be permitted without triggering a review of the Noise Action Plan and in these circumstances

the Council reserve the right to suspend the extended hours if it considered it appropriate to do so.

- Future reviews of the Noise Action Plan will not permit an increase in noise above the new proposed 50% of UDP noise limits.
- The Airport will be required to use the most noise efficient routing for helicopters, which would include rising to 1,000 feet or another specified height in appropriate circumstances before leaving the boundary of the airport.
- In the event of a successful challenge and if the Noise Action Plan falls for any reason, the Airport to revert to the original hours (pre-application).
- The Airport provides appropriate indemnities to the Council against any additional cost/loss incurred as a consequence of this decision.

The Leader also confirmed that the Council would require that there was no ground running before 06.30 on weekdays or before 08.00 at weekends, which would be consistent with the current position in the lease.

RESOLVED that the recommendation from full Council to approve BHAL's proposal be agreed subject to the concessions, conditions and obligations as set out in the report, and as amended above.

The Meeting ended at 11.05 pm

Chairman

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Date	25 November 2015
To	London Borough of Bromley
From:	King's College Hospital NHS Foundation Trust
Subject:	STATEMENT Response to proposal to vary operating hours at Biggin Hill Airport

The experience of our patients at the Princess Royal University Hospital (PRUH) is an absolute priority for the Trust and we take any issues that may impact on this very seriously, including external noise.

It is with this in mind that we have closely examined proposals by Biggin Hill Airport Ltd to increase operating hours and liaised with relevant parties to ascertain any impact of these proposals on noise levels at the hospital.

We have recently reviewed the findings of a new noise study at the hospital undertaken at our request. Following this review we acknowledge that the noise levels at the hospital do not exceed levels deemed reasonable as set out by the Government in the Aviation Policy Framework. This means that although noise may be experienced it is not at a level where the Trust could request intervening action.

We also recognise that Biggin Hill Airport Ltd has developed a comprehensive noise action plan that includes setting a long term maximum limit for noise that if implemented correctly will protect the hospital against noise levels that exceed the Government's criterion. We will be monitoring the implementation of the noise action plan closely.

In the long term the Trust will continue to work with both the airport and the council to reduce noise levels at the hospital with an aim of improving conditions for our patients.

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EXECUTIVE

Minutes of the meeting held on 2 December 2015 starting at 7.00 pm

Present

Councillor Stephen Carr (Chairman)
Councillors Robert Evans, Kate Lymer, Peter Morgan and
Colin Smith

Also Present

Councillor Julian Benington, Councillor Nicholas Bennett
J.P., Councillor Simon Fawthrop, Councillor William
Huntington-Thresher and Councillor Michael Tickner

296 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Graham Arthur and Councillor Peter Fortune.

297 DECLARATIONS OF INTEREST

Councillor Peter Morgan declared a personal interest by virtue of his daughter being a Director of Kier Property Services.

298 TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON 14TH OCTOBER 2015 AND 9TH NOVEMBER 2015

The minutes of the meeting held on 14th October 2015 were agreed.

Minutes of the meeting held on 9th November 2015 were also agreed including the tabled amendments to the minutes.

Concerning the Matters Arising report, the Deputy Leader briefly highlighted progress made concerning Crystal Palace Park.

299 QUESTIONS FROM MEMBERS OF THE PUBLIC ATTENDING THE MEETING

There were no questions.

300 BUDGET MONITORING 2015/16

Report FSD15071

Members received a second budget monitoring report for 2015/16 based on general expenditure and activity levels to the end of August 2015.

In discussion a brief explanation was provided on the transfer of grant from the Department for Work and Pensions for those benefitting from the Independent Living Fund. Reference was also made to full year Youth Services savings not being achievable for 2015/16. An early warning was also highlighted of a potential £100k loss of income from TfL for advertising on bus shelters should the current contract be terminated in July 2016.

Concerning the Council's Growth Fund it was understood that a sum of £3.5m set aside to support growth in the Biggin Hill area had not yet been used. The Portfolio Holder for Renewal and Recreation indicated that a number of initiatives were being considered for Biggin Hill including renting of the West Camp buildings to businesses. The Leader suggested an item on this to the Executive which PDS could review. The Portfolio Holder also referred to investment earmarked for growth along the Cray Corridor and a desire for business outlets in the area.

Cllr Simon Fawthrop (Executive and Resources PDS Chairman) highlighted a projected overspend for the Education Department against their latest approved 2015/16 budget. Noting that the SEN transport budget comprised a significant sum (and was currently projected to overspend by £343k), Cllr Fawthrop felt that it was necessary to know what action will be taken to bring the expenditure back into line. The Leader agreed that a more detailed breakdown was needed.

Members agreed the recommendations alongside the comments above.

RESOLVED that:

- (1) the latest financial position be noted;**
- (2) a forecasted projected net underspend on services of £1,711k be noted;**
- (3) comments from the Education, Care and Health Services Department as detailed at section 3.2 of Report FSD15071 be noted;**
- (4) release of £112k from Central Contingency for the additional costs of Concessionary Fares as detailed at paragraph 3.3.2 of Report FSD15071 be agreed;**
- (5) a sum of £1.9m grant funding in Central Contingency be drawn-down for the additional costs of commissioning Health visiting (transferred to Public Health) as detailed at paragraph 3.3.3 of Report FSD15071;**
- (6) a sum of £97k grant funding in Central Contingency be drawn-down for Individual Electoral Registration as detailed at paragraph 3.3.4 of Report FSD15071;**

(7) a sum of £526k grant funding in Central Contingency be drawn-down for the Independent Living Fund as detailed at paragraph 3.3.5 of Report FSD15071;

(8) a sum of £112k grant funding in Central Contingency be drawn-down for Smartphone Counter Fraud App as detailed at paragraph 3.3.6 of Report FSD15071;

(9) reports elsewhere on the agenda request the drawdown of a total of £1,972k from Central Contingency as detailed at paragraphs 3.3.7 – 3.3.11 of Report FSD15071;

(10) the supplementary estimate of £382k for Adult Education as detailed at paragraph 3.3.12 of Report FSD15071 be agreed, funded from underspends within Central Contingency;

(11) the Prior Year Adjustments totalling £1,109k as detailed at section 3.5 of Report FSD15071, be noted;

(12) a projected increase of £382k to the General Fund balance, as detailed at section 3.6 of Report FSD15071, be noted;

(13) the full year effect of £2.6m underspend as detailed at section 3.7 of Report FSD15071 be noted;

(14) Council be recommended to transfer £6.5m of the underspend on services and the Central Contingency to the Growth Fund as detailed at paragraph 3.10.3 of Report FSD15071; and

(15) transfer to the Investment Fund earmarked reserve of the additional £141k funding related to the New Homes Bonus, as detailed at paragraph 3.11.1 of Report FSD15071, be noted.

**301 CAPITAL PROGRAMME MONITORING - 2ND QUARTER
2015/16**

Report FSD15067

Following the second quarter 2015/16, Report FSD15067 outlined the current position on capital expenditure and receipts.

RESOLVED that:

(1) the report be noted, including the re-phasing of £19,680k from 2015/16 into later years (see paragraph 3.3.11 of Report FSD15067) and a revised Capital Programme be agreed;

(2) the following amendments to the Capital Programme be approved:

- (i) increase of £200k on the reinstatement of the Phoenix Centre scheme (see paragraph 3.3.1 of Report FSD15067);
 - (ii) reduction of £3k on the Woodland Improvements Programme and reduction of £15k on the Bromley North Village to reflect revised funding received (see paragraph 3.3.2 of Report FSD15067);
 - (iii) a reduction of £122k on the Property Investment Fund scheme due to a reduction in associated costs on completed acquisitions (see paragraph 3.3.3 of Report FSD15067);
 - (iv) a net reduction of £91k over the four years 2015/16 to 2018/19 in respect of Schools Formula Devolved Capital grant support (see paragraph 3.3.4 of Report FSD15067);
 - (v) inclusion of an additional £450k funding from GLA on Manorfields – temporary accommodation refurbishment works (see paragraph 3.3.5 of Report FSD15067);
 - (vi) increase of £710k in 2015/16 to reflect revised grant support from Transport for London for Highways and Traffic schemes (see paragraph 3.3.6 of Report FSD15067);
 - (vii) increase of £170k in 2015/16 on the Empty Homes Property scheme to reflect the total funding received from the GLA (see paragraph 3.3.7 of Report FSD15067);
 - (viii) deletion of £23k residual balance on the Biggin Hill Leisure Centre scheme which has reached completion (see paragraph 3.3.8 of Report FSD15067);
 - (ix) increase of £74k in 2015/16 on the London Private Sector Renewal scheme to reflect the total funding available (see paragraph 3.3.9 of Report FSD15067);
 - (x) section 106 receipts from developers - net increase of £1,328k to reflect the funding available and the remaining unallocated balance (see paragraph 3.3.10 of Report FSD15067); and
- (3) capital receipts from sale of Egerton Lodge be set aside for the Council's Investment Fund to generate alternative revenue income (see paragraph 3.6 of Report FSD15067).

302 COUNCIL TAX SUPPORT/REDUCTION 2016/17

Report FSD15066

Report FSD15066 presented the outcome of public consultation on the level of liability of working-age claimants for Council Tax Support/Reduction (CTS/R) 2016/17. Members were asked to request that Full Council agree to such an entitlement being calculated on 75% of liability.

The report covered the impact of the Chancellor's Summer Statement and supplementary information provided an update following the Chancellor's Autumn Statement. Based on current caseload and a projected effect of known welfare reform changes, estimated annual expenditure was outlined for the liability options consulted upon i.e. 81%, 75% and 70%.

The supplementary information also included information on the number of Council Tax support cases in payment (i.e. number of households in receipt of Council Tax Support) from April 2013 to October 2015 (inclusive).

Members supported a minimum 25% Council Tax liability for 2016/17. Collection rates remained high and the hardship fund would continue. Public consultation would take place annually and it was intended to continually review the scheme. Officers would monitor its effect for 2016/17, the impact being reported for the next (2017/18) budget round.

RESOLVED that:

(1) responses to the public consultation exercise be noted along with the outcome of work on the impact of Welfare reform; and

(2) for their meeting on 14th December 2015, Full Council be requested to adopt a scheme whereby entitlement for working-age claimants in financial year 2016/17 be calculated on 75% of a household's Council Tax liability, the maximum assistance provided to a working-age claimant thereby being 75% of his/her Council Tax liability.

303 LD SUPPORTED LIVING GATEWAY REVIEW

Report CS15942

It was proposed to group together two Learning Disability (LD) supported living schemes for tendering (both schemes located in close proximity to each other) and approval was sought to commence procurement.

Contracts for both schemes co-terminate on 27th November 2016, the schemes collectively accommodating 11 people with significant learning and physical disabilities combined with complex health needs. Together the schemes incurred expenditure of £1,165,742 p.a. with a contract value post tender estimated at £5m - £6m. A contract period of five years was proposed - a three-year term with an option to extend to a maximum of two years.

Although prices obtained were competitive, it was unlikely to achieve the magnitude of cost reduction seen in previous tender exercises without significantly compromising the quality and sustainability of services. As such,

and given concerns for the future stability of the market, it was proposed to evaluate tenders using criteria of 60% quality and 40% price, the emphasis on quality safeguarding service standards to support particularly vulnerable clients.

In discussion, concern was expressed that a 60% quality/40% price criteria could lead to higher costs - quality could also be difficult to assess. However, the provider would be monitored against Key Performance Indicators and paragraph 10.3 of the report indicated areas that would most impact on a provider's quality. If not accommodated at the schemes, the Portfolio Holder for Care Services suggested it would be necessary to place the service users into totally supported living. This would be more expensive and without quality criteria the Council would be faced with more expense.

Benchmarked against other local authorities, L B Bromley would be in the lower quartile for hourly rates of care in such schemes. It was unlikely that cost could be reduced further in future – cost reduction(s) had already been negotiated with the current provider over the life of the services. It was necessary to achieve as much quality as possible for the reduced cost.

The Deputy Leader indicated that he was content to support the report's recommendations as written but was opposed to a 60% quality/40% price criteria. The Leader suggested that reasonable quality is needed at fair prices. A suggestion was put that officers come back to Members with information to demonstrate how many times a 60% quality criteria had previously been used across services. The Leader wanted a direction of travel and it was suggested that a decision on evaluation criteria be delegated to the Chief Executive in consultation with the Leader and Portfolio Holder for Care Services (and with their agreement). This was agreed. The Leader added that quality is important but it was also necessary for Members to be clear on the implications of agreeing to a 60% quality/40% price criteria. It was confirmed that where such a criteria had been used previously it was possible to demonstrate that the unit costing was not significantly different to the present case and that higher quality criteria does not necessarily mean a higher rate of cost.

RESOLVED that:

- (1) the schemes be grouped for tendering in order to drive the best possible quality/pricing;**
- (2) commencement of the procurement procedure be approved to enable award in accordance with the Council's financial and contractual requirements; and**
- (3) a decision on evaluation criteria be delegated to the Chief Executive in consultation with the Leader and Portfolio Holder for Care Services, officers having first provided further information to demonstrate how many times (and how cost effectively) a 60% quality criteria has previously been used across services.**

304 DRAW-DOWN ON THE HOMELESS CONTINGENCY NEEDS GRANT

Report CS15938

Members received an update on homelessness pressures, mitigating actions, and initiatives to reduce rising budget pressures. Report CS15938 also outlined the likely budget impact going forward.

To help offset temporary accommodation pressures, approval was sought for £649k to be released from the central contingency set aside for homelessness and welfare reform pressures.

RESOLVED that:

(1) from the central contingency set aside for homelessness and welfare reform pressures a sum of £649k be released; and

(2) the current pressures being faced, mitigating actions underway and the likely budget impact going forward be noted.

305 UPDATE ON TACKLING TROUBLED FAMILIES PROJECT - UPDATE ON OUTCOMES AND GRANT DRAW-DOWN

Report CS15940

Agreement was sought to draw-down additional grant funding from central contingency for delivering the Tackling Troubled Families (TTF) Programme in the borough.

Phase 2 of the Programme was officially launched on 1 April 2015, L B Bromley having started the Phase early in September 2014 as a chosen early adopter of the phase.

To operate the TTF service for 2015/6, a sum of £661k was requested from Central Contingency to supplement a carried forward balance from 2014/5 already held in the TTF cost centre to cover operational costs.

In discussion reference was made to the success of Phase 1 of the Programme. The Portfolio Holder for Care Services offered to request that officers provide a report on the effectiveness of the Phase.

Acknowledging progress made, the Leader highlighted that ideally no children/young people in the borough should offend, unsocial behaviour being unacceptable. From families attached to Phase 2 of the Programme it was highlighted that officers were aiming for the highest outcomes - zero offending. The Leader asked that partners in the Programme are aware of the Council's aspirations.

RESOLVED that draw-down from contingency of £661k for Tackling Troubled families be approved.

306 EFFECT OF DE-REGULATION ACT ON CCTV PARKING AND BUS LANE ENFORCEMENT

Report ES15061

Details were provided on the effect of the Deregulation Act 2015 for CCTV Parking Enforcement. Changes to operational practices were highlighted and recommended, and Members were also informed of staffing and financial implications linked to the changes.

As use of mobile CCTV vehicles is limited to school enforcement and bus stops under the Act, it would not be financially viable to continue the service and it was proposed to cease using the vehicles. It was also proposed to cease using the existing manned static CCTV system. Both the mobile and static units would be replaced by 15 automated cameras – the four CCTV vehicles being replaced with five automated cameras, to be rotated around school sites.

The Leader enquired whether the CCTV vehicles should be retained as a deterrent against offences even though no longer used for CCTV enforcement. It was thought they might be ineffective against fly-tipping but it was agreed to look at the suggestion further. Councillor William Huntington-Thresher (Chairman of the Environment PDS Committee) understood that funding for cameras around schools would be covered by TfL as they fulfil a safety related purpose. As such it might be possible to explore whether any additional TfL funding could be secured. Cllr Huntington-Thresher also referred to anything positive that might be achievable from the current position to assist with enforcement against fly-tipping, littering and dog fouling. The Deputy Leader highlighted that should any school want a permanent camera, the feasibility of this could be looked at as another option. To further investigate suggestions made and to consider a best way forward it was agreed to delegate the matters to the Deputy Leader and the Environment PDS Committee for further investigation.

RESOLVED that:

- (1) use of the manned static CCTV Parking and Bus Lane enforcement operation undertaken by five staff based at the Civic Centre be ceased;**
- (2) ten automated CCTV cameras be installed to undertake bus lane enforcement;**
- (3) use of the four Mobile Parking CCTV vehicles be ceased;**
- (4) the mobile CCTV vehicles be replaced with five automated CCTV cameras (for enforcement at schools) and four dedicated Civil**

Enforcement Officers to undertake on-street enforcement through the current Parking contract; and

(5) a sum of £306k be released from the Central Contingency (set aside for Parking Enforcement) for the purchase and installation (through the Security and Safety Systems, Repairs, Maintenance, Supply and Installation Framework – 2015-2019 run by L B Waltham Forest*) of five automated cameras for enforcement at schools and ten automated cameras to undertake Bus Lane enforcement.

***Democratic Services Note: the wording at Resolution (5) above corrects an error at Recommendation 2.6 of Report ES15061 which incorrectly indicates that the cameras would be purchased and installed through the ESPO Security and surveillance equipment and services Framework.**

307 BROMLEY TOWN CENTRE PUBLIC REALM IMPROVEMENTS DETAILED DESIGN

Report DRR15/103

Following completion of the Bromley North Village Improvement works the revised development strategy for Bromley Town Centre (as approved on 26th November 2014) proposed extending the improvement works south into the remainder of the pedestrianised High Street.

The Urban Design team responsible for the Bromley North Village scheme (Studio Egret West) were commissioned to take forward initial design ideas, preparing a series of concept design options forming the basis for public consultation events in June and July 2015. The Stage 1 report including a summary of public consultation comments was appended to the report as were outline designs based on a number of design principles developed in consultation with stakeholders.

A preliminary budget cost plan had been produced. The full cost of the scheme (capital and revenue costs) would be reported back to Members following completion of the detailed design. The overall cost was currently estimated at £3.8m.

Approval was sought for a £270k allocation to meet the cost of detailed design work and additional survey work estimated at £287k, with £17k being funded from the residual balance of the outline design allocation.

Supporting the recommendations, the Portfolio Holder for Renewal and Recreation referred to opportunities presented for Bromley Town Centre compared to neighbouring town centres such as Croydon. It was necessary to achieve more business rate income and the public realm improvements would ultimately help to present further income opportunities. Funding for the detailed design work would be met from the Growth Fund and not the Investment Fund as highlighted in Report DRR15/103.

The Executive and Resources PDS Committee had scrutinised the need for revenue funding for the scheme, the Portfolio Holder highlighting that the funding would be necessary for improved cleaning requirements. Less cleaning would also be required by having better quality paving. The BID company for the Town Centre would also have an important role to ensure high cleanliness of the town centre.

Looking at the effects of public realm improvements in other parts of London, the most important indicators comprised footfalls and void units, both of which the Mayor has sought to address. The economic upturn has helped and public realm improvement attracts increased footfall to benefit the local economy.

The Leader referred to making the High Street more attractive including measures to design out crime. The benefits of High Street improvements would also be recognised by potential investors for Site G. The Leader further highlighted increased business rate income and ensuring that the town centre was the cleanest and safest major town centre (regionally). It was important to make the high street particularly attractive.

Concern was expressed that the high street market might not be an attractive feature if looking to promote a cafe culture for the High Street. The Portfolio Holder agreed highlighting his concerns for its current operation. In the improved High Street it was proposed to move the market to a new location at Market Square. The Leader accepted that the market stalls were popular but felt the street market could be improved.

The Leader also highlighted the importance of further scrutiny when reporting back (on the detailed design and project plan). The report was to include proposals on maintaining cleanliness and further details related to the revenue funding needed. Members supported the recommendations.

RESOLVED that:

- (1) the Outline Designs for the next phase of the Bromley Town Centre Public Realm Improvement scheme be endorsed and £270k allocated from the Growth Fund to undertake the detailed design phase;**
- (2) the overall scheme cost was currently estimated at £3.8m and would require revenue funding (see paragraph 5.3 of Report DRR15/103); and**
- (3) on completion of the detailed design, a full project plan with costings be prepared and reported back to the Executive for consideration.**

308 BECKENHAM PUBLIC REALM IMPROVEMENTS

Report DRR15/104

The original improvement scheme, approved in 2013, had been reviewed at the request of TfL and stakeholders and its scope increased to cover the whole of the High Street area. Costs had correspondingly increased and TfL agreed in principle to increase their funding by £950k.

To match fund the additional TfL contribution, approval was sought to set aside an additional £240k from capital receipts (in the absence of confirmation of alternative funding sources), bringing the Council's total match funding to £1.152m representing 24.5% of the total scheme cost at £4.697m.

Report DRR15/104 also appended outcomes from a series of public consultation events carried out in spring 2015 as part of the design development process.

Cllr Michael Tickner (Copers Cope Ward and Chairman of the Renewal and Recreation PDS Committee Working Group on Beckenham Town Centre) briefly addressed the Executive. Although the public realm at Beckenham had been looking run-down, Cllr Tickner indicated that there was now optimism that work would be carried out. There was however a few matters needing attention: (i) there appeared to be no plans to ease traffic congestion and this needed to be looked at; (ii) reference was made to Network Rail's proposed improvement works to Beckenham Junction station (integrating the improvements could contribute to meeting costs of the proposed improvements to the station forecourt and pedestrian linkages to Beckenham High Street); and (iii) employment space at Beckenham Town Centre was being considered for residential purposes and this was a concern when funding from Glaxo Smith Kline's S106 agreement could be used for initiatives to promote employment opportunities.

The Leader thanked Cllr Tickner for his work at Beckenham and the Deputy Leader commended work of the Beckenham Town Centre Working Group. The Deputy Leader also suggested that work was needed to bring the top floor of the Sainsbury's Car Park into use so helping to reduce on-street parking (to ease congestion). Concerned that some of the proposals for buildings at Beckenham Town Centre covered residential/housing use, which would adversely affect the high street and create more demand for parking, the Deputy Leader suggested that some Article 4 Directions were needed. The Leader suggested that it was necessary to find ways of defending office accommodation and asked that the matter be taken forward for further work, perhaps for the Local Plan. The Deputy Leader felt it necessary for such an agenda to be driven forward as much as possible with explanations provided on why it is not possible to take forward some proposals.

The Portfolio Holder for Renewal and Recreation indicated that whilst acceptable for Bromley Town Centre, residential accommodation/housing was unsuitable for other town centres in the borough. It was confirmed that an Article 4 situation was in place at Bromley Town Centre with a mixed economy in the town. Article 4 Directions would be taken to the Local Development Framework Advisory Panel (LDFAP) for further consideration.

There would also be improved officer communication and transport modelling work would-be taken forward.

Concluding, the Leader referred to the issue of maintaining employment/office space and resisting residential/housing development; this going back to the Beckenham Town Centre Working Group and taken forward within the Development Control Committee and Local Plan.

Members agreed the recommendations in Report DRR15/104.

RESOLVED that:

(1) the allocation of £240k from Capital Receipts for the enhanced Beckenham Town Centre Improvement Project be approved, the release of the Capital funding being subject to formal approval by Transport for London of additional funding of up to £950k to support the enhanced improvement programme;

(2) the capital estimate of the scheme be increased by £1.44m to £4.697m, subject to Full Council approval; and

(3) in the event that other funds including S106 monies become available, the contribution from capital receipts will be reduced.

309 CROYDON ROAD RECREATION GROUND BANDSTAND RESTORATION

Report ES15075

Significant repair works were needed to the Croydon Road Recreation Ground bandstand at Beckenham to prevent further decline. Report ES15075 outlined funding proposals for the bandstand's restoration, comprising a two-stage Heritage Lottery Fund (HLF) grant and a small amount of match funding.

Decisions were required in advance of the Stage 1 grant outcome being notified in order that the Development Grant can be acknowledged and accepted within HLF timescales. A Stage 1 application was submitted to HLF's Heritage Programme on 14th September 2015 for a Development Grant of £27.3k. Notification of the Stage 1 outcome was expected later in December 2015 with Development Stage expenditure expected between December 2015 and June 2016.

Submission of a second-stage application was anticipated by June 2016. The outcome would be reported and approval sought to tender the works. Delivery phase costs of £308.8k would be split between capital and revenue over an 18 month period. Application for HLF grant was expected to comprise £274.8k, the £34k balance being funded by £16.1k donations secured by Croydon Road Recreation Ground Friends Group and £14.9k cash match funding from L B Bromley.

Completion of capital works was anticipated by summer 2017. To facilitate on-going use and maintenance of the bandstand, an earmarked reserve was proposed for income raised through fund raising, the reserve supporting future repairs and on-going community events and activities.

Report ES15075 also requested that the scheme be added to the capital programme with an estimated cost of £156k, subject to a successful stage two HLF bid.

Members supported the recommendations.

RESOLVED that:

- (1) the £27.3k Development Grant be accepted (subject to Heritage Lottery Fund approval) along with relevant terms and conditions from the Heritage Lottery Fund to assist with development of a Stage 2 application;**
- (2) the submission of a Heritage Lottery Fund Stage 2 application and acceptance of associated terms and conditions for restoration costs and related community events and activities programme be approved in principle, including the condition to maintain the structure over the next 20 years;**
- (3) in principle the scheme be added to the Capital Programme with an estimated cost of £156k, subject to a further report on the outcome of the Stage 2 application;**
- (4) an earmarked reserve be set up to hold monies raised by donations and fundraising; and**
- (5) the earmarked reserve be used to contribute towards the future maintenance of the bandstand and for delivery of an events and activities programme through small annual grants.**

310 STREET ADVERTISING SITE CONTRACT GATE REPORT

Report ES15081

With the contract for advertising at bus stops expiring in July 2016, Transport for London (TfL) had given notice that it would not involve the Council in future contractual arrangements, TfL referring to legal advice indicating that the Council's consent is not required as Highway Authority and they can exercise similar powers regarding bus shelters through their Transport Authority status. The Council was seeking legal advice on this as it could no longer receive income from the activity. In the meantime TfL had let an advertising contract, including advertising on bus shelters, to JC Decaux.

The contract with Clear Channel on free-standing poster sites would also expire in July 2016 and approval was sought to tender as a concession contract for this activity, the anticipated contract value being approximately £1.3m (if let for another 15 year term - an initial 10 year agreement with an option to extend for 5 years).

It was also proposed that officers separately tender a concession contract to identify and develop new advertising opportunities. This would comprise a five agreement with an option to extend for five years to identify and implement new sites not covered by the free-standing contract. This could involve an individual, advertising agency, or company identifying new opportunities and bringing them to fruition.

In discussion, further background was provided on the contract for advertising at bus stops and the reason for the Council seeking legal advice. It was suggested that TfL should allow the Council to go through a consultation process and as Planning Authority it was understood that the Council could object to a bus shelter.

With reference to legal advice, the Deputy Leader suggested a cost sharing approach with other boroughs facing the same position. The Leader supported this and offered to raise the matter at London Councils. In his capacity the Deputy Leader also offered to do the same. Members were advised that some boroughs received no income from advertising at bus stops - the position at L B Bromley was possibly unique. The Leader asked to be informed of the position when known.

For the contract to develop new advertising opportunities, technological possibilities such as text messaging were suggested and policy might need to be developed in this area.

Members agreed the recommendations, the Leader looking to see that any possibility of cost sharing for legal advice is explored further, including the viability of such an approach.

RESOLVED that:

- (1) the proposed tender activity in respect of the existing (free-standing) advertising sites be agreed with the new arrangements commencing on expiry of the current contract;**
- (2) officers separately tender a contract to identify and develop additional new income generating advertising options / sites; and**
- (3) TfL's position regarding expiry of the bus shelter advertising contract be noted and officers be supported in seeking Counsel's opinion in challenging TfL's position.**

311 CONSIDERATION OF ANY OTHER ISSUES REFERRED FROM THE EXECUTIVE AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

There were no additional issues to be reported from the Executive and Resources PDS Committee.

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

313 EXEMPT MINUTES OF THE MEETING HELD ON 14TH OCTOBER 2015 AND 9TH NOVEMBER 2015

The exempt minutes of the meeting held on 14th October 2015 were agreed.

The exempt minutes of the meeting held on 9th November 2015 were also agreed including the tabled amendment to the minutes.

314 RESIDENTIAL PROPERTY ACQUISITIONS

Report DRR15/102

Members were updated on progress of a significant proposal to acquire housing stock as temporary accommodation for homeless families.

315 INVESTMENT PROPOSAL

Report FSD15070

Members considered matters related to the potential gifting of a significant asset to the Council's Pension Fund.

316 INVESTMENT PROPERTY REVIEW - ESTATE SHOPS

This item was withdrawn for the agenda.

317 UPDATE ON EDUCATION MARKET TESTING

Report ED15131

On the basis of the tenders received, the Executive decided to discontinue the market testing of education services.

Members also noted a Part 1 addendum to the Part 2 report. The addendum set out the recommendation and summarised the process followed by officers for the tender.

Executive
2 December 2015

**318 AWARD OF CONTRACT FOR CAPITAL WORKS AT
EDGEBURY SCHOOL**

Report ED15126

A contract was awarded for capital works at Edgebury Primary School.

319 BIGGIN HILL MEMORIAL MUSEUM

Report DRR15/101

The Executive considered proposals to appoint conservation architects to undertake detailed design work for the proposed museum and to add the project to the capital programme.

**320 BROMLEY NORTH VILLAGE IMPROVEMENTS -
CONTINGENCY OPTIONS**

Report DRR15/105

The underspend on the project was noted and enhancement projects were authorised to maximise the benefits of the scheme.

321 CHISLEHURST LIBRARY, RED HILL, CHISLEHURST

Report DRR15/106

The Executive received the offers from the second stage of tendering and selected a development partner to progress the agreement of heads of terms for a development agreement for the redevelopment of the library and the provision of a new library.

**322 HIGHWAY DRAINAGE CLEANSING CONTRACT EXTENSION
2017-19**

Report ES15078

Members approved a recommendation to extend the highway drainage contract until March 2019.

323 CAPITAL PROGRAMME MONITORING - APPENDIX D

Related to the 2015/16 second quarter Capital Monitoring report (Minute 301), Members noted exempt details of the receipts forecast in the years 2015/16 to 2018/19 (inclusive). In so doing, the Deputy Leader asked whether the Small Halls, York Rise, Orpington had been disposed of in view of any possibility of using the car park at the premises as an overflow.

Chairman

The Meeting ended at 9.31 pm

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EXECUTIVE

Minutes of the special meeting held at 9.00 am on 15 December 2015

Present:

Councillor Stephen Carr (Chairman)

Councillors Graham Arthur, Robert Evans, Peter Fortune,
Kate Lymer, Peter Morgan and Colin Smith

Also Present:

Councillor Stephen Wells

1 APOLOGIES FOR ABSENCE

All Members of the Executive were present; apologies for absence were received from Cllr Simon Fawthrop, Chairman of Executive and Resources PDS Committee.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 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**

4 INVESTMENT ACQUISITION - NEWBURY HOUSE, NEWBURY

The Executive considered an urgent proposal to purchase an investment property and decided to proceed with the acquisition.

5 INVESTMENT ACQUISITION - UNIT G, HUBERT ROAD, BRENTWOOD

The Executive considered an urgent proposal to purchase an investment property and decided to proceed with the acquisition.

The Meeting ended at 9.27 am

Chairman

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Decision Maker: Executive

Date: 13th January 2016

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

Title: **MATTERS ARISING FROM PREVIOUS MEETINGS**

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

Chief Officer: Director of Corporate Services

Ward: N/A

1. Reason for report

1.1 **Appendix A** updates Members on matters arising from previous meetings.

2. **RECOMMENDATION**

2.1 **The Executive is invited to consider progress on matters arising from previous meetings.**

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Executive Minutes

Corporate Policy

1. Policy Status: Existing Policy The Executive receives an update on matters arising from previous meetings at each meeting.
 2. BBB Priority: Excellent Council
-

Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £326,980
 5. Source of funding: 2015/16 Revenue Budget
-

Staff

1. Number of staff (current and additional): 8 posts (7.39fte)
 2. If from existing staff resources, number of staff hours: Monitoring the Executive's matters arising takes at most a few hours per meeting.
-

Legal

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

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for the benefit of Executive Members
-

Ward Councillor Views

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

<u>Minute Number/Title</u>	<u>Executive Decision/Request</u>	<u>Update</u>	<u>Action by</u>	<u>Completion Date</u>
11th February 2015				
138. Community Services Integration	It was agreed that options towards an integrated community health and care service would be explored with the borough's existing community health services provider, Bromley Healthcare (BHC), and their commissioners, Bromley Clinical Commissioning Group (BCCG). Recommendations could then be provided to Members in June 2015.	Integration of health and social care is being explored with Bromley CCG. Proposal for community health contract is to be reported to Executive in early 2016. It is intended to approach the Care Services PDS Committee initially before reporting to the Executive.	Assistant Director, Commissioning	To be confirmed
2nd December 2015				
300. Budget Monitoring 2015/16	<p>(i) Concerning the Council's Growth Fund it was understood that a sum of £3.5m set aside to support growth in the Biggin Hill area had not yet been used. The Portfolio Holder for Renewal and Recreation indicated that a number of initiatives were being considered for Biggin Hill including renting of the West Camp buildings to businesses. The Leader suggested an item on this to the Executive which PDS could review.</p> <p>(ii) Noting that the SEN transport budget comprised a significant sum (and was currently projected to overspend by £343k), Cllr Fawthrop felt that it was necessary to know what action will be taken to bring the</p>	<p>A report on the Growth Fund could be brought to the Executive in April / May 2016</p> <p>A more detailed breakdown will be provided in the next (third) budget monitoring report for 2015/16.</p>	<p>Assistant Director, Corporate Projects and Transformation</p> <p>Director of Finance</p>	<p>April/May 2016</p> <p>The third budget monitoring report will be provided to Executive on 23rd March 2016.</p>

	<p>expenditure back into line. The Leader agreed that a more detailed breakdown was needed.</p>			
<p>310. Street Advertising Site Contract Gate Report</p>	<p>With the contract for advertising at bus stops expiring in July 2016, TfL had given notice that it would not involve the Council in future contractual arrangements. The Council was seeking legal advice on this and the Deputy Leader suggested a cost sharing approach with other boroughs facing the same position. However, some boroughs received no income from advertising at bus stops - the position at L B Bromley was possibly unique. The Leader asked to be informed of the position when known. Members agreed the recommendations, the Leader looking to see that any possibility of cost sharing for legal advice is explored further, including the viability of such an approach.</p>	<p>Concerning TfL's position on advertising at bus stops and a cost-sharing approach with other boroughs for legal advice, officers are looking into the matter and costs can be shared if appropriate.</p>	<p>Communications Executive</p>	<p>Ongoing</p>

Report No.
FSD16001

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: **Executive**

Date: **13th January 2016**

Decision Type: Non-Urgent Executive Non-Key

TITLE: DRAFT 2016/17 BUDGET AND UPDATE ON COUNCIL'S FINANCIAL STRATEGY 2017/18 to 2019/20

Contact Officer: Peter Turner, Director of Finance
Tel: 020 8313 4338 E - mail: peter.turner@bromley.gov.uk

Chief Officer: Director of Finance

Ward: Borough wide

1. REASON FOR REPORT

- 1.1 This report seeks approval of the initial draft 2016/17 Budget including the additional savings for 2016/17 and 2017/18, which includes actions to reduce the Council's medium term "budget gap".
 - 1.2 PDS Committees views will also be sought and reported back to the next meeting of the Executive, prior to the Executive making recommendations to Council on 2016/17 Council Tax levels.
 - 1.3 The report provides details of the provisional four year local government financial settlement and the new social care precept as well as other changes reflected in the Spending Review and Autumn Statement 2015 and the Provisional 2016/17 Local Government Financial Settlement.
 - 1.4 The report also includes savings to be considered by Executive.
 - 1.5 There are still outstanding issues and areas of uncertainty remaining. Any further updates will be included in the 2016/17 Council Tax report to the next meeting of the Executive.
-

2. RECOMMENDATIONS

2.1 The Executive is requested to:

- 2.1.1 Agree the initial draft 2016/17 Budget, including the savings for 2016/17 and 2017/18 detailed in Appendix 4;**
- 2.1.2 Refer the initial draft 2016/17 Budget for each portfolio to the relevant PDS Committees for consideration;**
- 2.1.3 Note the financial projections for 2017/18 to 2019/20;**
- 2.1.4 Note that there are still areas of financial uncertainty which will impact on the final 2016/17 Budget and future year forecasts;**
- 2.1.5 Delegate the setting of the schools budget, mainly met through Dedicated Schools Grant, to the Education Portfolio Holder, allowing for consultation with head teachers, governors and the Schools Forum (see section 12.4);**
- 2.1.6 Note that the outcome of consultation with PDS Committees will be reported to the next meeting of the Executive;**
- 2.1.7 Agree the proposed contribution of £320,350 in 2016/17 to the London Boroughs Grant Committee (see section 11);**
- 2.1.8 Where consultation has not already commenced, agree that Officers begin the process of consulting on the savings proposals prior to finalising the implementation of the savings in Appendix 6;**
- 2.1.9 Note the outcome of the 2016/17 Provisional Local Government Financial Settlement (see section 4.7);**
- 2.1.10 Note the significant budget gap remaining of an estimated £26.7m per annum by 2019/20 and that any decisions made for the 2016/17 Budget will have an impact on the future years' projections;**
- 2.1.11 Note that any final decision by Executive on recommended council tax and social care precept levels to Council, will normally be undertaken at the next meeting of Executive.**

Corporate Policy

Policy Status: Existing Policy

BBB Priority: Excellent Council

Financial

1. Cost of proposal: N/A
 2. Ongoing Costs: Recurring costs – impact in future years detailed in Appendix 4
 3. Budget head/performance centre: Council wide
 4. Total budget for this head £136m Draft 2016/17 Budget (excluding GLA precept)
 5. Source of funding: See Appendix 7 for overall funding of Council's budget
-

Staff

1. Number of staff (current and additional): total employees – full details will be available with the Council's 2016/17 Financial Control Budget to be published in March 2016
 2. If from existing staff resources, number of staff hours – N/A
-

Legal

1. 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 is applicable
-

Customer Impact

Estimated number of users/beneficiaries (current and projected) - the 2016/17 budget reflects the financial impact of the Council's strategies, service plans etc. which impact on all of the Council's customers (including council tax payers) and users of the services.

Ward Councillors Views

1. Have ward councilors been asked for comments? N/A
2. Summary of Ward Councillor comments: Council wide

3. APPROACH TO BUDGETING, FINANCIAL CONTEXT AND ECONOMIC SITUATION WHICH CAN IMPACT ON PUBLIC FINANCES

- 3.1 Forward financial planning and financial management is a key strength at Bromley and this has been recognised previously by our external auditors. This report continues to forecast the financial prospects for the next 4 years and includes the Government's provisional four year funding allocations. At the time of writing this report, further details on funding is awaited and it is important to note that some caution is required in considering any projections for 2017/18 to 2019/20.
- 3.2 The overall national debt stands at £1.6 trillion. The 2015 Spending Review and Autumn Statement identified that public sector net borrowing is expected to be £73.5bn this year which is planned to move to a surplus of £10.1bn from 2019/20. There remains positive news on the economy and since 2010, no G7 economy has growth faster than Britain. However, the fiscal squeeze will continue and with ongoing protection of health, overseas aid, education and recently police and other security services, the disproportionate cuts in direct funding to local government will continue over the four year spending review period. The most significant issue that will impact on local government funding from central government are the plans relating to DCLG Resource Departmental Expenditure Limits (RDEL). The reductions compared with the previous year are -16.5% in 2016/17, -22.9% in 2017/18, -17.6% in 2018/19, -11.5% in 2019/20. This results in a real reduction including the impact of inflation of 56%. Further details are provided in Appendix 1. This translates to a reduction in the Council's Settlement Funding Assessment of 48.5% by 2019/20 compared with the England average of 31.8%. In real terms the reduction equates to 52.2%.
- 3.3 Although there are significant funding cuts facing local government, the Chancellor repeated the aims of devolution, as part of the 2015 Spending Review and Autumn Statement, which includes transforming 'local government, enabling it to be self-sufficient by the end of Parliament'. The Government views the new flexibilities such as the future growth forecasts from business rates, to be fully devolved to local government by 2019/20, scope to raise a 2% rise in council tax (adult social care precept) and the ongoing ability to increase council tax as methods which can significantly mitigate against the impact of grant reductions.
- 3.4 The Budget Strategy has to be set within the context of a reducing resource base, with Government funding reductions continuing until 2020 – the on-going need to reduce the size and shape of the organisation to secure priority outcomes within the resources available. There is also a need to build in flexibility in identifying options to bridge the budget gap as the gap could increase further. The overall updated strategy has to be set in the context of the national state of public finances, with austerity continuing given the level of public sector debt, and the high expectation from Government that services should be reformed and redesigned with devolution contributing to the transformation of local government. There is also an on-going need to consider "front loading" savings to ensure difficult decisions are taken early in the budgetary cycle, to provide some investment in specific priorities, to fund transformation and to support invest to save opportunities which provide a more sustainable financial position in the longer term. Any decisions will need to consider the finalisation of the 2016/17 Budget as well as the longer time frame where it is now clear that the continuation of the period of austerity up to 2020 remains.
- 3.5 Bromley has the lowest settlement funding per head of population in the whole of London. Despite this, Bromley has retained the lowest council tax in outer London (other low grant funded authorities tend to have higher council tax levels). This has been achieved by having the lowest cost per head of population in outer London. Despite being a low cost authority, Bromley has achieved general savings of over £60m since 2011/12 but it becomes more challenging to achieve further savings with a low cost base. Further details are provided in Appendix 2.

- 3.6 One of the key issues in future year budgets will be the balance between spending, Council Tax levels, charges and service reductions in an organisation starting from a low spending base. It is important to recognise that a lower cost base reduces the scope to identify efficiency savings compared with a higher cost organisation. Any decisions will need to take into account the longer term impact on the Council's financial position – financial sustainability will be key in order to protect key services to Bromley residents.

4. CHANGES SINCE THE 2015/16 BUDGET THAT IMPACT ON THE FINANCIAL FORECAST

- 4.1 The 2015/16 Council Tax report reported to Executive in February 2015 identified a significant “budget gap” over the four year financial planning period. The forecast was updated to inform the public meetings held in November/December 2015. Some key changes are summarised below:
- 4.2 Following a newly elected national government, the Chancellor's Summer Budget 2015 introduced a new national Living Wage with significant cost implications to the Council over the next few years.
- 4.3 A significant service pressure area impacting from 2015/16 relates to welfare reform and homelessness. The Council's Central Contingency Sum has been reviewed to reflect the escalating cost pressures arising from the welfare reform changes announced in the Chancellor's Summer Budget and in the Spending Review and Autumn Statement 2015.
- 4.4 The Government announced in-year funding reductions (2015/16) for Public Health services and Adult Education equating to £919k and £30k respectively. The Draft 2016/17 Budget assumes the full year impact of the transfer of 0-5 year old services (health visitors etc.) from NHS England (a sum of £1.9m was assumed for 2015/16 with full year costs of £3.8m per annum). Ongoing annual funding reductions in Public Health were announced in the Spending Review and Autumn Statement 2015 with estimated total funding reductions of £2.461m per annum by 2019/20. The final grant details are awaited including the outcome of a review of the grant formula for Public Health. A verbal update will be provided at the meeting.
- 4.5 The Government transferred funding for the Independent Living Fund, which contributes towards 42 clients totaling £526k in 2015/16 (July 2015) increasing to £701k in 2016/17 (full year). The fund was managed by the Department of Work and Pensions but on 30th June, the fund was closed and the responsibility devolved to local government. Following the transfer of funding, future allocations to support clients will be given on a case by case basis and the draft 2016/17 Budget assumes that the impact will be cost neutral. The grant funding for 2016/17 is still awaited.
- 4.6 At the Conservative Party conference in October 2015, the Chancellor announced that business rates will be fully devolved to local government by 2020, local government core grant will be fully phased out as part of this change and local government will take on new responsibilities. The Government has indicated that the outcome will be fiscally neutral and to date the funding for TfL capital funding (matter for GLA), public health, housing benefit administration subsidy and potentially attendance allowances will be included within the redistributed amount. Further details are awaited.
- 4.7 The Spending Review and Autumn Statement 2015 and subsequently the Local Government Provisional Financial Settlement were published on 25th November 2015 and 17th December 2015 respectively. Details of the key changes are shown in Appendix 3.

- 4.8. The Council's tax base has been updated to reflect an increase in properties compared with the previous year. The latest position indicates a tax base of 126,656 "Band D" equivalent properties for 2016/17, which assumes an allowance of 2.35% for non-collection.
- 4.9 Inflation continues to remain low and the latest inflation data published in mid-December has been reflected in the latest financial projections. This has resulted in a reduction in the Council's budget requirement for 2016/17 with further reductions in the Council's future years "budget gap".
- 4.10 Revisions to the Council's Treasury Management Strategy will result in potential additional income of £1.25m compared with the 2015/16 Budget (includes income of £650k in the additional savings identified).
- 4.11 The most recent financial monitoring position was reported to Executive on 2nd December 2015. The full year impact of savings in social care, changes in grant funding for Adult Education and the impact of in-year Public Health funding reductions, and other variations, including, for example, the future containment of costs within Portfolio Budgets have been reflected in the draft 2016/17 Budget. Directors continue to identify options to manage these other cost pressures.
- 4.12. The Care Act received royal assent in May 2014. Its provisions commence on the 1st April 2015 and the capping of care costs was due to be implemented from 1st April 2016. A report to the Executive in November 2013 titled "Adult Social Care – Impact of the Care Bill and Future NHS Funding" and a further report to Care Services PDS in October 2014 titled "Care Act 2014 Impact" provided details of the potential changes to adult social care proposed in the Care Act. The Government announced, as part of the Spending Review and Autumn Statement 2015, that the "capping of care costs" due to be implemented in 2016/17 will now be delayed until 2020/21.
- 4.13 Executive agreed proposals on 2nd December 2015, relating to the impact of the De-Regulation Act, which fully mitigates the potential loss of income of £1m set aside in the Council's 2015/16 Central Contingency Sum apart from one off funding of £306k in 2015/16. Savings of £1m have been assumed in the Draft 2016/17 Budget.
- 4.14 The Council has a non recurring collection fund surplus of £4.9m reflected in the 2014/15 Provisional Final Accounts report to Executive in June 2015. As part of medium term financial planning, the financial forecast assumes that the surplus will be used towards reducing the Council's "budget gap" in 2018/19.
- 4.15 Executive approved the acquisition of residential properties to provide accommodation for homeless families as well as the long term "gifting" to the pension fund of the significant assets, subject to robust legal safeguards being in place. Details were reported to the meeting on 2nd December 2015 and the savings have been reflected in the Draft 2016/17 Budget and the future years financial forecast.
- 4.16 At the Council Meeting of the 14th December 2015, Members approved the adoption of a Council Tax Support scheme for the financial year 2016/17. The Council Tax Support scheme had client liability of 19% from 2014/15. The scheme for 2016/17 provides a client liability of 25%. Details of the scheme were provided along with the report to the Executive on 2nd December (report titled "Council Tax Support/Reduction – 2016/17"). Although the number of working age claimants has fallen from 12,563 in April 2013 to 10,261 in October 2015, there continues to be ongoing funding reductions in the Council's core funding.

- 4.17 The Council's acquisition of Investment properties, using the Investment Fund has resulted in actual and planned property acquisitions to date potentially generating income of £3.7m per annum with further income of £1.3m in 2016/17 through further investment property acquisitions. After allowing for the foregone interest earnings through treasury management the financial forecast assumes a net increase of income of £4.5m from the acquisitions.
- 4.18 The Council's four year funding settlement, based on information to date, will result in a net loss of grant funding, including Public Health funding, of £14.6m per annum in 2016/17 rising to £32.4m per annum by 2019/20. This includes an estimated loss of funding of £0.5m per annum for various grant allocations not yet announced and an estimate of the impact of Public Health funding reductions. The latest position will be reported at the meeting.
- 4.19 Funding for New Homes Bonus is expected to reduce significantly and there remains uncertainty on the future level of funding that can be realised by the Council as the Government is reviewing how the funding is determined (further details in 8.3).
- 4.20 The Government has announced additional funding for the Better Care Fund (currently combined funding with Bromley CCG of £20.8m) and the financial forecast assumes that these monies may be required to meet future new burdens on social care at this stage. The additional funding which is back-loaded with lower funding available from 2017/18 increasing to an estimated £4.5m per annum by 2019/20. This position will be reviewed prior to finalising the 2017/18 Budget.
- 4.21 The Spending Review and Autumn Statement 2015 included reference to Councils being allowed to have a council tax precept of up to 2% per annum to specifically fund adult social care (a 2% increase in council tax equates to £2.6m additional income per annum). Councils are able to levy the precept on top of the existing freedom to raise council tax by up to 2% without holding a referendum. Therefore Council could potentially have a council tax increase of just below 4% without the need for a council tax referendum. The Government introduced this change in recognition of the cost pressures facing social care authorities. The Government recognise that the precept can also include, for example, the additional cost of the new Living Wage. A number of Councils have already indicated that they intend to increase their council tax bills by 3.99% in 2016/17 and future years to reflect this change. Members will be requested to consider applying the precept as part of the 2016/17 Council Tax report.
- 4.22 The additional funding for the Better Care Fund and the higher proportion of funding cuts in core grant to the Council now take into account the amount that can be raised locally through council tax. Therefore, there is an inherent assumption that local authorities will be increasing council tax to mitigate against the loss of grant funding and towards the cost of social care. For Bromley, this change does not take into account any need to address low funding levels for the Council raised previously with the Government. Therefore the starting point relating to funding levels remains unchanged, despite the Council's concerns. Councils can still choose locally the level of council tax increase required, subject to referendum options. There is no council tax freeze grant available in 2016/17. In calculating the Council's spending power the Government has assumed the social care authorities will have an average council tax increase applying both the social care precept and general council tax increases every year. For financial planning purposes, the financial forecast assumes a council tax increase of 3.99% per annum over the next four years to compensate for the higher proportion of funding reductions, to reduce the level of social care savings and provide funding to meet social care costs, demographic cost pressures and to meet the ongoing "budget gap".

