



THE LONDON BOROUGH
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DATE: 16 January 2018

To: Members of the
**RENEWAL AND RECREATION POLICY DEVELOPMENT