- 4.23 Details of various grant allocations for 2016/17 are still awaited at the time of writing this report. These include for example, Better Care Fund, Independent Living Fund, whether any top-slicing to the GLA of new homes bonus is still required (although unlikely) and various other grants.
- 4.24 Given the scale of savings identified and any inherent risks, the need for longer term financial planning, the significant changes that may follow with a new Government relating to new burdens (there were many changes introduced by the previous coalition Government that resulted in net additional costs for the Council), effect of ongoing population increases and the potential impact of other public agencies identifying savings which impact on the Council's costs, a prudent approach has been adopted in considering the Central Contingency Sum required to mitigate against these risks. If the monies are not required during the year the policy of using these resources, in general, for investment to generate income/savings and provide a more sustainable financial position should continue. To illustrate the benefit of the investment approach the Council has budgeted income totaling £12.9m from a combination of treasury management income and rents from investment properties. Without this income, equivalent service reductions may be required. Investment in economic growth (Growth Fund) will also be key to generate additional business rate income.
- 4.25 After allowing for the saving proposals in this report, there remains a significant budget gap in future years that will need to be addressed.

5. FINANCIAL CONTEXT

5.1 Key issues include;

- 5.1.1 Two of the Council's main activities which are grant funded are schools and housing benefits. Both of these areas of spend continue to be ring-fenced. However, there continues to be significant financial implications arising from the impact of the Academies programme, (particularly "top-slicing" of funding for non-delegated education spending) and the changes in Housing and Council Tax Benefit (phased replacement of housing benefit to universal credit).
- 5.1.2 A high proportion of the Council's spend relates to third party payments, mainly contracts, which can limit flexibility to change spend levels as well as providing greater inflationary pressures.
- 5.1.3 As reported in previous years, the majority of the Council's spend relates to just a few service areas.

6. LATEST FINANCIAL FORECAST

6.1 A summary of the latest budget projections including further savings required to balance the budget for 2016/17 and reducing the budget gap for 2017/18 to 2019/20 are shown in Appendices 4, 5 and 6 and summarised below:

Variations Compared with 2015/16 Budget

	2016/17 £m	2017/18 £m	2018/19 £m	2019/20 £m
Cost Pressures				
Inflation	2.6	7.3	11.9	16.6
Grant Loss	14.6	24.7	30.6	36.4
Impact of Chancellors Summer Budget on future costs e.g. further changes on welfare reform, new Living Wage etc.	4.3	8.0	10.8	13.5
Real Changes (see Appendix 5)	0.9	2.6	5.0	6.2
Total Additional Costs	22.4	42.6	58.3	72.7
Income/ savings				
Saving proposals detailed in Appendix 6	-15.1	-18.2	-19.1	-19.2
Full year effect of savings agreed as part of 2015/16 Budget	-2.9	-2.9	-2.9	-2.9
Acquisition of residential properties to accommodate homeless families and "gifting" of scheme to pension fund	-0.5	-3.2	-4.1	-4.6
Reduction in Council's Central Contingency Sum	-1.8	-1.8	-1.8	-1.8
Impact of revised Treasury Management Strategy	-0.6	-0.6	-0.6	-0.6
Addt. Income from Business Rate Share	-0.2	-0.2	-0.2	-0.2
Increase in property numbers (council tax base)	-0.7	-0.7	-0.7	-0.7
Total income/ savings	-21.8	-27.6	-29.4	-30.0
Other Proposed Changes				
New Homes Bonus	-7.3	-7.3	-3.3	-2.5
New Homes Bonus – contribution to Investment Fund	7.3	7.3	3.3	2.5
Collection Fund Surplus (2014/15)	-4.9	0.0	0.0	0.0
Set aside as one off support towards meeting funding shortfall in 2018/19	4.9	0.0	-4.9	0.0
Fall out of 2013/14 collection fund surplus to support 2015/16 Budget	5.3	5.3	5.3	5.3
	5.3	5.3	0.4	5.3
Impact of 3.99% increase in Council tax (Including adult social care precept)	-5.2	-10.5	-15.9	-21.3
Remaining "Budget Gap"	0.7	9.8	13.4	26.7

The above table shows, for illustrative purposes the impact of a council tax increase of 3.99% in 2016/17 (including adult social care precept). Each 1% council tax increase generates on-going annual income of £1.3m.

- 6.2 Appendix 4 highlights that the Council, on a roll forward basis, has a “structural deficit” as the on-going budget has increasing costs relating to inflation and service pressures as well as the on-going loss of Government grants. These changes are not being funded by a corresponding growth in income. The above projection includes savings to reduce the “budget gap”.
- 6.3 The above table highlights a “budget gap” remaining of £0.7m in 2016/17 assuming a 3.99% council tax increase (including adult social care precept) with a “budget gap” rising to £27m per annum by 2019/20. The projections in later years have to be treated with some caution.
- 6.4 The Council has to continue to plan for a very different future, i.e. several years of strong financial restraint. The future year’s financial projections shown in Appendix 4 include a planning assumption of ongoing reductions in Government funding between 2017/18 and 2019/20. It is important to recognise that, given the current ongoing period of austerity, the downside risks remain significant and that the budget gap in future years could widen substantially.
- 6.5 The key growth pressures, detailed in Appendix 5, are summarised below:

	2016/17 £'000	2019/20 £'000
Continuation of conversion of maintained schools remaining to academies reducing net funding to the Council	921	921
Homelessness/impact of welfare reforms	300	2,400
Removal of contracted out national insurance from 2016/17	982	982
Impact of changes to Adult Education (mainly reduction in grant funding)	382	382
Waste collection and disposal	87	1,039
Cost of freedom passes (mainly usage)	678	1,200
Provision for future years cost pressure not included above		1,500
Changes agreed by Executive in December 2015 which mitigate against impact of Deregulation Act	-1,000	-1,000
Provision for inflation in 2015/16 Budget no longer required	-1,300	-1,300
Essential Users Car Allowances	-150	-300
Other growth pressures (net)	-28	346
Total	872	6,170

- 6.6 In considering action required to address the medium term “budget gap”, savings for 2016/17 and 2017/18 have been identified including the impact of the “baseline reviews”. These additional savings, summarised in the table below, will also require more detailed consideration through PDS Committees and their comments will be included in the 2016/17 Council Tax report to the Executive.

	2016/17 £'000	2017/18 £'000
Reduction in staffing and further efficiencies	940	940
Changes in service delivery	6,510	9,120
Contract Efficiencies	2,363	2,811
Additional income	3,888	3,938
Invest to Save/other investment	1,303	1,303
Other Savings	70	70
Total	15,074	18,182

6.7 Further details are provided in Appendix 6.

7. DETAILED DRAFT 2016/17 BUDGET

7.1 Detailed draft 2016/17 Budgets are attached in Appendix 7 and will form the basis for the overall final Portfolio/Departmental budgets after any further adjustments to deal with service pressures and any other additional spending. Under the budget process previously agreed, these initial detailed budgets will now be forwarded to PDS committees for scrutiny and comment prior to the next Executive meeting in February. Further updated information will also be available for individual PDS Committees.

7.2 Appendix 7 sets out the draft 2016/17 budget for each Portfolio as follows:

- A summary of the Draft 2016/17 Revenue Budget per Portfolio
- A high level subjective summary for each Portfolio showing expenditure on employees, premises etc.
- 2016/17 Draft Contingency Sum
- A summary sheet per Portfolio showing actual 2014/15 expenditure, 2015/16 budget, 2016/17 budget and overall variations in planned spending between 2015/16 and 2016/17
- A summary of the main reasons for variations, per Portfolio, in planned spending between 2015/16 and 2016/17 together with supporting notes.

8. OPTIONS BEING UNDERTAKEN WITH A “ONE COUNCIL” APPROACH

8.1 As indicated elsewhere in the report, the Council continues to face significant funding reductions and the Chancellor repeated the aims of devolution, as part of the Spending Review, which includes transforming ‘local government, enabling it to be self-sufficient by the end of the Parliament’. The chancellor claimed in his speech that “local government will be spending the same in cash terms (at the end of the period) as it does today”. This is based on the premise that the cuts in funding will be offset by an increase in taxation receipts generated by council tax (including social care precept) and business rates. Details of options relating to increasing council tax and the social care precept are identified elsewhere in this report. With the full devolution of business rates by the end of the spending review period it remains essential to explore opportunities to increase the council’s business rate base through economic development as well as increase investment income as shown below.

8.2 Community Infrastructure Levy (CIL)

8.2.1 This represents a new local levy on developments that local planning authorities can introduce to help fund infrastructure in the area. Most of any monies raised would be spent on large infrastructure projects, usually linked to the Local Plan, although there is some flexibility on spend for community projects. The CIL procedures require that local authorities consult on the charging schedule, which is also subject to independent inspection before adoption. The levy also partly mitigates against future reduced income from Section 106 monies. Potential income of £3m per annum could be raised with expected implementation from early 2017.

8.3 New Homes Bonus

8.3.1 The Minister, in his provisional 2016/17 Local Government Financial Settlement, announced that the New Homes Bonus scheme will continue indefinitely. However, the Government proposes to change the scheme from 2017/18. The changes include providing funding for a rolling 4 years rather than 6 years (reduction of one third in medium term) as well as a more “targeted” approach by using the scheme to reflect local authority’s performance on housing growth. Options that will be considered include, for example:

- (a) withholding new allocations where no Local Plan has been produced in accordance with the Planning and Compulsory Purchase Act 2004;
- (b) reducing payments for new homes built following a planning appeal;
- (c) only making payments above an assumed baseline for property growth (only payable for property numbers exceeding the baseline growth target).

8.3.2 New Homes Bonus is currently a key source of income, currently set aside to generate investment income and the Council should explore opportunities to retain this income. The future level of income will be dependent on the Council’s approach in supporting housing development and will be dependent on the outcome of the review by the Government. This review reaffirms the longer term risks relating to fully utilising new homes bonus to support mainstream spend. The draft 2016/17 Budget assumes a significant increase in New Homes Bonus to reflect the sixth year of a six year rolling programme and the discontinuation of the top-slicing by the GLA. The final outcome is not yet confirmed. The Draft 2016/17 Budget assumes continuation of setting aside the income for the investment fund. This approach will assist in generating further income to the Council and also reflects the uncertainty around future funding.

8.4 Localisation of Business rates

8.4.1 Details of the initial localisation of business rates scheme were reported to the Executive in June 2012. The Council retains a 30% share of local business rates with 50% retained by the Government and the balance of 20% retained by the GLA. The Council’s funding from central government was adjusted to reflect this new source of direct income. The funding “baseline” will be reset in 2020 and every 10 years thereafter.

8.4.2 The Chancellor announced the full devolution of business rates to local authorities by the end of this Parliament (2020).

- 8.4.3 Although there has been an overall loss in previous years from having a share of business rate income the draft 2016/17 Budget assumes that the position will improve with additional income of £0.2m assumed. In the medium and longer term, recent developments should increase the Council's business rate share income. This includes, for example, the impact of work at Beckenham High Street, future development of Site G, works completed at Bromley North, new cinema and shops at the Walnuts, Orpington and the completion of the Bromley South site.
- 8.4.4 The share of business rates is a key incentive (and potential risk) to assist the Council in generating additional income as well as helping promote economic development. The Council does bear the risk of reducing business rates in their area, subject to a safety net of 7.5%. Any loss of business rates beyond the 7.5% level will be funded by the Government.
- 8.4.5 The reset period of 2020 does create uncertainty in forecasting a longer term business rate income stream. Councils will have to take the risk around the impact of a future recession and the business rate share currently does not provide increased income through annual price increases or revaluation. The only scope for increasing income relates to a physical increase in the tax base.
- 8.4.6 The impact of the incentives through Community Infrastructure Levy, New Homes Bonus and the share in Business Rates could be used, if successful, to generate additional income whilst enabling the promotion of economic growth and creating employment in the borough.

8.5 Asset Review

- 8.5.1 The Executive had previously commissioned an asset review which sought to:
- Optimise value and maximise capital receipts;
 - Identify opportunities for disposal;
 - Confirm properties which provide value to the community and remain in essential use.
- 8.5.2 Where assets no longer provide value to the community or support priorities or services in future it will be essential to look at options for disposal.
- 8.5.3 The key consideration will be whether the current assets add value to service delivery or income generation. Within any consideration it remains important to recognise that assets can make a significant non-financial contribution which is beneficial to the Council and the wider community. The outcomes of the external review were reported to the Executive in September 2014.

8.6 Growth Fund

- 8.6.1 A key priority for the Council is economic development. Economic development creates employment opportunities, potentially reduces the cost of council tax support and generates income through business rates and new homes bonus. There will be other opportunities to support economic development through the Community Infrastructure Levy and Section 106 monies set aside for employment opportunities.

8.6.2 Members previously agreed to set aside a Growth Fund totalling £10m to be ringfenced for investments which support the growth initiatives in Biggin Hill (Strategic Outer London Development Centre £3.5m), Cray Business Corridor (£3.5m) and Bromley Town Centre (£3m). The 2015/16 Financial Monitoring report to the Executive meeting on 2nd December 2015 included additional funding of £6.5m for the Growth Fund (total of £16.5m allocated to date). Details of the progress in utilising these resources will be reported to Executive in March 2016.

8.7 Investment Fund

8.7.1 The Council has also set aside an Investment Fund which is being used for primarily property investments to enable the Council to achieve sustainable investment income which exceeds treasury management rates. An uncommitted balance of £21m remains (revenue balance of £6m plus an allocation of £15m from capital receipts). Actual and planned property acquisitions to date will generate income of £3.7m per annum with the draft budget assuming further income of £1.3m in 2016/17 through further investment property acquisitions.

8.8 Investment Income

- 8.8.1 The 2016/17 draft budget for income from properties purchased to date from the Investment Fund is £5.0m (the current yield provides an average rate of return of 6.0%) and there is further estimated income of £4.4m relating to other investment properties (including the Glades, Walnuts, Biggin Hill Airport and other sundry properties). Income from treasury management investments are estimated at £3.5m (further detail is provided in the Treasury Management – Performance Q2 & Mid-Year Review report to Executive and Resources PDS Committee on 26th November 2015) providing a total investment income of £12.9m. The strategy of continuing to generate additional investment income has helped reduce the budget gap by an equivalent amount.
- 8.8.2 The Council's investments, therefore, span a wide variety of options ranging from property and corporate bonds to other sound investment choices and also include a £25m investment made in a property fund and £10m in Diversified Growth Funds which represents a medium term (3 to 5 years) investment opportunity. The diverse range of investments enables more income to be achieved whilst managing the Council's exposure to risk.
- 8.8.3 The Council will explore using low cost treasury management monies to support future joint venture opportunities with the aim to generate investment returns over 3 to 5 year period. This could include, for example, funding of joint venture opportunities to support land disposal/key investments. The Council remains debt free and has resources to encourage and invest in innovation and new types of investment for the future.
- 8.8.4 A prudent approach to budgeting and the front-loading of savings has enabled a longer term approach to generate further income from the additional resources available, as well as mitigate against significant risks, to provide a more sustainable financial position in the longer term.

8.9 Review of Fees and Charges

8.9.1 The saving proposals as part of the draft 2016/17 Budget include the outcome of reviewing fees and charges within each Portfolio. There will need to be an ongoing review identifying opportunities as the "budget gap" remains significant.

8.10 Invest to Save

8.10.1 The Invest to Save earmarked reserve was approved by Council in October 2011, with an initial allocation of £14m, to enable “loans” to be provided for Invest to Save initiatives, with advances to be repaid within a “reasonable” period and on-going revenue savings to contribute towards reducing the budget gap. In February 2013, the Executive agreed that the one-off Council Tax Freeze grant in 2012/13 be added to the Fund, bringing the total “available” balance up to £17.3m.

8.10.2 Five schemes have been approved to date with a total approved sum of £9.9m to be advanced from the fund (the most significant of which was the street lighting replacement scheme at £8.5m). As at 31st March 2015, the actual balance on the Fund stood at £13.3m (the fund will be increased to £17.3m following final repayments, with any interest accrued included within interest on balances). To date, full year effect savings totalling £1.2m have been achieved on the five schemes.

8.11 Procurement

8.11.1 The Council will continue to identify opportunities for contract savings including the review of inflation provision and repackaging of contracts and re-negotiation to secure the best value for the Council.

8.12 Commissioning Authority

8.12.1 The Council previously agreed Building a Better Bromley Corporate Operating Principles which stated “Bromley citizens expect to manage their own lives with minimum of intervention from the Council. When they need the Council’s support they expect it will be provided efficiently, represent value for money and be free from unnecessary bureaucracy and delays”.

8.12.2 Key principles included a commissioning organisation which identifies the most effective service delivery models which can be in house, outsourced, shared services etc. Other principles include reducing need for customer contact with skilled staff, operating corporately, making the best use of assets, being Member led, delivering value for money, supporting independence and being efficient and non-bureaucratic.

8.12.3 The Council has commissioned work to identify potential savings from progressing with a “commissioning authority” approach whilst seeking where possible to protect front line services. The work is on-going. The Director of Regeneration and Transformation is expected to report to the Executive in February 2016 on the outcome of market testing arrangements for Facilities Management. No savings have been assumed in the forecast at this stage. There may be a future requirement for one off funding to meet the set up cost of future commissioning changes. Further updates will be reported to a future meeting of the Executive.

8.13 Managing Rising Demand

8.13.1 Apart from supply side improvement there remains the need to manage future demand by ensuring there is a focus on outcomes rather than service delivery which includes the need to rethink the relationship between the citizen and the service. More collaborative working with other public agencies will help to ensure that the most effective outcomes can be delivered whilst resources are reducing. The Government’s Troubled Families programme is a good example of how a wider focus on outcomes, working with other agencies, can lead to financial savings.

8.14 Transformation

8.14.1 With a clearer direction on the Government funding available for the next four years and that local authorities will need to be self-sufficient thereafter, there is a need to consider what significant changes are required to manage within that new environment. The required changes relate to opportunities for partnership working, collaboration, reviewing the approach to managing risks, using technology to enable transformation of our services, helping people help themselves (friends groups) and exploring opportunities around community based place shaping led by the Council as a community leader. Even with the income opportunities identified in this report the Council will need to plan through significant changes including the inherent risk of a future recession.

8.15 Health and Social Care

8.15.1 The devolution of business rates as part of a wider devolution agenda combined with the Government's plans to transfer more responsibilities to local authorities represents an opportunity to reform and integrate public services. The Spending Review and Autumn Statement 2015 refers to "the Government will integrate health and social care across the country by 2020 and requires every part of the country to have a plan in place by 2017 for full implementation by 2020". This is a significant step combined with wider integration proposals with health and social care evolving in different parts of the country. One example includes the work undertaken in Manchester and the direction for integration which maintains the local democratic accountability at its core.

8.15.2 Integration may take different forms but the key benefits would be:

- Bromley CCG is co-terminus with the Council's boundaries which makes any pooling of resources for a shared locality more straightforward;
- It is clearly evidenced that social care, which represents a high proportion of local government expenditure, has an impact on the cost and demand for NHS care. Combined resources would be "better spent" through integration. The ongoing funding reductions in local government make this more difficult to achieve without receiving a share of the additional funding available to the CCG and other relevant agencies. The new flexibilities introduced in the Spending Review does help in part, e.g. council tax precept for adult social care and future increases in Better Care Fund ;
- Integration would enable whole systems person centred care and it is proven that this will save money and provide a better patient experience;
- We still have funding silos and effectively there is a need for a whole system review to ensure that funding follows the patient. We need to avoid the risk that investment in social care is restricted as the savings in health care cannot be easily delivered;
- Local Government together with Health can bring significant combined skills to the table to support innovative ways of delivering care. As an example, during the austerity period local government staff and councillors have risen to the significant challenges over the last few years;
- Health partners appear to have more limited autonomy. This is partly due to the different accountability regime in central and local government. In health, there is a more centralistic approach. Simon Stevens, Chief Executive of NHS England is keen to see health work effectively with other partners;
- A lead role for Bromley could enable the move to other care settings in a more robust preventable way;
- Using payment by results in health risks providing an incentive to treat more people when it is important to manage the demand through preventative work etc.;

- The Council has considerable experience and skills in the sole and joint commissioning of services and a proven track record in achieving financial savings and service improvements through this approach. These considerable benefits can be used to support our health partners;
- The Council has a history of robust financial management and has to produce a balanced budget and manage within the resource constraints. By sharing these skills with health we can work to make better use of resources and save money in health and social care;
- Integration of health and social care will reduce pressure on the acute sector.

8.15.3 It is important to remember there are also significant risks around integration and there is a need to mitigate against these risks. However, the benefits of achieving whole systems person centred care whilst making better use of resources and providing a better patient experience is a compelling reason to move away from the current arrangements.

9. IDENTIFYING FURTHER SAVINGS

- 9.1 There were 1,335 statutory duties as at June 2011, as identified by the National Audit Office. There has been no overall reduction in statutory duties to date despite significant funding reductions.
- 9.2 Chief Officers undertook “Baseline Reviews” which identified the full cost of services and their resultant statutory and non-statutory functions with scope for achieving savings as well as action to mitigate any negative service impact.
- 9.3 The scale of savings required in future years cannot be met by efficiency alone – there will be a need for a reduction in the scope and level of services. The council will need to continue to review its core priorities and how it works with partners and key stakeholders and the overall provision of services.
- 9.4 A significant challenge is to consider discretionary services which, if reduced, could result in higher cost statutory obligations. Therefore, it is important to consider the risk of ‘unintended consequence’ of reducing discretionary services adversely impacting on the cost of statutory services.
- 9.5 Savings proposals are detailed in Appendix 6 and Chief Officers are continuing to explore the opportunities for further savings to address the medium term budget gap.

10. FUTURE LOCAL AUTHORITY LANDSCAPE

- 10.1 Although the “devolution revolution” will provide significant opportunities in the future where councils have to increase income (with government funding withdrawn) the key question is whether such a financial model is sustainable for local government.
- 10.2 A recent CIPFA survey, prior to the Spending Review and Autumn Statement 2015 identified that half of council finance directors are less confident in the ability to deliver savings than they were a year ago. The survey concluded that confidence levels in the sector are diminishing. When asked the same question the previous year, 41% said they were not confident they could deliver the required savings while the year before the proportion was 27% (CFOs). Rob Whiteman Chief Executive of CIPFA stated that “it should set alarm bells ringing across government as more and more councils struggle to balance their books with some authorities now facing a fiscal cliff”.

- 10.3 Even after the Spending Review and Autumn Statement 2015 announcements London Councils estimate that Councils in London still have an estimated combined funding gap of at least £2.7bn by 2020. The LGA had identified a national forecast funding gap of £13bn by 2019/20.
- 10.4 The NAO issued a report at the end of 2014 that real terms cuts will amount to 37% from 2010 to 2016. The NAO said “Auditors were increasingly concerned about local authorities’ capacity to make further savings, with 52% of single tier and county councils not being well placed to deliver their medium term financial plans.
- 10.5 PWC’s “The Local State We’re In” states the long term outlook for the local government sector is more uncertain than ever. Leaders and Chief Executives remain relatively confident that they will be able to make the necessary savings in the next year but when it comes to the next five years only one in 10 chief executives are confident in their council’s ability to manage savings. Therefore the spectre of failure looms large with nine out of 10 chief executives believing that some local authorities will get into serious financial difficulties over the next five years. In the same survey, 84% of respondents believe that integration of health and social care will deliver better outcomes for the local population. Yet, while integration may generate savings for health and social care systems as a whole, less than three in ten agree that integration will lead to savings for their council.
- 10.6 In their annual report for 2014/15, Bromley’s external auditors (PWC) have highlighted the need to ensure actions are underway to address the budget gap as identified in the medium term financial strategy recognising the serious challenges we will face trying to address this.
- 10.7 The Government’s ambition for devolution together with a fundamental review of the role of local authorities and the role of state together with the arrangements for funding is key to address this bleak picture. Greater devolution of powers and funding to local authorities will enable a greater lead role with other public sector organisations which will help partly address the challenges in the future landscape.
- 10.8 Local Government cannot afford the future unless it changes what it does. Changes for the future will need to include operational mergers between authorities for services, greater use of private and voluntary sector, devolution of powers and funding to local authorities as community leaders, a fundamental change in the role of State and implementing opportunities to join up with health and other public agencies (community budgets etc.). Any major change may require the investment of one-off resources. After the delivery of cost savings and efficiency, there is a greater need for transformation, demand management and income enhancement. The scale of the funding reductions may also result in the need to stop or reduce services in the longer term.
- 10.9 Bromley remains “better placed” to deal with the ongoing challenges but needs to ensure that early decisions are made and adequate reserves are retained to ensure sustainable finances in an increasingly difficult financial landscape. The retention of an adequate level of reserves is key to ensure that Bromley can prepare for future funding reductions and to deal with increasing financial uncertainty including the impact of the local government finance reforms.

11. LONDON BOROUGH GRANT COMMITTEE

- 11.1 London Councils require formal notification of the Council’s agreement to their contribution for 2016/17. The London Councils Grants Committee has proposed a Budget for 2016/17 comprising total expenditure of £10.49m that is met by contributions from Boroughs of £9m, European Social Fund grant (£1m) and transfer from reserves (£0.49m).

- 11.2 Bromley's contribution to this Committee was £339,919 in 2015/16. The contribution for 2016/17 is £320,350 which represents a reduction of £19,569 compared with 2015/16 (reduction includes share of one off payment of £18,286).
- 11.3 The approval of at least two thirds of the constituent Councils of the London Boroughs Grants Scheme is required for the proposed 2016/17 budget. If it is not agreed by the end of January 2016, the overall level of expenditure is deemed to be the same as approved for 2015/16.

12. THE SCHOOLS BUDGET

- 12.1 Since 2003/04, the Council has received funding for the 'Schools Budget' element of Education services through a ring fenced grant, more recently through the Dedicated Schools Grant (DSG).
- 12.2 As a precursor to the introduction of the National Funding Formula which will be implemented for 2017/18, as announced in the Chancellor's spending review statement, DfE made changes to the DSG funding allocations for 2015/16 as part of the Fairer Funding Reforms. As a result, Bromley received an additional £19.5m schools block funding reflecting the low levels of funding in previous years.
- 12.3 The per-pupil funding for 2016/17 has been maintained at the same level, and an additional £562k has been allocated to the high needs block, resulting in a current projected allocation of £251.4m for 2016/17. Of this amount, £165.9m is recouped by the EFA to fund academies directly so the Council will receive £85.5m to fund the remaining maintained schools, early years funding, SEN support and placements, and other central services.
- 12.4 The DSG continues to be ringfenced for funding the provision of Education, with no material changes to the conditions of use. As a result, the vast majority of this has to be passed directly to maintained schools and academies, and means that there continues to be minimal scope to redivert DSG budget to other services. In previous years the Portfolio Holder has agreed a package of funding to set the Schools budget following consultation with Schools Forum, Headteachers and Governors. The Executive is asked to agree that this process should take place again for 2016/17.
- 12.5 In 2013/14 the Education Services Grant (ESG) was introduced by DfE. The Education Services Grant (ESG) replaced LACSEG as the tool to fund local authorities and academies for certain functions carried out by the authority that transfer to academies when schools convert. Bromley receives £15 per pupil regardless of where they are for statutory functions such as tracking children missing from education, school improvement, strategic planning of education services and other services that do not transfer to academies on conversion. Bromley then receives an additional sum for each child in a maintained school (£77 for mainstream, £289 for PRU and £327 for a special school for 2016/17, reduced from 2015/16 values of £87, £326 and £370 respectively). The initial 2016/17 ESG allocation is £1.5m based on academy conversions to 1st November 2015.
- 12.6 Although it is difficult to accurately predict, the 2016/17 Draft Budget assumes ongoing conversion of remaining maintained schools to academies. The grant allocation is re-calculated on a quarterly basis, so the grant will reduce in-year as more schools convert to academies.

- 12.7 As all schools convert to academies, the grant levels will diminish to the statutory payment only amounting to £743k. This will have to be managed carefully by the department as services/functions will need to reduce as far as possible to compensate for this.

13. FIXED FUNDING OFFER

- 13.1 The Council has received provisional funding allocations for a four year period 2016/17 to 2019/20 which is welcomed. The Government have stated that any Council accepting this four year funding “offer” will have to publish an efficiency plan. Details of the specific requirements of the efficiency plan are awaited.
- 13.2 The Government have qualified the “offer” by stating that the final grant determination in future years will still be subject to future changes arising from unforeseen events, business rate multiplier changes, impact of transfer of functions and mergers. The settlement does not address Members concerns about the low base level/ starting point grant funding to Bromley which impacts on funding over the next four years and means that detailed consideration will need to be given about whether to sign up to the “offer”. However, it is also important to note that there may be downside risks to the Council in not signing up, particularly if further austerity measures are introduced by the Government.

14. GENERAL AND EARMARKED RESERVES

- 14.1 The Council has general reserves remaining of £20m as at 31/3/2015. A full breakdown of reserves including earmarked reserves will be reported to the next meeting as part of the 2016/17 Council Tax report. Reserves have reduced from £131m in 1997. The Council has reduced its level of general reserves towards funding an invest to save fund and to create the Growth and Investment Fund. Reserves are one off monies and are utilised to resource investment in schemes that will deliver long terms savings, support economic development, create employment opportunities and enable income opportunities as well as have sufficient resources to manage financial risks during this unprecedented period of austerity.
- 14.2 The “Capital Programme Monitoring 2011/12 and Annual Capital Review 2012 to 2016” report to the February 2012 meeting of the Executive identified the long term financial implications of the capital programme. The report identified that abandoning the current agreed strategy (fund rolling programmes through capital and reinstating general fund contribution to support the revenue budget of £3.5m) would have resulted in the Council’s entire general reserves being utilised in the medium term. This illustrates the benefits of the strategy that Members have adopted since 2006/07. However, given the ongoing financial constraints and opportunities to reduce costs in the medium term, it may be necessary to reconsider this approach. The Executive Director of Environment and Community Services will be submitting a report to the next meeting considering upfront investment in footway and carriageway planned maintenance.
- 14.3 If the existing general reserves are released now to fund service initiatives, delay savings or reduce council tax there would be a resultant “opportunity cost” relating to a corresponding loss in interest earnings/investment opportunities and further acceleration of the anticipated exhaustion of reserves which is not recommended. Any increase in service levels or initial protection would only be very short term. Reserves can only be used as a one-off contribution to revenue spending and would not provide a sustainable solution to maintaining local government services.

15. ISSUES FOR FUTURE YEARS

- 15.1 The key issue to consider in the options identified above is the need to ensure long term sustainable finances to help ensure the Council can provide priority services in the longer term. Any final proposals as part of the 2016/17 Council Tax report in February will need to enable the Council to achieve a legally and financially balanced budget in 2016/17 but to also deal with the medium term financial position as well. Even allowing for the options in this report a budget gap of £26.7m per annum remains from 2019/20. All the measures identified in Appendix 4 will enable flexibility to provide a more sustainable financial position for future years when the Council is facing an increasing budget gap as well as provide greater stability in the longer term by adopting a medium term budget planning approach. The retention of reserves remain increasingly key to provide investment income, contribute towards the council's capital programme, support invest to save and support the transitional period of significant reductions in funding in a period of a changing landscape for local authorities. The financial outcome will also depend on the final decisions made on council tax levels.
- 15.2 The Council continues to face the most challenging budget process in recent times with the current economic and financial environment providing an extremely challenging context for the medium term financial strategy. The strategy needs to remain flexible and the Council's reserves resilient to respond to the impact of volatile external events and the structural budget deficit during this austerity period.
- 15.3 Historically, the council has been able to balance service pressures, whilst receiving low Formula Grant increases due to the large increase in specific grant for social care services and education up to 2006/07. This trend has been reversed since 2007/08. The situation is worsened with the Council continuing to remain, since 2003/04, at the "grant floor" for Formula Grant. The Leader and other colleagues have met Greg Clarke, Secretary of State, Communities and Local Government and also met separately with three local MPs to express concern about the levels of low funding reflected in the previous Government funding settlement.
- 15.4 Since 2003/04, the Council has received significant increases for the "schools budget" through ring fenced grant (more recently Dedicated Schools Grant). A further increase of £19.5m was made available for 2015/16. The ring fencing of this grant results in a continuation of minimal scope to redivert any resources from the schools budget to other services.

16. COUNCIL TAX, FUNDING AND SPEND COMPARISONS

- 16.1 Details of council tax, funding levels and cost comparisons between councils are shown in Appendix 2.
- 16.2 Bromley has had a clear strategy of setting its Council Tax amongst the lowest in outer London.
- 16.3 Using 2015/16 funding information, if Bromley's council tax was the average for the 6 other low grant funded authorities, or received the average grant funding for London, its annual income would increase by £25m and £73m respectively.
- 16.4 Despite being a low cost authority, Bromley has achieved savings of over £60m since 2011/12 but it becomes more challenging to achieve further savings with a low cost base.

- 16.5 The Council has achieved a low council tax level despite low levels of Government funding by keeping spending low as illustrated in Appendix 2.
- 16.6 Therefore, in conclusion, Bromley has retained a low council tax despite lower levels of grant funding. This has been achieved by maintaining a low spending base. It is important to recognise that the pattern of spending in Bromley both in level and pattern restricts the options facing Members. One of the key issues in future year budgets will be the balance between spending, taxation and charges and service reductions in an organisation starting from a low spending base.

17. COUNCIL TAX LEVEL INCLUDING GLA PRECEPT

- 17.1 The GLA's 2016/17 Draft Budget was issued for consultation on 22nd December 2015 and includes proposals for a reduction of 6.4% in existing GLA precept levels for 2016/17. The final GLA precept for 2016/17 is expected to be announced after the Assembly has considered the Mayor's draft consolidated budget on 22nd February 2016.
- 17.2 For 2016/17 every £1m change in income or expenditure causes a 0.8% variation in the "Bromley element" of the Council Tax. Each 1% council tax increase generates ongoing annual income of £1.3m.
- 17.3 As part of the Localism Act, any council tax increase of 2% or above in 2016/17 (2% per annum for 2013/14 to 2015/16) will trigger an automatic referendum of all registered electors in the borough. If the registered electors do not, by a majority, support an increase of 2% and above then the Council would be required to meet the cost of rebilling of approximately £100k. The one off cost of a referendum is estimated to be £400k.
- 17.4 Councils are able to levy the adult social care precept on top of the existing freedom to raise council tax by up to 2% without holding a referendum.
- 17.5 If the Council chose to agree a Bromley element 3.99% council tax increase, including the social care precept, and the GLA precept reduction was 6.4% there would be an overall combined council tax increase of around 1.7%.

18. CONSULTATION

- 18.1 Two separate resident association meetings and a wider public meeting relating to "Bromley Council Budget 2016-17" in November/December 2015 with a web survey seeking the public's views online (with a closing date of 6th December 2015) were held and the outcome is summarised in Appendix 8.
- 18.2 It is proposed that this report is considered by individual PDS Committees and their comments and considerations will be reported back to the 8th February 2016 meeting of the Executive. Such consideration will enable the Executive to take into account those views as part of agreeing its final recommendations to the Council meeting on 22nd February 2016 where the 2016/17 Budget and Council Tax will be agreed.
- 18.3 Prior to finalising the "Schools Budget" the Education Portfolio Holder will consult through meetings with Head Teachers, Governors and the Schools Forum. Consultation papers will also be sent to local business representatives for their views and comments. Other examples of consultation will include consultation on specific budget proposals.

19. POSITION BY DEPARTMENT – KEY ISSUES/RISKS

- 19.1 There remain risks arising from the scale of budget savings required to address the budget gap as well as the cost pressures arising from new burdens and the impact of Government Policy changes including welfare reforms and the new Living wage. Action will need to be taken to contain, where possible these cost pressures, managing the implementation of savings or seeking alternative savings where required.
- 19.2 In addition to the issues shown above, a further list of the potential risks which will be faced in future years that Members should consider arising from the assumptions made are shown in Appendix 9. The level of balances held and provisions set aside in the central contingency provide significant safeguards against any adverse financial pressures.

20. POLICY IMPLICATIONS

- 20.1 The Council's key priorities are included within the Council's "Building a Better Bromley's statement and include:
- Safer Communities
 - A quality environment
 - Vibrant, thriving town centres
 - Supporting independence, especially of older people
 - Ensuring all children and young people have opportunities to achieve their potential
 - An Excellent Council
- 20.2 "Building a Better Bromley" refers to aims/outcomes that include "remaining amongst the lowest Council tax levels in Outer London" and achieving a "sustainable council tax and sound financial strategy".

21. PERSONNEL IMPLICATIONS

- 21.1 Staff, departmental and trade union representatives will be consulted individually and collectively on any adverse staffing implications arising from the budget options. Managers have also been asked to encourage and facilitate staff involvement in budget and service planning.

22. LEGAL IMPLICATIONS

- 22.1 The Local Authorities (Standing Orders)(England) Regulations 2001 deal, amongst other things, with the process of approving the budget. Under these provisions and the constitution, the adoption of the budget and the setting of the council tax are matters reserved for the Council upon recommendation from the Executive. Sections 73-79 of the Localism Act 2011 has amended the calculations billing and precepting authorities need to make in determining the basic amount of Council tax. The changes include new sections 31 A and 31 B to the Local Government Finance Act 1992 which has modified the way in which a billing authority calculates its budget requirement and basic amount of Council Tax.
- 22.2 Schedule 5 to the Localism Act 2011 inserts a new section 52ZB in the 1992 Act which sets out the duty on billing authorities, and precepting authorities to each determine whether their relevant basic amount of council tax for a financial year is excessive. If an authority's relevant basic amount of council tax is excessive, the provisions in relation to the duty to hold a referendum will apply.

- 22.3 The introduction of the Education Act 2005 has changed the procedure for the setting of schools budgets. The Act has introduced the concept of a funding period, which allows for the introduction of multiple year budgets rather than the setting of financial year budgets.
- 22.4 The Schools Finance (England) Regulations 2005 introduced under the provisions of the new Section 45AA of the School Standards and Framework Act 1998, place a requirement on the LEA to determine schools budgets by the 31st March. Notice of a schools determination must be given to maintained schools governing bodies. Contained within the regulations is a designated procedure that allows the LEA to predetermine the schools budget and the individual schools budget. There is also a provision allowing amendment to the determination, but any reduction in budget can only be proportionate to any reduction in the dedicated schools grant that has been received.
- 22.5 Executive is being requested to delegate the setting of the schools budget funded through the Dedicated Schools Grant to the Education Portfolio Holder.
- 22.6 The making of these budget decisions is a statutory responsibility for all Members. Members should also have regard to the changes from the Localism Act relating to council tax increases and the recent introduction of the Adult Social Care precept.
- 22.7 The Local Government Act 2003 included new requirements to be followed by local authorities, which includes the CIPFA Prudential Code. This includes obligations, which includes ensuring adequacy of future years reserves in making budget decisions. Further details to support these obligations will be reflected in the 2016/17 Council Tax report to be reported to the February meeting of the Executive.

23. CONCLUSION

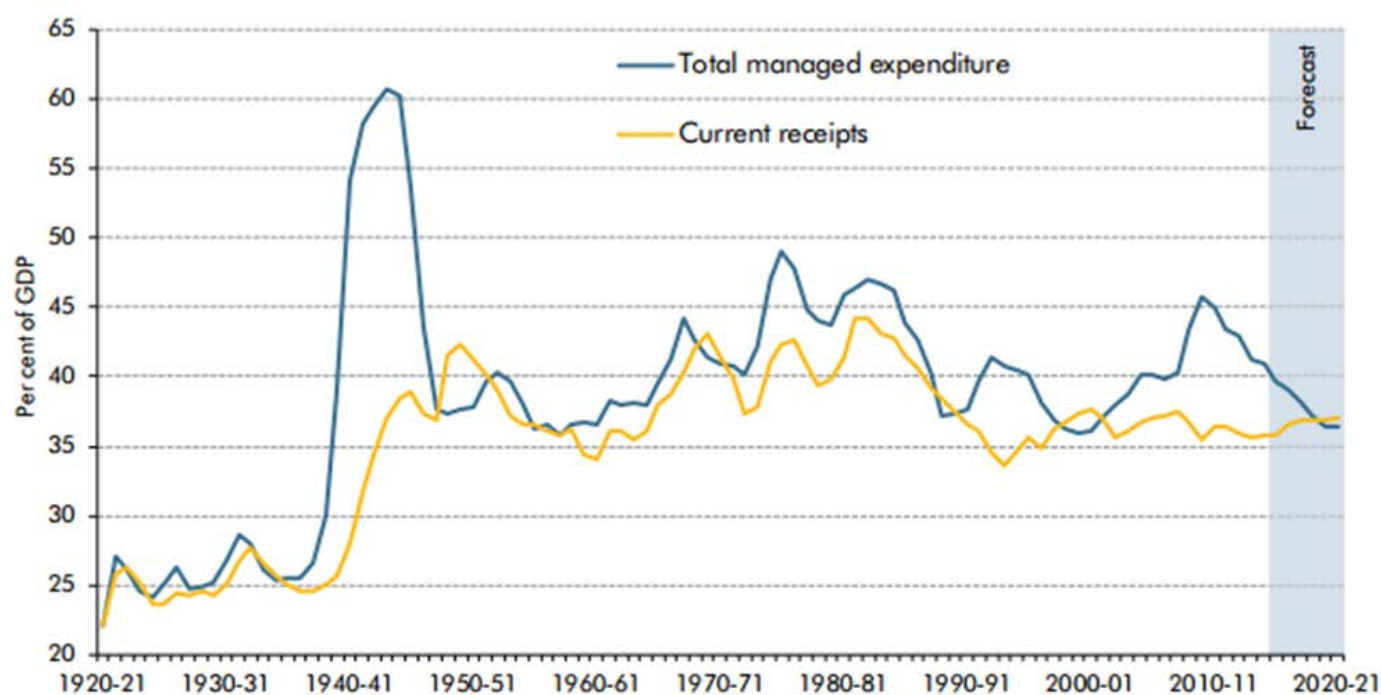
- 23.1 The Council has had to take significant action to reduce the cost base while protecting priority front line services and providing sustainable longer term solutions. Council tax has been kept low and the proposals include identifying investment resources (new homes bonus) to meet the “sustainability” requirements. There will be increasing and unprecedented financial volatility, uncertainty and risk and the Council faces the challenge of delivering a balanced budget over the medium term. Stewardship and delivering sustainable finances are increasingly important during a period of national and international economic issues which creates uncertainty over the longer term direction of the Government’s austerity measures. It is probable that the situation will remain volatile in the medium term requiring ongoing change in our detailed approach but the framework should be one of tight financial forecasts and control linked to a clear strategic service direction. In order to continue to provide services in the longer term the Council will need to continue to provide priority services, radically transform existing service provision, release the necessary revenues, increase council tax income, continue to explore investment opportunities and mitigate against the cost pressures currently being forecast. It is important to consider actions now that address the “budget gap” in the medium term.

Background documents	<p>Council Tax Support/Reduction 2016/17, Executive, 2nd December 2015</p> <p>Capital Programme Monitoring – 2nd Quarter 2015/16, Executive, 2nd December 2015</p> <p>Budget Monitoring 2015/16, Executive, 2nd December 2015</p> <p>Effect of De-Regulation Act on CCTV Parking and Bus Lane Enforcement, Executive, 2nd December 2015</p> <p>Residential Property Acquisition, Executive, 2nd December 2015</p> <p>Investment Proposal, Executive, 2nd December 2015</p> <p>Treasury Management – Investment Strategy Review and Q2 Performance and Mid-Year Review, E&R PDS Committee, 26th November 2015</p> <p>Provisional Final Accounts 2014/15, Executive, 10th June 2015</p> <p>2015/16 Council Tax, Executive 11th February 2015</p> <p>Draft 2015/16 Budget and Update on Council’s Financial Strategy 2016/17 to 2018/19, Executive, 14th January 2015</p> <p>Care Act 2014 Impact, Care Services PDS Committee, October 2014</p> <p>Adult Social Care – Impact of the Care Bill and Future NHS Funding, Executive, November 2013</p>
Financial Considerations	<p>Covered within overall report</p>

Update on Economic Situation which can impact on Public Finances

1. The overall national debt stands at £1.6 trillion. The 2015 Spending Review identified that the public sector net borrowing is expected to be £73.5bn this year which is planned to reduce to a surplus of £10.1bn from 2019/20 based on the national measures proposed. Debt as a % of GDP to fall from 83.1% in 2014/15 to 71.3% by 2019/20. The annual deficit (gap between total expenditure and managed receipts) is shown in the chart below:

Total public sector spending and receipts



Source: Bank of England, ONS, OBR

2. There remains positive news on the economy and since 2010 no G7 economy has grown faster than Britain. Monies saved from lower debt interest payments and improvements in expected tax revenues have provided additional monies of £27bn over the spending review period. The fiscal squeeze is to continue. With ongoing protection of health, overseas aid, education and recently police and other security services, the disproportionate cuts in direct funding to local government will continue over the spending review period.
3. The most significant issues that impact on local government funding from central government are the plans relating to DCLG Resource Departmental Expenditure Limits (RDEL). The reductions compared with the previous year are -16.5% in 2016/17, -22.9% in 2017/18, -17.6% in 2018/19, -11.5% in 2019/20. This results in a real reduction including the impact of inflation of 56%.
4. However, the Government view the new flexibilities such as the future growth forecasts from business rates (to be fully devolved to local government by 2019/20), scope to raise a 2% increase in council tax (social care precept) and the ongoing ability to increase council tax as methods which can significantly mitigate the impact of grant reductions.

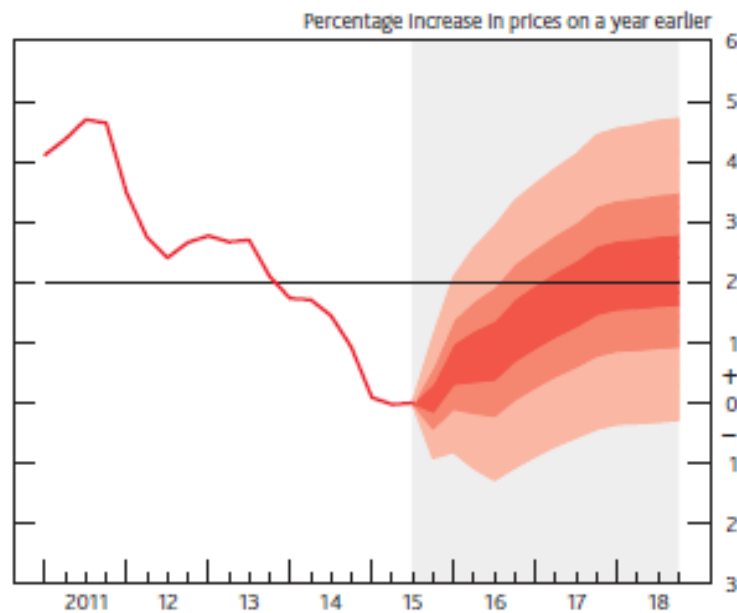
- The Bank of England's inflation report (November 2015) provides the following Gross Domestic Product (GDP) projections.

The Office for Budget Responsibility estimates that the UK economy is expected to grow by 2.4% per annum and stabilise at 2.3% per annum by 2019/20.

- Inflation (CPI) is expected to be below target at 0.1% in 2015/16, 1.0% in 2016/17, 1.8% in 2017/18, 1.9% in 2018/19 rising to 2.0% by 2019/20.

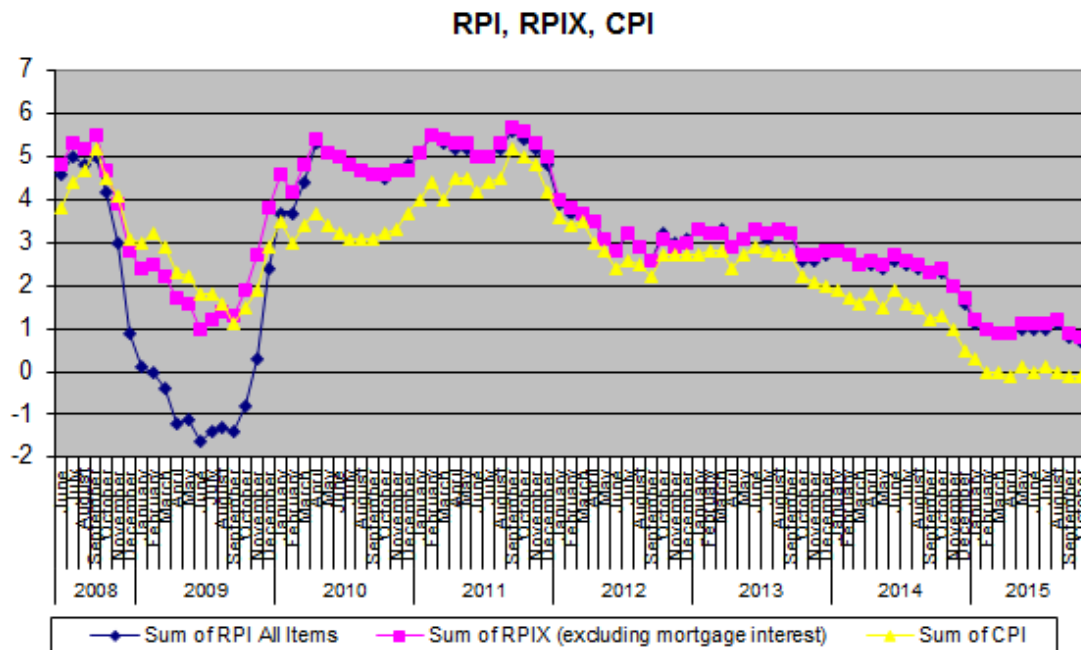
Inflation (RPI) is expected to be 1.0% in 2015/16, 2.0% in 2016/17, 2.9% in 2017/18, 3.2% in 2018/19 and 3.2% in 2019/20.

The Bank of England's inflation report (November 2015) provides the following projections for CPI inflation:



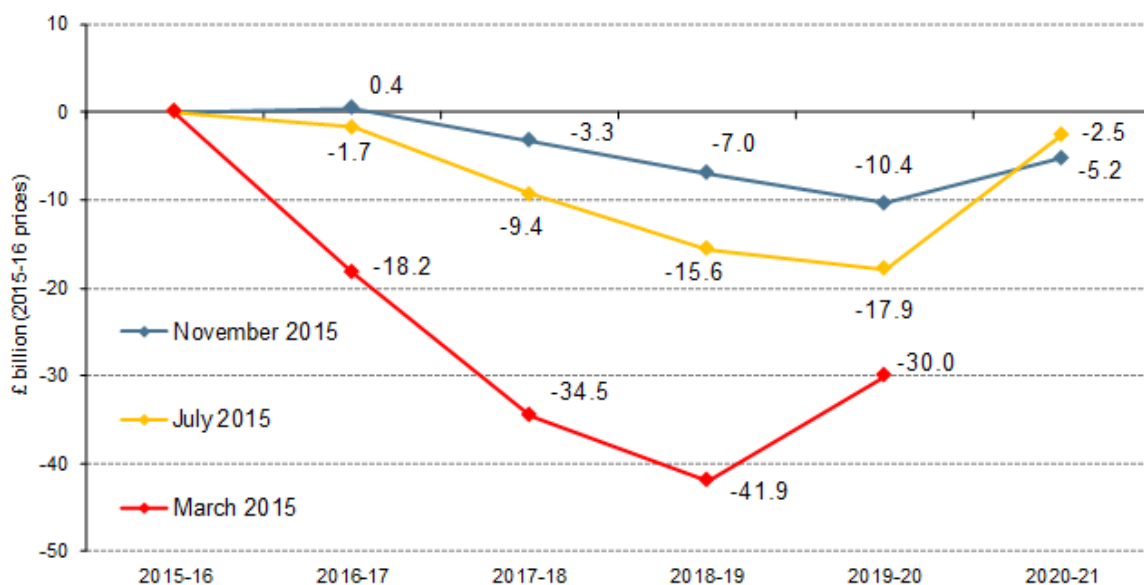
- Inflation remains below the Bank of England target of 2% - inflation has previously remained above the target since the end of 2009 until the end of 2013. Inflation has continued to fall since the end of 2013 due to the reduction in oil prices (expected to be short term initially but continue to remain low), impact of higher exchange rates for sterling and moderate pay growth. The Bank Of England are now expecting the 2% inflation target (CPI which is normally lower than RPIX) to be above target by 2018. The main measure of inflation for annual price increases for the Council's contracted out services is Retail Price Index (excluding mortgage interest rates) i.e. RPIX. This measure is normally up to 1% above the Consumer Price Index (CPI) level. The Draft 2016/17 Budget assumes contract price increases of 1.2% which compares with the existing RPIX of 0.8%. Contract price increases of 1.8% have been assumed for 2017/18 rising to 2% per annum from 2018/19.

Details of inflation movements over the last 7 years are shown below:



8. Although the national financial position has improved when the Chancellor considered the Spending Review and Autumn Statement 2015 some commentators believe that the situation could deteriorate over the next four years and further changes may be necessary. A comparison of changes in real Resources Departmental Expenditure Limits (RDEL) are shown below:

Chart 4.5: Change in real RDEL from 2015-16

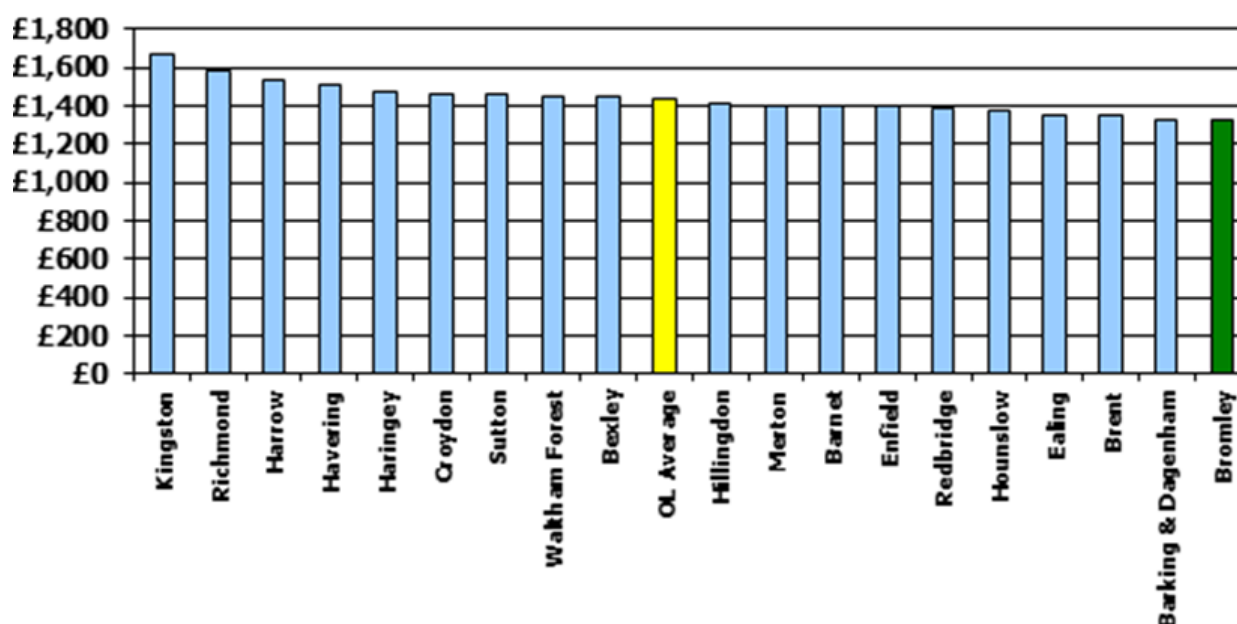


Source: OBR

Council Tax Levels, Government Funding and Spend Levels

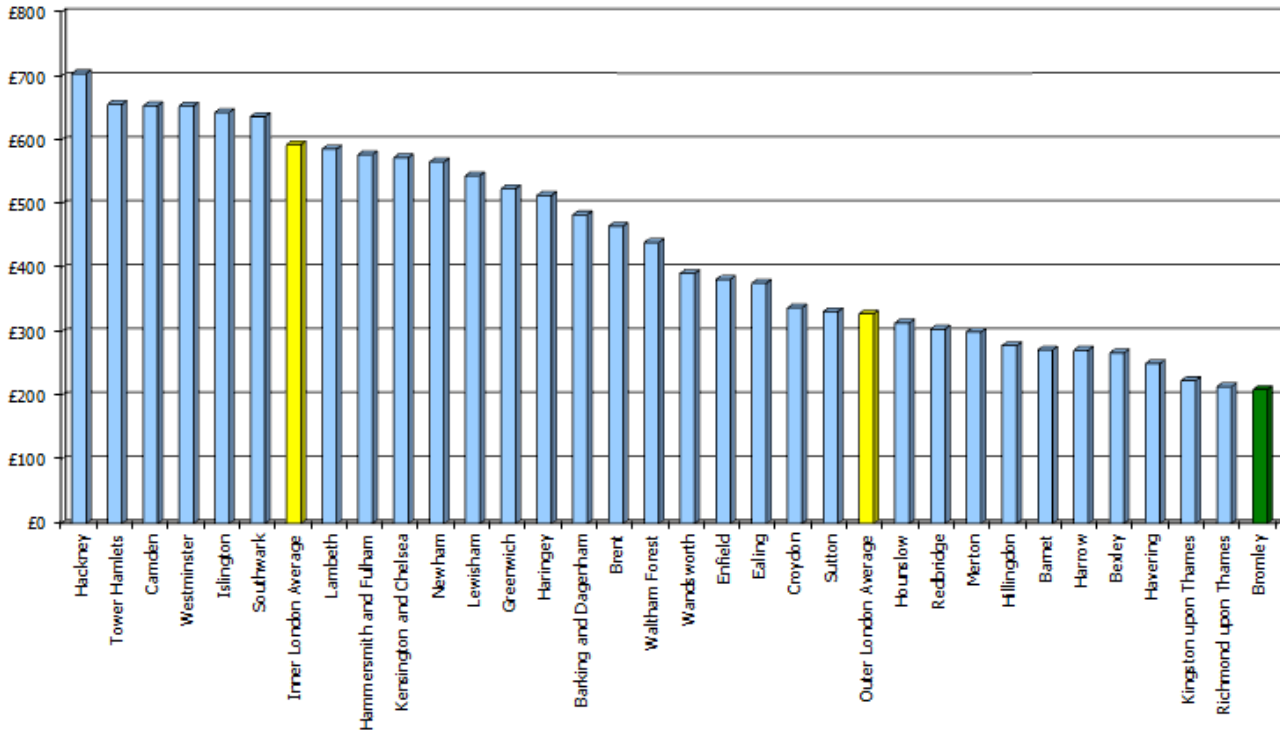
1. Historically, the council has been able to balance service pressures, whilst receiving low Formula Grant increases due to the large increase in specific grant for social care services and education up to 2006/07. This trend has been reversed since 2007/08. The situation is worsened with the Council continuing to remain, since 2003/04, at the “grant floor” for Formula Grant.
2. Since 2003/04, the Council has received significant increases for the “schools budget” through ring fenced grant (more recently Dedicated Schools Grant). The ring fencing of this grant results in a continuation of minimal scope to redirect any resources from the schools budget to other services.
3. Bromley has had a clear strategy of setting its Council Tax amongst the lowest in outer London.

**Outer London Council Tax Band 'D' Levels 2015/16
(based on ONS Categories)**



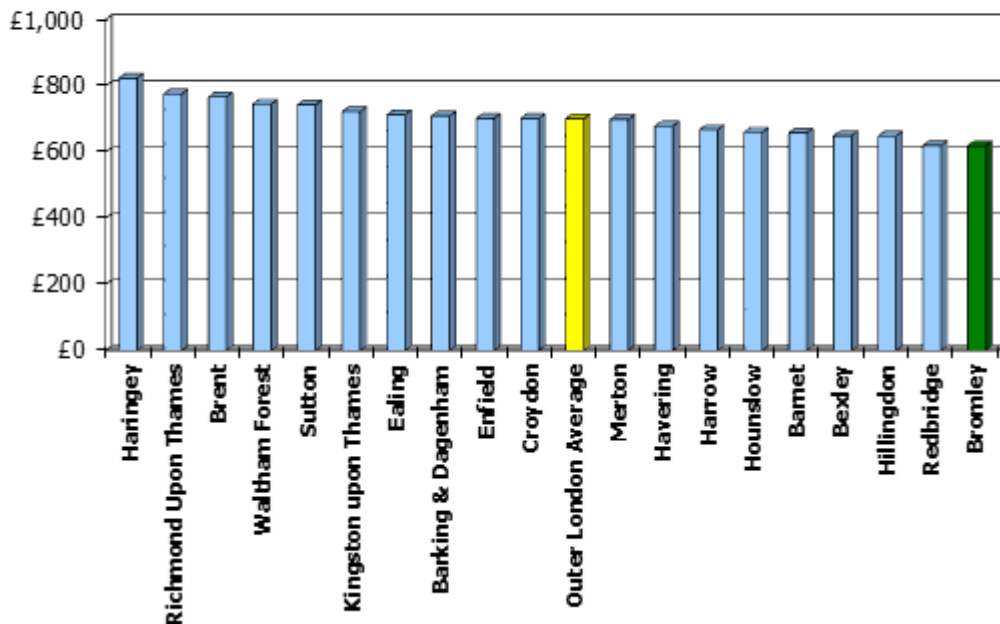
4. Most other low Grant boroughs have responded to low Government funding by setting substantially higher Council tax levels than Bromley, in some cases amongst the highest in London. If Bromley’s council tax was the average for the 6 other low grant funded authorities, or received the average grant funding for London, its annual income would increase by £25m and £73m respectively.

Whole of London Funding per Head 2015/16



5. Despite being a low cost authority, Bromley has achieved savings of over £60m since 2011/12 but it becomes more challenging to achieve further savings with a low cost base.
6. The Council has achieved a low council tax level despite low levels of Government funding by keeping spending low as illustrated below:

Outer London Spend per Head 2015/16



7. Therefore, in conclusion, Bromley has retained a low council tax despite lower levels of grant funding. This has been achieved by maintaining a low spending base. It is important to recognise that the pattern of spending in Bromley both in level and pattern restricts the options facing Members. One of the key issues in future year budgets will be the balance between spending, taxation and charges and service reductions in an organisation starting from a low spending base.

1. Spending Review and Autumn Statement 2015 and Provisional 2016/17 Local Government Financial Settlement

1.1 The key changes, impacting on Bromley, are shown below.

1.1.1 From a financial planning point of view there remains significant austerity cuts planned over the next 4 years (56% reduction in real terms to the Local Government Resource DEL) but there are new flexibilities/opportunities provided to help partly mitigate against the impact of such grant losses. The Chancellor repeated the aims of devolution, as part of the Spending Review, which includes transforming 'local government, enabling it to be self-sufficient by the end of the Parliament'

1.1.2 Council Tax

- The Council Tax referendum threshold for 2016/17 remains at 2% (it was 2% in 2015/16);
- Council tax freeze grant will cease from 2016/17;
- Adult Social Care Precept – flexibility expected to enable additional funding to be raised to prevent further reductions in social care spend. There can be a council tax precept of 2% to specifically fund adult social care (a 2% increase in council tax equates to £2.6m additional income per annum). The Government recognises that the precept can also include, for example, the additional cost of the new Living Wage – the precept for social care is not affected by the council tax referendum limit.

1.2 Social Care and Health

- Better Care Fund Settlement will be after local government finance settlement which is now expected on 16th December. Additional funding of £1.5bn for Better Care Fund by 2019/20 (equates to about £4.5m for Bromley, based on formula considering the Council's tax raising income) will be back-loaded and it will be paid direct to local authorities. The first year of additional funding commences in 2017/18. A significant element of funding will come from reductions in new homes bonus which will explain why most of the funding will be provided at the end of the spending review period. Details of Better Care Fund for 2016/17 is still awaited at time of writing this report;
- In terms of the current Better Care Fund from 2016/17 and whether it will take into account the additional funding from NHS (£6bn in 2016/17 rising to £10bn by 2019/20) will depend on the decisions made by NHS England (with CCGs) on how the money is distributed – that meeting will be a few days after local government finance settlement.
- For planning purposes we can assume that the 2016/17 Better Care Fund will be at least the same as the 2015/16 funding.
- Providing NHS England with £6bn per annum in 2016/17 rising to £10bn per annum in real terms by 2020/21, compared with 2014/15 – the Government still expects the NHS to deliver the previously planned £22bn efficiency savings as part of NHS Five Year Forward View;
- The Government will integrate health and social care across the country by 2020 and requires every part of the country to have a plan in place by 2017 for full implementation by 2020;
- The 'capping of care costs' (Dilnot Review) which was deferred previously will be implemented from 2020/21;

- The Government will shortly consult with local authorities with social care responsibilities to provide fairer funding through the local government finance system.
- The Government is expected to make real terms savings of 3.9% per annum over the next 5 years in public health funding and ring fence funding will continue from 2016/17 and 2017/18
- The Troubled Families Programme will continue (details of current scheme will be reported to Executive on 2nd December 2015).

1.3 Funding Settlement

- The Council has received a four year provisional settlement ;
- The methodology used for councils receiving grant reductions will add more weighting to the council tax base of councils (Bromley will receive a higher proportion (%age) of cuts to reflect this);
- This translates to a reduction in the Council's Settlement Funding Assessment of 48.5% by 2019/20 compared with the England average of 31.8%. In real terms the reduction equates to 52.2%.
- Business Rate Devolution - the Government will consult on the reforms in 2016 and will include the transfer of TfL capital funding (matter for GLA), public health and housing benefit administration grant and potentially responsibility for attendance allowances. There will be a form of equalization to make the changes fiscally neutral. The Government's long term review of business rates will be reported with the Chancellor's March 2016 Budget;
- Local authorities will be able to spend proceeds from asset disposals on reform projects (changes to enable use of capital receipts for funding one off revenue spend).

1.4 New Homes Bonus

- New Homes Bonus – the Government is considering moving to four year funding (currently receive funding over 6 years for each additional occupied home) and considering more targeted/reward driven use;
- New Homes Bonus – funding to be cut by 2/3rds i.e. £800m out of £1.2bn (2/3rd to be used towards £1.5bn Better Care Funding). "Some alternative funding has been provided through the top-slicing' of Revenue Support Grant;
- Targeted/reward driven to include reduced funding for new homes where planning lost on appeal and future funding only provided where local authorities achieve or exceed potential targets for additional homes. Significant impact on Bromley;
- Phasing from old funding arrangements to new funding arrangements over spending review period.

1.5 Welfare Reforms

- Capping of the amount of housing benefit in the social sector to Local Housing Allowance Rates – in some cases housing association rents exceed the Local Housing Allowances and in such cases the additional element will no longer be eligible for housing benefit – the aim is to put downward pressure on rents but it could cause rent arrears difficulties leading to pressure in the longer term on homelessness budgets. This applies to new tenancies from April 2016 with housing benefit entitlement changing from April 2018;
- Ending of management fee for temporary accommodation from 2017/18 – the Council receives over £1m in housing benefit grant as a contribution towards the higher rents of temporary accommodation. This is likely to result in a significant loss of income although the Government have indicated that some devolved funding will be provided;

- Planned changes to tax credits will not proceed but ultimately will be implemented on a phased basis through the Universal Credit changes;
- Additional Discretionary Housing Funding will be made available to local authorities.

1.6 Schools

- Schools funding will be protected in real terms over the spending review period;
- The Government plan to make savings of around £600m from Education Services grant and supporting schools to realise efficiencies – effectively this will be a cut in Education Services Grant;
- A new national funding formula will be introduced from 2017/18;
- Funding for core adult skills will be cash protected;
- £23bn of capital investment for schools ;
- Funding for universal free school meals will continue.

1.7 Other key Changes

- As part of promoting further devolution the Government will deliver its commitment to a £12bn Local Growth Fund between 2015/16 and 2020/21;
- 400,000 affordable homes will be started by 2020/21. This will include 135,000 ‘help to buy’ homes, 200,000 starter homes (20% discount to market value) and 65,000 other homes;
- Extension of Right to Buy for Housing Association tenants was reaffirmed;
- Implement changes to planning system to speed up housing supply;
- Provision of £250m over the next five years to tackle potholes;
- The Government will strengthen communities’ rights to reclaim land and property held by a local authority to further encourage local authorities to release surplus assets;
- There will be a new apprenticeship levy from April 2017 and all large public sector employers will be required to pay this levy;
- The Government will progress with the creation of 6 British Wealth Funds (pooled pension investment funds) , containing at least £25bn of Scheme assets each – the funding of deficits and asset allocation will stay with individual administering authorities. A consultation paper is being issued separately.

FINANCIAL FORECAST 2016/17 TO 2019/20

	2015/16	2016/17	2017/18	2018/19	2019/20
	£'000	£'000	£'000	£'000	£'000
Bromley's Budget Requirement in 2015/16 (before funding from Formula Grant)	196,281	196,281	196,281	196,281	196,281
Formula Grant and Business Rate Share	-67,380	-67,380	-67,380	-67,380	-67,380
	128,901	128,901	128,901	128,901	128,901
Increased costs (1.2% per annum rising to 2% from 2018/19)		2,632	7,363	11,991	16,614
Net reduction in core funding (includes estimates of the impact of Care Act Funding and other core grants)		13,348	23,048	28,548	33,948
Impact of revised Treasury Management Strategy - Interest on Balances		-600	-600	-600	-600
Potential impact of Living Wage announced in Chancellors Summer Budget 2015 e.g. further changes on welfare reform, new living wage etc.		4,250	8,000	10,750	13,500
Increase in cost of homelessness to reflect cuts in Welfare spending announced in Chancellor's Provision in Council's Central Contingency sum not required		-1,848	-1,848	-1,848	-1,848
Increase in council tax base		-670	-670	-670	-670
Additional income from business rate share to reflect new developments in borough		-200	-200	-200	-200
Reductions in Government Funding - Public Health (provisional estimate)		1,266	1,641	2,051	2,461
		2,198	6,323	9,483	12,643
Real Changes and other Variations (see Appendix 5)					
Education, Care and Health Services (mainly homelessness)		1,603	2,303	3,003	3,703
Environment		106	600	1,103	1,612
Renewal and Recreation		22	44	67	90
Other (mainly council wide)		-859	-871	-133	-735
Provision for future years cost pressures not included above		0	500	1,000	1,500
Sub total - real changes and variations		872	2,576	5,040	6,170
<i>New Homes Bonus (assumes top slice reduction by GLA cease in 2016/17)</i>		-7,300	-7,300	-3,250	-2,500
<i>Contribution to Investment Fund</i>		7,300	7,300	3,250	2,500
		0	0	0	0
Collection Fund Surplus 2014/15		-4,912	0	0	0
Fall out of previous years collection fund surplus used to support 2015/16 Budget		5,264	5,264	5,264	5,264
Collection Fund surplus set aside as one off support towards meeting the funding shortfall in 2018/19		4,912	0	-4,912	0
Remaining Sum to be met from Council Tax/Budget Options		153,215	173,475	184,315	203,540
Full year effect of savings agreed as part of 2015/16 Budget		-2,870	-2,915	-2,915	-2,915
Acquisition of residential properties to accommodate the homeless (Executive 2nd December 2015)		-457	-1,450	-2,408	-2,890
"Gifting" of residential properties investment to pension fund (Executive 2nd December 2015)		0	-1,700	-1,700	-1,700
Proposed Savings (see Appendix 6)		-15,074	-18,182	-19,067	-19,160
		-18,401	-24,247	-26,090	-26,665
Increase in council tax (assume 1.99% per annum) *		-2,592	-5,235	-7,931	-10,523
2015/16 Council Tax Income	-128,901	-128,901	-128,901	-128,901	-128,901
Remaining "Budget Gap"	0	3,321	15,092	21,393	37,451
Impact of Adult Social Care Precept (assume 2% per annum) *		-2,605	-5,262	-7,972	-10,736
Remaining "Budget Gap"		716	9,830	13,421	26,715

* Included for illustrative purposes. Any decision on council tax and adult social care precept levels will be part of the annual council tax setting meeting.

FINANCIAL FORECAST 2016/17 TO 2019/20
SUMMARY OF REAL CHANGES

Budget	2016/17	2017/18	2018/19	2019/20
2015/16	£'000	£'000	£'000	£'000

Education, Care and Health Services

Increase in cost of homelessness/impact of welfare reforms	6,635	300	1,000	1,700	2400
SEN transport	3,655	73	148	224	301
Offset by invest to save initiatives	3,655	-73	-148	-224	-301
Impact of changes to adult education (including in year {2015/16} impact of loss of grant)		382	382	382	382
Reduction in rate of conversion of schools to academies compared with budget assumptions		921	921	921	921
Total real changes ECS		1,603	2,303	3,003	3,703

Environment

Absorption of inflation increases for PCNs	-4,116	56	112	170	228
Increase in car park charges exceeding 2015/16 Budget assumptions @		-160	-160	-160	-160
Absorption of inflation increases for parking fee income	-7,237	123	248	375	505
		19	200	385	573

Other cost pressures/ growth

Waste					
- Increase in land tax above inflation	3,164	16	32	48	64
- Increase in refuse/recycling collection to reflect additional units	7,393	40	80	120	160
- Increase in refuse/recycling disposal to reflect additional units	12,234	64	128	192	256
- Decrease in paper income from fall in projected tonnages	-824	113	163	178	193
- Growth in tonnage	9,070	54	197	380	566
- Estimated reduction in balance held in contingency	300	-200	-200	-200	-200
Sub total (waste)		87	400	718	1,039

Total real changes (Environment)

	106	600	1,103	1,612
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Renewal and Recreation

Absorption of inflation for statutory planning fees	-1,292	22	44	67	90
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OTHER VARIATIONS (MAINLY COUNCIL WIDE)
Other net cost pressures/ growth

Cost of local elections in 2018/19	0	0	0	500	0
HR/Finance - Impact of Academy Conversions	110	-69	-85	-85	-85
Freedom passes					
- extra cost of London Overground and National Rail based on actual usage and other changes	10,540	678	832	1070	1200
Removal of contracted out national insurance from 2016/17		982	982	982	982
Full year savings from Mytime negotiations approved by Executive		0	0	0	-232
Provision for inflation in 2015/16 central contingency sum no longer required		-1,300	-1,300	-1,300	-1,300
Release of provisions for loss of income from De-regulation Act to reflect outcome of options reported to Executive on 2nd December		-1,000	-1,000	-1,000	-1,000
Essential Users Car Allowances		-150	-300	-300	-300
Total real changes (mainly council wide)		-859	-871	-133	-735

Provision for future years cost pressures not included above

	0	500	1,000	1,500
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TOTAL	872	2,576	5,040	6,170
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@ Car park charges have been increased to reflect a four year planning period

DRAFT SAVINGS LIST - LATEST OPTIONS		2015/16	2016/17	2017/18	2018/19	2019/20	NOTES
		£'000	£'000	£'000	£'000	£'000	
		Controllable Budgets					
Proposals considered by Cabinet - Portfolio Savings							
Education			0	0	0	0	
Care Services							
Care Services - Adult Social Care							
1	LD Day Care/Supported Living/Short Breaks	4,035	-200	-200	-200	-200	Contract award to Certitude wef 1.10.15
2	Contract awards and price negotiations		-430	-430	-430	-430	Contract awards at the end of 2014/15 have resulted in lower on going contract costs
3	Adult's Transport Service	1,852	-243	-243	-243	-243	Contract efficiencies
4	Closure of Lubbock House ECH unit	1,213	-70	-70	-70	-70	This relates to the net full year effect of the saving from the closure of Lubbock House ECH scheme.
5	Commissioning - Further contract savings		-280	-280	-280	-280	Ongoing effect of contract efficiencies already achieved in early intervention/prevention contracts
6	Mental Health	6,514	-180	-180	-180	-180	Ongoing effect of efficiencies already achieved
7	Supporting People	1,413	-120	-120	-120	-120	Ongoing effect of efficiencies already achieved
8	Day Opportunities - continuation of invest to save	944	-100	-100	-100	-100	Invest to save. Report number CS12067 - 6/2/2013
9	In-house Extra Care Housing / Carelink	1,279	-40	-40	-40	-40	Review of services to achieve savings
10	Supported Living contracts	11,001	-100	-100	-100	-100	Ongoing effect of contract efficiencies already achieved
11	Adult Learning Disabilities Services	24,694	-1,390	-1,900	-1,900	-1,900	Managing placements/contract renegotiation/early intervention/asset based assessment and management of voids in supported living schemes.
12	Review of Domiciliary Care packages for Older People (OP) and People with Physical disabilities (PD)	5,143	-600	-600	-600	-600	We will continue to review POC to users and ensure they get the support they need.
13	Reablement - recruit to vacant facilitator posts / ensure all service users suitable for reablement are referred to the service	4,902	-250	-250	-250	-250	We are currently in the process of making job offers to 3 successful candidates, when in post it will enable us to offer reablement to more people in their homes
14	Review of respite provision (OP and PD)	174	-50	-100	-100	-100	We will continue to review all POC to ensure residents get the support that they need.
15	Focus on management of ECH voids re residential nursing placements	10,758	-334	-334	-334	-334	We will focus on ECH to so that robust scrutiny continues with placements, so that residents can get get the support they need.
16	Review all service users aged above 65 whose placements are above the ceiling rates	13,635	-380	-380	-380	-380	We will review POC to make sure that users are receiving the care that they need and LBB are getting value for money.
17	Review of service users needing Appointeeship & Deputyship	10,758	-60	-60	-60	-60	ACM will work with our A&D Team to ensure residents get the support they need
18	Increased income from Day Care and Transport	-3,991	-200	-200	-200	-200	Some Day Care previously charged at a flat rate when in a block contract are now in spot placements. These can now be charged at the full cost recovery rates. Charging a small contribution for transport. Both will need to be consulted on
19	Additional recurring underspends - Commissioning		-20	-20	-20	-20	Various savings within Commissioning
20	Additional charging income generated by legislative changes	-3,991	-503	-503	-503	-503	Maximisation of income
21	Better Care Fund Grant	-20,837	-1,000	-1,000	-1,000	-1,000	Maximisation of investment for social care services which benefit health
22	Invest to save - reablement	4,902	-150	-150	-250	-250	Impact of further investment in reablement
23	Supporting People - Increased efficiencies	1,413	-250	-250	-250	-250	Review of service levels in floating support and young peoples schemes
24	Further savings to be identified through efficiencies		-500	-1,000	-1,000	-1,000	
25	Better Care Fund - increase in negotiated funding of social care		-200	-200	-200	-200	
Total Care Services - Adult Social Care			-7,650	-8,710	-8,810	-8,810	
Care Services - Children's Social Care							
26	Reduce overall net cost of Placements through efficiencies and obtaining health income. Currently 33 Residential and 345 Fostering placements	11,964	-500	-500	-500	-500	Discussions in progress with the CCG
27	Savings from remand placements (LAPSO). Service has operated for two years (achievable)	498	-250	-250	-250	-250	Achieved
28	Review of fostering arrangements	3,343	-119	-119	-119	-119	Work in progress
29	Management Savings/Restructure - Care & Resources	13,775	-160	-160	-160	-160	Subject to formal staff and Trade Union consultation
30	Children with Disabilities	2,379	-120	-120	-120	-120	Review of Short Breaks and Direct Payments
31	Section 17 - Preventative Payments (Children's Act - Provision of services for children in need, their families and others)	124	-25	-25	-25	-25	Underspend achieved in recent years
32	Section 18 - Children's Act - Day care for pre-school and other children	72	-25	-25	-25	-25	Underspend achieved in recent years.
33	Full year saving of 2 residential placements (currently 33 residential placements)	5,497	-250	-250	-250	-250	Increase support to foster care
34	Virtual School efficiencies	360	-75	-75	-75	-75	General efficiencies
Total Care Services - Children's Social Care			-1,524	-1,524	-1,524	-1,524	
Public Health							
35	Sexual Health	3,630	-104	-104	-104	-104	Reduction in GP activity (contraception and sexually transmitted infections testing), cessation of targeted outreach service and HIV support.
36	NHS Health Checks	739	-126	-126	-126	-126	Reduction in GP activity
37	Health Protection	7	-7	-7	-7	-7	General efficiencies
38	Childhood Obesity Programme	308		-188	-188	-188	Cessation of childhood obesity programme
39	Adult Obesity Programme	59	-59	-59	-59	-59	Cessation of adult weight management programme for very high risk patients
40	Physical Activity	30	-30	-30	-30	-30	Cessation of exercise referral scheme
41	Substance Misuse	2,266	-420	-420	-420	-420	Reduction in service

DRAFT SAVINGS LIST - LATEST OPTIONS		2015/16	2016/17	2017/18	2018/19	2019/20	NOTES
		£'000	£'000	£'000	£'000	£'000	
		Controllable Budgets					
42	Smoking and Tobacco	727	0	-726	-726	-726	Cessation of smoking cessation service
43	Miscellaneous Public Health Prog	204	-12	-202	-202	-202	Cessation of dental public health service in 16/17 and cessation of health improvement service (diabetes prevention, mental wellbeing) in 17/18
44	School Nursing		-958	-958	-958	-958	Alternative funding arrangements to be considered for 16/17 and stop direct funding from 17/18
45	Public Health Staff	836	-325	-325	-325	-325	Savings related to cessation of non-statutory services
46	Public Health Unallocable	-10,034	-36	-36	-36	-36	Savings related to cessation of non-statutory services
Total Public Health			-2,077	-3,181	-3,181	-3,181	
Public Protection and Safety			0	0	0	0	
Environment							
47	Additional parking Income - details to be confirmed		-350	-350	-350	-350	Removing under-utilised pay & display bays and introducing additional bays around shopping areas will increase turnover and availability of spaces where needed and raise an additional £220,000 income. Further work is required to confirm the impact of a similar expansion of pay & display parking around railway stations. This will be subject to a report to Environment PDS in February 2016. Members should note that each scheme will be subject to consultation with Ward members so full implementation will not be possible by 1st April 2016. Ward member views could also reduce the number of new P&D bays, reducing the impact of the scheme, including additional total income. There will also be additional one-off costs in year one for installation of P&D machines reducing the total projected income for 16/17 to £150k.
48	Reduce provision in graffiti and chewing gum removal contract (proposed that reduction in town centres to be undertaken by traders)	3,979	-60	-60	-60	-60	Cease funding for chewing gum removal in town centres and reduce capacity for proactive graffiti removal. It is expected that a reduction in proactive work will result in an increase in the number of reported reactive reports - expected to at least 50% of the current proactive SqM per annum.
49	Deletion of outstanding balance for cleansing contract in central contingency (replace by one off Environment Fund, value to be determined)		-60	-60	-60	-60	Deletion of the £60k would mean no contingency to fall back on if members' wished to increase frequency of st. cleansing currently provided for within the St. Cleansing contract.
50	Income generation - parks and greenspace		0	-50	-50	-50	Potential income from new activities in parks dependent on interest from the market. No agreement reached at this time.
51	Overachievement of savings on change in collection frequencies in regards to residual waste and recyclable materials		-250	-250	-250	-250	Additional savings were achieved through contract negotiation and a more cost effective way of procuring waste vehicles
52	Additional savings from closure of garden satellite sites (may be rephased to reflect a specific interim arrangement)		-20	-20	-20	-20	November PDS recommended the PH agree to the phased closure of GGW sites with a net cost of £29k (£49k IF THIS SAVING IS TAKEN)
53	Street Lighting - extend invest to save repayment period by 3 years		-353	-353	-353	-353	Extending the payback by 2 years to the end of 2021/22 will enable savings of £353k per annum from 2016/17, increasing to £528k from 2020/21. This is on the basis that maintenance budgets are protected at current levels to enable any emergency works to be completed during these years. It would not be possible to extend any further as the replacement budget is required to replace the remainder of the street columns from 2022/23 onwards.
Total Environment			-1,093	-1,143	-1,143	-1,143	
Renewal and Recreation							
Recreation							
54	Eliminate Churchill Theatre subsidy		-321	-321	-321	-321	The recent procurement of the provider for the Churchill Theatre resulted in an option with no subsidy which was agreed through the Executive
55	Commissioning of Libraries (savings represent 10% of budget)		0	-446	-446	-446	Subject to the outcome of tendering, this work stream is currently on programme and the outcome of the tendering exercise will be reported to committee in Autumn 2016 for a contract commencement of the 1st April 2017
Total Recreation			-321	-767	-767	-767	
Resources (including Chief Executive's)							
56	Operational Property		-20	-20	-20	-20	Efficiency savings
57	Facilities and Support		-116	-116	-116	-116	Will be considered along with the Total Facilities Management commissioning proposal. Mainly relates to staff savings and if taken will reduce the potential savings going forward. Proposals will be subject to formal staff and Trade Union consultation
58	Property Investment		-500	-500	-500	-500	
59	Office accommodation - site reconfiguration		0	0	-600	-600	Subject to Member decision

DRAFT SAVINGS LIST - LATEST OPTIONS		2015/16	2016/17	2017/18	2018/19	2019/20	NOTES
		£'000	£'000	£'000	£'000	£'000	
		Controllable					
		Budgets					
60	Resources (including Chief Executive's) Chief Executive's		-319	-319	-319	-319	Staff reductions and general efficiencies. Proposals will be subject to formal staff and Trade Union consultation
61	Retendering of IT contract (IT general £73k and Librares £46k)		-119	-119	-119	-119	
62	Continuation of Liberata contract for a further 2 years and investment of £200k to generate changes in debt management and customer portal	7,935		-448	-633	-726	Timeframe of Liberata contract is 7+2 years. The continuation for a further 2 years (after year 7/end March 2018) will provide the timescale for joint investment in a new debt management system and a new self service module for housing benefits (Capita Connect) which will generate full year savings of £430k after investment of £200k. Investment not included in savings. Further offer of contract price reduction of £100k.
63	Interest on balances		-650	-650	-650	-650	Additional income to reflect a higher risk approach including alternative investments with a five year timeframe
64	Increase in minimum contribution for council tax support		-685	-685	-685	-685	Represents and increase from 19% to 25%
	Total Resources		-2,409	-2,857	-3,642	-3,735	
	Total Savings to date		-15,074	-18,182	-19,067	-19,160	

SUMMARY OF DRAFT 2016/17 REVENUE BUDGET - PORTFOLIO

2015/16 Final Budget £'000	Portfolio/Item	2016/17 Draft Budget £'000
102,680	Education	90,013
Cr 97,556	Less costs funded through Dedicated Schools Grant	Cr 84,066
5,124	Sub total	5,947
102,794	Care Services	94,540
32,095	Environment	31,099
2,120	Public Protection and Safety	1,948
9,214	Renewal and Recreation	8,806
30,327	Resources	28,955
7,542	Non Distributed Costs & Corporate & Democratic Core	7,579
189,216	Total Controllable Budgets	178,874
20,980	Total Non Controllable Budgets	11,521
Cr 793	Total Excluded Recharges	Cr 793
209,403	Portfolio Total	189,602
Cr 19,698	Reversal of Net Capital Charges	Cr 10,203
Cr 2,741	Interest on General Fund Balances	Cr 3,491
4,400	Contribution to Economic Development & Investment Fund	7,300
Cr 2,964	Set Aside/Utilisation of Prior Year Collection Fund Surplus	4,912
14,003	Central Contingency Sum	16,671
	Levies	
475	- London Pension Fund Authority *	499
340	- London Boroughs Grants Committee	320
236	- Environment Agency *	248
376	- Lee Valley Regional Park *	395
203,830	Sub Total	206,253
Cr 67,380	Revenue Support Grant and Business Rate Retention	Cr 56,580
Cr 89	Local Services Support Grant	Cr 89
Cr 2,300	Collection Fund Surplus	Cr 4,912
Cr 4,400	New Homes Bonus	Cr 7,300
Cr 760	New Homes Bonus - London Top Slice	Cr 986
128,901	Bromley's Requirement (excluding GLA)	136,386

* Final allocations awaited

DRAFT REVENUE BUDGET 2016/17

	Education	Care Services	Environment	Public Protection and Safety	Renewal and Recreation	Resources	Portfolio Total
	£000	£000	£000	£000	£000	£000	£000
Employees	13,789	27,755	6,420	2,150	7,765	18,280	76,159
Premises	918	268	6,052	41	908	3,843	12,030
Transport	4,199	389	316	87	93	86	5,170
Supplies and Services	52,557	14,592	9,168	412	1,612	4,983	83,324
Third Party Payments	31,926	108,755	30,051	940	1,174	11,631	184,477
Transfer Payments	-	136,809	-	-	-	11,700	148,509
Income	Cr 98,993	Cr 193,730	Cr 19,102	Cr 739	Cr 3,036	Cr 13,514	Cr 329,114
Controllable Recharges	1,384	Cr 298	Cr 1,806	Cr 943	Cr 172	Cr 673	Cr 2,508
Capital Charges/Financing	167	-	-	-	462	198	827
Total Controllable Budgets	5,947	94,540	31,099	1,948	8,806	36,534	178,874
Capital Charges/Financing	3,962	Cr 652	4,471	-	1,580	842	10,203
Repairs, Maintenance & Insurance	236	342	1,287	6	859	Cr 1,412	1,318
Property Rental Income	-	Cr 266	Cr 459	-	Cr 86	811	
Not Directly Controllable Budgets	4,198	Cr 576	5,299	6	2,353	241	11,521
Recharges In	16,768	19,447	6,724	1,421	4,455	16,811	65,626
Total Cost of Service	26,913	113,411	43,122	3,375	15,614	53,586	256,021
Recharges Out	Cr 13,124	Cr 10,228	Cr 4,821	Cr 1,359	Cr 2,420	Cr 34,467	Cr 66,419
Total Net Budget	13,789	103,183	38,301	2,016	13,194	19,119	189,602

2016/17 CENTRAL CONTINGENCY SUM

£'000

Renewal and Recreation

Planning appeals - changes in legislation	60
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Grants included within Central Contingency Sum

Lead Local Flood Authorities grant related expenditure (LSSG)	213
Tackling Troubled Families Grant Expenditure	426
Tackling Troubled Families Grant Income	Cr 426
SEND Implementation Grant Expenditure	177
SEND Implementation Grant Income	Cr 177

General

Provision for Unallocated Inflation	2,792
Impact of Chancellor's Summer Budget 2015 on future costs	4,250
Increase in cost of homelessness/impact of welfare reforms	2,683
General provision for risk/uncertainty	2,193
Provision for risk/uncertainty relating to volume and cost pressure	1,432
Reduction of rate of conversion of schools to academies	921
Other assumed reductions in grant funding (details awaited)	500
Retained Welfare Fund	450
Further reduction in Public Health grant (not yet allocated at this stage)	347
Deprivation of Liberty	314
Increase in cost of Homelessness	300
Growth for waste services	267
Grants to voluntary organisations - pump priming funding	275
Other Provisions	341
Alternative Funding to be identified (Public Health)	Cr 958
Increase in C Tax Support from 19% to 25% - Cost of Collection	217
Acquisition of residential properties	Cr 457
Essential car users allowance	Cr 150
HR/Finance impact of academy conversions	Cr 69
Care Act - Provision for additional costs	750

 16,671

There will be further changes to the Central Contingency to reflect allocations to individual Portfolio budgets prior to publication of the Financial Control Budget.

EDUCATION PORTFOLIO**DRAFT REVENUE BUDGET 2016/17 - SUMMARY**

2014/15 Actual	Service Area	2015/16 Budget	Increased costs	Other Changes	2016/17 Draft Budget
£		£	£	£	£
	Education Division				
Cr 355,025	Adult Education Centres	Cr 601,430	0	399,540	Cr 201,890
202,474	Alternative Education and Welfare Service	264,090	520	Cr 17,270	247,340
276,218	Schools & Early Years Commissioning and QA	396,190	260	Cr 28,410	368,040
4,632,826	SEN and Inclusion	4,833,170	18,120	24,020	4,875,310
217,991	Strategic Place Planning	216,120	320	Cr 13,430	203,010
36,126	Workforce Development & Governor Services	3,760	80	1,580	5,420
Cr 2,418,937	Education Services Grant	Cr 2,128,000	0	400,000	Cr 1,728,000
Cr 1,494,315	Schools Budgets	Cr 1,501,360	0	36,830	Cr 1,464,530
139,203	Other Strategic Functions	132,710	Cr 10	24,110	156,810
0	Early Years	0	0	0	0
0	Primary Schools	0	1,400	Cr 1,400	0
0	Secondary Schools	0	0	0	0
0	Special Schools & Alternative Provision	Cr 8,300	0	8,300	0
1,236,561		1,606,950	20,690	833,870	2,461,510
	Childrens Social Care				
2,315,334	Bromley Youth Support Programme	1,473,330	1,070	Cr 58,550	1,415,850
2,302,507	Early Intervention Services	2,043,950	1,860	23,610	2,069,420
4,617,841		3,517,280	2,930	Cr 34,940	3,485,270
5,854,402		5,124,230	23,620	798,930	5,946,780
11,877,522	TOTAL NON CONTROLLABLE	9,277,780	830	Cr 5,081,340	4,197,270
3,609,759	TOTAL EXCLUDED RECHARGES	3,987,300	0	Cr 342,310	3,644,990
21,341,683	PORTFOLIO TOTAL	18,389,310	24,450	Cr 4,624,720	13,789,040

EDUCATION PORTFOLIO

SUMMARY OF BUDGET VARIATIONS 2016/17

Ref		VARIATION IN 2016/17 £'000	ORIGINAL BUDGET 2015/16 £'000
1	2015/16 BUDGET	18,389	
2	Increased Costs	24	
	Full Year Effect of Allocation of Central Contingency		
3	Adult Education	382	
	Real Changes		
	<i>Savings identified for 2016/17 as part of the 2015/16 Budget process</i>		
4	Bromley Youth Music Trust	Cr 76	76
5	Reorganisation of Early Years	Cr 30	296
6	Organisational efficiencies and management costs restructure	<u>4</u> Cr 102	
	<i>Other Real Changes:</i>		
7	Education Services Grant	400	
8	Increase in National Insurance contributions	<u>119</u>	519
9	Variations in Capital Charges	Cr 5,099	
10	Variations in Recharges	Cr 341	
11	Variations in Building Maintenance	Cr 6	
12	Variations in Insurances	23	
13	2016/17 DRAFT BUDGET	<u>13,789</u>	

EDUCATION PORTFOLIO

Notes on Budget Variations in 2016/17

Ref	Comments
	<u>Full Year Effect of Allocation of Central Contingency</u>
3	<u>Adult Education (Dr £382k)</u> A supplementary estimate was approved in December 2015 relating to the significant reduction in Skill Funding Agency funding over the past few years whilst officers are consulting on another restructure of the service.
	<u>Real Changes</u>
4	<u>Bromley Youth Music Trust (Cr £76k)</u> As part of the 2015/16 budget, a £230k saving was agreed relating to BYMT, with the funding to cease entirely for 2016/17, resulting in a further saving of £76k.
5	<u>Reorganisation of Early Years (Cr £30k)</u> This relates to the full year effect of the reorganisation of the service during 2015/16, which included charging an additional element to DSG.
6	<u>Organisational efficiencies and management costs restructure (Dr £4k)</u> Revised ECHS department senior management arrangements have been put in place and this is the effect on the Education Portfolio.
7	<u>Education Services Grant (Dr £400k)</u> This relates to the reduction in ESG income due to academy conversions during 2015/16.
8	<u>Increase in National Insurance contributions (Dr £119k)</u> With effect from 6th April 2016, contracted out rates for Defined Benefit pension schemes have been abolished. The cost of this for Portfolio is £119k
9	<u>Variations in Capital Charges (Cr £5,099k)</u> The variation on capital charges, etc is due to a combination of the following: (i) Depreciation – the impact of revaluations or asset disposals in 2014/15 (after the 2015/16 budget was agreed) and in the first half of 2015/16; (ii) Revenue Expenditure Funded by Capital Under Statute (REFCUS) – mainly due to variations in the value of schemes in our 2016/17 Capital Programme that do not add value to the Council's fixed asset base. (iii) Government Grants – mainly due to variations in credits for capital grants receivable in respect of 2016/17 Capital Programme schemes, which are used to finance expenditure that is treated as REFCUS. These charges are required to be made to service revenue accounts, but an adjustment is made below the line to avoid a charge on Council Tax.
10	<u>Variations in Recharges (Cr £341k)</u> Variations in recharges are offset by corresponding variations elsewhere and have no impact on the overall position.
11/12	<u>Variations in Building Maintenance and Insurances (Dr £17k)</u> The variation in building maintenance relates to the realignment of repairs and maintenance budgets to reflect business priorities. There are corresponding adjustments in other portfolios and these net out to zero in total.

Insurance recharges to individual portfolios have changed between years, in some cases significantly, partly because we have factored in an extra year of claims experience since the 2015/16 budget was finalised and partly because of increased General Fund charges as a result of further academy conversions (academies are not permitted to be covered by the Council and conversions lead to costs having to be spread across fewer services/establishments). In addition, Insurance Premium Tax was increased from 6% to 9.5% in November 2015 and the full-year effect of this will be felt in 2016/17. All of the Council's insurance premium contracts are currently either being retendered or are being renegotiated and the current difficult market conditions mean that there may be significant premium increases, which could have a further impact on the 2016/17 budget figures.

**EDUCATION PORTFOLIO
DRAFT REVENUE BUDGET 2016/17 - SUBJECTIVE SUMMARY**

Service area	Employees	Premises	Transport	Supplies and Services	Third Party Payments	Transfer Payments	Income	Controllable Recharges	Capital Charges/Financing	Total Controllable	Capital Charges/Financing	Repairs, Maintenance & Insurance	Property Rental Income	Not Directly Controllable	Recharges In	Total Cost of Service	Recharges Out	Total Net Budget	
	£	£	£	£	£	£	£			£	£				£	£	£	£	
Education Division																			
Adult Education Centres	2,175,690	280,990	3,090	297,780	0	0	Cr 2,962,740	3,300	0	Cr 201,890	506,000	56,070	0	562,070	665,230	1,025,410	Cr 2,970	1,022,440	
Alternative Education and Welfare Service	389,650	0	20,590	288,460	146,390	0	Cr 113,130	Cr 484,620	0	247,340	0	600	0	600	157,700	405,640	Cr 405,640	0	
Schools & Early Years Commissioning and QA	1,467,300	63,430	20,090	423,380	15,195,530	0	Cr 527,780	Cr 16,273,910	0	368,040	0	24,120	0	24,120	519,990	912,150	Cr 912,150	0	
SEN and Inclusion	5,560,760	225,890	4,035,840	256,240	16,071,140	0	0	21,080	Cr 21,295,640	4,875,310	2,000	3,440	0	5,440	1,556,950	6,437,700	Cr 6,437,700	0	
Strategic Place Planning	520,800	0	65,100	54,590	0	0	Cr 10,000	Cr 427,480	0	203,010	0	1,230	0	1,230	167,820	372,060	Cr 372,060	0	
Workforce Development & Governor Services	82,390	0	610	45,940	23,810	0	Cr 78,950	Cr 68,380	0	5,420	0	30,130	0	30,130	37,400	72,950	Cr 72,950	0	
Education Services Grant	0	0	0	0	0	0	Cr 1,728,000	0	0	Cr 1,728,000	0	0	0	0	0	Cr 1,728,000	0	Cr 1,728,000	
Schools Budgets	0	0	0	0	0	0	Cr 90,474,670	89,010,140	0	Cr 1,464,530	0	0	0	0	1,383,110	Cr 81,420	0	Cr 81,420	
Other Strategic Functions	136,880	0	740	19,190	0	0	0	0	0	156,810	0	600	0	600	6,299,210	6,456,620	Cr 180,630	6,275,990	
Early Years	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,101,240	1,101,240	Cr 434,020	667,220	
Primary Schools	106,950	0	0	33,359,850	0	0	44,840	Cr 33,595,150	83,510	0	1,610,000	25,840	0	1,635,840	2,051,330	3,687,170	Cr 2,076,870	1,610,300	
Secondary Schools	0	0	0	5,220,110	0	0	Cr 2,041,750	Cr 3,261,870	83,510	0	0	3,800	0	3,800	287,440	291,240	Cr 290,940	300	
Special Schools & Alternative Provision	0	0	0	12,270,370	0	0	Cr 48,110	Cr 12,222,260	0	0	1,761,000	8,330	0	1,769,330	1,847,760	3,617,090	Cr 1,856,090	1,761,000	
	10,440,420	570,310	4,146,060	52,235,910	31,436,870	0	Cr 97,919,210	1,384,130	167,020	2,461,510	3,879,000	154,160	0	4,033,160	16,075,180	22,569,850	Cr 13,042,020	9,527,830	
Childrens Social Care																			
Bromley Youth Support Programme	1,773,490	159,100	44,530	208,940	136,190	0	Cr 877,060	Cr 29,340	0	1,415,850	52,000	73,720	Cr 350	125,370	419,650	1,960,870	Cr 65,760	1,895,110	
Early Intervention Services	1,575,220	189,050	8,150	112,000	352,730	0	Cr 196,620	28,890	0	2,069,420	31,000	7,740	0	38,740	273,380	2,381,540	Cr 15,440	2,366,100	
	3,348,710	348,150	52,680	320,940	488,920	0	Cr 1,073,680	Cr 450	0	3,485,270	83,000	81,460	Cr 350	164,110	693,030	4,342,410	Cr 81,200	4,261,210	
	13,789,130	918,460	4,198,740	52,556,850	31,925,790	0	Cr 98,992,890	1,383,680	167,020	5,946,780	3,962,000	235,620	Cr 350	4,197,270	16,768,210	26,912,260	Cr 13,123,220	13,789,040	

Care Services

DRAFT REVENUE BUDGET 2016/17 - SUMMARY

2014/15 Actual	Service Area	2015/16 Budget	Increased costs	Other Changes	2016/17 Draft Budget
£		£	£	£	£
	Adult Social Care				
89	AIDS-HIV Grant	0	0	0	0
26,788,103	Assessment and Care Management	24,656,740	121,190	Cr 2,252,700	22,525,230
3,378,683	Direct Services	3,200,050	7,320	Cr 1,929,120	1,278,250
1,948,718	Learning Disabilities Day and Short Breaks Service	1,952,730	0	Cr 1,952,730	0
2,528,793	Learning Disabilities Care Management	2,852,490	14,690	83,980	2,951,160
1,335,615	Learning Disabilities Housing & Support	1,249,690	0	Cr 1,249,690	0
35,980,001		33,911,700	143,200	Cr 7,300,260	26,754,640
	Childrens Social Care				
17,077,556	Care and Resources	17,357,580	70,160	Cr 1,326,570	16,101,170
2,101,720	Children's Disability Services	2,378,640	7,780	Cr 146,100	2,240,320
1,172,473	Early Intervention and Family Support	1,149,390	2,830	Cr 194,600	957,620
5,553,869	Safeguarding and Care Planning	5,518,970	7,000	45,920	5,571,890
1,878,765	Safeguarding and Quality Assurance	1,482,460	820	62,330	1,545,610
27,784,382		27,887,040	88,590	Cr 1,559,020	26,416,610
	Commissioning				
0	Better Care Fund	Cr 150,890	0	0	Cr 150,890
3,101,185	Commissioning	2,747,960	6,000	67,670	2,821,630
1,199,012	Information & Early Intervention	0	6,140	Cr 6,140	0
24,053,719	Learning Disabilities Services	24,693,850	145,830	1,111,350	25,951,030
5,764,752	Mental Health Services	6,513,820	31,220	Cr 615,650	5,929,390
Cr 681,395	PCT Funding (Social Care & Health)	0	0	0	0
1,779,456	Supporting People	1,413,470	7,060	Cr 370,000	1,050,530
35,216,729		35,218,210	196,250	187,230	35,601,690
	Environmental Services - Housing				
168,824	Housing Improvement	184,730	Cr 630	5,800	189,900
168,824		184,730	Cr 630	5,800	189,900
	Operational Housing				
Cr 716	Enabling Activities	Cr 900	0	0	Cr 900
Cr 1,594,155	Housing Benefits	Cr 2,122,490	Cr 10,610	0	Cr 2,133,100
5,683,236	Housing Needs	5,638,790	20,890	676,580	6,336,260
4,088,365		3,515,400	10,280	676,580	4,202,260
	Strategic and Business Support Service				
297,748	Learning & Development	305,040	1,510	1,110	307,660
1,807,563	Strategic and Business Support Service	2,143,380	2,880	Cr 707,080	1,439,180
2,105,311		2,448,420	4,390	Cr 705,970	1,746,840
Cr 363,929	Public Health	Cr 371,650	0	0	Cr 371,650
104,979,682		102,793,850	442,080	Cr 8,695,640	94,540,290
1,479,513	TOTAL NON CONTROLLABLE	Cr 222,290	110	Cr 353,840	Cr 576,020
10,761,978	TOTAL EXCLUDED RECHARGES	9,733,200	0	Cr 514,510	9,218,690
117,221,174	PORTFOLIO TOTAL	112,304,760	442,190	Cr 9,563,990	103,182,960

CARE SERVICES PORTFOLIO
SUMMARY OF BUDGET VARIATIONS 2016/17

Ref		VARIATION IN 2016/17 £'000	ORIGINAL BUDGET 2015/16 £'000
1	2015/16 BUDGET	112,305	
2	Increased Costs	442	
	Full Year Effect of Allocation of Central Contingency		
3	Increase in Public Health Grant	Cr 3,802	Cr 12,954
	Health Visiting and Family Nurse Partnership	3,802	0
4	Transfer of Housing Strategy	31	
5	LD Day Care, Supported Living and Short Breaks contract - pensions costs	66	
6	Increase in cost of Homelessness/Impact of welfare reform	649	
7	Reduction in Public Health Grant 15/16	<u>919</u>	1,665 Cr 12,954
	Movement Between Portfolios / Departments / Divisions		
8	Customer services invest to save	Cr 76	
9	Transport - virement to ECS	<u>Cr 159</u>	Cr 235
	Real Changes		
	<i>Other Real Changes</i>		
10	National Insurance increase with effect from April 2016		385
	<i>Savings identified for 2016/17 as part of the 2015/16 budget process</i>		
11	Organisational efficiencies and management costs restructure		Cr 188
	<i>New Savings Identified for 2016/17 (Subject to Approval)</i>		
12	Adult learning disability services	Cr 1,390	24,694
13	Better Care Fund Grant	Cr 1,200	Cr 20,837
14	Review of Domiciliary Care packages for Older People (OP) and People with Physical disabilities (PD)	Cr 600	5,144
15	Additional charging income generated by legislative changes	Cr 503	Cr 3,991
16	Further savings to be identified through efficiencies	Cr 500	
17	Reduce overall net cost of Placements through efficiencies and obtaining health income. Currently 33 Residential and 345 Fostering placements	Cr 500	11,964
18	Contract awards and price negotiations - already achieved	Cr 430	
19	Substance Misuse	Cr 420	2,266
20	Review all service users aged above 65 whose placements are above the ceiling rates	Cr 380	13,635
21	Focus on management of ECH voids re: residential nursing placements	Cr 334	10,758
22	Public Health Staff	Cr 325	836
23	Commissioning - Further contract savings	Cr 280	
24	Reablement - recruit to vacant facilitator posts / ensure all service users suitable for reablement are referred to the service	Cr 250	4,902
25	Supporting People - Increased efficiencies	Cr 250	1,413

CARE SERVICES PORTFOLIO
SUMMARY OF BUDGET VARIATIONS 2016/17

Ref		Cr	Dr	VARIATION IN 2016/17	ORIGINAL BUDGET 2015/16
26	Savings from remand placements (LAPSO). Service has operated for two years	Cr	250		498
27	Full year saving of 2 residential placements (currently 33 residential placements)	Cr	250		5,497
28	Adult's Transport Service	Cr	243		1,852
29	LD Day Care/Supported Living/Short Breaks	Cr	200		4,035
30	Increased income from Day Care and Transport	Cr	200		Cr 3,991
31	Mental Health	Cr	180		6,514
32	Management Savings/restructure - Care and Resources	Cr	160		13,775
33	Invest to save - reablement	Cr	150		4,902
34	NHS Health Checks	Cr	126		739
35	Supporting People	Cr	120		1,413
36	Children with Disabilities	Cr	120		2,379
37	Review of fostering arrangements	Cr	119		3,343
38	Sexual Health	Cr	104		3,630
39	Day Opportunities - continuation of invest to save	Cr	100		944
40	Supported Living contracts	Cr	100		11,001
41	Virtual school efficiencies	Cr	75		360
42	Closure of Lubbock House ECH unit	Cr	70		1,214
43	Review of service users needing Appointeeship & Deputyship	Cr	60		10,758
44	Adult Obesity Programme	Cr	59		59
45	Review of respite provision (OP and PD)	Cr	50		174
46	In-house Extra Care Housing / Carelink	Cr	40		1,280
47	Public Health Unallocable	Cr	36		
48	Physical Activity	Cr	30		30
49	Chief Executives savings	Cr	30		
50	Section 17 - Preventative Payments (Children's Act - Provision of services for children in need, their families and others)	Cr	25		124
51	Section 18 - Children's Act - Day care for pre-school and other children	Cr	25		72
52	Additional recurring underspends - Commissioning	Cr	20		
53	Miscellaneous Public Health Prog	Cr	12		204
54	Health Protection	Cr	7	Cr 10,323	7
55	Variations in Capital Charges	Cr		387	
56	Variations in Recharges	Cr		515	
57	Variations in Insurances			29	
58	Variations in Rent Income	Cr		1	
59	Variations in Building Maintenance			6	
60	2016/17 DRAFT BUDGET			103,183	

CARE PORTFOLIO

Notes on Budget Variations in 2016/17

Ref Comments

2 **Increased Costs (Dr £442k)**

Inflation of £442k has been allocated to budgets for contracts, SLAs, running expenses and income. At this point in time, no inflationary increase has been applied to salaries budgets in relation to 2016/17.

Full Year Effect of Allocation of Central Contingency

3 **Increase in Public Health Grant (Cr £3,802k) / Increase in Expenditure (Dr £3,802k)**

Additional Public Health Grant to Fund Health Visiting and Family Nursing Partnership (0-5 Children's Service's)

4 **Transfer of Housing Strategy (Dr £31k)**

Following the departure of the Head of Housing Strategy, the service budget was transferred to Operational Housing from Renewal and Recreation Portfolio.

5 **LD Day Care, Supported Living and Short Breaks contract - pensions costs (Dr £66k)**

During 2015/16, the former in-house services for LD day care, supported living and short breaks were outsourced to the Southside Partnership. Funding of £66k in a full year has been released from the central contingency to fund the additional pension costs of LBB staff that transferred to the Southside Partnership.

6 **Increase in cost of Homelessness/Impact of welfare reform (Dr £649k)**

This relates to the draw down from Central Contingency of funding held for the continued increase in costs of providing temporary accommodation.

7 **Reduction in Public Health Grant 15/16 (Dr £919k)**

During 2015/16 the government consulted on reducing the grant to local authorities for Public Health. As a result Bromley's grant was reduced by £919k.

Movement Between Portfolios / Departments / Divisions

8 **Customer services invest to save (Cr £76k)**

As part of the Customer Services Invest to Save Scheme, savings totalling £76k have been identified from the Care Services Portfolio

9 **Transport - virement to ECS (Cr £159k)**

Transfer of budget to ECS to reflect new commissioning arrangements

Real Changes

Other Real Changes

10 **National Insurance increase with effect from April 2016 (Dr £385k)**

With effect from 6th April 2016 contracted out rates for Defined Benefit pension schemes have been abolished.

Savings identified for 2016/17 as part of the 2015/16 budget process

11 **Revised ECHS Department management arrangements (Cr £188k)**

Revised ECHS Department senior management arrangements have been put in place and this is the effect on the Care Services Portfolio

New Savings Identified for 2016/17 (Subject to Approval)

- 12 Adult learning disability services (Cr £1,390k)
Managing placements/contract renegotiation/early intervention/asset based assessment and management of voids in supported living schemes
- 13 Better Care Fund Grant (Cr £1,200k)
Maximisation of investment in social care services which benefit health
- 14 Review of Domiciliary Care packages for Older People (OP) and People with Physical disabilities (PD) (Cr £600k)
We will continue to review packages of care to users and ensure they get the support they need.
- 15 Additional charging income generated by legislative changes (Cr £503k)
Maximisation of income
- 16 Further savings to be identified through efficiencies (Cr £500k)
Further savings to be identified
- 17 Reduce overall net cost of Placements through efficiencies and obtaining health income. Currently 33 Residential and 345 Fostering placements (Cr £500k)
Discussions in progress with the CCG
- 18 Contract awards and price negotiations - already achieved (Cr £430k)
Contract awards at the end of 2014/15 have resulted in lower ongoing contract costs
- 19 Substance Misuse (Cr £420k)
Reduction in service
- 20 Review all service users aged above 65 whose placements are above the ceiling rates (Cr £380k)
We will review packages of care to make sure that users are receiving the care that they need and LBB are getting value for money.
- 21 Focus on management of ECH voids re: residential nursing placements (Cr £334k)
We will focus on ECH so that robust scrutiny continues with placements, so that residents get the support they need
- 22 Public Health Staff (Cr £325k)
Savings related to cessation of non-statutory services
- 23 Commissioning - Further contract savings (Cr £280k)
Ongoing effect of contract efficiencies already achieved in early intervention/ prevention contracts
- 24 Reablement - recruit to vacant facilitator posts / ensure all service users suitable for reablement are referred to the service (Cr £250k)
Currently in the process of making job offers to 3 successful candidates, when in post it will enable us to offer reablement to more people in their homes
- 25 Supporting People - Increased efficiencies (Cr £250k)
Review of service levels in floating support and young peoples schemes
- 26 Savings from remand placements (LAPSO). Service has operated for two years (Cr £250k)
Savings already achieved
- 27 Full year saving of 2 residential placements (currently 33 residential placements) (Cr £250k)
Increase support to foster care
- 28 Adult's Transport Service (Cr £243k)
Contract efficiencies
- 29 LD Day Care/Supported Living/Short Breaks (Cr £200k)
Contract award to Certitude wef 1.10.15

- 30 Increased income from Day Care and Transport (Cr £200k)
Some Day Care previously charged at a flat rate when in a block contract are now in spot placements. These can now be charged at the full cost recovery rates. Charging a small contribution for transport. Both will need to be consulted on
- 31 Mental Health (Cr £180k)
Ongoing effect of efficiencies already achieved
- 32 Management Savings/restructure - Care and Resources (Cr £160k)
Subject to formal staff and trade union consultation
- 33 Invest to save - reablement (Cr £150k)
Impact of further investment in reablement
- 34 NHS Health Checks (Cr £126k)
Reduction in GP activity
- 35 Supporting People (Cr £120k)
Ongoing effect of efficiencies already achieved
- 36 Children with Disabilities (Cr £120k)
Review of Short Breaks and Direct Payments
- 37 Review of fostering arrangements (Cr £119k)
Work in progress
- 38 Sexual Health (Cr £104k)
Reduction in GP activity (contraception and sexually transmitted infections testing), cessation of targeted outreach service and HIV support.
- 39 Day Opportunities - continuation of invest to save (Cr £100k)
Invest to save. Report number CS12067 - 6/2/2013
- 40 Supported Living contracts (Cr £100k)
Ongoing effect of contract efficiencies already achieved
- 41 Virtual School efficiencies (Cr £75k)
Savings identified from educational equipment, and running costs, etc
- 42 Closure of Lubbock House ECH unit (Cr £70k)
This relates to the net full year effect of the saving from the closure of Lubbock House ECH scheme.
- 43 Review of service users needing Appointeeship & Deputyship (Cr £60k)
ACM will work with our A&D Team to ensure residents get the support they need
- 44 Adult Obesity Programme (Cr £59k)
Cessation of adult weight management programme for very high risk patients
- 45 Review of respite provision (OP and PD) (Cr £50k)
We will continue to review packages of care to users and ensure they get the support they need.
- 46 In-house Extra Care Housing / Carelink (Cr £40k)
Review of services to achieve savings
- 47 Public Health Unallocable (Cr £36k)
Savings related to cessation of non-statutory services
- 48 Physical Activity (Cr £30k)
Cessation of exercise referral scheme

- 49 Chief Executives savings (Cr £30k)
Staff reductions and general efficiencies
- 50 Section 17 - Preventative Payments (Children's Act - Provision of services for children in need, their families and others) (Cr £25k)
Underspend achieved in recent years
- 51 Section 18 - Children's Act - Day care for pre-school and other children (Cr £25k)
Underspend achieved in recent years. Nursery provision provided by LBB recharge.
- 52 Additional recurring underspends - Commissioning (Cr £20k)
Various savings within Commissioning
- 53 Miscellaneous Public Health Prog (Cr £12k)
Cessation of dental public health service in 16/17 and cessation of health improvement service (diabetes prevention, mental wellbeing) in 17/18
- 54 Health Protection (Cr £7k)
General efficiencies
- 55 Variations in Capital Charges (Cr £387k)
The variation in capital charges is due to a combination of the following:
 (i) Depreciation – the impact of revaluations or asset disposals in 2014/15 (after the 2015/16 budget was agreed) and in the first half of 2015/16;
 (ii) Revenue Expenditure Funded by Capital Under Statute (REFCUS) – mainly due to variations in the value of schemes in our 2016/17 Capital Programme that do not add value to the Council's fixed asset base.
 (iii) Government Grants – mainly due to variations in credits for capital grants receivable in respect of 2016/17 Capital Programme schemes, which are used to finance expenditure that is treated as REFCUS.
- These charges are required to be made to service revenue accounts, but an adjustment is made below the line to avoid a charge on Council Tax.
- 56 Variations in Recharges (Cr £515k)
Variations in recharges are offset by corresponding variations elsewhere and have no impact on the overall position.
- 57 Variations in Insurances (Dr £29k)
Insurance recharges to individual portfolios have changed between years, in some cases significantly, partly because we have factored in an extra year of claims experience since the 2015/16 budget was finalised and partly because of increased General Fund charges as a result of further academy conversions (academies are not permitted to be covered by the Council and conversions lead to costs having to be spread across fewer services/establishments). In addition, Insurance Premium Tax was increased from 6% to 9.5% in November 2015 and the full-year effect of this will be felt in 2016/17. All of the Council's insurance premium contracts are currently either being retendered or are being renegotiated and the current difficult market conditions mean that there may be significant premium increases, which could have a further impact on the 2016/17 budget figures.
- 58 Variations in Rent Income (Cr £1k)
This relates to the reallocation of rental income budgets across departments / portfolios. There are corresponding adjustments in other portfolios and these net out to zero in total.
- 59 Variations in Building maintenance (Dr £6k)
This relates to the reallocation of building maintenance budgets across departments / portfolios. There are corresponding adjustments in other portfolios and these net out to zero in total.

Care Services
DRAFT REVENUE BUDGET 2016/17 - SUBJECTIVE SUMMARY

Service area	Employees	Premises	Transport	Supplies and Services	Third Party Payments	Transfer Payments	Income	Controllable Recharges	Capital Charges/ Financing	Total Controllable	Capital Charges/ Financing	Repairs, Maintenance & Insurance	Property Rental Income	Not Directly Controllable	Recharges In	Total Cost of Service	Recharges Out	Total Net Budget
	£	£	£	£	£	£	£			£	£				£	£	£	£
Adult Social Care																		
AIDS-HIV Grant	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assessment and Care Management	6,245,450	54,690	84,810	1,279,400	32,699,480	2,888,420	Cr 13,874,870	Cr 6,852,150	0	22,525,230	28,000	145,450	Cr 153,550	19,900	6,034,050	28,579,180	Cr 3,808,270	24,770,910
Direct Services	2,687,300	53,430	109,280	157,370	38,650	0	Cr 690,110	Cr 1,077,670	0	1,278,250	0	7,340	0	7,340	87,720	1,373,310	Cr 1,294,150	79,160
Learning Disabilities Day and Short Breaks Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Learning Disabilities Care Management	0	0	0	0	1,214,260	1,962,900	Cr 226,000	0	0	2,951,160	0	0	0	0	0	2,951,160	0	2,951,160
Learning Disabilities Housing & Support	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	8,932,750	108,120	194,090	1,436,770	33,952,390	4,851,320	Cr 14,790,980	Cr 7,929,820	0	26,754,640	28,000	152,790	Cr 153,550	27,240	6,121,770	32,903,650	Cr 5,102,420	27,801,230
Childrens Social Care																		
Bromley Youth Support Programme	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Care and Resources	3,899,160	0	72,910	772,030	11,506,710	1,787,830	Cr 1,293,330	Cr 644,140	0	16,101,170	0	0	0	0	2,130,420	18,231,590	Cr 56,460	18,175,130
Children's Disability Services	782,380	0	16,680	5,150	1,205,940	451,120	Cr 220,950	0	0	2,240,320	0	0	0	0	132,860	2,373,180	0	2,373,180
Early Intervention and Family Support	535,840	21,650	9,910	59,720	465,340	24,830	0	Cr 159,670	0	957,620	1,000	4,040	0	5,040	39,090	1,001,750	0	1,001,750
Safeguarding and Care Planning	4,106,840	0	36,450	693,060	549,470	105,350	Cr 64,020	144,740	0	5,571,890	0	24,700	Cr 6,070	18,630	634,800	6,225,320	0	6,225,320
Safeguarding and Quality Assurance	1,394,580	0	14,170	491,210	42,080	558,090	Cr 1,031,130	76,610	0	1,545,610	0	22,880	0	22,880	780,010	2,348,500	0	2,348,500
	10,718,800	21,650	150,120	2,021,170	13,769,540	2,927,220	Cr 2,609,430	Cr 582,460	0	26,416,610	1,000	51,620	Cr 6,070	46,550	3,717,180	30,180,340	Cr 56,460	30,123,880
Commissioning																		
Better Care Fund	0	0	0	9,522,000	0	0	Cr 18,482,000	8,809,110	0	150,890	0	0	0	0	150,890	0	0	0
Commissioning	2,392,150	0	6,450	237,040	893,780	36,160	Cr 96,110	Cr 647,840	0	2,821,630	0	4,120	0	4,120	0	2,825,750	Cr 1,594,330	1,231,420
Information & Early Intervention	0	0	0	0	1,381,690	0	Cr 285,870	Cr 1,095,820	0	0	0	0	0	0	149,160	149,160	Cr 149,160	0
Learning Disabilities Services	0	0	0	66,000	30,495,480	0	Cr 3,177,250	Cr 1,433,200	0	25,951,030	90,000	87,560	0	177,560	1,076,460	27,205,050	0	27,205,050
Mental Health Services	0	0	0	6,450,440	161,440	0	Cr 674,970	Cr 7,520	0	5,929,390	4,000	23,890	Cr 106,100	Cr 78,210	165,690	6,016,870	Cr 1,395,610	4,621,260
PCT Funding (Social Care & Health)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Supporting People	0	0	0	1,050,530	0	0	0	0	0	1,050,530	0	0	0	0	41,930	1,092,460	0	1,092,460
	2,392,150	0	6,450	9,825,040	40,271,920	197,600	Cr 22,716,200	5,624,730	0	35,601,690	94,000	115,570	Cr 106,100	103,470	1,584,130	37,289,290	Cr 3,139,100	34,150,190
Environmental Services - Housing																		
Housing Improvement	390,590	35,340	8,970	3,590	0	0	Cr 176,020	Cr 72,570	0	189,900	Cr 942,000	240	0	Cr 941,760	314,230	Cr 437,630	0	Cr 437,630
	390,590	35,340	8,970	3,590	0	0	Cr 176,020	Cr 72,570	0	189,900	Cr 942,000	240	0	Cr 941,760	314,230	Cr 437,630	0	Cr 437,630
Operational Housing																		
Enabling Activities	0	0	0	0	0	0	Cr 900	0	0	900	0	0	0	0	158,750	157,850	0	157,850
Housing Benefits	0	0	0	591,890	0	128,833,040	Cr 131,558,030	0	0	2,133,100	0	0	0	0	2,198,890	65,790	0	65,790
Housing Needs	2,165,320	102,380	21,630	659,660	9,139,920	0	Cr 5,708,270	Cr 44,380	0	6,336,260	167,000	18,200	0	185,200	887,190	7,408,650	Cr 148,830	7,259,820
	2,165,320	102,380	21,630	1,251,550	9,139,920	128,833,040	Cr 137,267,200	Cr 44,380	0	4,202,260	167,000	18,200	0	185,200	3,244,830	7,632,290	Cr 148,830	7,483,460
Strategic and Business Support Service																		
Learning & Development	422,170	0	0	48,060	0	0	Cr 85,960	Cr 76,610	0	307,660	0	490	0	490	0	308,150	Cr 305,230	2,920
Strategic and Business Support Service	1,388,940	0	3,710	Cr 63,130	181,270	0	Cr 69,140	Cr 2,470	0	1,439,180	0	2,790	0	2,790	4,093,320	5,535,290	Cr 1,476,380	4,058,910
	1,811,110	0	3,710	Cr 15,070	181,270	0	Cr 155,100	Cr 79,080	0	1,746,840	0	3,280	0	3,280	4,093,320	5,843,440	Cr 1,781,610	4,061,830
Public Health																		
	1,344,590	0	4,500	68,910	11,439,790	0	Cr 16,015,000	2,785,560	0	371,650	0	0	0	0	371,650	0	0	0
	27,755,310	267,490	389,470	14,591,960	108,754,830	136,809,180	Cr 193,729,930	Cr 298,020	0	94,540,290	Cr 652,000	341,700	Cr 265,720	Cr 576,020	19,447,110	113,411,380	Cr 10,228,420	103,182,960

ENVIRONMENT PORTFOLIO**DRAFT REVENUE BUDGET 2016/17 - SUMMARY**

2014/15 Actual	Service Area	2015/16 Budget	Increased costs	Other Changes	2016/17 Draft Budget
£		£	£	£	£
545,332	Support Services	518,300	120	Cr 26,930	491,490
545,332	Support Services	518,300	120	Cr 26,930	491,490
76,852	Public Protection	74,980	80	1,100	76,160
76,852	Emergency Planning	74,980	80	1,100	76,160
4,115,313	Street Scene & Green Space	4,047,690	18,270	Cr 146,290	3,919,670
2,428,775	Area Management & Street Cleansing	2,541,590	12,040	Cr 80,030	2,473,600
Cr 42,075	Highways - SS&GS	Cr 1,960	Cr 200	Cr 35,740	Cr 37,900
5,744,956	Markets	5,675,920	26,830	Cr 254,230	5,448,520
466,903	Parks and Green Space	513,030	100	87,330	600,460
17,612,972	Street Regulation	17,853,200	86,020	Cr 433,640	17,505,580
30,326,844	Waste Services	30,629,470	143,060	Cr 862,600	29,909,930
6,921,021	Transport & Highways	6,794,000	31,810	Cr 299,480	6,526,330
Cr 6,496,193	Highways (Including London Permit Scheme)	Cr 6,695,630	Cr 37,340	Cr 222,000	Cr 6,954,970
175,936	Parking	156,470	Cr 320	111,000	267,150
578,817	Traffic & Road Safety	616,880	1,320	165,000	783,200
1,179,581	Transport & Depot Support Services	871,720	Cr 4,530	Cr 245,480	621,710
32,128,609		32,094,470	138,730	Cr 1,133,910	31,099,290
6,237,865	TOTAL NON CONTROLLABLE	5,332,340	4,110	Cr 37,360	5,299,090
2,221,253	TOTAL EXCLUDED RECHARGES	2,290,340	0	Cr 388,040	1,902,300
40,587,727	PORTFOLIO TOTAL	39,717,150	142,840	Cr 1,559,310	38,300,680

ENVIRONMENT PORTFOLIO

SUMMARY OF BUDGET VARIATIONS 2016/17

Ref		VARIATION IN 2016/17 £'000	ORIGINAL BUDGET 2015/16 £'000
1	2015/16 BUDGET	39,717	
2	Increased Costs	89	
	Full Year Effect of Allocation of Central Contingency		
3	Increase in Contract Costs re TLG Pension contributions	23	1,262
4	Contingency allocation re Street Cleansing contract	<u>60</u>	60
	Movements Between Portfolios/Departments		
5	Transfer resources for SEN transport client team	<u>159</u>	159
	Real Changes		
6	Impact of removal of contracted out NI	130	6,432
7	Absorption of inflation increases for PCNs	56	Cr4,116
8	Absorption of inflation increases for parking fee income	123	Cr7,697
9	Increase in landfill tax above inflation	16	3,164
10	Increase in refuse/recycling collection to reflect additional units	40	7,288
11	Increase in refuse/recycling disposal to reflect additional units	<u>64</u>	12,287
	<i>Savings identified for 2016/17 as part of the 2015/16 Budget process</i>		
12	Full year effect of the closure of the public conveniences	Cr 67	110
13	Full year effect of restructuring the SSGS division	Cr 348	3,999
14	Reduction of opening hours of the green garden waste satellite sites	Cr 125	145
15	Full year effect of management savings	Cr 142	142
16	Increase price of green garden wheelie bin service from April 2016	<u>Cr 30</u>	Cr 894
	<i>New Savings Identified for 2016/17 (subject to approval)</i>		
17	Deletion of outstanding balance for cleansing contract held in the Central Contingency	Cr 60	60
18	Reduction in provision of graffiti & chewing gum removal contract	Cr 60	248
19	Overachievement of savings from the change in paper collection frequencies	Cr 250	1,986
20	Removal of the residual budget for green garden waste satellite sites	Cr 20	145
21	Extension of repayment of street lighting invest to save scheme by a further two years	Cr 353	4,251
22	Additional parking income	<u>Cr 350</u>	Cr 2,942
23	Variations in Capital Charges	Cr 4	4,475
24	Variations in Recharges	Cr 388	2,239
25	Variations in Rent Income	21	Cr 478
26	2016/17 DRAFT BUDGET	<u>38,301</u>	

ENVIRONMENT PORTFOLIO

Notes on Budget Variations in 2016/17

Ref Comments

Full Year Effect of Allocation of Central Contingency

- 3 Increase in Contract Costs re TLG Pension contributions (Dr £23k)
This reflects the additional cost of the pension contributions payable for the staff transferred to TLG.
- 4 Street Cleansing Contract (Dr £60k)
Allocation of central contingency re Street Cleansing Contract into portfolio budget (total contingency is £60k). This enables a corresponding saving to be made - see below.

Movements Between Portfolios/Departments

- 5 Transfer of resources for SEN transport client team (Dr £159k)
Transfer of resources to the Environment Portfolio to manage the new SEN transport contract.

Real Changes

- 6 Impact of removal of contracted out NI (Dr £130k)
With effect from 6th April 2016, contracted out rates for Defined Benefit pension schemes have been abolished. The cost of this for the Environment Portfolio is £130k.
- 7 Absorption of Inflation increases for PCNs (Dr £56k)
Estimates are prepared on the basis that inflation is added to both income and expenditure. As penalty charge notices (for parking and bus lane contraventions) are set by the Mayor of London and therefore statutory, savings have to be found to absorb the inflation rate.
- 8 Absorption of Inflation increases for parking fee income (Dr £123k)
Estimates are prepared on the basis that inflation is added to both income and expenditure. As the parking fees were increased significantly in 2015/16 and are not expected to rise again for another 3 years, savings have to be found to absorb the inflation rate.
- 9 Increase in landfill tax above inflation (Dr £16k)
This represents the expected cost of the Government increasing the landfill tax above inflation built into the 2016/17 budget.
- 10 Increase in Refuse/Recycling Collection (Dr £40k)
The current refuse and recycling collection contract is based on the number of premises rather than bins. The additional costs reflect the anticipated increase in new properties for 2016/17.
- 11 Increase in Refuse/Recycling Disposal (Dr £64k)
The additional costs for the disposal contract reflect the anticipated increase in tonnage generated from new properties for 2016/17.
- 12 Full year effect of the closure of the public conveniences (Cr £67k)
Full year effect of closing the remaining four public conveniences.
- 13 Full year effect of restructuring the SSGS Division (Cr £348k)
This represents the full year effect of the restructuring of SSGS division including; a fully commissioned park service and a review of the client contract monitoring function across the whole division.
- 14 Reduction of opening hours - Green Garden Waste satellite sites (Cr £125k)
Reduced opening hours of the green garden waste satellite sites from April 2016 as detailed in the November 2015 report to the Environment PDS.
- 15 Full year effect of management savings (Cr £142k)
This represents the full year effect of the agreed management savings.

- 16 Increase price of green garden waste wheelie bin service (Cr £30k)
This proposal involves increasing the price of the green garden waste wheelie bin collection service with effect from April 2016.
- 17 Deletion of the residual balance held in central contingency for Street Cleansing contract (Cr £60k)
Deletion of the remaining balance of £60k held in the central contingency set aside for the Street Cleansing contract.
- 18 Reduction in provision of graffiti and chewing gum removal contract (Cr £60k)
Cease funding for chewing gum removal in town centres and reduce capacity for proactive graffiti removal.
- 19 Overachievement of savings from the change in paper collection frequencies (Cr £250k)
Overachievement of savings from the change in collection frequencies for kerbside paper, as reported to the Environment PDS on 18th February 2015.
- 20 Removal of residual budget for green garden waste satellite sites (Cr £20k)
The November 2015 Environment PDS recommended the Portfolio Holder agree to the phased closure of GGW sites with a net cost of £29k. If this saving is taken the net cost of this recommendation will rise to £49k. Alternative savings will have to be found to meet this additional net cost.
- 21 Extension of repayment of the street lighting invest to save scheme (Cr £353k)
Extending the payback of the invest to save scheme for street lighting by 2 years to the end of 2021/22, will enable savings of £353k per annum to be taken from 2016/17, increasing to £528k from 2020/21. This is on the basis that maintenance budgets are protected at current levels to enable any emergency works to be completed during these years. It would not be possible to extend any further as the replacement budget is required to replace the remainder of the street columns from 2022/23 onwards.
- 22 Additional parking income (Cr £350k)
Removal of under-utilised pay and display bays, the introduction of additional bays around shopping areas will increase turnover and availability of spaces where needed and there is potential to expand pay and display parking around railway stations. This will be subject to a report to Environment PDS in February 2016.
- 23 Variations in Capital Charges (Cr £4k)
The variation on capital charges, etc is due to a combination of the following:
- (i) Depreciation – the impact of revaluations or asset disposals in 2014/15 (after the 2015/16 budget was agreed) and in the first half of 2015/16
 - (ii) Revenue Expenditure Funded by Capital Under Statute (REFCUS) – mainly due to a significant general increase in the value of schemes in our 2016/17 Capital Programme that do not add value to the Council's fixed asset base.
 - (iii) Government Grants - mainly due to a significant increase in credits for capital grants receivable in respect of 2016/17 Capital Programme schemes, which are used to finance expenditure that is treated as REFCUS.
- These charges are required to be made to service revenue accounts, but an adjustment is made below the line to avoid a charge on Council Tax.
- 24 Variations in Recharges (Cr £388k)
Variations in cross-departmental recharges are offset by corresponding variations elsewhere and therefore have no impact on the overall position.
- 25 Variations in Rent Income (Dr £21k)
This relates to the reallocation of rental income budgets across departments/portfolios. There are corresponding adjustments in other portfolios and these net out to zero in total.

Environment Portfolio

DRAFT REVENUE BUDGET 2016/17 - SUBJECTIVE SUMMARY

Service area	Employees	Premises	Transport	Supplies and Services	Third Party Payments	Transfer Payments	Income	Controllable Recharges	Capital Charges/Financing	Total Controllable	Capital Charges/Financing	Repairs, Maintenance & Insurance	Property Rental Income	Not Directly Controllable	Recharges In	Total Cost of Service	Recharges Out	Total Net Budget
	£	£	£	£	£	£	£			£	£				£	£	£	£
Support Services																		
Support Services	463,140	0	1,020	27,330	0	0	0	0	0	491,490	0	0	0	0	136,890	628,380	Cr 677,900	Cr 49,520
	463,140	0	1,020	27,330	0	0	0	0	0	491,490	0	0	0	0	136,890	628,380	Cr 677,900	Cr 49,520
Public Protection																		
Emergency Planning	48,810	0	5,380	21,970	0	0	0	0	0	76,160	0	0	0	0	49,740	125,900	0	125,900
Street Scene & Green Space																		
Area Management & Street Cleansing	293,430	25,810	22,350	28,860	3,557,050	0	Cr 7,830	0	0	3,919,670	41,000	9,550	0	50,550	796,240	4,766,460	Cr 345,480	4,420,980
Highways - SS&GS	368,480	0	31,150	2,611,360	0	0	Cr 209,390	Cr 328,000	0	2,473,600	0	0	0	0	1,344,310	3,817,910	Cr 2,230	3,815,680
Markets	0	5,020	0	176,870	0	0	Cr 219,790	0	0	37,900	0	290	0	290	58,220	20,610	0	20,610
Parks and Green Space	307,670	3,188,550	22,750	35,240	2,196,110	0	Cr 41,800	Cr 260,000	0	5,448,520	569,000	557,780	Cr 299,020	827,760	1,373,660	7,649,940	Cr 1,775,670	5,874,270
Street Regulation	584,140	0	20,520	6,800	0	0	Cr 11,000	0	0	600,460	0	0	0	0	67,380	667,840	Cr 601,050	66,790
Waste Services	527,980	17,330	25,210	297,700	21,467,620	0	Cr 4,773,660	Cr 56,600	0	17,505,580	15,000	0	0	15,000	645,000	18,165,580	Cr 214,010	17,951,570
	2,081,700	3,236,710	121,980	3,156,830	27,220,780	0	Cr 5,252,470	Cr 655,600	0	29,909,930	625,000	567,620	Cr 299,020	893,600	4,284,810	35,088,340	Cr 2,938,440	32,149,900
Transport & Highways																		
Highways (Including London Permit Scheme)	1,015,970	1,656,480	96,540	5,162,570	336,640	0	Cr 1,696,670	Cr 45,200	0	6,526,330	3,675,000	517,780	Cr 18,950	4,173,830	964,590	11,664,750	Cr 252,960	11,411,790
Parking	834,530	927,990	21,640	722,810	2,314,790	0	Cr 11,819,050	42,320	0	6,954,970	120,000	38,710	Cr 46,270	112,440	497,620	6,344,910	Cr 399,090	5,945,820
Traffic & Road Safety	1,492,800	4,540	29,490	37,370	178,690	0	Cr 327,880	Cr 1,147,860	0	267,150	0	0	0	0	496,870	764,020	Cr 243,220	520,800
Transport and Depot Support Services	483,220	226,530	40,460	38,930	0	0	Cr 5,940	0	0	783,200	51,000	163,020	Cr 94,800	119,220	293,410	1,195,830	Cr 1,108,200	87,630
	3,826,520	2,815,540	188,130	5,961,680	2,830,120	0	Cr 13,849,540	Cr 1,150,740	0	621,710	3,846,000	719,510	Cr 160,020	4,405,490	2,252,490	7,279,690	Cr 1,205,290	6,074,400
	6,420,170	6,052,250	316,510	9,167,810	30,050,900	0	Cr 19,102,010	Cr 1,806,340	0	31,099,290	4,471,000	1,287,130	Cr 459,040	5,299,090	6,723,930	43,122,310	Cr 4,821,630	38,300,680

PUBLIC PROTECTION & SAFETY PORTFOLIO**DRAFT REVENUE BUDGET 2016/17 - SUMMARY**

2014/15 Actual	Service Area	2015/16 Budget	Increased costs	Other Changes	2016/17 Draft Budget
£		£	£	£	£
310,605	Public Protection	255,860	80	Cr 78,560	177,380
340,807	Community Safety	353,320	1,760	0	355,080
1,607,095	Mortuary & Coroners Service	1,511,240	2,510	Cr 97,840	1,415,910
2,258,507	Public Protection	2,120,420	4,350	Cr 176,400	1,948,370
2,258,507		2,120,420	4,350	Cr 176,400	1,948,370
92,286	TOTAL NON CONTROLLABLE	6,230	30	Cr 30	6,230
9,004	TOTAL EXCLUDED RECHARGES	150,550	0	Cr 88,730	61,820
2,359,797	PORTFOLIO TOTAL	2,277,200	4,380	Cr 265,160	2,016,420

PUBLIC PROECTION & SAFETY PORFOLIO

SUMMARY OF BUDGET VARIATIONS 2016/17

Ref		VARIATION IN 2016/17 £'000	ORIGINAL BUDGET 2015/16 £'000
1	2015/16 BUDGET	2,277	
2	Increased Costs	4	
	Real Changes		
	<i>Savings identified for 2016/17 as part of the 2015/16 Budget process</i>		
3	Review of staffing and associated budgets	Cr 170	2,272
4	Deletion of Portfolio Holder grants	<u>Cr 50</u> Cr 220	50
	<i>Other Real Changes:</i>		
5	Impact of removal of contracted out National Insurance	44	2,272
6	Variations in Recharges	Cr 89	151
7	2016/17 DRAFT BUDGET	<u>2,016</u>	

PUBLIC PROTECTION & SAFETY PORFOLIO

Notes on Budget Variations in 2016/17

Ref Comments

Real Changes

- 3 Review of staffing and associated budgets across Public Protection and Community Safety (Cr £170k).
The full year effect of the staffing review undertaken in 2015/16.
- 4 Deletion of Portfolio Holder grants (Cr £50k)
Deletion of the remaining balance of the Portfolio Holder grants budget.
- 5 Impact of removal of contracted out NI (Dr £44k)
With effect from 6th April 2016, contracted out rates for Defined Benefit pension schemes have been abolished. The cost of this for the Public Protection and Safety Portfolio is £44k.
- 6 Variations in Recharges (Cr £89k)
Variations in cross-departmental recharges are offset by corresponding variations elsewhere and therefore have no impact on the overall position.

PUBLIC PROTECTION & SAFETY PORTFOLIO

DRAFT REVENUE BUDGET 2016/17 - SUBJECTIVE SUMMARY

Service area	Employees	Premises	Transport	Supplies and Services	Third Party Payments	Income	Controllable Recharges	Total Controllable	Repairs, Maintenance & Insurance	Not Directly Controllable	Recharges In	Total Cost of Service	Recharges Out	Total Net Budget
	£	£	£	£	£	£		£			£	£	£	£
Public Protection														
Public Protection	1,867,880	40,930	78,910	184,500	584,760	Cr 393,350	Cr 942,520	1,421,110	6,230	6,230	876,250	2,303,590	Cr 1,315,800	987,790
Mortuary & Coroners Service	0	0	0	0	355,080	0	0	355,080	0	0	20,850	375,930	0	375,930
Community Safety	281,640	0	8,410	227,650	0	Cr 345,520	0	172,180	0	0	523,930	696,110	Cr 43,410	652,700
	2,149,520	40,930	87,320	412,150	939,840	Cr 738,870	Cr 942,520	1,948,370	6,230	6,230	1,421,030	3,375,630	Cr 1,359,210	2,016,420

RENEWAL & RECREATION PORTFOLIO**DRAFT REVENUE BUDGET 2016/17 - SUMMARY**

2014/15 Actual	Service Area	2015/16 Budget	Increased costs	Other Changes	2016/17 Draft Budget
£		£	£	£	£
	Housing Strategy & Development				
Cr 14,240	Housing Strategy & Development	31,020	0	Cr 31,020	0
Cr 14,240		31,020	0	Cr 31,020	0
	Planning				
Cr 27,536	Building Control	13,780	0	14,800	28,580
Cr 164,378	Land Charges	Cr 167,670	0	3,000	Cr 164,670
433,589	Planning	617,430	Cr 5,620	65,500	677,310
1,104,520	Renewal	1,793,460	4,920	137,500	1,935,880
1,346,195		2,257,000	Cr 700	220,800	2,477,100
	Recreation				
1,940,881	Culture	1,973,070	7,000	Cr 299,900	1,680,170
5,086,816	Libraries	4,734,340	6,900	Cr 270,000	4,471,240
254,495	Town Centre Management & Business Support	219,060	100	Cr 42,000	177,160
7,282,192		6,926,470	14,000	Cr 611,900	6,328,570
8,614,147		9,214,490	13,300	Cr 422,120	8,805,670
11,630,537	TOTAL NON CONTROLLABLE	3,915,830	3,680	Cr 1,565,920	2,353,590
2,158,846	TOTAL EXCLUDED RECHARGES	2,469,010	0	Cr 434,070	2,034,940
22,403,530	PORTFOLIO TOTAL	15,599,330	16,980	Cr 2,422,110	13,194,200

RENEWAL & RECREATION PORTFOLIO

SUMMARY OF BUDGET VARIATIONS 2016/17

Ref		VARIATION IN 2016/17 £'000	ORIGINAL BUDGET 2015/16 £'000
1	2015/16 BUDGET	15,599	
2	Increased Costs	42	
	Movements Between Portfolios/Departments		
3	Transfer of Housing Strategy to Care Services	<u>Cr 31 Cr 31</u>	31
	Real Changes		
	<i>Other Real Changes:</i>		
4	Absorption of inflation for Statutory Planning	22	Cr 1,292
5	New Homes Bonus topslice funding spend	226	760
6	Impact of removal of contracted out National Insurance	<u>139</u>	7,481
	<i>Savings identified for 2016/17 as part of the 2015/16 Budget process</i>		
7	Town Centre Management efficiencies	Cr 46	196
8	Relocation of museum exhibition space to Central Library	Cr 11	74
9	Establishment of six community libraries	Cr 250	320
10	Regeneration staffing charged to Regeneration & Investment Fund	<u>Cr 104 Cr 411</u>	155
	<i>New Savings Identified for 2016/17 (subject to approval)</i>		
11	Removal of Churchill Theatre subsidy	Cr 321	321
12	Library IT savings	<u>Cr 46 Cr 367</u>	46
13	Variations in Capital Charges	Cr 1,588	3,168
14	Variations in Recharges	Cr 435	2,429
15	Variations in Rent Income	Cr 2	Cr 83
16	2016/17 DRAFT BUDGET	<u>13,194</u>	

RENEWAL & RECREATION PORTFOLIO

Notes on Budget Variations in 2016/17

Ref Comments

Movements Between Portfolios/Departments

- 3 Transfer of Housing Strategy (Cr £31k)
Following the departure of the Head of Housing Strategy, the service budget was transferred to Operational Housing within the Care Services Portfolio.

Real Changes

- 4 Statutory Planning inflation (Dr £22k)
Estimates are prepared on the basis that inflation is added to both income and expenditure. As planning fees are statutory, savings have to be found to absorb the inflation rate.
- 5 New Homes Bonus topslice funding spend (Dr £226k)
Adjustment reflects the additional funding available to spend in 2016/17 from the New Homes Bonus topslicing sum. Total available for 2016/17 is £986k.
- 6 Impact of removal of contracted out NI (Dr £139k)
With effect from 6th April 2016, contracted out rates for Defined Benefit pension schemes have been abolished. The cost of this for the Renewal and Recreation Portfolio is £139k.
- 7 Town Centre Management efficiencies (Cr £46k)
Review of Town Centre Management services, including the potential savings from the establishment of a BID in Bromley Town Centre.
- 8 Relocation of museum exhibition space to Central Library (Cr £11k)
Part year savings as a result of relocating the museum exhibition space to Central Library.
- 9 Establishment of six community libraries (Cr £250k)
Maximum potential savings from the tendering exercise to establish six community libraries.
- 10 Regeneration staffing (Cr £104k)
This relates to a proposal to fund staff from the Regeneration & Investment fund therefore generating a saving to the revenue budget.
- 11 Removal of Churchill Theatre subsidy (Cr £321k)
The recent procurement of the provider for the Churchill Theatre resulted in an option with no subsidy which was agreed through the Executive.
- 12 Library IT savings (Cr £46k)
The retendering of the IT contract has enabled savings of £46k to be made from the Library IT budget.
- 13 Variations in Capital Charges (Cr £1,588k)
The variation on capital charges, etc is due to a combination of the following:
- (i) Depreciation – the impact of revaluations or asset disposals in 2014/15 (after the 2015/16 budget was agreed) and in the first half of 2015/16

(ii) Revenue Expenditure Funded by Capital Under Statute (REFCUS) – mainly due to a significant general increase in the value of schemes in our 2016/17 Capital Programme that do not add value to the Council's fixed asset base.

(iii) Government Grants - mainly due to a variations in credits for capital grants receivable in respect of 2016/17 Capital Programme schemes, which are used to finance expenditure that is treated as REFCUS.

These charges are required to be made to service revenue accounts, but an adjustment is made below the line to avoid a charge on Council Tax.

14 Variations in Recharges (Cr £435k)

Variations in cross-departmental recharges are offset by corresponding variations elsewhere and therefore have no impact on the overall position.

15 Variations in Rent Income (Cr £2k)

This relates to the reallocation of rental income budgets across departments/portfolios. There are corresponding adjustments in other portfolios and these net out to zero in total.

RENEWAL & RECREATION PORTFOLIO
DRAFT REVENUE BUDGET 2016/17 - SUBJECTIVE SUMMARY

Service area	Employees	Premises	Transport	Supplies and Services	Third Party Payments	Income	Controllable Recharges	Capital Charges/Financing	Total Controllable	Capital Charges/Financing	Repairs, Maintenance & Insurance	Property Rental Income	Not Directly Controllable	Recharges In	Total Cost of Service	Recharges Out	Total Net Budget
	£	£	£	£	£	£			£	£				£	£	£	£
Housing Strategy & Development																	
Housing Strategy & Development	0	0	0	0	0	0	0	0	0	0	0	0	0	22,340	22,340	0	22,340
	0	0	0	0	0	0	0	0	0	0	0	0	0	22,340	22,340	0	22,340
Planning																	
Building Control	847,490	0	28,110	79,400	0	Cr 926,420	0	0	28,580	0	0	0	0	245,470	274,050	Cr 102,380	171,670
Land Charges	194,290	0	0	16,640	0	Cr 375,600	0	0	164,670	0	0	0	0	278,590	113,920	Cr 45,020	68,900
Planning	1,791,250	0	22,610	139,770	5,630	Cr 1,281,950	0	0	677,310	0	0	0	0	1,809,700	2,487,010	Cr 1,110,670	1,376,340
Renewal	1,096,890	8,540	3,190	520,610	0	Cr 650	Cr 155,000	462,300	1,935,880	0	0	0	0	517,540	2,453,420	Cr 545,320	1,908,100
	3,929,920	8,540	53,910	756,420	5,630	Cr 2,584,620	Cr 155,000	462,300	2,477,100	0	0	0	0	2,851,300	5,328,400	Cr 1,803,390	3,525,010
Recreation																	
Culture	576,670	95,070	5,360	69,850	990,580	Cr 40,010	Cr 17,350	0	1,680,170	1,266,000	274,640	Cr 85,620	1,455,020	393,050	3,528,240	Cr 555,290	2,972,950
Libraries	3,106,870	802,520	31,680	728,490	171,540	Cr 369,860	0	0	4,471,240	314,000	584,570	0	898,570	987,640	6,357,450	Cr 61,680	6,295,770
Town Centre Management & Business Support	151,280	2,150	2,500	56,940	5,950	Cr 41,660	0	0	177,160	0	0	0	0	200,970	378,130	0	378,130
	3,834,820	899,740	39,540	855,280	1,168,070	Cr 451,530	Cr 17,350	0	6,328,570	1,580,000	859,210	Cr 85,620	2,353,590	1,581,660	10,263,820	Cr 616,970	9,646,850
	7,764,740	908,280	93,450	1,611,700	1,173,700	Cr 3,036,150	Cr 172,350	462,300	8,805,670	1,580,000	859,210	Cr 85,620	2,353,590	4,455,300	15,614,560	Cr 2,420,360	13,194,200

Resources Portfolio

DRAFT REVENUE BUDGET 2016/17 - SUMMARY

2014/15 Actual	Service Area	2015/16 Budget	Increased costs	Other Changes	2016/17 Draft Budget
£		£	£	£	£
	Financial Services				
191,104	Director of Finance and Other	201,710	160	2,680	204,550
1,726,341	Exchequer - Payments & Income	1,516,140	6,560	34,210	1,556,910
6,506,155	Exchequer - Revenue & Benefits	6,389,490	31,670	6,240	6,427,400
495,330	Financial Accounting	495,180	2,580	84,990	582,750
379,245	Financial Systems	421,380	890	Cr 45,370	376,900
1,178,678	Management Accounting & Systems	1,109,160	410	Cr 230	1,109,340
10,476,852		10,133,060	42,270	82,520	10,257,850
	Corporate Services				
1,613,295	Admin Buildings	1,612,510	7,210	5,890	1,625,610
945,839	Contact Centre	923,470	4,400	68,000	995,870
1,449,967	Democratic Services	1,382,800	5,340	4,830	1,392,970
685,113	Electoral	312,280	380	3,670	316,330
480,876	Facilities & Support	467,410	470	Cr 110,180	357,700
4,385,826	Information Systems and Telephony	4,393,550	16,160	Cr 54,540	4,355,170
1,446,914	Legal Services	1,548,230	1,640	20,560	1,570,430
166,150	Management and Other (Corporate Services)	147,760	Cr 80	2,570	150,250
418,988	Operational Property	375,330	Cr 420	Cr 7,250	367,660
1,809,181	Repairs & Maintenance (ALL LBB)	1,919,950	8,980		1,928,930
Cr 105,567	Registration of Birth Death and Marriage	Cr 94,330	Cr 2,690	7,070	Cr 89,950
13,296,583		12,988,960	41,390	Cr 59,380	12,970,970
	Human Resources				
1,480,543	HR	1,542,750	1,560	Cr 2,630	1,541,680
1,480,543		1,542,750	1,560	Cr 2,630	1,541,680
	Chief Executive				
770,129	Audit	733,410	2,090	Cr 75,430	660,070
201,425	Comms	213,130	0	Cr 88,080	125,050
600,507	Management and Other (C.Exec)	785,470	1,160	Cr 206,160	580,470
141,041	Mayoral	143,580	270	Cr 13,750	130,100
426,639	Procurement	445,870	1,270	2,980	450,120
2,139,740		2,321,460	4,790	Cr 380,440	1,945,810
	Regeneration and Transformation				
214,063	Investment & Non-Operational Property Exp.	390,070	1,270	Cr 110,360	280,980
549,959	Strategic Property Services	606,490	Cr 450	Cr 99,000	507,040
Cr 5,630,380	Investment & Non-Operational Property Income	Cr 7,393,100	Cr 21,410	Cr 1,942,030	Cr 9,356,540
Cr 833,161	Other Rental Income - Other Portfolios	Cr 824,490	Cr 4,030	17,790	Cr 810,730
Cr 5,699,519		Cr 7,221,030	Cr 24,620	Cr 2,133,600	Cr 9,379,250
	Central Items				
7,450,020	CDC & Non Distributed Costs	7,541,670	37,680	0	7,579,350
10,425,296	Concessionary Fares	10,561,810	54,970	1,000,760	11,617,540
17,875,316		18,103,480	92,650	1,000,760	19,196,890
39,569,514		37,868,680	158,040	Cr 1,492,770	36,533,950
Cr 1,311,222	TOTAL NON CONTROLLABLE	3,367,370	490	Cr 2,409,020	958,840
Cr 19,609,190	TOTAL EXCLUDED RECHARGES	Cr 19,423,530	0	1,767,660	Cr 17,655,870
Cr 1,383,734	Less R & M allocated across other Portfolios	Cr 1,521,580	Cr 7,120	0	Cr 1,528,700
833,161	Less Rent allocated across other Portfolios	824,490	4,030	Cr 17,790	810,730
18,098,530	PORTFOLIO TOTAL	21,115,430	155,440	Cr 2,151,920	19,118,950

RESOURCES PORTFOLIO

SUMMARY OF BUDGET VARIATIONS 2016/17

Ref		VARIATION IN 2016/17 £'000	ORIGINAL BUDGET 2015/16 £'000
1	2015/16 BUDGET	21,115	
2	Increased Costs	155	
	Full Year Effect of Allocation of Central Contingency		
3	Concessionary Fares	438	10,562
4	Increase in cost of Credit Card Charges	120	34
5	Additional contract costs re pensions	<u>37</u>	662
		595	
	Movements Between Portfolios/Departments		
6	Transfer to Customer Services Invest to Save from Care Services Portfolio	<u>77</u>	77
		77	77
	Real Changes		
	<i>Savings identified for 2016/17 as part of the 2015/16 Budget process</i>		
7	Additional income from Investment Properties	Cr 1,000	Cr 3,025
8	Management Costs	Cr 174	Cr 1,500
9	Increase in Strategic Property charges to Economic Dev. Fund	Cr 109	Cr 20
10	Financial Services Division	Cr 70	8,196
11	Anerley Business Centre - Effect of lease to CPCDT	Cr 31	111
12	Corporate Services Division	<u>Cr 13</u> Cr 1,397	11,069
	<i>Other Real Changes:</i>		
13	Additional income from Investment Properties	Cr 500	Cr 3,025
14	Increase in cost of Concessionary Fares	566	10,562
15	Increase in National Insurance Charges	<u>165</u>	705
		231	
	<i>New Savings Identified for 2016/17 (subject to approval)</i>		
16	Regeneration & Transformation Division	Cr 500	997
17	Chief Executive's Division	Cr 365	2,231
18	Corporate Services Division	Cr 209	11,069
19	Financial Services Division	Cr 40	10,133
20	HR Division	<u>Cr 24</u> Cr 1,138	1,543
21	Variations in Capital Charges	Cr 2,417	
22	Variations in Recharges	1,768	
23	Variations in Insurances	8	
24	Variations in Rent Income	Cr 18	
25	2016/17 DRAFT BUDGET	<u>18,979</u>	

RESOURCES PORTFOLIO

Notes on Budget Variations in 2016/17

Ref Comments

Full Year Effect of Allocation of Central Contingency

3 Concessionary Fares (£438k)

Concessionary Fares are administered by London Councils on behalf of the London Boroughs. A change in the apportionment of Concessionary Fares between Boroughs is being phased in over 3 years commencing in 2014/15 as a result of updated data becoming available. Provision for the second year's increase was made in the 2015/16 Central Contingency, pending details being provided by London Councils, and £438,300 was subsequently drawn down. Provision for phase 3 has been built into the 16-17 budget (see note 15 below).

4 Increase in cost of Credit Card Charges (£120k)

An increase in the volume of income transactions being paid by credit cards and debit cards has resulted in additional processing charges.

5 Additional contract costs re pensions (£37k)

Additional services were outsourced to Liberata during 2014/15 (Financial Assessments, Appointeeship & Deputyship, Schools Finance and HR). It was agreed that any additional employers pension costs would be funded by LBB. Liberata requested an increase in the contract payments following a calculation by the actuary. The additional annual cost to Bromley is £37k.

Movements Between Portfolios/Departments

6 Transfer to Customer Services Invest to Save from Care Services Portfolio (Cr £77k)

As part of the Customer Services Invest to Save Scheme, savings totalling £77k have been identified from the Care Services Portfolio budget.

Real Changes

Savings identified for 2016/17 as part of the 2015/16 Budget process

7 Additional income from Investment Properties (Cr £1,000k)

Further investment in the purchase of commercial property, in order to achieve additional rent income of £1m, was agreed as part of the 15-16 budget.

8 Management Costs (Cr £174k)

Further savings from organisational efficiencies and management restructures were proposed as part of the 15-16 budget.

9 Increase in Strategic Property charges to Economic Dev. Fund (Cr £109)

Further costs of £109k were proposed to be charged to the Economic Development fund as part of the 15-16 budget.

10 Financial Services Division (Cr £ 70k)

The full year effect of staff savings proposed in the 15-16 budget is £70k.

11 Anerley Business Centre - Effect of lease to CPCDT (Cr £ 31k)

Further savings for Anerley Business Centre result from the proposals agreed by the Executive in October 2015.

12 Corporate Services Division (Cr £ 13k)

The full year effect of savings proposed in the 15-16 budget, relating to the Customer Services contract, is £13k.

Other Real Changes:

13 Additional income from Investment Properties (Cr £500k)

Further investment is proposed in the purchase of commercial property in order to achieve additional rent income of £0.5M.

14 Increase in cost of Concessionary Fares (£566k)

Concessionary Fares are administered by London Councils on behalf of the London Boroughs. A change in the apportionment of Concessionary Fares between Boroughs is being phased in over 3 years commencing in 2014/15 as a result of updated data becoming available. Provision of £565,660 has been built into the 16-17 budget for phase 3.

15 Increase in National Insurance Charges (£165k)

Wef. 6th April 2016, contracted out rates for Defined Benefit pension schemes have been abolished. The cost of this for Resources Portfolio is £165k.

New Savings Identified for 2016/17 (subject to approval)

16 Regeneration & Transformation Division (Cr £500k)

Further investment in the purchase of commercial property is proposed, as part of the 16-17 savings, in order to achieve additional rent income of £0.5m.

17 Chief Executive's Division (Cr £ 365k)

Savings of £140k are proposed from the withdrawal from London Councils. Staff reductions and general efficiencies are proposed to achieve a total of £225k.

18 Corporate Services Division (Cr £ 209k)

Savings of £116k are proposed for Facilities & Support, £73k in IT and £20k for Operational Property.

19 Financial Services Division (Cr £ 40k)

Further staff savings of £40k are proposed in the Financial Services division from reducing the number of Heads of Finance from 3 to 2, offset by an increase in budget monitoring resources.

20 HR Division (Cr £ 24k)

Savings of £24k are proposed from the budget for the Employee / Staff side secretary.

21 Variations in Capital Charges (Cr £2,417k)

The variation on capital charges, etc. is due to a combination of the following:

- (i) Depreciation – the impact of revaluations or asset disposals in 2014/15 (after the 2015/16 budget was agreed) and in the first half of 2015/16;
- (ii) Revenue Expenditure Funded by Capital Under Statute (REFCUS) – mainly due to variations in the value of schemes in our 2016/17 Capital Programme that do not add value to the Council's fixed asset base.
- (iii) Government Grants – mainly due to variations in credits for capital grants receivable in respect of 2016/17 Capital Programme schemes, which are used to finance expenditure that is treated as REFCUS.

These charges are required to be made to service revenue accounts, but an adjustment is made below the line to avoid a charge on Council Tax.

22 Variations in Recharges (£1,768k)

These variations mainly relate to Administrative Buildings and Computer charges and are the net effect of recharges in and out of the Resources Portfolio.

23 Variations in Insurances (£8k)

Insurance recharges to individual portfolios have changed between years, in some cases significantly, partly because we have factored in an extra year of claims experience since the 2015/16 budget was finalised and partly because of increased General Fund charges as a result of further academy conversions (academies are not permitted to be covered by the Council and conversions lead to costs having to be spread across fewer services/establishments). In addition, Insurance Premium Tax was increased from 6% to 9.5% in November 2015 and the full-year effect of this will be felt in 2016/17. All of the Council's insurance premium contracts are currently either being retendered or are being renegotiated and the current difficult market conditions mean that there may be significant premium increases, which could have a further impact on the 2016/17 budget figures.

24 Variations in Rent Income (Cr £18k)

This relates to the reallocation of rental income budgets across departments/portfolios. There are corresponding adjustments in other portfolios and these net out to zero in total.

Resources Portfolio
DRAFT REVENUE BUDGET 2016/17 - SUBJECTIVE SUMMARY

Service area	Employees	Premises	Transport	Supplies and Services	Third Party Payments	Transfer Payments	Income	Controllable Recharges	Capital Charges/Financing	Total Controllable	Capital Charges/Financing	Repairs, Maintenance & Insurance	Property Rental Income	Not Directly Controllable	Recharges In	Total Cost of Service	Recharges Out	Total Net Budget
	£	£	£	£	£	£	£			£	£				£	£	£	£
Financial Services																		
Director of Finance and Other	174,810	0	280	34,370	0	0 Cr	4,910	0	0	204,550	0	740	0	740	160,280	365,570	Cr 362,960	2,610
Exchequer - Payments & Income	227,090	0	710	17,400	1,412,210	0 Cr	100,500	0	0	1,556,910	0	0	0	0	274,970	1,831,880	Cr 2,000,780	Cr 168,900
Exchequer - Revenue & Benefits	401,250	0	1,850	437,090	6,565,360	100,500 Cr	1,078,650	0	0	6,427,400	0	0	0	0	4,564,440	10,991,840	Cr 7,791,500	3,200,340
Financial Accounting	393,370	0	200	474,660	84,420	0 Cr	291,370	Cr 244,350	165,820	582,750	0	0	0	0	181,840	764,590	Cr 741,040	23,550
Financial Systems	199,520	0	330	176,470	580	0	0	0	0	376,900	0	0	0	0	205,220	582,120	Cr 639,450	Cr 57,330
Management Accounting & Systems	1,023,910	0	4,710	184,590	109,830	0 Cr	213,700	0	0	1,109,340	0	0	0	0	602,520	1,711,860	Cr 1,853,840	Cr 141,980
	2,419,950	0	8,080	1,324,580	8,172,400	100,500 Cr	1,689,130	Cr 244,350	165,820	10,257,850	0	740	0	740	5,989,270	16,247,860	Cr 13,389,570	2,858,290
Corporate Services																		
Admin Buildings	147,010	1,481,730	8,080	173,520	0	0 Cr	217,280	0	32,550	1,625,610	326,000	254,850	Cr 460,910	119,940	726,950	2,472,500	Cr 2,475,190	Cr 2,690
Contact Centre	85,700	0	0	139,440	869,840	0 Cr	73,780	Cr 25,330	0	995,870	0	0	0	0	116,920	1,112,790	Cr 1,115,490	Cr 2,700
Democratic Services	308,920	0	50	1,084,000	0	0	0	0	0	1,392,970	0	0	0	0	497,970	1,890,940	Cr 2,035,570	Cr 144,630
Electoral	236,230	0	640	84,320	0	0 Cr	4,860	0	0	316,330	0	80	0	80	606,280	922,690	Cr 346,830	575,860
Facilities & Support	370,790	0	80	7,610	0	0 Cr	5,560	0	0	357,700	0	0	0	0	264,620	622,320	Cr 788,080	Cr 165,760
Information Systems and Telephony	1,212,740	0	1,330	1,234,310	1,919,920	0 Cr	0	Cr 13,130	0	4,355,170	470,000	0	0	470,000	387,370	5,212,540	Cr 5,355,700	Cr 143,160
Legal Services	1,323,500	0	1,450	405,100	0	0 Cr	139,620	Cr 20,000	0	1,570,430	0	2,710	0	2,710	381,670	1,954,810	Cr 2,060,510	Cr 105,700
Management and Other (Corporate Services)	168,770	0	550	19,070	0	0	0	0	0	150,250	0	0	0	0	142,860	293,110	Cr 311,060	Cr 17,950
Operational Property	810,870	225,570	36,620	Cr 37,500	0	0 Cr	348,870	Cr 319,030	0	367,660	0	56,660	0	56,660	257,210	681,530	Cr 632,210	49,320
Repairs & Maintenance (ALL LBB)		1,928,930								1,928,930		1,928,930		Cr 1,928,930		0		0
Registration of Birth Death and Marriage	452,910	0	350	24,910	0	0 Cr	568,120	0	0	89,950	0	0	0	0	258,510	168,560	0	168,560
	5,117,440	3,636,230	49,150	3,081,420	2,789,760	0 Cr	1,358,090	Cr 377,490	32,550	12,970,970	796,000	Cr 1,614,630	Cr 460,910	Cr 1,279,540	3,640,360	15,331,790	Cr 15,120,640	211,150
Human Resources																		
HR	1,285,820	0	860	144,320	156,000	0 Cr	45,320	0	0	1,541,680	0	0	0	0	472,690	2,014,370	Cr 2,138,400	Cr 124,030
	1,285,820	0	860	144,320	156,000	0 Cr	45,320	0	0	1,541,680	0	0	0	0	472,690	2,014,370	Cr 2,138,400	Cr 124,030
Chief Executive																		
Audit	294,640	0	1,020	206,680	174,830	0 Cr	17,100	0	0	660,070	0	0	0	0	143,770	803,840	Cr 907,290	Cr 103,450
Comms	122,890	0	150	2,010	0	0	0	0	0	125,050	0	0	0	0	34,830	159,880	Cr 257,550	Cr 97,670
Management and Other (C.Exec)	540,580	0	780	39,110	0	0	0	0	0	580,470	0	2,230	0	2,230	266,920	849,620	Cr 1,002,410	Cr 152,790
Mayoral	79,650	1,140	15,140	34,170	0	0	0	0	0	130,100	6,000	0	0	6,000	29,010	165,110	Cr 193,140	Cr 28,030
Procurement	193,200	0	990	21,310	323,160	0 Cr	88,540	0	0	450,120	0	0	0	0	112,160	562,280	Cr 565,630	Cr 3,350
	1,230,960	1,140	18,080	303,280	497,990	0 Cr	105,640	0	0	1,945,810	6,000	2,230	0	8,230	586,690	2,540,730	Cr 2,926,020	Cr 385,290
Regeneration and Transformation																		
Investment and Non-Operational Property	0	205,630	0	70,010	5,340	0	0	0	0	280,980	40,000	198,520	Cr 8,895,630	Cr 8,657,110	702,410	Cr 7,673,720	0	Cr 7,673,720
Strategic Property Services	646,750	0	10,000	49,780	0	0 Cr	148,470	Cr 51,020	0	507,040	0	1,280	0	1,280	259,910	768,230	Cr 892,260	Cr 124,030
Investment & Non-Operational Property Income							Cr 9,356,540			Cr 9,356,540		9,356,540		9,356,540		0		0
Other Rental Income - Other Portfolios							Cr 810,730			Cr 810,730		810,730		810,730		0		0
	646,750	205,630	10,000	119,790	5,340	0 Cr	10,315,740	Cr 51,020	0	Cr 9,379,250	40,000	199,800	1,271,640	1,511,440	962,320	Cr 6,905,490	Cr 892,260	Cr 7,797,750
Central Items																		
CDC & Non Distributed Costs	7,579,350	0	0	0	0	0	0	0	0	7,579,350	0	0	0	0	5,159,690	12,739,040	0	12,739,040
Concessionary Fares	0	0	0	9,140	9,220	11,599,180	0	0	0	11,617,540	0	0	0	0	0	11,617,540	0	11,617,540
	7,579,350	0	0	9,140	9,220	11,599,180	0	0	0	19,196,890	0	0	0	0	5,159,690	24,356,580	0	24,356,580
	18,280,270	3,843,000	86,170	4,982,530	11,630,710	11,699,680 Cr	13,513,920	Cr 672,860	198,370	36,533,950	842,000	Cr 1,411,860	810,730	240,870	16,811,020	53,585,840	Cr 34,466,890	19,118,950

Introduction

This year's Council's budget consultation – **Bromley Council's Budget 2016-17 – Your Views** – set out to collect residents' views on the Council's Building a Better Bromley priorities in the light of savings of more than £50 million to be made over four years from a net budget of £199 million. The consultation was made up of an online survey, a public meeting and two round table meetings with representatives of the borough's residents' associations.

A public meeting held at the Civic Centre on 26 November was attended by 132 people. Two round table meetings for residents' associations were attended by 50 people on behalf of 35 organisations out of 108 organisations invited from across the borough. There were 2,514 replies to the online survey (6 on paper).

The consultation was widely publicised through advertising in local newspapers; direct mail; post and email to residents' associations, community groups and the voluntary sector; a poster, flyer and newsletter campaign; web; facebook and twitter as well as word of mouth through various meetings. An open letter from the Leader of the Council to the people of Bromley set out the challenges faced in making the required savings. Detailed information and graphs about the Council's finances were available on the Council's website from the start of the consultation period and handed out at public meetings. Comments were also captured through the Leader's email box and through submissions from Bromley Youth Council and the London branch of the Royal National Institute for the Blind. The following is a summary of the themes and issues raised.

Online Survey – summary of findings

This section of the report summarises responses to the Council's online survey seeking views on the overall approach to its Building a Better Bromley priorities. It also asked for practical ideas and suggestions for saving money as well as how to generate more funds to help secure important front line services. Below is an overview of responses. Most feedback was invited in free text to enable respondents to express their own views on the priorities, therefore the findings reflect general trends identified. A more quantitative finding is recorded for the section on the level of council tax. The Leader of the Council and other members of the Executive have had full access to all the comments made and, along with feedback from the public meeting, residents' association sessions and submissions from other organisations, these will continue to be considered and will inform budget setting decisions in 2016-17 and beyond.

The survey asked in which ward respondents lived. Out of the replies received to this question, the largest contingent was from Orpington, Bromley Town and Chislehurst and the fewest replies came from Darwin, Cray Valley West, Cray Valley East, Crystal Palace and Mottingham and Chislehurst North. The rest of respondents were fairly evenly split across other wards.

Question 1: This aimed to help give a better understanding of the broad direction of travel under the Council's Building a Better Bromley priorities and to seek views on the Council's general approach. The main points are listed below. Many views expressed were repeated throughout the survey.

Social Care and Integration with Health: Many mentioned social care as a priority and the importance of early intervention, some thought it should not be cut at all. Most people

supported the concept of integrating health and social care as sensible in terms of delivering the service and saving money. A few mentioned focussing on retaining the quality of the service and a small minority thought it would not work. There was general agreement that those able to pay for social care should do so. Others mentioned children's services as a priority especially around safeguarding, support for children and young people with disabilities and special needs. More emphasis on mental health was called for, especially in relation to young people. There was also a focus on working with third sector partners to deliver services and giving confidence to carers. People wanted more signposting to self-help.

Education: Good education was thought to be important to the future of Bromley. The need for more primary and secondary school places was acknowledged, though some said places should be for Bromley children only. More people said that these places should come from expanding existing good schools rather than setting up free schools, though those who supported free schools thought the Council should help in finding sites. Some concern was expressed about the surrounding infrastructure in areas where more school places were being created. Other topics included: the importance of adult education in Bromley; maintaining services for disabled children and those with learning difficulties; more sport in schools; consider discontinuing sibling priority; more support for home education; introducing school buses and encouraging young people to help in the community.

Quality Environment: This was considered important for residents as well as for attracting business to the borough. Comments ranged from people who thought the new refuse collection arrangements are working well to those who wanted more frequent collections. Most agreed with attempting to minimise waste generally, with some people thinking that fines should be used for people who do not recycle properly. A money-saving suggestion was to provide street wagons as on the continent instead of door-to-door collections. One concern voiced by a number of people was litter. Suggestions included more litter bins, especially fox-proof ones in parks, and more use of volunteers, traders taking responsibility, as well as educating people to take litter home, starting at a young age. In addition, some people thought that more frequent road sweeping was necessary particularly in the autumn, though others said less sweeping generally would save money. Friends Groups were considered a very good initiative which many thought should be expanded.

Some people suggested turning off street lighting overnight in some areas, but others thought this unwise. Views were also mixed on how much tree pruning should be done. Other points and suggestions included only undertaking road repairs and renewing pavements where really necessary, more enforcement of penalties for fly tipping and dog fouling in particular; fewer flower beds and less repeat planting, selling off discarded plants and bulbs and stop cutting grass verges; ban people eating in shopping centres; more recycle centres around the borough; the Council should generate its own electricity from renewables and introduce more cycle lanes.

Thriving Town Centres: Points included attracting more quality shops and department stores to our high streets. It was felt that there were too many coffee shops, cafes and restaurants with more independent retailers wanted as well as ensuring there is a mix of retail and cultural venues in town centres, and to consider reducing business rates and rents to encourage business. More parking availability was suggested especially in smaller shopping parades, with more pedestrian areas in town centres. Some people thought that staging more large scale events in the borough would be a good way of raising revenue. Other suggestions included removing or reducing parking fees to compete with out of town shopping centres; offering free or reduced short term parking to support local shops; encouraging large scale office space for larger companies to relocate; better transport infrastructure to encourage people to visit Bromley and the Council should support business start-ups.

Housing: Of those who mentioned housing, a significant amount wanted developments in the borough to include more affordable housing or social housing, with only those entitled to have access to it with regular checks made to determine any change of circumstances. Some held the view that housing stock should not be sold off by housing associations. It was suggested that empty properties should be renovated and brought back into use or empty office accommodation could be converted to housing. Some respondents were concerned that house and flat building should be accompanied by the necessary surrounding infrastructure. A very few did not want any more houses built, especially in their neighbourhood.

Healthy Bromley: There was confusion about the Council's health remit and how this dovetails with the NHS. Many thought that 'prevention is better than cure', though they wanted proper measured outcomes in place. Many felt that people should be taking responsibility for their own health especially in the field of weight loss. Other comments included children being encouraged to walk or cycle to school; gym equipment in parks; use of the voluntary sector and more use of pharmacies to give advice.

Safer Bromley: The most prevalent comments were about police presence on the streets which is not within the Council's remit. Many people mentioned the importance of tackling antisocial behaviour and the use of CCTV to combat crime. Other comments related to not feeling safe in the evenings especially where young people were congregating in local parks; concerns about road safety issues such as speeding. Timely warnings about rogue traders and scams were welcome.

Overall views on the priorities outlined: Many people broadly agreed with the priorities and some described them as sensible, 'laudable', 'worthy', 'and 'the right ones'. A number of people expressed concern at how they would be delivered with less money.

Question 2: We have taken more than £60 million out of the budget over the past years and the online survey asked what impact this has had on those taking part in the survey.

The responses included those who said in their view there had been no impact and those who expressed positive comments, particularly about the town centre improvements. Listed below are the overarching areas of council activity or service where it was felt there had been a negative impact, which will be passed to heads of service to consider, particularly in terms of contract management and service performance. These responses fell into a range of key categories, which included:

- Closure of Bromley museum
- Loss of Bromley Youth Music Trust (BYMT) funding
- Youth services including Child and Adolescent Mental Health Services (CAMHS) as well as mental health services for adults
- Pressures on social care both adults' and children's and on services for those with learning disabilities
- Loss of funding for certain charities and voluntary organisations
- Contact with the Council, particularly by phone
- Impact on the early years service
- Impact on environment included litter; bin and waste collection; grass verge cutting; street cleansing; maintaining roads; pavements; parking
- Public toilet closures
- Housing whether the lack of it or the impact of increased development
- The library service

- Other areas where a negative impact was considered included adult education; allotment services and on those receiving benefits.

There were also responses regarding reductions in policing and those relating to health services, which fall outside the Council's direct remit.

Question 3: As we continue to review services rigorously to ensure they are delivered in the most cost effective way by those best placed to provide them, we asked for suggestions about ways we can balance the budget this year and beyond. Again, the responses fell into a range of key categories, which included:

- Ensuring commissioned services, with partner agencies, voluntary or the private sector, are delivered as efficiently as possible and return the best value for money. Concern was expressed about the quality of services being compromised if commissioned and certain respondents thought these services should continue to be delivered in-house. The positive role of the voluntary sector in providing services was again reflected in responses
- Effective and robust contract monitoring of services to ensure service level agreements and standards of performance are met; effective due diligence when outsourcing
- Delivering services jointly with other local authorities; learning from other local authorities' experiences; selling services to other authorities; collaboration with other public sector organisations such as the Clinical Commissioning Group
- Reducing staffing levels; reducing pensions of staff and sick pay; increasing retirement age of staff; monitoring staff performance; less use of agency staff; reducing numbers of elected members; reviewing councillor expenses and feasibility of supporting a Mayoral service; delete non-essential roles
- Increasing the level of council tax; using reserves
- Effectively monitoring the payment of benefits such as those relating to housing and council tax; community service for those receiving benefit
- Improving levels of recycling; reducing repeat planting schemes; possibility of libraries being online only
- Reducing funding of discretionary activities and reduce discretionary services
- Encouraging personal responsibility in terms of improving outside own property and street; encouraging more people to join 'Friends' initiative
- Effective use of digital communications
- Charging for services
- Lobbying for fairer government funding
- Other issues included turning off street lighting at night; effective communications of services such as FixMyStreet; a lottery; charging for the use of library computers; minimising waste relating to infrastructure refurbishment projects; discouraging take up of services such as Freedom Passes when not needed; signposting and effective communications about social care including to self-funders.
- **Income generation.** Suggestions included: charging for residents' parking; maximising the use of the Council's assets including land; maximising income through use of reserves; effective enforcement of fines relating to issues such as littering, dog fouling; maximising collection of monies owed to the Council such as council tax; parking fines; introducing speed cameras.

Question 4: As we work to provide more advice, information and access to services online, the survey asked what respondents liked about Bromley Council online and what other information and services they would like to see online in the future. A brief summary of responses is set out below. The full responses to the question have been passed to the relevant head of service. Categories of responses included:

- Positive responses regarding FixMyStreet
- Difficulty finding information on the Council website
- Positive about parking online process
- Slow response to emails and other reports
- Webcam at Waldo Road useful
- Pan London school admissions systems to be integrated with our customer relationship management system
- Promote more local events
- Online communications regarding the Council's future plans
- Public discussion forums
- Access to services for residents unable to access the internet or who do not have the requisite skills
- Maps of controlled parking zones.

Question 5: The survey asked for views on a number of listed areas of revenue generation and which areas the respondents would consider increasing. The areas of income generation included: promoting new development and seeking 'section 106' contributions towards the cost of providing community and social infrastructure; use of sponsorship opportunities; increased income for penalty charges for parking incorrectly, dropping litter and waste; rolling out the successful Business Improvement District funding model to other town centres to fund improvements.

Below is a summary of the key issues raised in the responses:

- Regarding promoting new development, the views varied as follows:
- Further development should be encouraged
- It should include affordable housing, shared ownership and social housing
- Infrastructure improvements must be secured through section 106 monies
- It should be on brownfield sites
- It should not continue, with concern expressed about the impact on the nature of the borough
- In terms of sponsorship this would be welcomed
- There is considerable support for the enforcement of fines for litter, dog fouling and fly tipping. The use of traffic wardens having the powers to fine was suggested
- In terms of parking charges, again views varied. There was concern about the impact of increasing penalty charges and parking costs generally on local businesses and town centres, with Bluewater cited in terms of introducing free parking. There was also a call to increase parking spaces to support local business. Views were expressed about increased charges for illegally parking around schools, in disabled bays and issues were raised about illegal parking in certain areas with a call for the extension of controlled parking zones
- The Business Improvement District funding model received positive feedback. There were other suggestions regarding initiatives to encourage businesses to the borough as well as businesses taking responsibility for the environment outside their premises
- Other suggestions for income generation and savings included increasing council tax; reducing councillor expenses and Mayoral support; supporting independence with technology and reducing care costs; bringing empty homes back into use; creating a local investment

bank; reducing council activity and services; increasing council tax banding; peak hour tolls on roads; ensuring council buildings are carbon neutral; using reserves; penalty charges for speeding; reducing staff costs and improving performance; turning street lights off at night.

Question 6: Respondents were asked whether to help protect essential services they would support a reasonable increase in council tax and if so what would be a reasonable percentage rise in council tax levels.

This question attracted 1,995 responses. The majority of respondents (66%, 1,312) said they would support a reasonable increase in council tax to help protect essential services. Of those who would support an increase:

- 8% (101) would support an increase in line with inflation levels (both CPI and RPI mentioned) (Some also mentioned a percentage)
- 18% (234) mentioned **1%** as a reasonable increase
- 11% (140) mentioned **2%** as a reasonable increase
- 6% (81) mentioned **3%** as a reasonable increase
- 25% (321) mentioned **5%** as a reasonable increase
- 5% (63) mentioned a figure greater than **5%** as a reasonable increase.
- The remainder of respondents who supported a reasonable increase did not state a figure
- Some of these respondents explicitly stated that they would only support a reasonable increase if essential or certain specified services were maintained or improved.

27% (540) of respondents did not want to see any increase in Council Tax levels, citing as the main reasons: look for more savings; don't want to pay more for reduced services; current level adequate; would put a strain on families and those on a fixed income such as pensioners. 7% (143) of responses were categorised as 'other'. The two main reasons for this were the comment was not related to the question or no answer was given either way.

- Figures have been rounded to 0 decimal places.

Question 7: This question asked for any further ideas about generating income.

Responses generally reflected those already outlined in earlier questions with the addition of the following ideas:

- Support pop-up restaurants
- Launch a rated trader scheme with a percentage going to the Council
- Tie up with local businesses to launch an online discount scheme for products with a percentage paid to the Council.
- Ask for donations
- Open coffee shop concessions in libraries.

Bromley Youth Council: Bromley Youth Council is a representative forum organised and supported by the Council to enable young residents to have a voice in local decision making and encourage participation in issues that affect them. The following is a summary of the key points of discussion:

- Increased health education and public health working with academies to deliver health related education; health education in primary schools; a framework for young people with Special Educational Needs to achieve independence; improved transition services; increased

school numbers impacting on education; teacher turnover; pressure on high achieving students; impact of academy programme

- In terms of impact on services:
Less support from Bromley Youth Support Programme to deliver projects resulting in less engagement with Bromley young people; impact on care services, parks, leisure and health services; pressure on young people receiving care with personal budgets in terms of making right choices; reduction in staffing levels including in the Youth Offending Service and the impact on building trust and rapport
- Concern about quality of outsourced services with consensus to have a small good service as opposed to larger, inadequate service; merits of larger libraries incorporating other services; services for vulnerable young people and older people should not be outsourced; merit of sharing services with other local authorities including Chief Executive and HR functions; reducing number of managers and senior managers and resources redirected to frontline staff
- Council website overall effective; need for more interaction online; importance of up-to-date information; keeping up to date with comments and feedback; merit of mobile app
- Increasing sponsorship; not necessarily local authorities' priority to invest in business improvement districts without significant return; more accessible space for businesses
- Regarding raising the level of council tax to protect services:
recognised some experiencing financial difficulty, however, accepted a small short term increase in council tax to support frontline services for more vulnerable residents
- Better information and consultation about how council tax is spent; an additional council tax band to bring in extra money; more advertising of Bromley; use of space for national events and festivals to generate money.

Royal National Institute for the Blind (RNIB): The RNIB represents blind or partially sighted members in the UK. A general submission rather than a response to specific survey questions was made by the London branch. Below is a brief summary:

- The RNIB agrees with signposting people to self-help solutions; the needs of blind and partially sighted people should be considered, including recording recipients' preferred formats of communication, when providing information and advice services online
- There should be access to rehabilitation services at all stages of life and not just at the point of diagnosis; these services should be person centred and may be expected to last beyond six weeks; care eligibility criteria should not be applied to rehabilitation services; reablement services for people with a visual impairment which last longer than six weeks should not be charged
- There should be opportunities to make contact with those who would benefit from preventative support; local authorities and hospitals should work together to ensure timely support on diagnosis
- There should not be a reduction in spend on children's sensory support; support for children and young people with vision impairment should be provided through a unified and centrally managed service to target specialist support appropriately and cost effectively based on the changing needs of the pupil population
- Aids and adaptations needed to support independence costing up to £1000 should be provided free of charge by local authorities.

Public Meeting

This took place on Thursday 26 November 2015 at Bromley Civic Centre. Below is a summary of the topics discussed:

General

- Ensuring that residents and service users understand where and why cuts to services are being made.

- Ensuring equality impact assessments are undertaken, and reported, during the decision making process.
- Addressing inequality and deprivation across the borough.

Resources

- Continuing to lobby the Government for a fairer funding settlement for Bromley.
- Considering a potential increase in council tax and/or business rates for Bromley.
- Reviewing the Council's use of capital assets.

Sustainability and environment

- Ensuring street cleansing contracts are delivered to a high standard and that residents are aware of the mechanisms in place to report issues.
- Maintaining a regular schedule for street cleaning, litter bin emptying and clearing fallen leaves.
- Access to public toilets.
- Improving online reporting.
- Ensuring a consistency of approach to on-street parking enforcement in residential areas.

Housing

- Increasing the provision of affordable housing.

Sport and Leisure Facilities

- Closure and redevelopment of leisure facilities.
- Avoiding the loss of sports facilities across the borough.

Education

- Re-considering the closure of the Widmore Centre and considering the closure of satellite centres for adult education provision.

Public Protection and Safety

- Preventing disability hate crime.

Care Services and the Voluntary Sector

- Communicating with service users when contracts with service providers come to an end.
- Reconsidering any further cuts to services for disabled residents.
- Cuts to public health spending and the impact this would have on social care.
- Future funding for social care and the implications of the 2% precept announced by the Chancellor of the Exchequer in the Autumn Statement.
- Demographic time bomb – ensuring that facilities are available to keep the aging population mentally and physically active.
- Ensuring that the front line services which contribute to maintaining quality of life are protected from cuts.
- Ensuring the personal records of service users are kept up to date, stored securely and made available when necessary.

Residents' Association Meetings 2015

The **first Residents' Association** meeting was held on Monday 30 November 2015. Below is a summary of topics covered by 27 representatives from broadly the west of the borough:

Resources

- Lobby the Government for a fairer funding settlement for Bromley.
- Consider a potential increase of council tax and/or business rates for Bromley.

- Maintain business rate relief for sports clubs.
- Continue to review the number of local authority staff required as services are outsourced or delivered in alternative ways.
- Increase employee contributions to the pension scheme.
- Review membership of the Council pension scheme for new staff.
- Continue to lobby Central Government to increase funding to the local authority.
- Maximise capital and revenue grants from external sources, such as regional bodies.
- Use Council reserves to support service delivery.
- Use Council reserves to fund invest-to-save initiatives.
- Review the Council's property portfolio and use the proceeds of property sales to support service delivery.
- Introduce a Council-run lottery to help fund services.
- Consider whether the cost of work to explore outsourcing of services is proportionate to the savings realised.
- Ensure that Council staff have the right skills and job description to deliver the most efficient services possible, including contract management experience to monitor outsourced contracts.
- Develop a wider range of shared services with other local authorities, including for key back office functions.

Sustainability and environment

- Ensure any street cleansing contract is delivered to a high standard and that residents are aware of the mechanisms in place to report issues.
- Continue to increase levels of recycling of household and business waste.

Planning

- Lobby the Government for the exemption of further areas of the borough from the conversion of B1a offices to housing development, including Beckenham town centre, to preserve office stock.
- Work to reduce the impact of planning appeal costs to the local authority.

Town centre developments

- Ensure the street scene is maintained in areas where public realm improvements have been made.
- Continue to deliver a sufficiently staffed Town Centre Management service.
- Ensure that sufficient toilet provision is available in town centres.
- Consider the potential to use capital reserves to fund a joint venture to develop Site F: Bromley Civic Centre and other sites across the borough.
- Develop a parking validation system for Bromley town centre or consider free parking provision at limited times.

Leisure, Culture and Sport

- Continue to support leisure, culture and sporting provision across the borough.
- Maintain the involvement of children and young people in sport.
- Continue to deliver a range of adult education services.
- Continue to develop the cycling infrastructure across the borough.

Communications

- More information to be made available about the Council's work, including the budget.

The **second Residents' Association** meeting was held on Tuesday 1 December 2015. Below is a summary of topics covered by 23 representatives from broadly the east of the borough:

Resources

- Residents are not aware what their council tax pays for – need to communicate better to overcome this disconnect. Pie charts and visual information recommended.
- Most people would not support a large council tax increase above 2%.
- As savings become harder to find, the Council should focus on joint commissioning, generating income and using reserves.
- The Council should be allowed to maintain its reserves (and not be forced to spend them by central government.)
- The Council should use its assets well and obtain more revenue from them.
- Procurement should be improved to make savings.
- If staffing and budgets are reducing, should there also be a reduction in the number of elected Members?

Sustainability and environment

- Street cleaning is good in the populous areas, but poor in rural areas on the periphery of the borough.
- Street cleaning and landscape contractors are not supervised closely enough.
- Outsourcing to the Landscape Group has been very successful – they react more quickly to issues than before.
- 'FixMyStreet' needs to be better publicised – and officer responses need to be clearer and more helpful.

Social Care

- Better coordination to ensure that hospital discharges are not delayed due to care packages not being in place.
- Social care in rural areas needs to be integrated with other issues such as transport.

Planning

- If there is to be an increase in activity at Biggin Hill airport, S.106 money needs to be secured for traffic relief at the Keston Mark junction and Keston Village.
- The Planning Department needs sufficient staff to handle applications for large developments and to see that applications are processed quickly (charging for fast-track planning applications could be considered.)
- It is difficult to get planning enforcement issues followed up.

Economic Development and Town centres

- Bromley should be attracting more businesses and investment.
- Council expertise and resources should be given to centres like Chislehurst to attract grants and investment.
- Delays in projects such as Chislehurst Library mean savings are delayed.
- Fast broadband is vital for business growth, a plan is needed for the whole borough.
- Concern was expressed at the spread of down-market shops with slot machines and tanning parlours.
- Car parking charges should not be too high in town centres, or people will go elsewhere.

Community, Leisure, Culture and Sport

- The local resource centres at Cotmandene and Mottingham provide excellent service.
- The computers at the Central Library need updating – sponsorship should be explored.
- Can the Central Library and the Churchill Theatre be linked?
- Are there any plans to close Hayes Library?

- The need to review the libraries' IT supplier.

Public Protection and Safety

- If Police resources are diverted to special projects, crime and ASB will rise elsewhere.

Communications

- More information to be made available about the Council's work including the budget.

Leader's email box

Forty email responses were received to leader@bromley.gov.uk

Again, the points and suggestions made generally mirrored those already listed in this report with the addition of the following:

- Introduce a local currency
- Cut down on the duplication of voter materials sent by different communications methods
- Deal with foxes in the borough
- Better children's playgrounds
- Increase revenue from location filming in the borough
- Raise funds by developing the National Sports Centre for Crystal Palace Football Club.

Susie Clark

December 2015

RISK AREAS WITHIN CARE SERVICES PORTFOLIO FOR 2016/17 ONWARDS

Risk Summary – Care and Health

Care Services

Budgets within Care Services are closely linked and so many risks are held in common. Evidence shows that clients presenting to adult social care are increasingly complex, requiring more sophisticated packages of care, including Deprivation of Liberty orders (DoLs). At the same time, we see demographic pressures pushing the average age of our population upwards. However, many residents are living longer, healthier lives which is to be celebrated, as is the wider council policy to help maintain residents in their own homes for as long as possible.

We know that our partners who provide clients with care whether in residential homes or domestic, are also under very significant pressures. Containing our supplier costs will remain challenging in the coming year, and it is the case that we are very dependent on our commissioning team to manage pressures in a number of areas. These seem particularly acute in the complexities of children transitioning from children's to adults' services. A general reduction in targeted provision means we will also be ending funding to many single interest groups where individual needs will need to be picked-up through our generic programmes.

Costs can be best contained by improving the early advice help and guidance we give residents when they contact us, and we will bring an increasing focus to our first point of contact. This will allow us to reduce staffing in a range of back office functions but also to focus on ensuring clients are given appropriate access to universal credit and other benefits. Ever closer links with health will also improve the efficiency of the spend of the public purse, but we are very dependent on health partners delivering on their responsibilities, for us to deliver ours.

We have seen significant changes to the universal offer in children's services with the redesign of our youth service to give a much greater focus on statutory provision. The potential loss of our universal youth service, a significant source of both referrals and early intervention activities, means that we need to rely heavily on partners to continue to signpost those most at risk to our statutory services, including into the CAF process.

There will be a further work to align the Public Health services, particularly Health Visiting service, with early intervention service and thus manage social and health risk in a more efficient way.

The introduction of the National Living Wage from April 2016 could have a significant impact on the care sector where traditionally care workers are remunerated at the lower end of average income levels. In Bromley around 95% of adult social care front line service delivery and spend is in the independent sector. The Council's social care contracts require providers to pay at least the National Minimum Wage, currently £6.70 per hour. It is not known how many of them are already paying at the higher National Living Wage (NLW) rate which will take effect for over 25s from 1st April 2016 (£7.20 per hour rising to £9 per hour by 2020). Employers are likely to benefit from changes to corporation tax and National Insurance which should mitigate some of the effect for those who will need to increase pay rates. The Council will consider the contractual position on an individual provider basis and would expect providers to be able to demonstrate the specific impact of the NLW on their costs.

Nationally the care worker sector is experiencing recruitment problems partly as a result of pay levels but also caused by the sector's poor reputation and perceived lack of opportunity for

employees. Recruitment issues for the sector locally have meant that domiciliary care providers in particular are not always able to respond in a timely way to requests for support for people living in the community which can have an impact on ensuring timely hospital discharges and avoiding unnecessary hospital admissions.

The Council is working closely with the NHS to further integration of health and social care. One of the priorities for the NHS is to deliver 7 day working across the health sector in hospitals and the community. This means that the Council will also have to consider how to respond to pressure for social care services to be accessible 7 days a week both in terms of its own workforce and contracts with external providers. This priority is reflected in the outcomes for the Better Care Fund in order to ensure that the resulting cost pressures in social care are recognised and supported within the health and social care economy.

Housing costs continue to escalate for those qualifying for temporary accommodation and we will observe this carefully, monitoring the control mechanisms we have put in place. However, this area has provided very significant pressures in the preceding years and Members will need to be aware of the particular risks here which may be further exacerbated as the next tranche of welfare from is rolled out over the next 18 months.

Education

The education department continues to deliver effective services at a time when the landscape is an evolving one and presenting considerable financial challenge. The SEND reforms have brought additional funding to support change but the extension of education, health and care plans through to age 25 has yet to work its way through the system and it is anticipated that this will have associated additional financial burdens for both the DSG high needs block and RSG in the case of SEN transport. The funding for the education capital programme remains uncertain and there is concern that the increased pressure to create bulge classes will create further DSG pressures. In terms of adult education the proposed restructure, if agreed, will move the service closer to meeting its costs but we must be mindful of possible future further reductions to grant funding.

RISK AREAS WITHIN RESOURCES PORTFOLIO 2016/17 ONWARDS

Rental Income

1. Investment Fund

The 2015/16 budget for rental income from properties purchased from the Investment Fund is £3m, with a further £1m agreed for 2016/17 as part of the 2015/16 budget process, and an additional £1m proposed in the 2016/17 draft budget. There is a risk to achieving this income if sufficient property is not acquired early enough in the timescale to achieve the required full year effect. However, widening the area of search to the South-East has helped to reduce this risk. Expenditure approved to date (which includes those properties reported to Executive on 15th December 2015) is £62.7m, which should generate rental income of £3.8m pa. The balance remaining in the Fund is currently £6.0m.

2. Other Rental Income

The majority of the Council's leased property has periodic rent increases, the frequency of which is set in the individual property lease. Most rent reviews are five yearly. Thus annual rental increases across all properties cannot be achieved. Whilst some reviews are based on movements in RPI, most are to market level and there is a risk that increases in the properties where there are reviews will not match the assumed inflationary increase in income.

3. Surplus Property

There is a risk that if sales cannot be progressed the cost of retaining surplus properties will increase.

Admin Subsidy

Housing Benefit Admin Subsidy to be received for 2016/17 is £1.029m which is £226.7k (18.05%) lower than that received for 2015/16. The amount received for 2016/17 reflects a £142k clawback for transfer of the benefit investigation service (£46k part year clawback was made in 2015/16). The level of Admin Subsidy to be received in respect of Council Tax Support has not yet been announced.

Benefit Changes

Bromley is in the 4th tranche of LA's for introduction of Universal Credit (UC). Commencing in January 2016, new single claimants will receive UC towards their housing costs rather than Housing Benefit. Whilst funding for undertaking the Authority's role has been agreed with the Department of Work and Pensions for 2016/17, longer term commitment could not be obtained. The rental market is already reacting to the introduction of UC, making landlords less likely to rent to benefit claimants and further inflating rents. The introduction of UC will have major contractual implications and the uncertainty regarding the roll-out timetable severely impact on the Authority's ability to negotiate.

The above change will also make HB overpayments far more difficult to recover as currently the vast majority is recovered by means of claw-back from ongoing entitlement. Once claims transfer over to UC the opportunity for this form of recovery will be severely reduced.

From April 2016 working age claimants in receipt of Council Tax Support (CTS) will be required to pay a minimum of 25% towards their Council Tax liability, the level of contribution being 19% for 2015/16. The minimum liability of 25% necessitates collecting Council Tax from some of our most vulnerable residents and courts are becoming more reticent to grant costs and thereby add to the individual's financial burden.

The ongoing welfare reform programme combined with an increase in rent levels mean that a growing number of households are at risk of losing their homes through rent arrears. The problem is heightened by the shortage of small properties for those attempting to downsize.

Interest on Balances

A rate of 1% has been assumed for interest on new investments in the financial forecast from 2016/17. In spite of expectations to the contrary, there has been no material change in market interest rates in the last year and it is now anticipated by many "experts" that rates will begin a slow increase from around the middle of 2016, although this is by no means certain. Any future increase in interest rates resulting in additional income will be factored into future financial forecasts. The credit ratings agencies, and indeed the markets in general, continue to be very nervous about the financial climate and cautious with their ratings. The downgradings of a number of UK banks in 2012/13, which resulted in reductions to counterparty limits, both financial and duration, in our Investment Strategy, have generally still not been reversed. As a result, we have in recent years placed larger deposit balances with money market funds, which pay considerably lower rates in exchange for instant access to cash. Following Member approval to changes to our strategy, however, we have placed more money with the two part-nationalised banks, Lloyds and RBS, and have invested in a local authority property fund and in two diversified growth funds. The fund investments are seen as medium-term investments (3 to 5 years) and we have also placed a significant amount in 2 to 3 year deposits with Lloyds and RBS and with other local authorities. These, together with a continuing increase in the

average balance available for investments, have significantly improved our interest earnings in 2015/16 and in 2016/17.

Insurances

The Council's casualty/liability insurance is on a long-term agreement expiring on 30th April 2019, but all the other Council insurance policies (primarily property/material damage and motor) will expire on 30th April 2016. A renewal strategy has been approved by the Commissioning Board and by the Resources Portfolio Holder and these are all in the process of being tendered with a start date of 1st May 2016, the intention being that we will enter into contracts for 2 years plus an option for a further year, which would mean all policies would expire on 30th April 2019. At this stage, it is impossible to predict the results of the tender process, but indications are that premium costs are likely to increase.

RISK AREAS WITHIN ENVIRONMENT PORTFOLIO FOR 2016/17 ONWARDS

Waste Services

Landfill Tax

Landfill Tax currently stands at £82.60 per tonne. The Government has confirmed that this Tax will then increase by RPI inflation until further notice.

The Government has not published any plans for introducing an Incineration Tax, but remains unwilling to rule it out. Until recently Waste tonnages were continuing to fall; and nationally, since 2003, municipal waste to landfill has fallen by 60%, and is now running at 8.5 million tonnes pa. This has the effect of government landfill tax income, which suggests that alternative income may yet be sought.

Increasing property numbers

Growth in the number of properties incurs additional expenditure, as extra collections are required and additional waste is generated. Currently each new property attracts a cost of £68 per year for collection (refuse, recycling and food waste), and an average of £85 per year for waste disposal. Each new property thus cumulatively increases costs by about £153 per year. On average, the number of properties in the borough has increased by about 500 each year, although the increase in the last year was 797 properties. This continues to add pressure to Waste budgets; not only for the collection and disposal of the waste, but also for the provision of recycling containers - the average cost to equip a property with recycling containers, including delivery, is £22.

The average additional cost per property is thus $£68 + £85 + 22 = £175$. At an average increase of 500 properties per year, this represents an additional annual cost of £87,500 to the Waste budget. This year's increase of 797 properties added a cost of £139,475.

Municipal Waste Tonnages

After a long period of falling tonnages, the quantity of municipal waste collected in Bromley is rising again:

2007/08 163,981
2008/09 157,225

2009/10 149,720
2010/11 144,890
2011/12 139,836
2012/13 138,400
2013/14 145,150
2014/15 144,337

In the first 8 months of 2015/15 tonnages have increased by 0.22%, which suggests waste could increase by 350 tonnes over the full year compared to 2014/15. However, many other local authorities are reporting increases of up to 4%. This is partly due to the easing of the recession. Whilst the impact of Recycling for All and local and national waste minimisation campaigns will contribute to restraining increases in waste, there is a substantial risk that tonnages will continue to rise as the economy revives.

The average cost of waste disposal for 2015/16 will be £83 per tonne. Each 1% increase in waste tonnage would increase disposal costs by £125k per annum.

Recycling Income

The fall in overall waste tonnages also impacts on the quantity of recycling materials available for collection.

Paper is sold to UK paper mills through Veolia at a fixed rate of £67 per tonne. 15,690 tonnes of paper were recycled in 2011/12, 15,877 tonnes in 2012/13, 14,436 in 2013/14, and 12,940 in 2014/15. The projection for the current year is 11,900 tonnes. Each 1% fall in paper tonnage will reduce income by £10k. It appears that recycled paper tonnages are falling across the UK, due to lower sales of printed media. In effect, the influx of tablets, laptops and smartphones is reducing the role of printed newspapers and magazines.

Similarly, income from textiles is falling, as the public take advantage of 'cash for clothes' shops and similar charity outlets.

Alternative disposal options

The pricing schedule in the Waste Management Contract specifies a set minimum tonnage each year to be sent for incineration. Patently, Landfill Tax costs mean it would be beneficial to send more of Bromley's waste to incineration. However, with all disposal authorities facing similar pressures current incineration capacity is at a premium. Officers are currently exploring additional incineration capacity, both through Veolia and independently. We are also exploring the opportunity to send some of our waste to MBT or Autoclaving as an alternative disposal point for our landfill waste. Discussions regarding this are taking place with Veolia (Southwark) and Viridor (Croydon), as well as with Lewisham Council and Kent County Council.

Street Environment Contracts

The Street Environment Contracts were re-let in 2012 and saw expenditure on Street Cleansing services reduce by about £1m per annum. This was a significant reduction (26%) in contract costs, achieved through variations in operational methodology and reductions in the frequency of carriageway and footway cleaning in a number of roads across the borough.

Officers revised the frequency of cleaning based on their experience and operational knowledge of local circumstances across the borough. However it was recognised that, given the significant budget reduction and reductions in the frequency of cleaning some roads, it

might be necessary to review cleaning schedules in the light of any concerns about standards of cleanliness. This could result in a need to change operational methodology and/or the frequency of scheduled cleaning in some areas.

To manage this risk a budget of £200k is held in the street cleaning revenue budget to address any need to provide additional targeted cleans or to revise operational methodology. This budget provides flexibility to add non-scheduled programmes of works (e.g. weekend sweeping, additional litter picking and bin emptying), whilst retaining budget capacity to manage risk. A further £60k is held in Central Contingency should there be a need to increase the frequency of cleaning. At this time there has been no call upon the Central Contingency sum of £60k, suggesting that this risk has diminished since last year.

Street works

LB Bromley has a responsibility under the New Roads & Street Works Act to monitor the works of Statutory Undertakers (SUs) which affect highway infrastructure. When defects are identified in road or footway reinstatements, a defect notice is issued and a charge made on the SU concerned to cover additional inspections. Charges are also raised when works over-run their approved programme (S74) and when other issues are found on site (FPN's)

Income levels have fluctuated during recent years in line with the performance of utility companies. The quality of works undertaken by Thames Water Utilities (TWU) for example had deteriorated, which led to additional income for the Council between 2007/8 and 2010/11. However TWU have been working hard in recent years to improve their performance, and have introduced new contracts to minimise defective works in the future.

Income from defect notices peaked at £903k in 2010/11, reducing to £793k in 2011/12 and £452k in 2012/13. Although income increased to £872k in 2013/14 this reduced to £446k in 2014/15 it is estimated to drop to £300k in 2015/16 as SU performance improves. At the same time income from S74 has reduced from £222k to £30k, and FPN's from £77k to £30k due to improved performance and changes in regulations.

LB Bromley also administers the London permit Scheme for all road and streetworks, with permit fees received being ring-fenced to cover administration of the scheme. As the number of permits issued depends on actual work on the network, income will vary year on year. Income peaked in 2011/12 at £1.021m, reducing to £0.814m in subsequent years, and is estimated to drop to £0.790m in 2015/16.

Winter service

2010/11 and 2011/12 saw a significant increase in expenditure on the winter service, following several years with little or no snow. Budgets have historically been based on patterns of spend for precautionary salting, primarily for frost or ice, with relatively little actual snow clearance. As a result of the protracted snow, ice and sub-zero temperatures during the winter of 2010/11 winter maintenance budgets were overspent by £706k, with extra costs incurred for tree maintenance of £35k as well as for waste collection costs of £77k.

It is unclear at this stage whether this is a permanent shift in weather patterns or a one-off. The Government has commissioned research into this issue. In the meantime there continues to be a significant risk of incurring additional

Highways & Street Lighting Contracts

Street lighting improvement and maintenance contracts have price fluctuation clauses based on actual cost indexing, whereas budget increases are based on the Consumer Price Index. Although the budgets are cash limited, over time the variation between the two will lead to a reduction in spending power in real terms.

The street lighting invest to save programme is nearing completion, and future savings from reduced energy and maintenance will be used to repay the 'loan'. With the intense investment period, future expenditure on maintenance will not follow historic spend profiles, i.e. electrical safety inspections are required every six years, which has required one sixth of the stock being tested each year. However, there will be no testing of the LED units during the next five years, although they will all require testing in year six. A similar situation will apply to cleaning and maintenance.

Parking

Charges and tariffs for on- and off-street parking places are set by LB Bromley. A fundamental review of the Council's charging policy took place during 2011/12, leading to Member agreement to increase prices and simplify the tariff structure. A review of these charges was agreed in Feb 2015 to cover the period 2015/19. Members are aware of the potential impact of a further increase in charges, whilst recognising the pressure on the service to meet its budgeted income in the light of fluctuating demand and inflationary pressures.

It should be noted that the parking service operates in a restricted legal environment which cannot include "maximisation of revenue from Penalty Charge Notices as one of the relevant considerations to be taken into account in securing the...movement of traffic" (Traffic Management and Parking Guidance for London).

For a number of years there has been a general decline in 'paid for' car parking in the borough. The introduction of new on-street parking schemes and restricted zones has prevented the reduction from being even greater. Although new schemes will continue to be implemented to meet localised traffic and parking needs, there is no reason to suspect that the downward trend will be reversed, particularly in regard to off-street parking. Again this puts greater pressure on the service to meet its financial obligations. In the changing economic climate it is difficult to make reliable estimates of parking demand in the short to medium term, or forecast the longer term effects on parking behaviour.

The Executive is considering a proposal to extend pay & display parking around shopping centre and railway stations which will improve management of parking in these areas, with associated income.

In April 2015 Government banned the use of CCTV for the majority of Parking Contraventions. It was estimated that Bromley's income from parking fines could have reduced by about £1 million p.a. Proposals for management action with mitigation measures were agreed by Executive in December 2015.

The Shared Service is continuing to perform well and is leading on a joint Tender exercise with Bexley for the provision of all parking functions, with a go live date of October 2016. There is a risk that a new contract price may be greater than that already being paid, even with a discount for a joint contract. However it is hoped that the exercise will show a financial benefit for Bromley. A report will be put before Members in mid-2015, further to the original Gateway report approved in April 2014.

Pressures from Public Demand

Apart from the identifiable financial pressures arising from such items as budget reductions, contract costs and price increases, there are other pressures due to growing public expectations, social change and legislation. Increased public expectations of local services may be difficult to respond to during a period of tight restraints on resources.

Past surveys of public opinion have shown that four issues were consistently recognised as making Bromley a good place to live. These were low levels of crime, good health services, clean streets and public transport. The Environment and Community Services department leads for the Council on clean streets and on crime issues, particularly enviro-crime and anti-social behaviour; and the department has an input to TfL and others on public transport. There is continued public demand for high service standards in all these areas.

In terms of what needs most improvement in the local area, activities for teenagers, traffic congestion, road and pavement repairs, the level of crime and clean streets were regularly mentioned by residents. All of these service areas are either the lead responsibility of the Environment and Community Services department (clean streets, road & pavement repairs) or ones to which the department makes a significant contribution.

RISK AREAS WITHIN RENEWAL AND RECREATION PORTFOLIO FOR 2016/17 ONWARDS

Planning Services

A substantial part of Planning Services' work attracts a fee income for the Council, for example the planning application fees. The fee income and volume of work reflects the wider economic circumstances affecting development pressures in the Borough. There is a risk of income variation beyond the Council's immediate control; however trends are regularly monitored in order that appropriate action can be taken.

Pre-emptive action is currently being taken to avoid the risk of Government Designation for Special Measures due to performance, in anticipation of high volumes of work.

Report No.
CS16007

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Executive

For Pre-Decision Scrutiny by the Care Services PDS Committee

Date: 12th January 2016
13th January 2016

Decision Type: Non-Urgent Executive Key

Title: GATEWAY REPORT - TEMPORARY ACCOMMODATION

Contact Officer: Sara Bowrey, Assistant Director: Housing Needs,
Tel: 020 8313 4013 E-mail: sara.bowrey@bromley.gov.uk

Chief Officer: Chief Executive

Ward: Borough-wide

1. Reason for report

- 1.1 The Council spends more £4.5m (net) procuring temporary accommodation for homeless households every year and demand for this service is forecast to increase. Temporary accommodation(TA) is procured through a mixture of block and spot contract arrangements.
 - 1.2 Members receive regular reports outlining the key activities, new initiatives and pressures in the Housing Division. This report sets all the activities and recommended actions required in order to sustain the initiatives to source an adequate supply of general needs temporary accommodation to meet predicted future requirements.
-

2. RECOMMENDATIONS

2.1 Members of the Care Services PDS Committee are asked to:

- Note and comment on the contents of this report and the current action being taken to reduce the costs and improve the supply of TA.

2.2 The Executive are asked to agree to the following recommendations:

- The Housing Division continues the current arrangements with Housing Associations to access TA through formal nominations agreements.
- The Housing Division will continue to pursue cost effective block contracts for TA both in private sector leasing and nightly paid accommodation.

- **Officers to set up a Dynamic Purchasing System (DPS) from which the Housing Division can procure both private sector leased and nightly paid TA. All current providers are expected to sign up as providers on this DPS and the DPS will be developed in collaboration with the South East London Housing Sub-region with Bromley as lead borough.**
- **Agree to enter into a new contract with Orchard and Shipman for 3 years from 1.4.16 to 31.3.19 with the option to extend for a further 2 years. Orchard and Shipman will be expected to sign up as a provider on the DPS.**

Corporate Policy

1. Policy Status: Existing policy.
 2. BBB Priority: Supporting Independence.
-

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: Recurring cost. £8,965K
 3. Budget head/performance centre: Temporary Accommodation
 4. Total current budget for this head: £3,403,449
 5. Source of funding: Revenue Support Grant
-

Staff

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

Legal

1. Legal Requirement: Statutory requirement.
 2. Call-in: Call-in is applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): More than 5,500 households approach with housing difficulties which could lead to homelessness each year. There are currently about 1,147 households in temporary accommodation to whom the Council owes a statutory duty, of which 702 are in costly forms of nightly let accommodation.
-

Ward Councillor Views

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

3. COMMENTARY

Members receive regular reports outlining the key activities, new initiatives and pressures in the Housing Division. This report sets all the activities and recommended actions required in order to sustain the initiatives to source an adequate supply of general needs temporary accommodation from and to meet predicted future requirements.

Estimated Contract Value

3.1 Housing Association arrangements have a net nil cost to the Council.

Private Sector Leasing. There is a net nil cost to the Council for the management and payment of rents as this is recovered through the rental stream charged to tenants.

Nightly Paid accommodation – current block contracts - £229,931.25 (gross) for 24 units.

In total the gross value of all temporary accommodation procured through the private rented sector is currently around £14m. Once the applicable rental charges are collected from tenants this equates to a net expenditure of approximately £4.5m

Proposed Contract Period (including extension options)

3.2 The proposals in this report make recommendations to meet the demand for TA for the next 3-5 years. The Public Procurement Regulations 2015 have abolished the time restrictions on a DPS; however it would be prudent to put formal arrangements in place to review and extend them after 4 years, particularly if the Council is acting as lead borough.

Demand

3.3 The number of people living in TA and the cost of this continues to rise now dominating overall provision with no prospect of any reduction over the next few years. In order to meet the continued demand for TA the Council secures units in several ways. The most advantageous arrangements are via housing association temporary lets and the most costly are spot purchased nightly paid units.

3.4 The table below shows the numbers of properties used for general needs TA split by source. For the purpose of this report specialist supported accommodation which may be used as temporary accommodation as part of a housing pathway is not included. If the growth estimates and the current projections to increase supply are correct the Council will reduce the proportion of TA provided via nightly paid accommodation by 2018/19 from 61% to 46%. However it must be noted that the impact of forthcoming welfare reform changes may increase demand further during this period.

3.5 In order to achieve this improved position it will be necessary to maintain the current supply of properties from housing associations and private sector leasing as these properties are effectively cost neutral to the Council.

Type of accommodation	Current Units 2015/16	% of total requirement	Estimated Units Required by 2018/19	%
a) Housing Association (fixed proportion of lettings from permanent stock are offered as TA)	223	20%	223	14%
b) Private Sector Leasing (including Bellegrave and Manorfields)	222	19%	269	16%
c) Private sector leasing via Mears SPV	0	0%	400	24%
Total required	1147	39%	1639 (est. increase of 15 per month)	54%
d) Shortfall acquired through nightly paid arrangements	702	61%	747	46%

- In order to meet the demand for TA the Council will continue to seek the number of units required for the best possible value for money achievable in this difficult market.
- The volume of units accessed through Housing Associations and Private Sector leasing will be maximised in order to reduce use of expensive nightly paid accommodation
- Formal contractual arrangements will be agreed in accordance with Contract Procedure Rules.

a) Housing Association Stock

3.6 Use of permanent social housing stock offers one of the most cost effective forms of temporary accommodation with the costs fully met through the rental stream. However it must be noted that to maintain existing provision the Council is being asked to underwrite the rental charges for a number of households who are affected by the benefit cap. It is likely that with the introduction of universal credit additional underwriting guarantees may be sought. The current breakdown of units supplied is set out below. As this accommodation is sourced from permanent stock and with the number of relets and new builds currently reducing it is not possible to increase levels as this will simply reduce supply for move on increasing the numbers in TA further. If the Council fails to nominate households to these units then the Housing Association is likely to let the properties as permanent housing.

Provider	Number of Units	Expiry	Cost to LBB
Affinity Sutton Housing Association Nominations agreement	215 (some slight variation dependent upon vacancies and availability)	In perpetuity/5 year review	£0 – managed and maintained by housing association with costs met through rental stream.
A2 Dominion: Housing association nomination agreement	Specific 8 properties acquired for use as TA	In perpetuity	£0. – Managed and maintained by housing association with costs met through rental stream.

b) Properties leased from the private sector

- 3.7 These schemes are cost-effective with costs traditionally met through the rental charges able to be passed on to tenants and are long-term arrangements for a minimum of three to five years. Bromley currently has access to 222 properties leased from the private sector, the current breakdown of units and contract terms are shown in the table in appendix 1.
- 3.8 There are two types of private sector leasing schemes:
- Local authority private sector leasing** whereby the Council takes a lease from a private landlord and recoups the cost of the lease rent and management through the rent passed on to the tenant. For Bromley housing association partners undertake the management of these leased units.
- Housing association leasing** whereby the housing association takes a lease from a private landlord. The housing association is responsible for paying the lease rent and managing the property during the lease term. This is funded through the rent they collect from the tenant. The Council then provides the tenant by way of nomination.
- 3.9 The legislation allows households to be charged a rent (or use and occupation fee) for the accommodation provided to them, where applicable housing benefit payments can cover this charge. However, the Government has limited the maximum housing benefit subsidy local authorities can claim for temporary accommodation which effectively sets the rent level that can be charged to the household placed. The Council therefore has to meet the cost of any difference between the lease and management cost of the property and the rent paid by the tenant.
- 3.10 The financial arrangements resulting in a cost neutral outcome for the Council were effective for some years but now fall short of market costs in light of the dramatic increase in private rents and impact of welfare reform. With providers no longer able to procure or offer accommodation within subsidy arrangements, the Council is faced with covering this increasing shortfall. This is achieved by offering incentives to providers.
- 3.11 Since April 2013 this has resulted in a 24% reduction in leasing scheme properties available to the Council, most notably from housing association leasing schemes. As leasing schemes become less economically viable an increasing number of housing associations have withdrawn from the temporary accommodation market, leaving an increased reliance on providers only willing to offer accommodation at a nightly paid rate reflective of the overheated rental market.
- 3.12 Whilst the latest spending review has announced the intention to increase temporary accommodation subsidy arrangements to the current local housing allowance (LHA) level and remove the current £40 per week management fee in favour of a block grant arrangement

details have not as yet been published. Early analysis however suggests this will have a limited impact upon the current costs of temporary accommodation provision and will not play any significant role in adjusting the current trends in relation to temporary accommodation provision.

- 3.13 The Council entered into the current arrangements with Orchard and Shipman by using a framework agreement set up via a competitive tendering process undertaken by Midlothian Council in 2011. The Council's current over-arching nil value contracts with Orchard and Shipman to source and manage the lease and management of temporary accommodation expire on 1st April 2016.
- 3.14 The contractual arrangements with Orchard and Shipman have been varied to include Bellegrove and Manorfields where the leasing arrangements relate to all the units within each building. The variation covers a 5 year lease for each property from the date the first occupant moves in. The Bellegrove lease continues until October 2018 and Manorfields will run until January or February 2020, subject to the final completion date for the refurbishment work.
- 3.15 Existing leases and those currently being negotiated remain within the temporary accommodation subsidy arrangements in that rental revenue covers the costs of the lease payments to the property owner and management services from Orchard and Shipman.
- 3.16 The audit report on temporary accommodation of October 2015 recommends that arrangements are put in place to extend contracts to cover and protect the current lease and ability to take on new properties under this arrangement.
- 3.17 It is recommended that the current contract with Orchard and Shipman and the other private sector leasing contracts with Dabora Conway and Theori, Oak and Notting Hill Housing Group which expire in April 2017 are extended.
- 3.18 The refurbishment of Bellegrove and Manorfields has secured up to 95 additional units of TA. There are not currently any other potential units within the Council's portfolio available for refurbishment.
- 3.19 The Council continues to seek additional supply including leased arrangements through empty homes and purchase and repair schemes as available in partnership with those registered providers operating within the TA sector.

c) Property Purchase

- 3.20 The Executive has agreed property purchase of up to 400 units over three years, in partnership with a registered provider (Mears). This scheme was approved in June 2015 and the first properties due to be purchased earlier in the new financial year.
- 3.21 The scheme will be reviewed on an annual basis to assess the potential to enter into each phase based upon any changes to rent levels and increases in house prices, both of which may impact upon the level and location of properties able to be acquired under the scheme. The overall number is also limited by house prices against the level of institutional funding that can be secured.

d) Nightly Paid Accommodation

- 3.22 When it is not possible to meet the demand for TA through the leasing arrangements the Council uses nightly paid accommodation. A breakdown is shown below:

Nightly Paid Placements

	Current Number	Of which out of borough	Gross cost	Net cost
Shared facility	594	565	£12,828,413	£4,522,107
Self-contained	108			
Total	702			

- 3.23 Prices for nightly paid accommodation are market-driven. Fixed nightly rates have been informally negotiated with many providers and work is being undertaken on a pan-London basis to try and drive down rates.
- 3.24 During the first half of 2015/16 Officers secured 3 block booking arrangements for 24 units with in-borough providers. These units are only meeting 3.5% of the current demand, however projected annual cost containment of £67,110 will be realised by these arrangements. Details of these arrangements are set out in the appendix to this report which is on Part 2 of the agenda for this meeting.
- 3.25 The Council needs to secure a much higher percentage of block bookings, preferably within the borough in order to meet demand. It would not be unreasonable to set a target of block booking 50% of the anticipated nightly paid units which is approximately 350 units.
- 3.26 Due to rising rental costs inner-London boroughs are increasingly forced to place households in outer-London. Bromley experiences a knock on effect from this which has led to a position where more than 50% of all of the Council's TA placements are out of borough. This accommodation is not always cheaper and additionally increases the risk of costly legal challenge and potential for compensation orders in relation to suitability of accommodation, particularly in light of the recent relaxation of government guidance around out of borough placements. This position also presents increasing difficulty in monitoring the placements and providing statutory support for tenants.
- 3.27 In addition to the disadvantages for tenants placed out of borough there is also increased pressure on the Housing Division to manage and monitor the placements. The administration of individual spot nightly-let placements is labour-intensive for staff resources, in terms of making placement arrangements, verification of use and payment. The enforced use of shared facility accommodation has also increased the cost of removals and storage of belongings with an additional £50K budget pressure for the current financial year.

Market Conditions

- 3.28 The number of registered providers (RPs) offering leasing scheme properties has reduced in recent years. Relationships with RPs are highly sought after by local authorities and as a result RPs are increasingly working on a wider regional basis to gain the negotiating power within the market and obtain economies of scale for the management of units. Providers are commonly complaining that the current management fee allowance is not sufficient to cover their costs and Councils are being forced to be innovative in their offer of incentives in order to continue to engage with existing RPs and build new relationships.
- 3.29 Temporary Accommodation is a tough market. Other boroughs in London which have run standard procurement exercises with the aim of letting block contracts have not been able to attract providers offering accommodation at reasonable rates. Tendering exercises which have sought to use a set price across all schemes have failed to deliver the number of units required.
- 3.30 A key difficulty in achieving a sufficient supply of TA is that whereas Councils are in some ways bound to their geographical area the providers are not and therefore they play Councils off

against each other to achieve the most favourable price. Although London Councils have jointly reached an agreement about maximum prices inner London boroughs still purchase placements in outer London boroughs which forces the outer London boroughs to place in surrounding areas. Lewisham, Croydon, Lambeth and Bromley have agreed to work together and to use their combined purchasing power to give them more influence over providers.

Risks

- 3.31 It is accepted that the Council will need to make some placements in other local authority areas, however there are real risks attached to doing this in volume and recently other London Boroughs have faced significant six figure sum fines for placing out of borough or in shared accommodation. Imposition of fines at this level would negate the savings achieved by block booking out of borough.
- 3.32 Boroughs are required to share information on out of borough placements for TA; however the information provided is not consistent across boroughs preventing a clear picture. Anecdotally it would appear that whilst the number of boroughs placing in Bromley is relatively small this has increased over recent years.
- 3.33 In terms of regional working, supply in Bromley is very limited meaning that out of necessity Bromley is a net exporter in terms of temporary accommodation. Across London borough, must offer leased accommodation to the host borough in the first instance. It is therefore imperative that Bromley continues to work closely with other local authorities to enable procurement for TA in these areas.

Conclusions

- 3.34 If the Council does not take any procurement action the costs of temporary accommodation will continue to increase and the risk of challenges because of the location and type of accommodation offered will increase. Therefore “no action” is not an option.

Extend contracts with Orchard and Shipman and other providers

- 3.35 The main contract with Orchard and Shipman expires in April 2016 with the smaller contracts with Dabora Conway Notting Hill Housing Association and Theori /Oak expiring in April 2017. The Council continues to require the accommodation currently leased under these schemes to meet demand for temporary accommodation, therefore it is recommended that the Council enters into a new contract with Orchard and Shipman for management leasing arrangements for a further 5 years largely on existing terms and conditions. The contract period would be for 3 years plus option to extend for 2 years. Extensions will also be sought with Dabora Conway and Theori Oak Housing Associations for 3 years from 1.4.17 to 31.3.2020 with optional extensions of 2 years. The contracts will include provision to track TA subsidy in the light of forthcoming changes to benefits.
- 3.36 Extension of the current arrangements will not be sufficient to meet the level of demand for temporary accommodation, particularly given the declining availability of leased properties. Therefore the Council will still need to acquire additional units and where possible avoid doing so through ad hoc nightly paid arrangements due to the high costs, resource intensive and uncertainty in procurement levels surrounding this type of placement.

Establish a Dynamic Purchasing System (DPS) for nightly paid accommodation and Leasing of properties.

- 3.37 In order to achieve Best Value the Council needs to secure the critical mass of nightly paid bookings in advance via block bookings. The risk of over-booking can be mitigated by undertaking an annual review of requirements.
- 3.38 The Council will need to continue to work with its existing Private Sector Leasehold (PSL) providers and to develop relationships with emerging providers in order to reduce the ongoing cost of nightly paid TA. The Council needs to be able to make decisions very quickly to take up opportunities which are offered to it as offers from new providers are often made with very short notice.
- 3.39 The Procurement route that would meet these requirements is to set up a Dynamic Purchasing System (DPS). This would give the Council continued access to a range of providers that have been quality assured and who have submitted indicative prices. A DPS is preferred to a Framework as this would enable providers to be accredited during the course of the agreement reflecting the rapid turnover of providers in this market. All existing providers including Orchard and Shipman will be expected to sign up to the DPS.
- 3.40 The DPS would be advertised as 2 lots, giving Providers the opportunity to supply leasehold and/or nightly paid temporary accommodation. This more flexible arrangement would allow the Council to call off a range of contracts including both short term nightly arrangements on a block booking and spot-purchase basis and contracts for long term leasing/private sector units.
- 3.41 The DPS would be a useful tool for Bromley to progress as a single borough enterprise, however Lewisham, Southwark, Lambeth and Croydon have all stated in principle that they would be interested in joining together to create a regional DPS. They consider that this is a strong tool which would reduce the inflationary impact of competition between boroughs in favour of more stable longer term relationships to slow down the upward cost trajectory, increase supply and maintain access to local accommodation for the south east boroughs. As much of Bromley's TA supply is actually in Croydon and Lewisham then DPS set up and used on a sub-regional basis would be advantageous.
- 3.42 In addition to making individual call offs from the DPS Councils could use it to jointly call off larger blocks of units across a wider geographical area. Boroughs would need to develop a protocol for the allocation of these between themselves according to demand and risk. This could achieve greater efficiencies in rates not only due to the volume of properties required but also reduced risk in terms of the ability to acquire more local units and to ensure units are always fully occupied should there be sudden changes in demand.

Other implications

- 3.43 The Housing Division is currently procuring a new IT system which will replace several current systems and interfaces which are no longer fit for purpose. Successful implementation of a new system will significantly reduce the complexities of administration associated with placements in temporary accommodation.

Risks Identified

- 3.44 There is a financial risk to the Council if no action is taken to address the procurement of a temporary housing supply as the price of nightly paid accommodation continues to increase. This has been covered in previous reports.

Reporting Mechanisms

3.45 The Housing Division will continue to review the requirement for temporary accommodation every six months and draw up procurement plan to meet demand. The results of the procurement exercises will be reported via the current 6 monthly reporting cycle to Care Services PDS and Executive

What Will Constitute Success

3.46 The key success measure will be a reduction in expenditure per unit of TA acquired as a result of:

- Increase in percentage of PSL units acquired
- Increase in the percentage of block booking nightly paid units
- Significant reduction in the percentage of nightly paid accommodation units spot purchased
- Reduction in the rates paid for nightly accommodation
- Reduction in the number of shared accommodation placements made
- Reduction in the proportion of placements made out of borough in particularly out of London

4. POLICY IMPLICATIONS

- 4.1 The housing objectives are set out in the relevant business plans. These objectives are compliant with the statutory framework within which the Council's housing function must operate and incorporate both national targets and local priorities identified from findings of The review, audits and stakeholder consultation.
- 4.2 The Council has a temporary accommodation procurement and placement policy (elsewhere on this agenda) which seeks to ensure compliance with the statutory framework for the provision of temporary accommodation meeting the requirements for suitability whilst seeking value for money in all placements.
- 4.3 The Council's temporary accommodation procurement and placement policy takes account of statutory guidance together with caselaw requirements to fulfil the Council statutory duty for the provision of temporary accommodation. This has been reviewed to reflect market, legislative and case law changes and a report is elsewhere on this agenda.

5. FINANCIAL IMPLICATIONS

- 5.1 The increasing costs of TA have been reported to Members previously.
- 5.2 The table below provides a breakdown of the nightly paid bed and breakfast costs

AVERAGE ANNUAL COST PER UNIT

	LANDLORD	RENT TO TENANT	COST TO LBB
	CHARGE £	H/B SUBSIDY £	£
1 BED	15,041	9,628	5,413
2 BED	18,223	11,158	7,065
3 BED	21,701	12,532	9,169
AVERAGE COST			7,216

- 5.3 The majority of families in nightly paid accommodation require two bedrooms with the next most needed type of accommodation being one and three bedroom accommodation.
- 5.4 The average cost per unit is around £7k p.a. although this is forecast to increase in the next few years. The net cost after taking into account the subsidy is £4.5m in a full financial year.
- 5.5 The number of homelessness is currently 1,147 of which some are placed in temporary accommodation or private landlords. However it is the nightly paid which is the major cost pressure of which there are currently 702 households. This compares to 1,051 and 683 respectively reported to committee previously. This highlights the trends and pressures.

6. LEGAL IMPLICATIONS

- 6.1 All local authorities have a statutory duty under the Housing Act part VII (as amended by The Homelessness Act 2002) to secure suitable temporary accommodation for priority Homeless households.
- 6.2 Under section 188, part VII of the Housing Act 1996 local authorities have a duty to secure accommodation for homeless households that are eligible for assistance and have a priority need pending a decision on any duty owed under the 1996 Act. This is known as the 'interim duty'.
- 6.3 Local authorities also have other statutory duties including those under sections 190,195 of the 1996 Act to provide accommodation, help and assistance. This often means Providing accommodation to some of the most vulnerable members of the community Including for example those with mental health issues, physical disabilities and vulnerable Children.
- 6.4 Under section 193 of the Act local authorities are bound by statute to secure that suitable Accommodation is available for those applicants who have been accepted as having a 'main' homelessness duty. This will usually initially be filled by continuing the temporary arrangements entered into for the interim duty.
- 6.5 The Council also uses temporary accommodation style arrangements to fulfil the statutory duty towards other client groups for example those with no recourse to public funds and some leaving care clients.
- 6.6 There is clear guidance within the homelessness legislation and case law regarding suitability of temporary accommodation. This includes details of standards of accommodation, nature, style, affordability and location. Recent case law has clearly set out the expectation that local authorities should as far as possible secure accommodation within the locality. Where this cannot be done there needs to be a clear audit trail which demonstrates how accommodation was procured in the nearest possible location. In

addition, full risk assessments must be undertaken regarding out-of-borough placements. Lack of accommodation in itself is not sufficient to justify a placement which does not meet the suitability criteria. Failure to meet the above requirements brings the risk of legal challenge resulting in order with specific placement requirements and compensation orders.

7. PROCUREMENT IMPLICATIONS

- 7.1 The Public Contract Regulations 2015 amended the previous procurement rules for DPS systems which makes them easier to set up and operate.
- 7.2 A DPS is effectively the same as a framework of providers, which is a familiar concept, but the key differences are;
- New providers meeting selection criteria can be added to the DPS at any point.
 - The DPS is not restricted to a 4 year duration.
 - In order to procure under a DPS the contracting authority must use the restricted procurement process
 - All procurement activity must take place electronically
- 7.3 There are established providers who largely run DPS systems on behalf of other organisations. The Council will be fully involved in establishing selection criteria for admission to the DPS, but the DPS provider recruits and manages the supply chain via an electronic system.
- 7.4 The Council currently uses a company named Adam (formerly known as Matrix) to support the DPS used to procure Supply Teachers, Tutors and School Improvement Consultants. This contract is performing well. There are significant advantages of using an external company to provide an IT system that supports the management of the activities put through the DPS and manages the payment.
- 7.5 Alternatively the Council could develop its own system for running a DPS; however this would take significant IT development time and require the allocation of skilled resources to manage it which would not be consistent with the Council's strategy to reduce activities.

8. CUSTOMER PROFILE

- 8.1 Homeless People meeting the criteria to be placed in TA. The Council regularly reviews the profile of statutory homeless households to feed into the requirement of temporary accommodation in terms of the profile, size and nature of accommodation required. Currently the broad requirements are as follows:

30% - single person, couples or pregnant households with no other dependent children

55% - 2 bedroom accommodation – single adult or couple with upto 2 children

15% - 3+ bedroom –families with 3 or more children

9. STAKEHOLDER CONSULTATION

- 9.1 The Council has consulted widely with other housing authorities in South East London with the West London Alliance of boroughs and with boroughs in North London who have developed their own DPS.

- 9.2 The Council engages with Housing Associations in Bromley, with providers delivering Private Sector Leasing Schemes and also runs an annual Landlords Forum.
- 9.3 London Councils Housing Directors group has undertaken extensive data sharing in relationship to the temporary accommodation market (providers, prices, availability) and homeless demand. Bromley continues to liaise frequently with PR and private sector providers to gain insight into the market.
- 9.4 Through this consultation and research it has been established that providers would be responsive to registering to provide TA via a DPS.

10. SERVICE PROFILE / DATA ANALYSIS

See Paras 3.5, 3.6, 3.20 and 3.22 for Service Metrics / Benchmarking.

11. MARKET CONSIDERATIONS

- 11.1 There is a high demand for affordable temporary accommodation in London. In the market there are a mixture of large national landlords who have significant portfolios of property spread across many geographical areas and SMEs or sole traders with just one property. Overall it is a highly organised market which has responded to changes in benefits arrangements by moving away from the provision of PSLs towards more nightly paid accommodation on short term arrangements.
- 11.2 London Councils recently commissioned an independent report from Julie Rugg, Centre for Housing Policy on the temporary accommodation market in London. The findings of this report have been used to help inform the recommendations contained within this report, particularly in terms of the range of procurement, use of DPS and sub-regional working.

12. OUTLINE CONTRACTING PROPOSALS & PROCUREMENT STRATEGY

- 12.1 The outline timeline for development would be as follows:

January 2016	Executive Agreement to TA procurement strategy and to access framework for DPS
	Extend existing contract with Orchard and Shipman
	Review TA procurement requirements and continue to seek opportunities to enter into block contracts with providers for PSL and Nightly Paid accommodation.
	Develop model and protocols for Sub-regional DPS. Re-assess potential benefits and take formal decision to proceed with this based on realisable financial benefits
February – September 2016	Development of DPS structures, documentation and supply chain. Sign up of strategic partners from other local authorities.
September 2016	Review and prepare TA procurement requirements prior to go live.
October 2016	Go live – Start to use DPS to meet long term leasing requirements and nightly paid accommodation

- 12.2 As lead authority LBB will access DPSs from framework and sign access agreement. LBB will develop a formal agreement which covers access to the DPS and also the operation and allocation of TA acquired through any joint commissioned requests.
- 12.3 Tender documentation – Housing already have service specifications in place for temporary accommodation which will require very little amendment.
- 12.4 A DPS IT system has standardised high level documents which will need to be revised to be made appropriate to local requirements.
- 12.5 Once the DPS is established each requirement that is put out to Providers will be developed individually using the standard templates within the DPS system.
- 12.6 Evaluation criteria for access to the DPS will be based on the
- Providers ability to provide appropriate certification / insurance for properties
 - Providers financial status / credit check
 - Information about staff – DBS checks
 - Demonstrable experience of managing mixed households of TA
 - Positive management of invoicing
- 12.7 Evaluation of bids against DPS requirements will be based on lowest price meeting agreed quality standards. The DPS system may have the option for suppliers to review their costs downwards prior to final submission, should there be a competitive situation.
- 12.8 The Procurement Team in ECHS have experience of setting up a DPS which provides Educational Consultants. This DPS has been successful in reducing costs and introducing competition into the market. The procurement project will be led by Housing Division and supported by the Procurement Team in ECHS. Ongoing monitoring of the performance of the DPS and the quality of properties delivered will be the responsibility of the Housing Division. If Bromley is acting a lead borough the other members will be asked to fund the additional resources required to set up and run the DPS
- 12.9 Evaluation will refer to the requirements for TA provision set out in legislation and reflected in the Councils current contracts for temporary accommodation which at a high level cover the following:

Cost	Quality
Rental costs	Proven ability to deliver and manage TA
Management fee	Management standards
Acquisition/set up costs	Property condition
Incentives	Location
	Term/security of units

13. SUSTAINABILITY / IMPACT ASSESSMENTS

- 13.1 Improving the supply of good quality TA will have a positive impact on homeless people placed by the borough. If the exercise is successful in accessing more TA within Bromley, or retaining this TA for Bromley residents (as opposed to residents from other boroughs) this will enable people and their families to retain contact with their own community, health resources, schools etc. This will have a positive impact on the well being of Bromley residents and the life chances of children.
- 13.2 Introducing more block contracts will be a positive move for suppliers, as this will reduce administration involved in making individual bookings.
- 13.3 For contractors a DPS is particularly suitable for this market as there is a rapid turnover of suppliers, many of whom are SMEs. Suppliers can apply for admission to a DPS at any time and their application must be progressed within 10 days. Once admitted to the DPS all relevant tender opportunities are circulated to all providers automatically. The amount of administration required to submit bids via a DPS is considerably reduced as initial checks on the provider have already taken place. Providers are able to adjust their prices in response to each bid and thus the council can achieve better value for money.

Non-Applicable Sections:	Personnel Considerations
Background Documents: (Access via Contact Officer)	<p>CS14044 – Care Services PDS Committee – 26/06/14 – Housing Services 2014-15 Priorities.</p> <p>CS14004 – Care Services PDS Committee – 22/01/14 – Housing Services Priorities (mid year update)</p> <p>Housing Draw Down of Contingency report - Exec - November 14</p> <p>CS12058 – Executive – 09/01/2013 – Reducing Temporary Accommodation Invest to Save Project (Bellegrove).</p> <p>CS15087 – Care Services PDS Committee – 02/10/2014 – Temporary Accommodation Update – Use of Manorfields as Temporary Accommodation.</p> <p>CS15938 – Care Services PDS Committee November 17th 2015 – Drawdown on the Homeless Contingency Needs Grant</p>

PRIVATE SECTOR AND HOUSING ASSOCIATION LEASED PROPERTIES

Provider Type of Scheme	Contracted number of Units	Current Number of Units	Contract arrangement	Expiry Date	Financial arrangement.
Orchard and Shipman Private Sector leasing including Council owned multi-unit facility	Flexible dependent upon availability and level of need – reviewed annually. Figures include Bellegrave and (Manorfields (45) which will come online in Spring 2016)	182	Mid-Lothian Framework agreement	April 2016	LBB pay O&S for rent and management. Rent level set to cover these costs. O&S responsible for rent collection on behalf of LBB.
Dabora Conway Private sector Leasing	Flexible dependent upon availability and level of need – reviewed annually	15	Direct with LBB	April 2017	LBB pay Orchard and Shipman for rent and property management. Rent level set to cover costs. LBB collect rent from tenant to cover this cost.
Theori/Oak Housing Association Leasing	Flexible dependent upon availability and level of need – reviewed annually	10	Direct with LBB	April 2017	No financial implications for LBB. Housing association set up lease with private landlord and collect rent from tenants to cover lease and management costs.
Notting Hill Housing association leasing	Flexible dependent upon availability and level of need – reviewed annually	25	South East London Housing partnership arrangement	19 th March 2017	No financial implications for LBB. Housing association set up lease with private landlord and collect rent from tenants to cover lease and management costs.
Total:		222			

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Report No.
DRR16/009

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Executive

Date: 13th January 2016

Decision Type: Non-Urgent Executive Key

Title: CRYSTAL PALACE PARK - REGENERATION PLAN

Contact Officer: Colin Brand, Assistant Director Leisure and Culture
Tel: 0208 313 4107 E-mail: colin.brand@bromley.gov.uk

Lydia Lee, Project Manager Change and Regeneration
Tel: 0208 313 4456 E-mail: Lydia.lee@bromley.gov.uk

Chief Officer: Director of Regeneration & Transformation

Ward: Crystal Palace;

1. Reason for report

- 1.1 To update Members on the outcome of a procurement process and seek approval for the award of contract.
- 1.2 On 24th March 2015 the Executive agreed to contribute capital receipts to develop an alternative management option for the park and a second wave of capital improvements in line with the park Masterplan.
- 1.3 Consequently officers have undertaken a procurement exercise to appoint a multi-disciplinary team to develop and deliver a Regeneration Plan for the park. This report outlines this process and seeks approval to appoint consultants.

2. **RECOMMENDATION(S)**

- 2.1 That the Executive considers the details of the tender process undertaken by officers, and agrees to the award of contract for the delivery of the Crystal Palace Park Regeneration Plan as set out in the accompanying Part 2 report.

Corporate Policy

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

Financial

1. Cost of proposal: See Part 2 report
 2. Ongoing costs: Non-Recurring Cost
 3. Budget head/performance centre: Crystal Palace Park capital scheme.
 4. Total current budget for this head: £495k
 5. Source of funding: Capital receipts.
-

Staff

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

Legal

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

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): In 2006 the park's visitor numbers were estimated at 1.68 million.
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 Following Executive Committee approval on the 24th March 2015 officers have undertaken a procurement process to appoint a multi-disciplinary team to both develop and deliver a second wave of capital improvements in line with the park Masterplan.
- 3.2 This Regeneration Plan follows the £2.4m Crystal Palace Park Improvement Scheme currently being delivered in the park, and aims to release capital monies identified in the park Masterplan to deliver further capital improvement within the park. The Regeneration Plan is part of the works required to achieve a sustainable future for Crystal Palace Park under the management of a Trust or similar, and the continued capital improvement of the park in line with the Masterplan, as set out in the 24th March 2015 report to the Executive.
- 3.3 To undertake the Regeneration Plan works a multi-disciplinary team is required. Officers identified the Homes and Communities Agency multi-disciplinary technical panel framework as a suitable framework for the procurement of this team.
- 3.4 The framework required a two phase process to be undertaken. Initially a sifting brief was produced and all suppliers listed on the lot were invited to respond through ProContract/Due North. Seven responses were received in July 2015 and evaluated, and five suppliers taken forward to the second stage in line with the framework's rules. The sifting brief did not require bidders to submit prices.
- 3.5 A full Invitation to Tender, brief and specification was then produced and published in October on ProContract with the five suppliers identified at stage one invited to tender.
- 3.6 The tenders received were evaluated by a panel of nine people which included Council officers from leisure and culture, town centre renewal and strategic property, a community representative, an officer from the Greater London Authority and an officer from Historic England. The final evaluation panel meeting took place on the 8th December 2015 when consensus quality scores were agreed.
- 3.7 The accompanying Part 2 report sets out the fixed lump sum prices bid for Stage One of the Regeneration Plan, the percentages bid for Stage Two of the Regeneration Plan, and details the recommended award of contract.

The evaluation process

- 3.8 A full Invitation to Tender, brief and specification was produced and published in October on ProContract with the five suppliers identified at stage one invited to tender. The Invitation to Tender set out the tender evaluation process.
- 3.9 Tenders were evaluated on a 60% price and 40% quality weighting criteria.

Price: Officers evaluated tender submissions using the Chartered Institute of Public Finance & Accountancy (CIPFA) Evaluation Model which calculates all tendered prices received from individual bidders and produces an overall mean price value, i.e; the arithmetic average value bid across all tenders received. Each bidder is automatically allocated an initial 30 points - half of total weighting points allocated to price available (60). Individual scores were then allocated for each 1% the bidder's tender value was above or below the mean price received for all bids, as detailed below:

Tendered Value Above/Below Mean Price	% Bidder Tender Value Above/Below Mean Price	Point Allocation	Maximum / Minimum Score
Below	For each 1% a tender value falls below the mean price	1.2 points are added to the 30 points allocated	Maximum Possible Score Available = 60
Above	For every 1% a tender value submitted exceeds the mean price	1.2 points is deducted from the 30 points allocated	Minimum Possible Points Available = 0

- 3.10 The Council may, where permissible, exclude bids assessed to be a) too low to be credible (subject to necessary assessments, as stated in the legislation) or, b) any bid received that has been priced above 25% (deemed too high to be affordable) of the mean price of all bids received.
- 3.11 The Invitation to Tender required tenderers to provide: a fixed lump sum price for Stage One of the brief – the development of the Regeneration Plan and an action plan for its implementation; and percentages against a range of indicative values for Stage Two of the brief – the implementation of the Regeneration Plan capital works, bringing to fruition the park improvements. These prices and percentages are detailed in the accompanying Part 2 report.
- 3.12 Quality: Officers evaluated the ability of the tenderers to perform and provide the services described in the Brief and Specification and evaluated method statements based on the Qualitative Scoring Criteria detailed below. This table provides a summary of the qualitative criteria:

Question No.	Qualitative Criteria	Scoring Criteria
Question 1	Technical merit of the proposal	20%
Question 2	Understanding of project requirements	20%
Question 3	Staff and other resource	20%
Question 4	Management and communications	20%
Question 5	Programme	20%

- 3.13 All tenderers were required to score a 5 or above for each method statement in order to be considered compliant with the Tender and service requirements. Tenders that scored below this threshold for any method statement were not considered for contract award. The scoring methodology used was as follows:

Rating	Score	Level	Comment	Summary
FAIL	0	Inadequate	Insufficient information provided or does not meet the Council's requirements	Not acceptable
	1	Extremely Poor	An extremely poor, well below expectation response: there is a lack of content / explanation in addressing each of the requirements; most proposals are unrealistic / unjustified / unsupported or lack significant content / explanation; a very significant proportion of proposals are unacceptable from a risk perspective; a significant degree of failure to demonstrate technical and commercial aspects.	Much less than acceptable, major areas of weakness
	2	Very poor	A very poor, below expectation response: there is a lack of content / explanation in addressing each of the requirements; some proposals are unjustified / unsupported or lack significant content / explanation; a significant proportion of proposals are unacceptable from a risk perspective; a degree of failure to demonstrate technical and commercial aspects.	
	3	Poor	A poor, below expectation response: Not many requirements are addressed; and/or proposals lack significant content / explanation; and/or many proposals are unacceptable from a risk perspective; and/or many proposals lack an acceptable approach to technical and commercial aspects.	Less than acceptable, more weaknesses than strengths
	4	Weak	A weak, below expectation response: Very few requirements are addressed; and/or proposals lack significant content / explanation; and/or some proposals are unacceptable from a risk perspective; and/or some proposals lack an acceptable approach to technical and commercial aspects	
PASS	5	Adequate	An adequate response that barely meets expectation: A few requirements are addressed; proposals have a reasonable level of content / justification and explanation; proposals should be acceptable from a risk perspective; an acceptable approach to technical and commercial aspects.	Acceptable, but with some minor areas of weakness
	6	Quite Good	Quite a good response that meets expectation: Some requirements are addressed; proposals have a reasonable level of content / justification and explanation; proposals should be acceptable from a risk perspective; an acceptable approach to technical and commercial aspects.	
	7	Good	A good, above expectation response: Many requirements are addressed; proposals have a good level of content / justification, explanation and risk perspective; a good / sound approach to technical and commercial aspects.	Highly acceptable, strong with few weaker areas
	8	Very Good	A very good, above expectation response: Most requirements are addressed; proposals have a very good level of content / justification, explanation and risk perspective; a good / sound approach to technical and commercial aspects.	
	9	Excellent	An excellent response: Vast majority of requirements are addressed and most of the bidder's proposals include sound, innovative suggestions; proposals are quite detailed in content / justification and explanation; proposals are highly acceptable from a risk perspective; an outstanding approach to technical and commercial aspects which delivers more than expectations supported by evidence.	Extremely acceptable, many strengths, no weaknesses
	10	Exceptional	An exceptional response: All requirements are addressed and all of the bidder's proposals include sound, innovative suggestions; proposals are very detailed in content / justification and explanation; proposals are highly acceptable from a risk perspective; an outstanding approach to technical and commercial aspects which delivers more than expectations supported by evidence.	

- 3.14 The evaluation panel undertook an initial assessment of the Tenders received on the 26th November 2015. All compliant bidders were then invited to interview. Clarification interviews were held on the 8th December 2015. Following the interviews the panel reconvened to agree consensus quality scores.
- 3.15 The consensus scores were inserted in to the evaluation matrix with the Stage One fixed lump sum prices and Stage Two percentages, which identified the highest scoring tender. This information is provided in the accompanying Part 2 report.
- 3.16 The company identified in the Part 2 report to be awarded the contract has identified a programme to complete the Stage One works by the end of September 2016.

4. FINANCIAL IMPLICATIONS

On 24th March 2015 the Executive agreed to contribute £495k capital receipts towards the scheme and to add it to the capital programme. £250k of this was set aside to meet the costs of the feasibility study for the development of the park including the top site.

5. LEGAL IMPLICATIONS

The Public Contracts Regulations 2015 apply to this procurement. These Regulations have been complied with by using an EU compliant framework agreement. The decision-maker for this contract is the Executive.

Non-Applicable Sections:	Policy implications and personnel implications.
Background Documents: (Access via Contact Officer)	Report DRR15/020 Crystal Palace Park. Crystal Palace Park Regeneration Plan Brief and Specification available from report writers by request.

Report No.
DRR15/112

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **Development Control Committee**

Executive

Date: **10 December 2015**
13 January 2016

Decision Type: Non-Urgent Executive Non-Key

Title: **LOCAL GREEN SPACE**

Contact Officer: Armelle Racinoux, Planner Telephone : 0208 461 7582

Chief Officer: Chief Planner

Ward: (All Wards)

1. Reason for report

This report seeks member's agreement to the process to invite sites to be nominated by local communities to be assessed as Local Green Space by the Council. This includes a six weeks consultation on the draft criteria for the assessment of potential LGS sites and a revised Draft Local Green Space Policy. The suggested approach is being triggered by the 15th of July Executive's decision that a petition to designate Bull Lane's allotments as Local Green Space should be taken into consideration as a formal submission as part of the Local Plan process.

RECOMMENDATIONS

That the Development Control Committee recommends that the Executive:

1. **Endorse the proposed local criteria for assessing potential sites for the Local Green Space designation as set out in paragraph 2.2 and the revised Draft Local Green Space Policy for consultation as set out in Appendix 3.**
2. **Endorse the process for inviting local communities to submit sites for consideration as Local Green Space as set out in Section 4 and comment on the revised Draft Local Green Space Policy.**

That the Executive:

1. **Consider the comments made by the Development Control Committee with regard to the Council's proposed approach to Local Green Space.**

- 2. Agree the Draft Local Green Space policy set out in Appendix 3 and the proposed criteria for the assessment of sites set out in paragraph 2.2 of this report, and**
- 3. Agree the proposed consultation process providing local communities with the opportunity to comment on the draft Local Green Space policy and the proposed site assessment criteria; and to submit sites for consideration by the Council as Local Green Space, as set out in Section 4 of this report.**

Corporate Policy

1. Policy Status: New Policy: The Draft Local Green Space policy, once adopted, will be included in the Council's Local Plan
 2. BBB Priority: Quality Environment
-

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A
 3. Budget head/performance centre: Planning and Renewal
 4. Total current budget for this head: £2.174m
 5. Source of funding: Existing controllable revenue budget 2015/16
-

Staff

1. Number of staff (current and additional): 69 Ftes
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: None: Local Communities are encouraged to approach the Council to submit Local Green Space to the Council as part of the National Planning Policy Framework.
 2. Call-in: Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Local Communities
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Ward Councillors will be consulted as part of the process of identifying and assessing sites as potential Local Green Spaces
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

1. Introduction

1.1 The Local Green Space designation was introduced by the National Planning Policy Framework (NPPF, 2012). It provides local communities with the opportunity to identify green areas of particular importance to them to be considered for the designation which provides a level of protection equivalent to that afforded to the Green Belt. Local Green Space can only be designated through the plan making process through either Local Plans or Neighbourhood Plans. The NPPF defines basic criteria and conditions in para. 77 and 76 which sites should meet in order to be designated (**see Appendix 2**) yet Planning Practice Policy Guidance (PPPG) recognises that “*designation is a matter for local discretion*”. The PPPG on Local Green Space as set out in **Appendix 2** provides further guidance relating to the criteria’s interpretation and to the implementation of the designation.

1.2. At the Full Council meeting on 29th June 2015, Members received a petition from the Bull Lane Action Group calling on the Council to designate Bull Lane Allotments in Chislehurst as Local Green Space. The Petition was referred to the 13th of July 2015 Development Control Committee and the 15th of July Executive to consider. The Executive resolved that “*the merits of designating the Bull Lane Allotments as Local Green Space be formally considered through the Local Plan process and the Petition is included as a submission seeking this change*” and that “*further work was needed to define and agree an approach to taking the Local Green Space designation forward through the Plan making process*”.

1.3. It is important for Bromley to define its own local criteria and methodology for assessment taking into consideration both national policy and associated guidance to ensure that Local Green Space remains a high test designation which is “*not appropriate to most green areas or open space as required by the NPPF (Paragraph 77)*”. The proposed criteria are set out in **section 2** of this report and will be used to assess whether Bull Lane allotments meets the requirements to be taken forward as Local Green Space within the Draft Local Plan, as well as any other sites being proposed. The proposed criteria have been considered and endorsed by the Local Development Framework Advisory Panel (LDFAP).

1.4. It is anticipated that most eligible green and open spaces in the borough will already benefit from protective planning designations relating to the desirability of protecting their openness, amenity and biodiversity value; including for example designations such as Urban Open Space, Sites of Importance for Nature Conservation, Local Nature Reserves but also Greenbelt and Metropolitan Open Space. The Local Green Space designation will only be appropriate where it adds value to existing designations. The Draft Policies and Designations Document (2014), includes Draft Policy 8.21 on Local Green Space which drew a limited amount of representations at that stage. The work undertaken by planning officers since then has evidenced that the policy should be amended to more effectively reflect the aims of the designation to protect the “unique special qualities” of land designated as Local Green Space and a draft policy justified in **Section 3** and included in **Appendix 3**.

1.5. The request to designate Bull Lane Allotments as Local Green Space is the only such request received by the Council to date. It is however important that local communities are provided with a timely opportunity to comment on the revised draft Local Green Space policy and on the proposed assessment criteria and to submit sites to the Council to be assessed and considered for the Local Green Space designation as part of the Draft Local Plan. The proposed six weeks consultation process is set out in **Section 4**. The Council’s website will feature a Comments Form (included in **Appendix 4**) enabling consultees to comment both on the draft Local Green Space policy and on the proposed assessment criteria, as well as a Site Application form (included in **Appendix 5**).

2. Draft Criteria, application form and guidelines for the assessment of potential Local Green Space sites

2.1 It is proposed that submissions to the Council for sites to be designated as Local Green Space are assessed against of the criteria set out below, which they will be required to all meet.

2.2 Local Green Space Criteria

Criteria 1. The site is submitted by the local community.

Criteria 2. There is no current planning permission which once implemented would undermine the merit of a proposed Local Green Space designation.

Criteria 3. The proposed Local Green Space site is not land allocated for development as part of Bromley's Development Plan or required to meet the borough's development needs.

Criteria 4. The site proposed for designation is local in character, and is not an extensive tract of land.

Criteria 5. Where the proposed site is publicly accessible, it is within walking distance of the community, or where the proposed site is not publicly accessible, it is within reasonable distance of the local community.

Criteria 6. The space being proposed for designation is demonstrably special to a local community and holds a particular local significance because of unique and special qualities relating to for example:

- Its beauty:
- Its historic significance:
- Its recreational value:
- Its tranquillity:
- Its richness of wildlife:

Criteria 7. The Local Green Space designation would provide protection *additional to* any existing protective policies and its special characteristics could not be protected through any other reasonable and more appropriate means.

Criteria 8. The site's special characteristics and any uses or activities which form part of the case for its designation can be maintained and managed during the local plan period.

3. Proposed revision to the Draft Local Green Space Policy

3.1 The local criteria seeks to ensure that land designated as Local Green Space holds particular significance for a local community because of its demonstrably special qualities. Whilst the criteria was being developed, it became clear that the draft policy which was included in the 2014 Draft Policies and Designations consultation document should be amended to ensure that it is able to effectively protect these "special qualities" which justify designation. These "unique special qualities" would be set out in a written statement, a "Statement of Significance" included as an appendix to the

Local Plan and the proposed policy associated with the designation would ensure that permission for development harming the special qualities of land designated as Local Green Space would only be granted in very special circumstances. Both the former and proposed amended Local Green Space policy are set out in **Appendix 3**.

3.2 The Local Green Space designation where justified would provide a layer of protection to the “special qualities” of the site additional to any other existing planning or open space designation, such as typically Urban Open Space but also potentially Metropolitan Open Land or Green Belt. It may be found in some instances that a site’s existing planning designations are sufficient to protect its “unique and special qualities”. This may be the case for example where a site designated as a SINC, a SSSI or a Local Nature Reserve is put forward for designation as Local Green Space to protect its biodiversity value. Conversely, the merit of the “special qualities” of a site put forward for the Local Green Space designation may warrant the site being formally considered for another planning designation.

3.3 As the Local Plan is read and applied as a whole, where there are several designations relating to a site all the relevant policies will be applied. Local Green Space designation once adopted will also set the context for any future applications for Local Green Space to be considered as part of a Neighbourhood Plan.

4. Next Steps

4.1 Local communities will be provided with the opportunity to suggest sites for assessment for the Local Green Space designation and comment on the proposed criteria and policy as part of a targeted consultation which will be advertised both on the Council’s website and on its consultation portal. Both websites will feature introductory text to the Local Green Space designation, the Draft Local Criteria and Local Green Space Policy, a Consultation Form providing consultees with the opportunity to comment on the Draft Local Green Space policy as well as on the proposed Local Criteria for the designation of local green space (attached in **Appendix 4**), and an Application Form to the Local Green Space designation (attached in **Appendix 5**). The application form will in time be supplemented with guidelines setting out how to fill the form and submit the information needed by officers to assess whether the site meets the criteria: this is to ensure that the designation remains high test, that the criteria is consistently applied between sites and that neighbourhood plans including sites for designation as Local Green Space remain in conformity with Bromley’s Local Plan.

4.2 The consultation will run for a period of six weeks during which ward members, local business and residents associations, local open and green space user and amenity groups and other relevant stakeholders will be notified by email and by post of the opportunity to submit sites. The Consultation Form and the Application Form and its associated guidelines will be sent to these consultees as well as to parties having registered an interest in proposing land for designation as Local Green Space. A press release may also be issued.

4.3 The local criteria for the designation of Local Green Space will be included in the Draft Local Plan for clarity, together with guidelines for the assessment of sites against the criteria, to ensure that any applications submitted as part of Neighbourhood Plans follow a similarly robust assessment process.

4.4 Sites submitted to be considered for the Local Green Space designation, which as agreed include Bull Lane allotments, will be assessed by the Planning Strategy team against the criteria and conclusions from this exercise will be reported to the Development Control Committee and to the Executive to agree those sites to be included in the Draft Local Plan as proposed Local Green Space.

4.5 In summary, the next steps will be:

- Local Green Space – designation criteria and draft policy to be agreed by the Council.
- Local Green Space – six weeks public consultation inviting sites to be submitted (in addition to Bull Lane Allotments), and seeking comments on the proposed designation criteria and draft policy.
- Revised draft Local Green Space policy to be prepared, taking into account the Local Green Space public consultation result and showing the Local Green Spaces proposed for designation by the Council in the Draft Local Plan.

4. POLICY IMPLICATIONS

The Local Green Space policy, once adopted, will be included in the Borough's Local Plan.

5. FINANCIAL IMPLICATIONS

It is anticipated that there would be no additional costs arising directly from the recommendations of this report.

6. LEGAL IMPLICATIONS

The Local Green Space policy, once adopted, will be included in the Borough's Local Plan; the Council's statutory planning Framework. .

7. PERSONNEL IMPLICATIONS

The consultation and the assessment associated with the Local Green Space Designation will be undertaken by the Planning Policy team.

Non-Applicable Sections:	N/A
Background Documents: (Access via Contact Officer)	National Planning Policy Framework 2012 Planning Policy and Practice Guidance 2014 Full Council Committee June 29 2015 – Bull Lane Allotments Petitions Item 2014 Draft Policies and Designations Document responses to Consultation 13 th of July 2015 Development Control Committee – Petition- Bull Lane Allotments 15 th of July Executive – Petition- Bull Lane Allotments-

Appendix 1

Extract from the National Planning Policy Framework - Local Green Space

76. Local communities through local and neighbourhood plans should be able to identify for special protection green areas of particular importance to them. By designating land as Local Green Space local communities will be able to rule out new development other than in very special circumstances.

Identifying land as Local Green Space should therefore be consistent with the local planning of sustainable development and complement investment in sufficient homes, jobs and other essential services. Local Green Spaces should only be designated when a plan is prepared or reviewed, and be capable of enduring beyond the end of the plan period.

77. The Local Green Space designation will not be appropriate for most green areas or open space. The designation should only be used:

- Where the green space is in reasonably close proximity to the community it serves;
- where the green area is demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and
- Where the green area concerned is local in character and is not an extensive tract of land.

78. Local policy for managing development within a Local Green Space should be consistent with policy for Green Belts.

Appendix 2

Extract from [Planning Policy and Practice Guidance – Local Green Space](#)

What is the Local Green Space designation?

Paragraph: 006 Local Green Space designation is a way to provide special protection against development for green areas of particular importance to local communities.

How is land designated as Local Green Space?

Paragraph: 007 Local Green Space designation is for use in Local Plans or Neighbourhood Plans. These plans can identify on a map ('designate') green areas for special protection. Anyone who wants an area to be designated as Local Green Space should contact the local planning authority about the contents of its local plan or get involved in neighbourhood planning.

How does Local Green Space designation relate to development?

Paragraph: 008 Designating any Local Green Space will need to be consistent with local planning for sustainable development in the area. In particular, plans must identify sufficient land in suitable locations to meet identified development needs and the Local Green Space designation should not be used in a way that undermines this aim of plan making.

What if land has planning permission for development?

Paragraph: 009 Local Green Space designations will rarely be appropriate where the land has planning permission for development. Exceptions could be where the development would be compatible with the reasons for designation or where planning permission is no longer capable of being implemented.

Can all communities benefit from Local Green Space?

Paragraph: 010 Local Green Spaces may be designated where those spaces are demonstrably special to the local community, whether in a village or in a neighbourhood in a town or city.

What if land is already protected by Green Belt or as Metropolitan Open Land (in London)?

Paragraph: 011 If land is already protected by Green Belt policy, or in London, policy on Metropolitan Open Land, then consideration should be given to whether any additional local benefit would be gained by designation as Local Green Space.

One potential benefit in areas where protection from development is the norm (e.g. villages included in the green belt) but where there could be exceptions is that the Local Green Space designation could help to identify areas that are of particular importance to the local community.

What if land is already protected by designations such as National Park, Area of Outstanding Natural Beauty, Site of Special Scientific Interest, Scheduled Monument or conservation area?

Paragraph: 012 Different types of designations are intended to achieve different purposes. If land is already protected by designation, then consideration should be given to whether any additional local benefit would be gained by designation as Local Green Space.

What about new communities?

Paragraph: 013 New residential areas may include green areas that were planned as part of the development. Such green areas could be designated as Local Green Space if they are demonstrably special and hold particular local significance.

What types of green area can be identified as Local Green Space?

Paragraph: 014 The green area will need to meet the criteria set out in paragraph 77 of the National Planning Policy Framework. Whether to designate land is a matter for local discretion. For example, green areas could include land where sports pavilions, boating lakes or structures such as war memorials are located, allotments, or urban spaces that provide a tranquil oasis.

How close does a Local Green Space need to be to the community it serves?

Paragraph: 015 The proximity of a Local Green Space to the community it serves will depend on local circumstances, including why the green area is seen as special, but it must be reasonably close. For example, if public access is a key factor, then the site would normally be within easy walking distance of the community served.

How big can a Local Green Space be?

Paragraph: 016 There are no hard and fast rules about how big a Local Green Space can be because places are different and a degree of judgment will inevitably be needed. However, paragraph 77 of the National Planning Policy Framework is clear that Local Green Space designation should only be used where the green area concerned is not an extensive tract of land. Consequently blanket designation of open countryside adjacent to settlements will not be appropriate. In particular, designation should not be proposed as a 'back door' way to try to achieve what would amount to a new area of Green Belt by another name.

Is there a minimum area?

Paragraph: 017 Provided land can meet the criteria at paragraph 77 of the National Planning Policy Framework there is no lower size limit for a Local Green Space.

What about public access?

Paragraph: 018 Some areas that may be considered for designation as Local Green Space may already have largely unrestricted public access, though even in places like parks there may be some restrictions. However, other land could be considered for designation even if there is no public access (e.g. green areas which are valued because of their wildlife, historic significance and/or beauty).

Designation does not in itself confer any rights of public access over what exists at present. Any additional access would be a matter for separate negotiation with land owners, whose legal rights must be respected.

What about public rights of way?

Paragraph: 019 Areas that may be considered for designation as Local Green Space may be crossed by public rights of way. There is no need to designate linear corridors as Local Green Space simply to protect rights of way, which are already protected under other legislation.

Does land need to be in public ownership?

Paragraph: 020 A Local Green Space does not need to be in public ownership. However, the local planning authority (in the case of local plan making) or the qualifying body (in the case of neighbourhood plan making) should contact landowners at an early stage about proposals to designate any part of their land as Local Green Space. Landowners will have opportunities to make representations in respect of proposals in a draft plan.

Would designation place any restrictions or obligations on landowners?

Paragraph: 021 Designating a green area as Local Green Space would give it protection consistent with that in respect of Green Belt, but otherwise there are no new restrictions or obligations on landowners.

Who will manage Local Green Space?

Paragraph: 022 Management of land designated as Local Green Space will remain the responsibility of its owner. If the features that make a green area special and locally significant are to be conserved, how it will be managed in the future is likely to be an important consideration. Local communities can consider how, with the landowner's agreement, they might be able to get involved, perhaps in partnership with interested organisations that can provide advice or resources.

Can a Local Green Space be registered as an Asset of Community Value?

Paragraph: 023 Land designated as Local Green Space may potentially also be nominated for listing by the local authority as an Asset of Community Value. Listing gives community interest groups an opportunity to bid if the owner wants to dispose of the land.

Appendix 3

Local Green Space Policy - 2014 Draft Policies and Designations Document

8.21 Local Green Space

Within the Local Green Space permission will not be given for inappropriate development unless very special circumstances can be demonstrated that clearly outweigh the harm by reason of inappropriateness or any other harm, including its 'special characteristics'

The construction of new buildings or extensions to buildings on land falling within these areas will be inappropriate, unless it is for the following purposes:

- i. appropriate facilities for outdoor sport and outdoor recreation and cemeteries which preserve the openness of the Local Green Space;
- ii. extension or alteration of a building that it does not result in disproportionate additions over and above the size of the original building;
- iii. the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces

Supporting Text

The National Planning Policy Framework (NPPF) introduced the Local Green Spaces designation which enables local communities to protect local green areas. The NPPF advises that Local Green Space will not be appropriate for most green areas or open space and should be consistent with the planning of sustainable development and complement investment in sufficient homes, jobs and other essential services

Such designations should only be used for open spaces in reasonably close proximity to the community they serve and where they are demonstrably special to the local community and hold a particular local significance. Such designations, which will rule out development other than in very special circumstances, consistent with the policy for Green Belts, should only occur through the Local Plan process and should be capable of enduring beyond the end of the plan period.

Proposed Draft Local Green Space Policy

Local Green space is green or open space which has been demonstrated to have unique special qualities and hold particular significance to the local community which it serves.

Development which causes harm to the “unique special qualities” of Local Green Space as defined within its Statement of Significance but is otherwise policy compliant will be considered inappropriate and planning permission will only be granted in very special circumstances.

Supporting Text

The following sites are designated as Local Green Space in the Local Plan:

- 1
- 2
- 3

Local Green Spaces are green and or open spaces which have been demonstrated to have particular value and significance to the local community which they serve for reasons set out in their Statement of Significance: These will be material to the consideration of any application for development. “In a designated Local Green Space, proposals which comply with other relevant policies and designations will only be appropriate where they do not harm the special qualities of the site as defined within its Statement of Significance. Development which is likely to cause harm will only be acceptable in very special circumstances where benefits can be demonstrated to significantly outweigh the harm.

Appendix X sets out the criteria and the methodology which was used to assess and designate Local Green Spaces alongside a Statement of Significance setting out the ‘special characteristics ‘and a location map for each site designated. Where a Neighbourhood Plan proposes to include Local Green Space it will be expected to use the same criteria and methodology for designation. This is to ensure that the criteria is consistently be applied between sites put forward for the Local Green Space designation, unless there are justified reasons for an alternative approach, and to ensure that Neighbourhood Plans remain in general conformity with Bromley’s Local Plan.

Appendix 4

Local Green Space – Consultation Form -

Do you have any comments about Bromley's Draft Local Green Space Policy?

Do you have any comments about Bromley's proposed criteria for the assessment of Local Green Space?

Appendix 5

Local Green Space Site Application Form

You are required to fill the following Local green Space site submission form.

- **Fields marked with *.** Further guidance regarding the information to provide within these fields is provided in the guidance note at the following [\[link\]](#).

Site Details		
1*	Site Name Site Address
2	Site Ward
3*	Site Size (ha)
4*	Site Owner details (if known)	<p><i>Are you the owner of the site?</i></p> <p style="text-align: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><i>If no, please provide the site owner's details....</i></p> <p>Name:</p> <p>Address:.....</p> <p>Postcode:.....</p> <p><i>and answer the following questions:</i></p> <p><i>Is the site owner aware of the proposal to designate the land?</i></p> <p style="text-align: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></p>

Is the site owner supportive of the proposal to designate the land? Yes
No

Please provide details of any discussions held with the landowner.

.....
.....
.....

5*

Accessibility

Is the site accessible by the public? Yes
No

Please provide details of existing accessibility arrangements :

.....
.....
.....

Applicant Details

6*

Applicant Name

.....

Organisation Name (if different)

.....

Telephone Number

.....

Email Address

.....

Address (inc. Postcode)

.....

7*

Community Support

Which community(ies) is/are served by the special qualities of the site?.....

.....
.....

Please explain the nature of the evidence showing that the local community served by the site supports its designation as Local Green Space (please send the full body of your evidence by email to ldf@bromley.gov.uk)

	
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Site Planning Details		
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8*	Current Planning Applications /permissions	REF:
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9*	Planning Designations	
-----------	------------------------------	--

Statement of Significance		
----------------------------------	--	--

10*	Please explain how you consider the site to have “demonstrably special value” and to hold “particular local significance” for your local community because of “ <i>unique special qualities</i> ” (please continue on a separate sheet of paper if necessary)	
------------	---	--

11*	Please explain how you consider the site to be “ <u>Local in Character</u> ”	
------------	--	--

Management of the site

12* Please explain how the site's "demonstrably unique special qualities" as described in your Statement of Significance will be able to be maintained and managed during the local plan period.

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Report No.
DRR15/109

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **Development Control Committee**

Executive

Date: **10th December 2015**
13th January 2015

Decision Type: Non-Urgent Executive Non-Key

Title: **REVISIONS TO THE STATEMENT OF COMMUNITY INVOLVEMENT (SCI)**

Contact Officer: Mary Manuel, Head of Planning Strategy and Projects
Tel: 020 8313 4303 E-mail: mary.manuel@bromley.gov.uk

Chief Officer: Chief Planner

Ward: (All Wards);

1. Reason for report

This report seeks Members agreement to publish the revised draft Statement of Community Involvement (SCI) for public consultation for a period of six weeks. The current SCI was adopted in 2006. Since its adoption, there have been a number of changes to the planning system including the removal of need for an SCI to be subject to examination, the publication of the National Planning Policy Framework (NPPF) and the Town and Country Planning (Local Planning) (England) Regulations 2012. The SCI has been amended to reflect these changes along with technological advances in the way we consult and the pressure on resources.

2. **RECOMMENDATION(S)**

That Development Control Committee:

2.1 **Endorse Appendix 1 as the draft Statement of Community Involvement (SCI) for the Executive to agree for public consultation.**

That the Executive:

2.2 **Consider the comments from the Development Control Committee with regard to the draft Statement of Community Involvement (SCI).**

2.3 **Agree Appendix 1 as the draft SCI document for consultation.**

Corporate Policy

1. Policy Status: Not Applicable
 2. BBB Priority: Quality Environment Vibrant, Thriving Town Centres:
-

Financial

1. Cost of proposal: Estimated Cost No additional costs
 2. Ongoing costs: Non-Recurring CostN/A
 3. Budget head/performance centre: Local Plan Implementation budget
 4. Total current budget for this head: £31k
 5. Source of funding: Existing revenue budget for 2015/16
-

Staff

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

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? Not Applicable
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 The Council adopted the current Statement of Community Involvement (SCI) in 2006, when it was one of the statutory documents required to be produced as part of the plan-making process. Despite changes to the need for independent inspection, the SCI remains a legal requirement and sets out the Council's approach to the consultation undertaken as part of the planning application process as well as the Local Plan process.
- 3.2 Since 2006, a number of legislative and regulatory changes have taken place such as the Localism Act 2011, the Town and Country Planning (Development Management Procedure) (England) Order 2010, the Town and Country Planning (England) Regulations 2012, the National Planning Policy Framework (NPPF) 2012 and the Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2013.
- 3.3 In addition to the legislative and regulatory changes, the consultation techniques need to be updated in the light of technological advances and other changes over the years – for example, we can no longer provide copies of documents on audio cassette. On the other hand, more residents are using the internet and social media.
- 3.4 Finally, the draft recognises the financial constraints under which the council is operating and suggests that resource intensive consultation techniques, such as focus groups and public meetings should be subject to criteria such as appropriateness and the availability of staffing and financial resources.
- 3.5 The revised SCI includes only slight changes to the way the Council intends to involve the community in dealing with planning applications, including the role of developers in that process. Paragraph 155 of the National Planning Policy Framework (NPPF) mentions that early and meaningful engagement should be used to consult with the community. The SCI suggests that developers with “significant” planning applications will need to engage the community with pre application consultation. Significant applications are those which are likely to produce significant public interest or controversy or likely to have a significant physical impact on the surrounding area.
- 3.6 The 2006 SCI was produced under the Planning and Compulsory Purchase Act (2004). Since adoption, the Planning Act (2008), Localism Act (2011) and associated Regulations have come into force and have introduced changes to the way Local Plan Documents are produced. The key amendments are summarised below:
- removal of the statutory requirement of the Preferred Options stage for the production of Local Plan Documents
 - introduction of a flexible participation stage as appropriate to the issues covered by the Local Plan Documents
 - removal of the requirement for the SCI to be subject to specific consultation stages independent examination and to be listed in the Local Development Scheme (LDS)
 - removal of the requirement for Supplementary Planning Documents (SPDs) to be subject to Sustainability Appraisal (except in the cases where the appraisal of the parent Development Plan Document has not covered all issues) and to be listed in the LDS
 - the introduction of Neighbourhood Planning – including publicity and consultation arrangements
 - the introduction of The Duty to Cooperate with named bodies and other local planning authorities
 - the introduction of the Community Infrastructure Levy.

- 3.8 The revised draft SCI has been written to address these changes and sets out the different stages of plan preparation, consultation arrangements and techniques for community engagement.
- 3.9 It is planned to consult with the public in early 2016 using the following consultation techniques:
- Council website
 - Press releases
 - Consultation portal
 - Notification by email or letter to people and organisations on our consultation database
 - Social media

4. POLICY IMPLICATIONS

- 4.1 The SCI is a legally required document which sets out how a local planning authority proposes to engage with stakeholders and residents in the development plan-making process and planning application process. An up to date revised Statement of Community Involvement will provide clarity on how engagement will be undertaken with residents and stakeholders and that minimum requirements are met.

5. FINANCIAL IMPLICATIONS

- 5.1 The cost of officer time and public consultation costs on the Revised Statement of Community Involvement will be funded from within the existing Development Plan budget. There are no expected additional costs to the council arising from the adoption of the SCI.

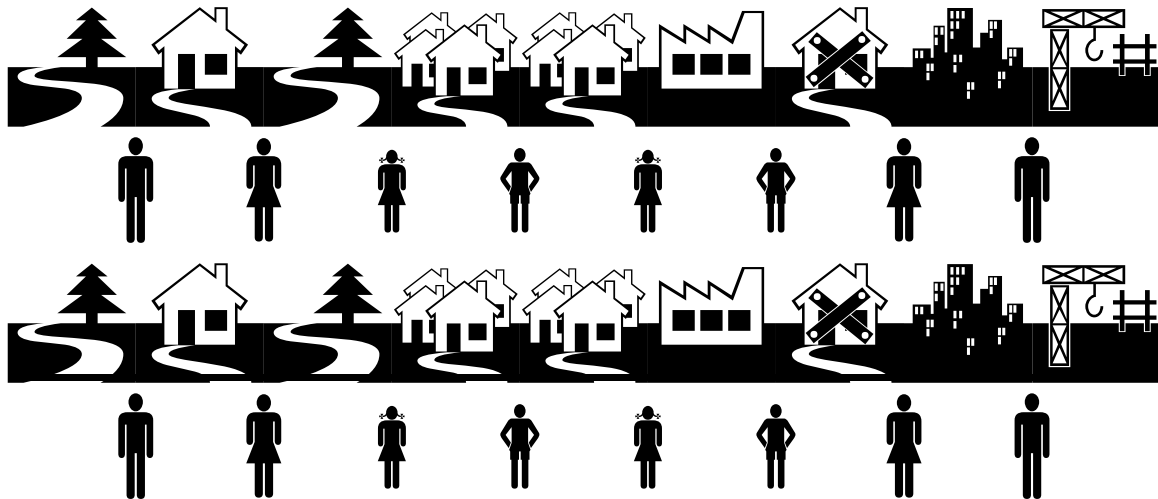
6. LEGAL IMPLICATIONS

- 6.1 The Planning and Compulsory Purchase Act 2004 (as amended) requires local planning authorities to produce a statement of community involvement.
- 6.2 There is no legal requirement to consult on a draft SCI but it is good practice to do so, particularly as the subject matter of the document is community involvement.

Non-Applicable Sections:	PERSONNEL IMPLICATIONS
Background Documents: (Access via Contact Officer)	Adopted Statement of Community Involvement 2006

Planning Division

Draft for consultation Statement of Community Involvement



Adopted September 2006

Revised xxxx 2016

This document is available in large copy prints and electronic format. If you require the document in another format please contact the team below and we will try to tailor our communications; where appropriate and where we can.

Planning Strategy and Projects Team
Planning Division
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Stockwell Close,
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 020 8313 4730

 ldf@bromley.gov.uk

CONTENTS

- 1 Introduction**
 - The original 2006 document
 - The amended document
- 2 Engaging the Community**
 - Changes to the planning system
 - Preparing the Statement of Community Involvement
- 3 Involving the Community in Policy Planning**
 - Existing methods
 - Introduction
 - Types of groups to be approached
 - How information will be made known
 - How the community will be involved in producing a Development Plan Document
 - How the Community will be involved in producing Supplementary Planning Documents
 - Sustainability Appraisal
 - Resources and Management of the Process
 - How the Council will acknowledge and report back on representations
- 4 Involving the Community in Planning Application Decisions**
 - Introduction
 - What are “significant” applications?
 - Pre-application discussions and early community consultation
 - What we do when a planning application is received
 - What happens if amendments are made?
 - What involvement is there when an application is being determined?
 - How else do we involve the community?
- 5 Planning Aid for London**
- 6 Monitoring and Review**
- 7 Financial and Legal Considerations**
- 8 Conclusion**
- 9 APPENDICES**

INTRODUCTION

The intention of this document is to outline the Council’s standards for community participation in the planning process and to identify the ways we will achieve these standards. It is part of the Planning Division’s wider engagement strategy that aims to involve the community more comprehensively in the entire planning process.

The Statement of Community Involvement is a statutory document required under the Planning and Compulsory Purchase Act 2004 (as amended) and this revised version takes into consideration later Legislation and Regulations such as the [Localism Act 2011](#), [the Town and Country Planning \(Development Management Procedure\) \(England\) Order 2010](#), [the Town and Country Planning \(England\) Regulations 2012](#) and the [National Planning Policy Framework \(NPPF\) 2012](#).

This document explains how the London Borough of Bromley may involve the community in planning issues relating to planning applications and the preparation of Local Development Documents. It indicates when and how you can get involved in planning matters, and what to expect from us when you do so.

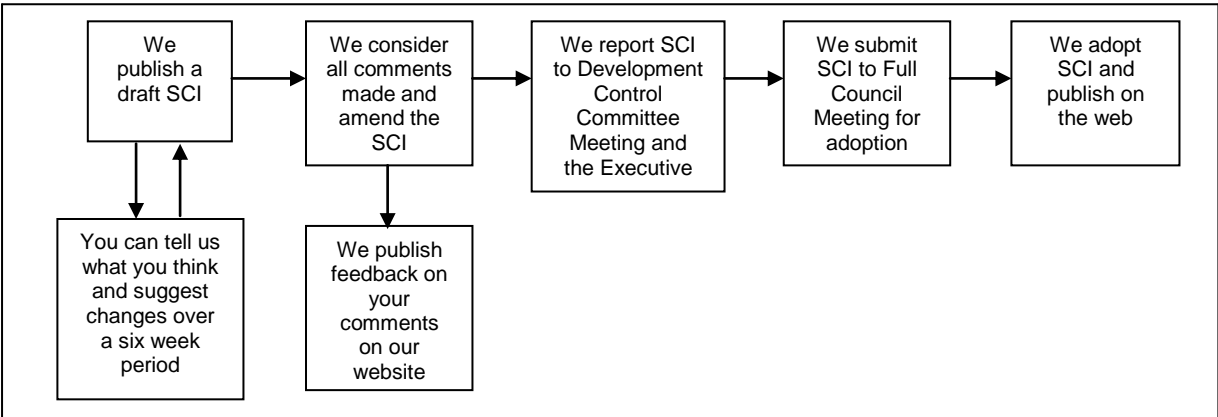
The Original 2006 document (Background information)

The Council’s first SCI was prepared in 2005 and it sought the views of around 1100 local organisations, interested parties and statutory consultees on the consultation methods used by the Planning Division in the past and on the proposed methods outlined in the draft Statement of Community Involvement and preferred methods of consultation. The Public consultation ran between 25th November 2005 and 6th January 2006. At that time approval from the Secretary of State was required and the document was sent to the Secretary of State for independent inspection. Following the Planning Inspector’s recommendations the document was adopted by the Council.

The Amended Document

The Council has prepared a revised SCI which will be subjected to a six week consultation period. A copy of the comments received and officer responses will be published in a Consultation Statement which will be available on the Council’s website. The document will not be considered by an inspector on behalf of the Secretary of State as the requirement was amended in the 2008 Planning Act. The diagram below shows how people and organisations will get involved.

Diagram 1: Statement of Community Involvement (SCI): Main preparation stages and opportunity to get involved



2 ENGAGING THE COMMUNITY

The planning system affects everyone in Bromley. It plays a vital role in modern society by shaping the places where we live, work, visit and learn, as well as helping to protect the environment around us in order to secure its future. The local community is an integral part of this system and has the opportunity to be actively involved in developing a vision about what the Borough will be like over the years to come and how this can be achieved.

Paragraph 155 of the National Planning Policy Framework (NPPF) mentions that early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses is essential and a wide section of the community should be proactively engaged, so that Local Plans, as far as possible, reflect a collective vision and a set of agreed priorities for development around the Bromley area.

To prepare the SCI, the Council wants to actively consult and involve the community. This provides an opportunity for the community to assess the Council's existing consultation procedures on planning issues and suggest possible improvements or alterations and to update consultation techniques in the light of technological advances – for example, we can no longer provide copies of documents on audio cassette. It also provides an opportunity for the Council to contact the various community groups to see if groups identified on our consultation database are still active and still wish to be involved, if they adequately represent a cross section of the Borough and to identify and target 'hard to reach' groups.

This document forms a major part of the SCI preparation consultation. It sets out an assessment of what the Council currently does in terms of community engagement and an assessment of other methods of consultation. It also makes clear the financial and legal constraints within which the Council must operate.

Changes to the planning system

In 2012, the Government produced revised Local Planning Regulations. These introduced changes such as a simplified plan making process with fewer formal stages. This has prompted the revision of the SCI along with the increased use and availability of electronic communications such as email and the web which allow for easier consultation and engagement.

Other recent legislative changes include:

The **Duty to Co-operate** was established in the Planning and Compulsory Purchase Act 2004 and the [Localism Act \(2011\)](#) establishes a legal principle of co-operation with neighbouring boroughs, the Mayor of London and other authorities and agencies when reviewing policy. This is due to the impact of Local Plans being felt beyond Bromley's boundaries.

Neighbourhood Planning ([General](#)) [Regulations 2012](#), which provide the opportunity for community groups (as designated neighbourhood forums) to prepare their own neighbourhood plans;

Community Infrastructure Levy Regulations (CIL), April 2010 (as amended) which set out the provisions for CIL, the procedures and the bodies to be consulted

during the preparation of a CIL;

The Town and Country Planning (**Development Management** Procedure) (England) Order 1995 (as amended), which sets out the statutory provisions for consultation on planning applications, and specifies the bodies to be consulted, depending on the type of planning application; and

Prior approvals - [The Town and Country Planning \(General Permitted Development\) \(Amendment\) \(England\) Order 2013](#) sets out the requirements for statutory notices to be served on adjacent premises regarding prior approvals for householder extensions.

The SCI review takes on board these changes and new requirements. An updated SCI also provides the opportunity for the Council to improve its approach to community involvement in the light of 'best practice' and experience gained from recent consultations.

3 INVOLVING THE COMMUNITY IN POLICY PLANNING

To be effective consultation needs to be easy and appropriate to a variety of organisations, groups and individuals. This chapter explains which groups will be approached, the manner in which consultation can be carried out, and sets out the overall timing of the process.

Existing methods

The Council already uses a wide range of techniques in order to engage the community. An assessment of the advantages and costs of techniques used in policy preparation and development control are set out in Appendix A.

Introduction

It is the intention to involve the community at an early stage in the preparation of Local Development Documents such as the Local Plan, Area Action Plans, the Policies Map (formerly Proposals Map), Site Allocations and SPDs. A full description of Local Development Documents can be found in Part 3 of [The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#). This is essential to achieve ownership and legitimacy for the policies which will shape the future distribution of uses and development within the borough. Techniques need to be tailored to involve the appropriate parts of the community at the stages when their involvement is relevant and of value.

Types of groups to be approached

The Council is committed to comprehensive consultation and involving as many people and organisations as possible in drawing up its planning policies. The principal groups to be approached are:

- residents (including “hard to reach” groups)
- businesses
- developers/agents/landowners
- central, regional and local government
- statutory bodies and groups
- local strategic partnership
- interest groups, e.g. youth, health care, safety, architectural, environmental
- local community groups / residents associations / faith organisations

To be effective consultation needs to be accessible and appropriate to the needs of the particular group. Therefore innovative approaches may need to be explored, especially in relation to hard to reach groups, such as the young, disabled, local traders and ethnic minorities. These groups have tended to be under represented and therefore proactive consultation techniques may be required to reach them.

How information will be made known

Information relating to the Local Plan process will be made widely available through a variety of methods:

- where possible information will be made available both in paper and electronic formats;
- copies of all documents will be made available to view at the Main Reception of

the Civic Centre, local libraries within the borough (and, if desirable, libraries in nearby authorities) and on the council's website (www.bromley.gov.uk);

- all information can be made available upon request in large print and electronic format. Short documents can be produced in Braille or other languages;
- using existing networks and contacts (both inside and outside the Council) to disseminate information;
- any person who makes a comment will be included on an electronic database and will be automatically kept informed at subsequent stages of the process. In order to aid those who do not have time to regularly check the website an email alert system will be introduced. People can register their email address and when documents are placed on the website they will be informed accordingly to look at the site;

The Council is committed to maximising participation from the community, whilst having to manage the impacts of ever decreasing budget. Particular efforts will be made to engage 'hard to reach' groups that often do not take part in planning consultations. The scale of consultation and the methods used at any particular stage will depend on the:

- appropriateness of the method for that particular consultation;
- nature of topic being considered;
- geographic coverage of the document;
- stage of the planning process reached;
- need for specialist knowledge; and
- availability of staffing and financial resources.

Diagram 2 shows the consultation methods proposed for various types of planning documents

Diagram 2 - Consultation Methods Proposed for Various Local Plan Consultation Stages

Document	Resource Implications	Development Plan Documents e.g. Borough wide Local Plan, Bromley Town Centre Area Action Plan			Community Infrastructure Levy		Supplementary Planning Documents	Article 4 Directions	
		Regulation 18		Regulation 19	Draft	Submission	Consultation Draft	Introduction	Confirmation
Stage of Document		Initial Engagement	Draft Plan	Proposed Submission					
The use of a consultation technique, particularly one with high resource implications, will be used where the need arises depending on the agreed preferences of identified (especially hard to reach) groups, the stage in the plan making process, the staffing and financial resources available and other reasonable issues									
Consultation Methods/Techniques	Council's Website	Low	✓	✓	✓	✓	✓	✓	✓
	Consultation Portal	Medium	✓	✓	✓	✓	✓		
	Available for Inspection	Low	✓	✓	✓	✓	✓		
	Surveys/ Questionnaires	Medium	✓	✓	✓	✓	✓		
	Notification by letter/email	Medium	✓	✓	✓	✓	✓	✓	✓
	Local / Specialist Press	Medium	✓	✓	✓	✓	✓	✓	✓
	Social Media	Low	✓	✓	✓	✓	✓		
	Flyers / Posters / Newsletters	Medium	✓	✓	✓	✓	✓		
	Exhibitions/ Road-shows	High	✓	✓	✓	✓	✓		
	Public Meetings	High	✓	✓	✓	✓	✓		
	Workshop / Planning for Real Exercises	High	✓	✓		✓	✓		
	Contact with hard to reach Groups	Medium	✓	✓	✓	✓	✓		
	Focus Groups	High	✓	✓		✓	✓		
	One to One Sessions	High	✓	✓		✓	✓		

How the community will be involved in producing a Development Plan Document

Development Plan Documents need to follow a statutory process set out in the [Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#), through to adoption as set out in Figure 1 below. Possible consultation methods at each stage are set out in Diagram 2.

Figure 1. Process for Producing a Development Plan Document (DPD)

Stage	Process and Requirements
1. Preproduction evidence gathering	This stage involves the collection of up-to-date information base on a range of social, economic and environmental matters.
2. Preparation of a local Plan (Reg. 18)	<p>The results of Stage 1 will be used to identify the main issues that the plan needs to deal with and the options that are available. An assessment of the plan's social, economic and environmental impacts is also produced at this point, in the form of a Sustainability Appraisal (SA).</p> <p>At this stage, the Council is required to notify each of the specific consultation bodies that is considered may have an interest in the proposed Local Plan, and any general consultation bodies that is considered appropriate, in relation to the subject of the proposed Local Plan, and invite them to make representations.</p> <p>Local residents and businesses may also be informed, and invited to comment. The local authority must take into account any representations received as a result of preparing the Local Plan. Comments will be considered and used to develop the plan</p>
3. Publication of a Local Plan (Reg. 19)	<p>The Council publish the plan in its final version. A more detailed assessment of the plan's social, economic and environmental impact (SA) is also published.</p> <p>A public consultation will be held for a minimum of six weeks.</p> <p>After completing the above requirements, the Council will send a request to the Mayor of London seeking his opinion regarding the conformity of the plan with the London Plan.</p>
4. Submission to the Secretary of State (Reg. 22)	The Council will send the plan and any supporting documents to the Secretary of State to be examined and also notify both specific and general consultation bodies that the documents are available for inspection on the web and in paper form at the Civic Centre and local libraries.
5 Independent Examination (Reg. 24)	<p>An Inspector appointed by the Government will carry out an independent examination of the 'soundness' of the plan.</p> <p>Those who made representations on the plan under Regulation 20 may be allowed to appear in front of the Inspector in person.</p>
6. Publication of the Inspector's Report and Adoption (Regs. 25 & 26).	Following the examination, the Inspector writes a report and decides what changes (if any) need to be made. The recommendations of the Inspector will be published online and the plan will be changed in line with the recommendations. It is this version of the Plan that will be adopted by Full Council.

How the Community will be involved in producing Supplementary Planning Documents

The process for preparing and adopting Supplementary Planning Documents (SPDs) is shorter than for DPDs. SPDs are not subject to Independent Examination. Figure 2 sets out the process for preparation through to adoption in accordance with the statutory process, as set out in in the [Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#). Possible consultation methods at each stage are set out in Diagram 2.

Figure 2. Preparing a Supplementary Planning Document (SPD)

Stage	Process and Requirements
1. Development of evidence base	This stage involves the collection of up-to-date information base on a range of social, economic and environmental matters.
2. Preparation of draft SPD	A draft version of the SPD is produced which is based on the evidence collected at stage 1.
3. Public Participation on the draft SPD (Reg. 12)	Once the draft has been produced, the Council will consult on this document for a period of 6 weeks. Topic specific documents of a specialist nature and few consultees can have a shorter consultation period if deemed necessary. Any representations made will be considered and amendments will be made to the document, where required.
4. Adoption (Reg. 14)	The SPD is adopted in line with Regulation 14

Localism and the Duty to Cooperate

The Localism Act (2011) has introduced the Duty to Co-operate which requires planning authorities and other public bodies to actively engage and work jointly on strategic matters. London is unique in retaining a Regional Spatial Strategy (RSS) in the form of the London Plan which acts to co-ordinate regional policy in London. The Local Plan policies of the London boroughs are required under Section 21 of the Town and Country Planning (Local Planning) (England) Regulations 2012 to be in general conformity with the London Plan. There are a number of issues such as transport, flood risk and waste management that have impacts that cross borough boundaries, for example, waste is taken to landfill sites in Surrey and Bromley’s rivers flow through many borough boundaries before reaching the Thames. The London Plan also establishes the London-wide growth strategy culminating in a hierarchy of designated town centres, identification of key growth points in the form of Opportunity Areas and London-wide approach to industrial land. The Council will explore appropriate approaches to such issues jointly with neighbouring boroughs and public bodies to ensure that strategic priorities are reflected in the Local Plan.

Neighbourhood Plans

The Localism Act 2011 made provision for the preparation of Neighbourhood Plans by communities. Communities can prepare neighbourhood plans to influence the future of their areas. These let people set out their vision for their local area and general planning policies to guide development in their neighbourhood. Neighbourhood Plans can only be prepared by a designated Neighbourhood Forum within a given Neighbourhood Area agreed by the Council following a public consultation.

Neighbourhood Plans must be in conformity with national policy as well as the Development Plans (for example, the Local Plan and the London Plan) that have been adopted by the Local Planning Authority (LPA). Consultation requirements pertaining to Neighbourhood Plans are outlined in The Neighbourhood Planning (General) Regulations 2012.

If you are thinking of preparing a Neighbourhood Plan in your area, please download the [Neighbourhood Planning Guidance](#) on the Government's website or get in touch to discuss your plans and timetable with the Planning Policy Team.

Email ldf@bromley.gov.uk or call 020 8313 4730.

Community Infrastructure Levy

The Community Infrastructure Levy (CIL) is a statutory development charge that came into force on 6 April 2010. The Legislation and accompanying Regulations allow Local Authorities to collect and pool financial contributions from developers to help pay for strategic infrastructure that is necessary to support new development, such as; transport, community and leisure facilities, schools, and public open spaces. Once a local CIL is adopted by the Council, it will work alongside Section 106 agreements as a means for developer financial contributions to be collected to pay for infrastructure needed to support new development. S106 agreements will continue to be used but in more site specific mitigation to manage the impacts of a development scheme. Further information in relation to development of the Council's Community Infrastructure Levy can be found on the Council's website.

Sustainability Appraisal

We will be producing a Sustainability Appraisal in parallel with each document if required. The community and stakeholders will be encouraged to examine our policies and proposals to ensure that they are sustainable.

Resources and Management of the Process

The majority of work involved in undertaking community involvement will be the responsibility of the Planning Policy Section, also known as Planning Strategy and Projects, within the Council's Planning Division. Assistance from other staff within the department and the Corporate Communications Team will be called upon as required. Full use will be made of existing community communication arrangements and press releases

If external consultants are required, the necessary funds will be made available.

In addition existing forums and interest groups will be used to avoid consultation overload.

How the Council will acknowledge and report back on representations

All responses received by letter or e-mail will be acknowledged within 5 working days of receipt.

Anyone making comments on any Local Development Document during the process will be included on the Council's database and will automatically be kept informed at all subsequent stages. A list of consultees (groups, organisations and companies, but not individuals) will be published on the web. The most up to date list will be available for viewing on request.

If you would like to join the LDF Consultee database please email ldf@bromley.gov.uk or telephone **020 8313 4730**.

At the end of each consultation period the Council will analyse the responses and prepare a summary report to be considered by the Development Control Committee. The report will include any proposed actions to be undertaken as a result of your comments. A summary of all comments and subsequent changes will be included in the report. The comments and the reports will be made publicly available both on the website and in hard copy at the Main Reception areas at the Civic Centre and local libraries.

4 INVOLVING THE COMMUNITY IN PLANNING APPLICATION DECISIONS

It is also important that you have an opportunity to be involved in planning applications. This section explains how the Council intends to involve the community in dealing with planning applications, including the role of developers in that process.

Introduction

This Statement of Community Involvement is also important in providing a framework to involve the wider community at an early stage on planning applications. The Council has a duty to consider all valid planning applications it receives, regardless of whether or not they reflect adopted policies. Most people become involved in planning as a result of commenting on or submitting a planning application. In this respect it is important to recognise that “significant” (major) applications subject to wider consultation than those of a minor nature.

What are “significant” applications?

The Government has a definition of “major” applications which includes:

- a residential development for 10 or more dwellings
- residential development on a site of 0.5 hectares or more
- development involving a building(s) with a floor space of 1000 square metres or more
- any other development on a site of 1 hectare or more

It is recognised that not all major planning applications are controversial; indeed many that generate the most public interest are often not major applications. In order to try and overcome this dilemma “significant” planning applications will be identified by the following additional criteria:

- a major application likely to produce significant public interest or controversy;
- an application likely to have a significant physical impact on the surrounding area or could be a potential departure from the adopted Development Plan.

The Chief Planner will decide whether an application is significant or not.

Pre-application discussions and early community consultation

The Council and government advice encourages developers to enter into early discussions before submitting an application, although there is no statutory

requirement for an applicant to do so. It is important that this should include appropriate key consultees such as the Environment Agency or the Highways Authority. At this stage planning officers can advise developers in their opinion whether an application is likely to be “sensitive” and therefore if there is any need for the applicant to undertake additional community consultation.

Before a “significant” application is submitted to the Council, applicants will be expected to:

- contact local residents and interest groups informing them of the development proposed;
- arrange a public meeting or exhibition at a suitable location in close proximity to the application site in order to allow the proposal to be more fully understood by the local community prior to submission.

It will be necessary to:

- submit a brief statement as part of the planning application submission outlining what consultation has taken place, who with, the comments received and how these have been taken into account within the application; and
- attend meetings with local groups that are likely to have an interest in the application proposal.

The Council’s aim is to encourage discussions to take place **before** any “significant” application is submitted in order to try and achieve a degree of consensus and/or at least a clear understanding of what the proposal is trying to achieve. It is, however, important that the impartiality of the Council is maintained in the pre-application process. As far as possible, therefore, the Council’s role will be to maintain a watching brief during the pre-application process. Council officers will therefore not normally be involved in pre-application public consultation documents or meetings.

What we do when a planning application is received

The Council has a range of methods to ensure that submitted applications are brought to the attention of its residents, statutory consultees and other stakeholders. The details of each application are published on Planning Public Access on the Council’s website (www.bromley.gov.uk/planningaccess). The application form, location plan and full plans are available and each application is updated with the decision notice.

The website also provides the opportunity and primary way for anyone to comment on a submitted application.

A weekly list of all valid planning applications received is circulated to councillors and published on the Council’s website via Planning Public Access. The website provides the opportunity to search for an application via the planning application number (supplied in all correspondence) or via the property address.

Advertisements - legislation requires statutory publicity for different types of applications.

The Council produces at least one site notice and an advertisement in a local newspaper for the following types of applications:

- subject to an Environmental Assessment
- development affecting a right of way
- affecting a listed building or conservation area
- departure from the Development Plan
- discretionary advertisements
- development by adjoining planning authorities

Site Notice: site notices are only used in the case of significant applications to provide information for people in the vicinity of a site. It includes information on:

- the nature of the application,
- how to contact the Council,
- how to view plans, and
- the deadline for making comments (usually 21 days from the date of the notice).

Neighbour notification: the occupiers of properties immediately adjoining an application site are notified individually by letter that an application has been received. In some cases letters are sent on a discretionary basis to other nearby properties which may be affected. They are invited to inspect the application and make any written observation. If the occupier is disabled or elderly and unable to get to the Civic Centre, copies of the plans can be provided free of charge if they have no reasonable access to the Council's website.

Legislation does not specify which properties are to be notified and consequently the Council operates a flexible system of consultations, but it is based on a number of important principles:

- significant applications which have a wide public interest will have a wide area of notification;
- all owners or occupiers of properties immediately abutting the site (disregarding any roads) are notified of applications;
- a minimum of 21 days is given for comment.

Comments supporting or objecting to a proposal may be made by anyone regardless of whether they have received a letter or been specifically consulted. The Council, however, can only take into account planning considerations. Comments received must relate to planning matters which include such issues as impact on lighting or highway safety. The following types of concerns are not generally planning considerations and cannot be taken into account:

- Loss of value to property
- Commercial competition
- Loss of a view
- Disturbances during building work
- Land ownership disputes
- Private deeds or covenants
- Where development has already started
- Matters covered by other legislation including licensing or gambling

Comments should be submitted as soon as possible, although the Council will take into account any representations received up to the date on which the decision is made. No application will be determined within a period of 21 days from the date when the consultation letters are sent out (or 14 days for a re-consultation). It may

be necessary, in exceptional circumstances, to write and publish reports for a Planning Committee before the expiration of the 21 days. In such cases, comments not already noted will be reported verbally at the Committee meeting. All comments received are made available for public inspection by prior arrangement on request to the Council and will not be treated as confidential (unless an exemption under the Freedom of Information Act or Environmental Regulations applies).

Statutory consultees: there is a statutory requirement to inform certain consultees of planning applications set out in the [Town and Country Planning \(General Development Procedure\) Order 2015](#). A list is included in Schedule 4 of the order.. The organisations to be consulted will vary with the nature of the proposal and location. Consultees are notified in writing and normally have 21 days in which to respond.

The Council is committed to negotiating improvements to proposals wherever possible and to achieve this it consults a wide range of non-statutory consultees on a range of applications. As a result there is consultation with groups such as the local Wildlife Trust or the council's Heritage and Urban Design Team on applications affecting specific landscape and wildlife interests. Other groups that are regularly consulted are English Nature, the Metropolitan Police and the Advisory Panel for Conservation Areas (APCA) which meets once a month.

What happens if amendments are made?

Although pre-application discussions can help reduce the number of issues which may require addressing once an application has been submitted, sometimes negotiation takes place on applications; particularly major ones. Although there is no legal requirement to do so, the Council endeavours to re-notify if the amendments would materially affect the considered views of interested parties.

What involvement is there when an application is being determined?

Around 90% of the applications submitted to the Council are dealt with through powers delegated to the Chief Planner. This helps to ensure that the majority of applications are dealt with within the statutory period set by the Government. For delegated decisions a summary officer report is displayed on the Planning Public Access website alongside the decision which explains why the decision was made.

The Council has four plans sub-committees allowing a meeting to be held every two weeks and operates a system that allows public speaking at Planning Committee. This gives members of the public the opportunity to comment on applications determined by committee either in support or as an objector. Councillors then consider these comments in determining the application.

The Development Control Committee meets on an approximate 2 monthly cycle and considers the more major or contentious planning applications. As with the sub-committees, the public have an opportunity to comment.

How else do we involve the community?

Councillors are also involved in the consultation process. Councillors receive the weekly list. Members can request copies of documentation or plans relating to individual applications. Residents can speak to their Ward Councillors about planning applications.

An annual Residents Association Seminar is normally hosted by the Planning Division to provide information and updates on planning matters.

5 PLANNING AID FOR LONDON

[Planning Aid for London](#) is a voluntary organisation providing immediate, free and independent professional advice over the telephone on town planning related matters to individuals (and some community groups) who cannot afford consultancy fees. Planning Aid for London can help groups use and influence planning policies, and to draw up their own plans for their area.

The organisation can be contacted at:

Planning Aid for London, c/o TCPA17 Carlton House Terrace, London SW1Y 5AS

Telephone: 03007 729 808

Email: info@planningaidforlondon.org.uk or at planningaidforlondon.org.uk

6 MONITORING AND REVIEW

The Council will monitor the success of the community involvement techniques to determine whether a representative level of public involvement has been achieved. We aim to continually learn about what works and what could work better, and therefore monitoring will be built into each involvement activity.

The monitoring process will seek to determine:

- Is the SCI effective in engaging a range of people?
Indicators: Number of people participating in consultations
 Number of groups participating in consultations
 Number of “hard to reach” people or groups participating in consultations

- The extent to which representations effect change?
Indicator: Number of proposed changes to Local Development Document

- Do participants value their involvement in the process?
Indicators: Number of complaints / negative comments received

- How effective is the use of the website?
Indicators: Number of people logging on for information
 Number of people responding via the website

These indicators will be used to review the SCI and changes will be considered where there has been a particularly low level of community participation. This will be a continuous process to be undertaken by the staff in the Planning Policy Section. The Head of Planning Strategy and Projects will be responsible for this monitoring process.

The success and effectiveness of the Statement of Community Involvement will be reviewed through the Annual Monitoring Report (AMR).

7 FINANCIAL AND LEGAL CONSIDERATIONS

It is important that the Statement of Community Involvement sets out a realistic approach towards community involvement and does not raise expectations, which the Council cannot meet. The legal requirements for consultation and public participation for the Local Development Framework are set out in the Town and Country Planning (Local Planning) (England) Regulations 2012. The Council will meet these minimum requirements and exceed them where possible.

National and regional guidance must also be considered (such as the National Planning Policy Framework (NPPF) 2012 and the London Plan) and will inform the Policy content of the Local Plan.

The Council has set out a timetable for the preparation of policy documents in the Local Development Scheme.

In order to achieve all this, time and cost issues will need to be managed carefully, including staff resources and costs of publicity, venues, external facilitators and so on.

8 NEXT STEPS

This document will be amended in the light of the comments we receive. It will then be adopted at a full Council meeting.

9 APPENDICES

Appendix A: Assessment of advantages and costs of potential methods of consultation which may be used in policy preparation and development control

Appendix B: Glossary

Appendix C: List of all Consultees (to be regularly updated – latest version will be on the Bromley website)

Report No.
DRR15/110

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **Development Control Committee**

Executive

Date: **10th December 2015**
 13th January 2016

Decision Type: Non-Urgent Executive Non-Key

Title: **LOCAL DEVELOPMENT SCHEME 2015-17**

Contact Officer: Mary Manuel, Head of Planning Strategy and Projects
 Tel: 020 8313 4303 E-mail: mary.manuel@bromley.gov.uk

Chief Officer: Chief Planner

Ward: (All Wards);

1. Reason for report

This report seeks Members' agreement to the Local Development Scheme (LDS) for 2015/17 forming Appendix 1 to the report, setting out the revised timescale for the preparation of the Local Plan for the Borough. The current legislative requirements for the LDS are to only include the development plan documents (DPD) which are subject to independent examination which for Bromley will be the borough-wide Local Plan and the review of the Bromley Town Centre Area Action Plan which will follow the adoption of the first document. It also shows an indicative timescale for the preparation of a local Community Infrastructure Levy and a new Planning Obligations Supplementary Planning Document (SPD).

2. **RECOMMENDATION(S)**

Development Control Committee:

2.1 Members are asked to recommend to the Executive that the revised Local Development Scheme for 2015-2017 as set out in Appendix 1 be approved as the formal management document for the production of the Bromley Local Plan.

Executive:

2.2 Members are asked to agree the Local Development Scheme for 2015-2017 as set out in Appendix 1 as the formal management document for the production of the Bromley Local Plan.

Corporate Policy

1. Policy Status: Not Applicable
 2. BBB Priority: Children and Young People Excellent Council Quality Environment Safer Bromley Supporting Independence Vibrant, Thriving Town Centres:
-

Financial

1. Cost of proposal: Estimated Cost Up to £91k
 2. Ongoing costs: Non-Recurring Cost
 3. Budget head/performance centre: Local Plan Implementation budget and carry forward balance
 4. Total current budget for this head: £31k and £60k
 5. Source of funding: Existing revenue budget for 2015/16 and carry forward sum
-

Staff

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

Legal

1. Legal Requirement: Statutory Requirement Non-Statutory - Government Guidance None:
Further Details
 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? Not Applicable
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 The Council is required to publish an up to date Local Development Scheme (LDS), setting out the timescale for the preparation of local development plan documents (DPDs). There is no longer a requirement for the LDS to be submitted to Secretary of State. The last LDS dated February 2015 was agreed by the Council in spring 2015.
- 3.2 The early 2015 LDS showed the consultation on the Draft Site Allocations being undertaken in July/August this year, however it was decided to delay this to September/October and include further policies and designations reflecting in part the changes to the London Plan 2015 and to avoid the main holiday period. The response to the Autumn consultation has been greater than could have been expected with over 1100 responses. It will therefore take longer than anticipated to review and analysis these responses before reporting to Members in the new year and making recommendations for the Draft Local Plan,
- 3.3 However, the revised timescale set shows the Draft Local Plan being consulted on Spring 2016 with submission to the Secretary of State the summer and adoption of the Local Plan by the end of the calendar year. This is in line with the requirement for Local Planning Authorities to have an up-to-date local plan in place in 2017, and if not face potential intervention by the Government as part of its Productivity Plan.
- 3.4 The new LDS included as Appendix 1 seeks to reflect the recent Government planning reforms, anticipate the work involved from further likely changes proposed, the Council's resources and lessons from other authorities and Inspectors' reports regarding timescales, and the increased burden on authorities to demonstrate plans are based on objective and up to date evidence to be found 'sound'. The Local Plan needs to be in conformity with the London Plan which forms part of the Development Plan for the Borough.
- 3.5 At this stage is it difficult to estimate the impact of the Government's Housing Bill, and the resources required to incorporate changes as appropriate within the emerging Local Plan. The Local Development Framework Advisory Panel (LDFAP) has, and will continue to meet regularly to provide guidance and advice with regard to the Local Plan.
- 3.6 The LDS outlines the further evidence required to ensure the Local Plan is 'sound', the risks and measures to mitigate these. The draft LDS also shows the timescale for the preparation of a Bromley Community Infrastructure Levy (CIL). The third set of CIL regulations increased the consultation period for each stage of the preparation of the charging schedule for CIL to six weeks, and again increased the burden for evidence of viability and the proposed infrastructure to be funded based on an up to date development plan. On this basis the LDS shows the CIL Examination following closely after the Local Plan Examination.
- 3.8 The Local Plan will include the vision and objectives for the Borough, planning policies and site allocations. The number of supplementary planning documents will be kept to a minimum but will include, a revised S106 supplementary planning document (SPD) alongside the introduction of a local Community Infrastructure Levy.
- 3.9 Viability work to support the Local Plan and the introduction of a local Community Infrastructure Levy is underway and will help identify the type of development which could be subject to a Local CIL. The Council collected approximately £1.32m in 2014/15 from the Mayoral CIL. On a similar scale of development it is anticipated that Bromley's CIL could secure between £1.3m and £3.8m per annum.
- 3.10 The Local Plan and CIL work is led by the Planning Strategy team which provides the majority of the resources. However, as well as contributions from other Council services, consultants are required to undertake specialist work and this is included in the Local Plan budget. The Council is responsible for paying the cost of the Examinations of the Local Plan and the

Community Infrastructure Levy Charging Schedule which is estimated to be in the region of £40-60k and includes the Inspector and the Programme Officer's costs.

- 3.11 The LDS shows the Bromley Town Centre Area Action Plan (BTCAAP) being reviewed following the adoption of the Borough-wide Local Plan. It will part of the Local Plan as a whole, and if there is a need for an early partial review of the Local Plan on the basis of the emerging new London Plan this could be integrated into the BTCAAP review.

4. POLICY IMPLICATIONS

- 4.1 The Local Plan when 'Adopted' together with the London Plan and the Bromley Town Centre Area Action Plan, will form the Development Plan for the Borough and will set out the policies against which to consider planning applications. The LDS is a procedural document regarding the preparation of the Local Plan. However, the Local Plan is one of the key strategic documents guiding the development of the Borough and helping deliver the 'Building a Better Bromley' priorities.

5. FINANCIAL IMPLICATIONS

- 5.1 The cost of public consultation, related printing and publishing of any Local Plan document will be met from the Local Plan Implementation budget of £31k within Planning Services.
- 5.2 The cost of the examination of the plan in public, any further evidence work required during 2015 and the examination of the CIL charging schedule is expected to cost up to £60k. The Executive agreed to carry forward £60k in June 2015 for the preparation of the Local Plan. This was intended to fund the examination of the plan in public and associated work which is now expected to be undertaken during 2016/17. A request for approval to carry forward this sum will be submitted to the Executive in June 2016.
- 5.3 It should be noted that the precise timing of the examination in public is determined by the Planning Inspectorate and is therefore outside of the Council's control.
- 5.4 The timetable included in Appendix 1 indicates that the Bromley CIL charging schedule should be effective from March/April 2017. With a similar scale of development as in 2014/15, it is anticipated that between £1.3m and £3.8m per annum could be generated by Bromley's CIL towards infrastructure.
- 5.5 Once the local CIL is in place, S106 contributions will mainly be for affordable housing, unless specifically negotiated.

6. LEGAL IMPLICATIONS

- 6.1 The Council has a duty to publish an up to date Local Development Scheme.

Non-Applicable Sections:	PERSONNEL IMPLICATIONS
Background Documents: (Access via Contact Officer)	Report DRR15/021 Local Development Scheme 2015-16 DCC 24 th March 2015 Executive 20 th May 2015.

Appendix 1

London Borough of

BROMLEY

LOCAL DEVELOPMENT SCHEME

December 2015



Introduction**APPENDIX 1**

- 1.1 The Planning and Compulsory Purchase Act 2004 (The Act) requires the Council to prepare and maintain a 'local development scheme'. This document is the revised Local Development Scheme for Bromley, (also referred to as the LDS). It replaces the September 2013 version for Bromley published in Autumn 2013. This version has been prepared with regard to the Act and its associated Regulations which set out what is required of an LDS.
- 1.2 This LDS takes into account the changes in legislation and policy at a national and regional level and the resources available to the Council. It reflects the impact of continued planning reforms, and the Mayor's 2015 London Plan, which when adopted and forming part of the London Plan (as amended) the Local Plan will be required to be in conformity with.
- 1.3 The primary purpose of the LDS is to inform the public about local development plan documents for Bromley and the timescale for their preparation. National Planning Policy Guidance (2014) states that local authorities should publish the timescale on its website and keep this up to date.
- 1.4 Bromley adopted its UDP in 2006, and 'saved' many of its policies in 2009. The Council subsequently worked on its Local Development Framework, and under this system adopted the Bromley Town Centre Area Action Plan and Supplementary Planning Documents for Affordable Housing, and for Planning Obligations. The Council is now preparing Bromley's borough-wide 'Local Plan'.
- 1.5 There are six different types of planning document that could potentially be prepared. Their content varies from policies for the use of land, policies for involving the public in planning, guidance and information and procedural documents.
- Development Plan Documents (DPDs)
 - Neighbourhood Plans
 - Supplementary Planning Documents (SPDs)
 - Community Infrastructure Levy (CIL) Charging Schedule
 - Statement of Community Involvement (SCI)
 - Authority Monitoring Report (AMR)

Development Plan Documents (DPDs) form the Local Plan for the Borough.

- 1.6 The Bromley Local Plan will be the borough-wide DPD which sets out the overarching strategy for the future development of the Borough to 2031-36 and detailed policies to manage new developments and incorporates strategic site allocations supporting its delivery. The Bromley Town Centre Area Action Plan (BTCAAP) is an existing Adopted DPD covering a specific part of the Borough and adopted relatively recently in 2010, and will therefore be reviewed once the Local

Plan is adopted. When reviewed it will form part of the Borough's Local Plan.

- 1.7 The statutory **Development Plan** for Bromley currently comprises the London Plan (2011), the 'saved' policies of the 2006 UDP, and the Bromley Town Centre Area Action Plan.
- 1.8 Local Development Documents must be in 'general conformity' with the London Plan, (the Mayor's Spatial Development Strategy).

Neighbourhood Plans

- 1.9 The Localism Act 2011 makes provision for Neighbourhood Plans, a new type of planning document to be prepared. Neighbourhood Plans are community-led documents which would be initiated through a Neighbourhood Forum and ultimately adopted by the Council as part of its development plan. Neighbourhood Plans have to be in 'general conformity' with strategic policies in the Local Plan for an area, and are subject to independent examination and a referendum.
- 1.10 There are currently no Neighbourhood Forums within the Borough and no proposals for Neighbourhood Plans.

Supplementary Planning Documents

- 1.11 Supplementary Planning Documents are used to amplify planning policy within development plan documents. There is no legal requirement for these to be included within the LDS, and this enables local planning authorities to respond as circumstances change. They do not form part of the 'Development Plan' for the Borough. However, they are considered material considerations and provide additional detail to existing policy in the development plan or national policy. Where it is known they are likely to be prepared within the LDS timescale reference is made to them, but there is scope for additional SPDs to be prepared and information will always be published on the Council's website.
- 1.12 DPDs and SPDs are subject to public consultation. In addition, DPDs are subject to Sustainability Appraisals in their preparation to assess the economic, social and environmental effects of the plans. DPDs are submitted to the Secretary of State and an Examination in Public by a Planning Inspector.
- 1.13 The Town and Country Planning (Local Planning) England 2012 Regulations sets out the revised procedure for the preparation and review of Local Plans.

Community Infrastructure Levy (CIL) Charging Schedule

- 1.14 The Community Infrastructure Levy is a charge that local planning authorities may choose to levy on new development to fund infrastructure required to support growth and the delivery of the Development Plan for the area. To date, LB Bromley has used S106

agreements negotiated with developers to secure funding where needed as appropriate. However, restrictions to the pooling of S106 agreements come into effect from April 2015 to avoid the use of S106 and CIL monies to pay for the same piece of infrastructure. No more than five S106 contributions can be pooled to fund the same type of infrastructure. The CIL Charging Schedule will set out the rates at which CIL will be charged for specific types of development.

Bromley's Current Position

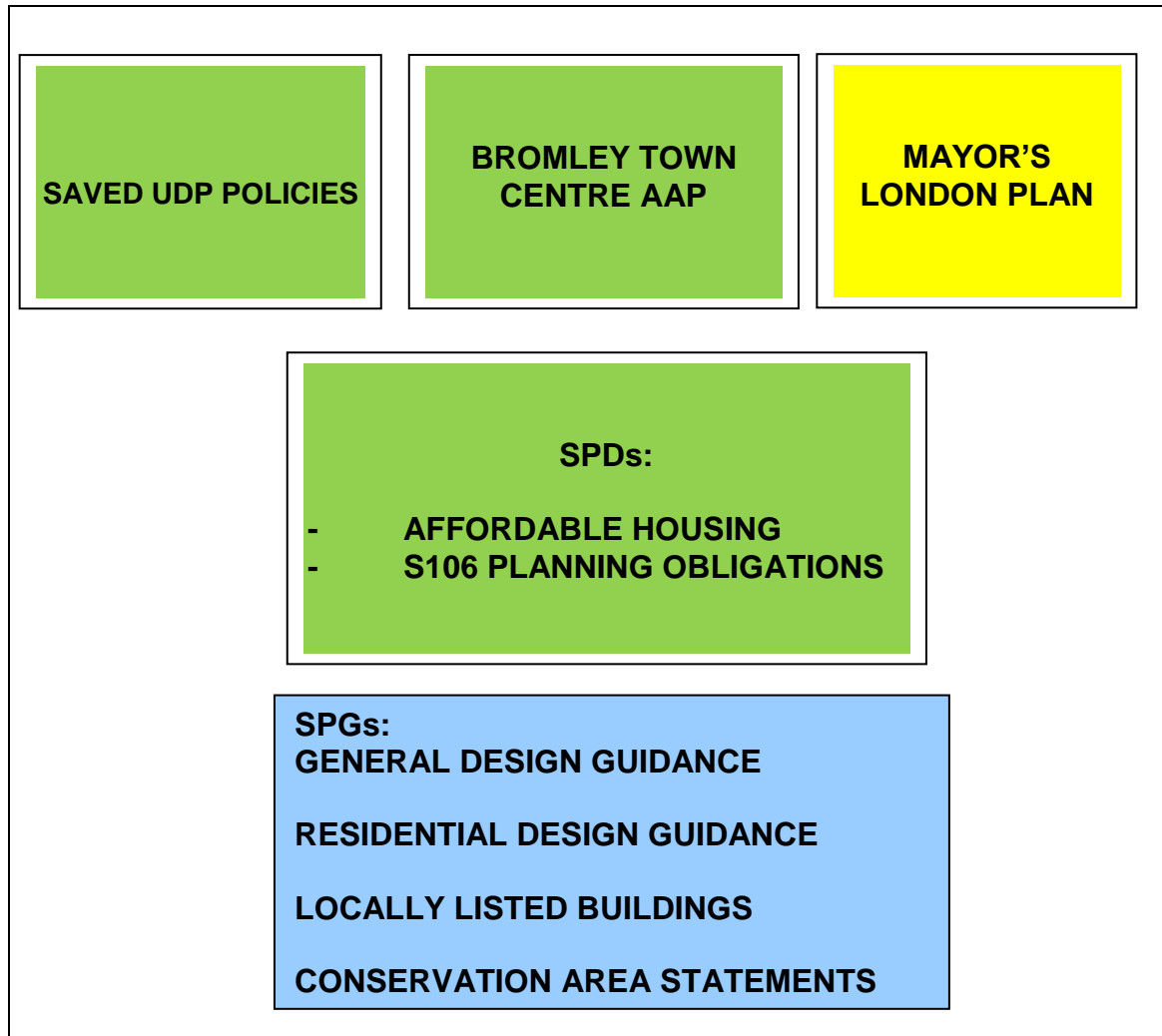
- 2.1 The Council decided to move to preparing a Local Plan in line with the NPPF rather than a Local Development Framework which it started to prepare and adopted some documents.
- 2.2 The current Development Plan for the Borough comprises:
 - 'saved' policies from the 2006 UDP
 - Bromley Town Centre Area Action Plan (2010)
 - Affordable Housing SPD (2010)
 - Planning Obligations SPD (2010)
 - Supplementary Planning Guidance linked to the saved UDP policies
 - The London Plan (2011)
- 2.3 Diagram 1 illustrates this position.
- 2.4 The Development Plan for Bromley currently comprises the London Plan (2015) as amended, and the 'saved' policies from the 2006 Unitary Development Plan.

Saved Policies

- 2.5 The Unitary Development Plan (UDP) 2006 was saved for three years after adoption by virtue of the Planning and Compulsory Purchase Act 2004. The Council sought agreement of the Secretary of State to retain specific policies beyond this period.
- 2.6 The Secretary of State for Communities and Local Government issued a Direction to Bromley that specifies which policies in the UDP can continue to be saved as part of the Development Plan. Appendix 2 lists the policies 'saved'.

Diagram 1

BROMLEY'S DEVELOPMENT PLAN (CURRENT)



STATEMENT OF COMMUNITY INVOLVEMENT

AUTHORITY MONITORING REPORT

LOCAL DEVELOPMENT SCHEME

Supplementary Planning Documents

The Council has two adopted Supplementary Planning Documents: 'Affordable Housing', and 'S106 Obligations'.

Supplementary Planning Guidance

The Council's existing supplementary planning guidance (SPG) can only remain in force while the relevant UDP policies are operational. All are currently linked to 'saved' policies and have been retained as a material

consideration in the determination of planning applications. Table 2 shows the current SPG linkages to 'saved' policies.

Table 1 - Supplementary Planning Guidance

Supplementary Planning Guidance/ Information Leaflets (IL)	Links to saved Unitary Development Plan Policies
General Development Principles	BE1/BE3
Residential Design Extending your homes (IL)	H7/ H8/ H9/ H11
Conservation Area Character appraisals and Guidance	BE9
Shop fronts and security Shutters (IL)	S1/S2/S4/S5/BE9
Archaeology (Fact Sheet)	BE16
Advertisements	BE21

Preparation of the Local Plan

- 3.1 The Council signalled it would move to a Local Plan with the National Planning Policy Framework (2012) and incorporate the work undertaken so far to progress the Local Development Framework. This included the evidence base which continues to be updated as appropriate, and the Core Strategy Issues Document consultation from 2011. With the Bromley Town Centre Area Action (BTCAAP) adopted recently in 2010 it was agreed that it would be reviewed after the adoption of the Borough-wide Local Plan. The Borough-wide Local Plan would therefore only include those elements which required updating, for instance, the Bromley North site (ormer Opportunity Site A); originally included in the Bromley Town Centre Area Action Plan, Policy OSA Bromley North was quashed following a judicial review.
- 3.2 In 2012 the Council undertook consultation on its Local Plan 'Options and Preferred Strategy' in 2014 its 'Draft Policies and Designations' Document. The issuing of the Draft Policies and Designations Document overlapped with the Mayor of London consulting on the Further Alterations to the London Plan in early 2014. The FALP were consolidated into the London Plan 2015 in March 2015. Following the 2015 London Plan, the Council consulted on its Draft Allocations, Further Policies & Designations in September/October 2015. The Council is currently analysing the responses.
- 3.3 The Local Plan when adopted together with the London Plan and the BTCAAP will form the Development Plan for the Borough.
- 3.4 There is a period of transition between the old and new systems. The old system is represented by the 'saved policies of the 2006 adopted Bromley Unitary Development Plan (UDP) and currently these together with the Bromley Town Centre Area Action Plan form the Development

Plan for the Borough together with the London Plan. Appendix 1 sets out the ‘saved’ UDP policies.

Development Plan Documents

- 3.5 Bromley Borough Local Plan – this will set out the spatial vision and strategic objectives, policies for managing development in the Borough, identify the main sites where development or change is anticipated and the proposals map identifying areas designated for protection or where areas where specific policies will apply. It will incorporate the Bromley Town Centre Area Action Plan with any amendments that are made during the Local Plan process.
- 3.6 Bromley Town Centre Area Action Plan, adopted in 2010 it forms part of the broader Local Plan, and will be reviewed following the Borough-wide Local Plan, and will if required, and appropriate an early partial review of the Borough-wide Local Plan.
- 3.7 In addition there will be a Community Infrastructure Levy (CIL) Charging Schedule
- 3.8 The timetable for the production of these three documents is detailed in Tables 2, 3 and 4 and shown in summary on Annex 1. Diagram 2 shows the other documents involved as well.

Diagram 2

BROMLEY’S DEVELOPMENT PLAN (PLANNED)



Supplementary Planning Documents

- 3.9 The LDS is only required to set out the timetable for Development Plan Documents which have to be subject to an Examination in Public. However, the Council considers it useful to indicate the programme for the S106 Planning Obligations Supplementary Planning Documents which will be prepared alongside the introduction of a Bromley Community Infrastructure Levy.

Planning Obligations – The existing SPD will be reviewed in line with the Borough Local Plan and the introduction of the Borough's Community Infrastructure Levy (CIL).

Affordable Housing – It is anticipated that the existing SPD will be reviewed and updated in light of the Borough Local Plan following its adoption.

Character and Design – This would be a new SPD covering in the main the topics covered by the current SPGs regarding General Design and Residential Design and follow on from the Local Plan.

Other Documents

- 3.10 Local Development Scheme This document will be kept under review and progress monitored as part of the Authorities Monitoring Report.

Statement of Community Involvement (SCI) Bromley's Statement of Community Involvement (SCI) was Adopted in 2006. The Council is updating the SCI in line with current good practice This reflects the greater public access to, and use of information technology. Consultation is planned for early 2016 and shown in Annexe 1.

Neighbourhood Plans There are no current proposals for Neighbourhood Plans within the borough.

Authority Monitoring Report An annual AMR is reported to Development Control Committee and in addition monitoring information is made available on the Council's website and updated throughout the year.

Local Development Document Profiles

- 3.11 The following tables outline in detail each document proposed to form part of the Bromley Local Plan.

TABLE 2

TITLE	Borough-Wide Local Plan	
Development Plan Document	YES	
ROLE & CONTENT	<p>The Local Plan will establish the Vision, Key Objectives and Spatial Strategy for the Borough, reflect the spatial aspirations of the Community Strategy and contain a number of core policies and a monitoring and implementation framework.</p> <p>It will address levels of growth and the strategic distribution of development and will include policies addressing key issues and policies to aid the development management process including a clear strategy for the delivery of its objectives.</p> <p>The Local Plan will include a key diagram identifying the spatial elements of the strategy.</p>	
GEOGRAPHICAL COVERAGE	Borough-wide	
Responsibility for Production	Lead	Planning Strategy Team
	Resources	Planning Strategy Team with input from other services as required
	Stakeholder & Community Involvement	Consultation and engagement in line with the SCI
KEY MILESTONES	<ul style="list-style-type: none"> ▪ Consultation on sites assessed as part of the site allocation process. ▪ Consultation on new Local Green Space Designations, ▪ Consultation on revised Statement of Community Involvement ▪ Draft Local Plan pre-submission Consultation ▪ Submission to the Secretary of State and then Examination ▪ Receipt of Inspector's Report ▪ Adoption of the Local Plan by Full Council 	<p>Sept/Oct 2015</p> <p>February/March February/March 2016</p> <p>May/June 2016 Autumn 2016</p> <p>January 2017</p>
REVIEW	The document will be monitored on an annual basis through the Authority Monitoring Reports.	

TABLE 3

TITLE	Community Infrastructure Levy Charging Schedule
Development Plan Document	NO
ROLE & CONTENT	The document will set out the charges to be levied on new development within the Borough.
GEOGRAPHICAL COVERAGE	Borough-wide

BROMLEY LOCAL DEVELOPMENT SCHEME 2015-2017

UDP REPLACEMENT	N/A	
Responsibility for Production	Lead	Planning Strategy Team
	Resources	Planning Strategy Team with input from other services as required
	Stakeholder & Community Involvement	Consultation and engagement as required by the CIL Regulations 2010 (as amended) and in line with the SCI
TIMETABLE & KEY MILESTONES	<ul style="list-style-type: none"> ▪ Preliminary Draft Charging Schedule consultation ▪ Publish draft schedule and consults ▪ Submit for examination ▪ Receipt of Inspector's Report ▪ Adopt Charging Schedule 	
REVIEW	The document will be monitored on an annual basis and will then be the subject of review if the monitoring highlights such a need.	

Table 4

TITLE	Review of Bromley Town Centre Area Action Plan	
Development Plan Document	YES – part of the Local Plan	
ROLE & CONTENT	The revised BTCAAP will form part of the Local Plan, and set out the ambitions and objectives for Bromley Town Centre within the adopted Local Plan vision and spatial strategy. It will set out the future role of the town centre as an Opportunity Area as defined in the 2015 London Plan and emerging Local Plan. It will address levels of growth of retail, office and residential floorspace, while contributing to an enhancement of the character of the town centre. It will revisit and update site allocations within the town centre, and specific policies to aid the development management process.	
GEOGRAPHICAL COVERAGE	Bromley Town Centre	
Responsibility for Production	Lead	Planning Strategy Team
	Resources	Planning Strategy Team with input from other services as required
	Stakeholder & Community Involvement	Consultation and engagement in line with the SCI
KEY MILESTONES	<ul style="list-style-type: none"> • Commence review of the BTCAAP. • Issues and Options report 	<p>Early 2017</p> <p>Spring/Summer 2017</p>
REVIEW	The document will be monitored on an annual basis through the Authority Monitoring Reports.	

Risk Assessment

- 4.1 The Council is required in the LDS to set out a clear timetable for the delivery of the local development documents. Therefore it is important to identify the risks that could affect the work programme shown and to consider how these can be minimised and mitigated. The main issue is the impact the risks could have on the programme, although it is important that the plan progresses in compliance with legislation and regulations and is found 'sound' at its Examination to ensure a robust up to date Local Plan at the end of the process.

Table 4 - Risk Assessment

Risk Identified	Likelihood/Impact	Management Action
New policy guidance being published part way through the plan preparation	Medium/high The Coalition Government has undertaken an extensive reform of the planning system and this is continuing with the 2014 Technical consultation on planning rights. There may be further changes with a new government following the May 2015 General Election.	<ul style="list-style-type: none"> High level policy change is monitored. Plan has to be progressed on the best information available at the time. Seek advice from the GLA, DCLG and Planning Inspectorate as appropriate.
Loss of staff/reduction in staff resources/competing work priorities. Reduced ability of other departments and partners to contribute effectively and in a timely manner.	Medium/high The Council is going through a period of transformation. Loss of experienced staff will impact on the production of local development documents and ability to keep to the timescale. Many partner agencies are also experiencing substantial change and a reduction in resources which may impact on their ability to contribute as planned.	<ul style="list-style-type: none"> Staff input from other departments secured at Chief Officer level Recognition of the importance of the Local Plan and its priority over other work. Focus resources on the Local Plan and minimise non statutory work Use work experience, other planning colleagues to contribute Use consultants for specialist work subject to available funding If necessary and other alternatives exhausted timetable will need to be reviewed.
Need to meet Duty to Co-operate and undertake joint working with other authorities/partners	Medium/medium Other authorities and partners have their own priorities and timetables for development plans which	<ul style="list-style-type: none"> Regular Duty to Co-operate meetings with sub-region Liaison with other authorities and bodies through partnership

	will differ. Inspectors' Reports have highlighted the importance and the extent to which co-operation is expected under this Duty.	groups e.g. Borough Officers Group, Partnership Officer Group, South London Partnership, London Councils as well as co-operating with individual authorities/partners
Insufficient budget for preparation of plans or evidence base work and consultation	Low/high sufficient financial resources are required to prepare local development documents including for consultancy, consultation and the examination process	<ul style="list-style-type: none"> • Budget required for known studies and consultation already built in to Council budget, however, Examination Costs can only be estimated at this time. • CIL costs can be set against future CIL income • Ways to add value to work, e.g through joint commissioning as with South East London Housing Partnership • Ensure future likely examination and associated costs are considered within the Council budgeting process and set aside as far as possible.
Capacity of the Planning Inspectorate and other agencies to support the process	Low/high Decisions taken nationally to change the resources of statutory agencies and their capacity to deal with consultations or the programme Examination process could cause delays	<ul style="list-style-type: none"> • Liaise with Planning Inspectorate in revising the LDS and keep PINS up to date if the timetable changes. • Maintain contact with key agencies to minimise prospect of slippage
Consultation fatigue amongst the public	Medium/high Other parts of the Council and other partner agencies undertake consultation and communities can get 'fatigued' of being consulted.	<ul style="list-style-type: none"> • Evidence to suggest good level of involvement, especially for future stages involving site allocations and planning policies • Keep the public informed of the process . • Link with other Council and partner consultation where possible
Delay due to scale of public response	Medium/high Public Interest particularly in site allocations and detailed policies can be high.	<ul style="list-style-type: none"> • Continue to encourage the public to respond on line to enable easier and effective analysis of responses.
A requirement to carry out further studies in light of the	Medium/High New national, regional policy or guidance, change	<ul style="list-style-type: none"> • Review of progress, changing policies, 'needs' assessment, and land availability

site assessment work or changes in national/regional policy or guidance to ensure that Draft Plan is 'sound'.	in market conditions for instance may mean the Council has to undertake new/additional research or evidence.	
Demand on staff and other resources to inform the preparation of a new London Plan and advance Bromley's position or update the Local Plan and supporting documents in light of the London Plan review.	High The GLA have started preparing evidence for a new London Plan, and are requiring information and contributions from Boroughs.	<ul style="list-style-type: none"> • Early and ongoing discussions with the GLA • Scheduling local evidence gathering and research where possible use london wide data and GLA resources where possible

Local Plan Evidence Base

5.1 Local Development Documents are required to be underpinned by up to date evidence. The Council has undertaken, and where necessary commissioned research to support the preparation of the plan and this is available via the 'bromley.gov.uk' website. However, the Council has an obligation to keep its' evidence up to date and to undertake new studies as necessary and review existing evidence in a timely manner. The GLA is commencing the preparation of a new London Plan, and officers will seek to draw on london evidence where possible, and ensure local evidence is used to state and advance the Borough's position within any new London Plan.

5.2 Further work being undertaken/required includes:

Table 5 - Further Evidence Work

Evidence Area	Current Position	Resources	Timescale
Update to Strategic Flood Risk Assessment	Last Study 2008, Scope of work being prepared	Allocated from Lead Flood Risk Authority funding and staff resources within Planning Strategy	March- May
Open Space Audit Review	Work started	Existing Planning Strategy Budget	Complete January 2016
Further work assessing site constraints potential at the proposed Biggin	Work underway	Existing Planning Strategy Budget	Complete October 2015

Hill Strategic Outer London Development Centre			
Review and update of Employment Land Supply	Complete	Staff resources and Existing Planning Budget	September 2015
Review of retail parades	Started	Staff resources	December 15 – February 2016
Review of Housing Land Availability, as part of the Site Assessment Work	GLA SHLAA 2014 provides the basis of the more detailed borough level work.	Staff resources	Autumn 2015
Waste Technical Paper	Update to demonstrate how requirements can be met	Staff resources	January 2016
Site Allocations	Review of housing, primary and secondary school forecasting to identify provision required,	Staff resources	Autumn 2015 for the Draft Site Allocations
Review of retail demand and supply, offices and other town centre uses.		Staff resources and Existing Planning Budget	2016/17
Local Plan, Affordable Housing and Community Infrastructure Viability Assessment	Commissioned early 2015	Staff resources and Existing Planning Budget	Ongoing to support Local Plan and CIL through to Examination.

Duty to Co-operate

6.1 The Duty to Co-operate was created in the Localism Act 2011, and amends the Planning and Compulsory Purchase Act 2004. It places a legal duty on local planning authorities, county councils in England and public bodies to engage constructively, actively and on an ongoing basis.

6.2 The strategic priorities the Government expects joint working includes where appropriate:

- The homes and jobs needed in the area;
- The provision of retail, leisure and other commercial development

- The provision of infrastructure for transport, telecommunications, waste management, water supply, wastewater, flood risk, and coastal change management, and the provision of mineral and energy (including heat);
 - The provision of health, security, community and cultural infrastructure and other local facilities,; and
 - Climate change mitigation and adaptation, conservation and enhancement of the natural and historic environment, including landscape.)
- 6.3 The Duty to Co-operate covers a number of public bodies in addition to councils. These bodies are set out in Part 2 of the Town and Country Planning (Local Planning) (England) Regulations 2012 and comprise:
- Environment Agency
 - Historic Buildings and Monuments Commission for England (English Heritage)
 - Natural England
 - Mayor of London
 - Civil Aviation Authority
 - Homes and Community Agency
 - Clinical Commissioning Groups
 - National Health Service Commissioning Board
 - Office of the Rail Regulator
 - Highways Agency
 - Transport for London
 - Integrated Transport Authorities
 - Highway Authorities
 - Marine Management Organizations
- 6.4 These bodies are required to co-operate with councils on issues of common concern to developing sound local plans. Local Enterprise Partnerships and Local Nature Partnerships are not covered by the Duty but local planning authorities have to co-operate with LEPs and LNPs having regard to their activities as they relate to Local Plans.
- 6.5 The Council has, and continues to undertake a range of work to ensure the Duty to Co-operate is met. This includes one to one meetings with neighbouring authorities on specific issues, and specific stages in the preparation of respective development plan documents, meeting with groups of authorities, for instance South East London boroughs, boroughs adjoining Crystal Palace, participating in London wide initiatives and Bromley's non-London neighbouring authorities,. These include adjoining parishes, Dartford, Sevenoaks and Tandridge Councils, and Kent and Surrey County Councils.
- 6.6 Specific work is undertaken on a cross borough basis, for instance, the joint Strategic Housing Market Assessment undertaken jointly with Bexley, Southwark, Greenwich and Lewisham, as the five boroughs that make up the established South East London Housing Market Area. Working with authorities and other partners through Biggin Hill Consultative Committee and the Locate Initiative are also examples of the Duty to Co-operate.

Appendix 2

'Saved' policies from the 2006 UDP

Housing policies

- H1 Housing Supply
- H2 Affordable Housing
- H3 Affordable Housing – payment in lieu
- H4 Supported Housing
- H6 Gypsies and Travelling Show People
- H7 Housing Density and Design
- H8 Residential Extensions
- H9 Side Space
- H10 Areas of Special Residential Character
- H11 Residential Conversions
- H12 Conversion of Non-Residential Buildings to Residential Use
- H13 Parking of Commercial Vehicles

Transport policies

- T1 Transport Demand
- T2 Assessment of Transport Effects
- T3 Parking
- T4 Park and Ride
- T5 Access for People with Restricted Mobility
- T6 Pedestrians
- T7 Cyclists
- T8 Other Road Users
- T9 Public Transport
- T10 Public Transport
- T11 New Accesses
- T12 Residential Roads
- T13 Unmade Roads
- T14 Unadopted Highways
- T15 Traffic Management
- T16 Traffic Management and Sensitive Environments
- T17 Servicing of Premises
- T18 Road Safety

Conservation and the Built Environment

- BE1 Design of New Development
- BE2 Mixed Use Development
- BE3 Buildings in Rural Areas
- BE4 Public Realm
- BE5 Public Art
- BE7 Railings, Boundary Walls and Other Means of Enclosure
- BE8 Statutory Listed Buildings
- BE9 Demolition of a listed building
- BE10 Locally Listed Buildings
- BE11 Conservation Areas
- BE12 Demolition in conservation areas
- BE13 Development adjacent to a conservation area
- BE14 Trees in Conservation Areas
- BE15 Historic Parks and Gardens
- BE16 Ancient Monuments and Archaeology
- BE17 High Buildings
- BE18 The Skyline
- BE19 Shopfronts
- BE20 Security Shutters

BE21 Control of Advertisements, Hoardings and Signs
BE22 Telecommunications Apparatus
BE23 Satellite Dishes

The Natural Environment

NE1 Development and SSSIs
NE2 Development and Nature Conservation Sites
NE3 Nature Conservation and Development
NE4 Additional Nature Conservation Sites
NE5 Protected Species
NE6 World Heritage Site
NE7 Development and Trees
NE8 Conservation and Management of Trees and Woodlands
NE9 Hedgerows and Development
NE11 Kent North Downs Area of Outstanding Natural Beauty
NE12 Landscape Quality and Character

Green Belt and Open Space

G1 The Green Belt
G2 Metropolitan Open Land
G3 National Sports Centre Major Developed Site
G4 Extensions/Alterations to Dwellings in the Green Belt or on Metropolitan Open Land
G5 Replacement Dwellings in the Green Belt or on Metropolitan Open Land
G6 Land Adjoining Green Belt or Metropolitan Open Land
G7 South East London Green Chain
G8 Urban Open Space
G9 Future Re-Use of Agricultural Land
G10 Development Related to Farm Diversification
G11 Agricultural Dwellings
G12 Temporary Agricultural Dwellings
G13 Removal of Occupancy Conditions
G14 Minerals Workings
G15 Mineral Workings – Associated Development

Recreation, Leisure and Tourism

L1 Outdoor Recreation and Leisure
L2 Public Rights of Way and Other Recreational Routes
L3 Horses, Stabling and Riding Facilities
L4 Horses, Stabling and Riding Facilities – joint applications
L5 War Games and Similar Uses
L6 Playing Fields
L7 Leisure Gardens and Allotments
L8 Playing Open
L9 Indoor Recreation and Leisure
L10 Tourist-Related Development – New Development
L11 Tourist-Related Development – Changes of Use

Business and Regeneration

EMP1 Large Scale Office Development
EMP2 Office Development
EMP3 Conversion or redevelopment of Offices
EMP4 Business Areas
EMP5 Development Outside Business Areas
EMP6 Development Outside Business Areas – non conforming uses
EMP7 Business Support
EMP8 Use of Dwellings for Business Purposes
EMP9 Vacant Commercial Sites and Premises

Town Centres and Shopping

- S1 Primary Frontages
- S2 Secondary Frontages
- S3 The Glades
- S4 Local Centres
- S5 Local Neighbourhood Centres, Parades and Individual Shops
- S6 Retail and Leisure Development – existing centres
- S7 Retail and Leisure Development – outside existing centres
- S8 Petrol Filling Stations
- S9 Food and Drink Premises
- S10 Non-Retail Uses in Shopping Areas
- S11 Residential Accommodation
- S12 Markets
- S13 Mini Cab and Taxi Offices

Biggin Hill

- BH1 Local Environment
- BH2 New Development
- BH3 South Camp
- BH4 Passenger Terminal/Control Tower/West Camp (Area 1)
- BH5 Former RAF Married Quarters (Area 2)
- BH6 East Camp
- BH7 Safety
- BH8 Noise Sensitive Development

Community Services

- C1 Community Facilities
- C2 Communities Facilities and Development
- C4 Health facilities
- C5 Facilities for Vulnerable Groups
- C6 Residential Proposals for People with Particular Accommodation
- C7 Educational and Pre-School Facilities
- C8 Dual Community Use of Educational Facilities

Environmental Resources

- ER2 Waste Management Facilities
- ER9 Ventilation
- ER10 Light Pollution
- ER11 Hazardous Substances
- ER16 The Water Environment
- ER17 Development and the Water Environment

Implementation

- IMP1 Planning Obligations

Annexe 1

Revised Provisional Timetable for the Preparation of the Local Plan and Community Infrastructure Levy

	2015						2016												2017											
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Borough-wide local plan including spatial, strategic, and detailed development policies and site allocations			Sites Consultation					Local Green Space Consultation			Formal pre-submission consultation 'Draft Local Plan				S					A										
Review of Bromley Town Centre Area Action Plan																				Start BTCAAP Review							Issues and Options consultation			
Bromley Preparation of Community Infrastructure Changing Schedule										Preliminary Draft Charging Schedule Consultation						Draft Charging Schedule Consultation			S		A									
SPD Planning Obligations & Affordable Housing																Draft SPD Consultation					A									
Revised Statement of Community Involvement							Consultation revised SCI			A																				

Notes

'S' refers to Submission to the S/S for examination

'A' refers to Adoption by the Council.

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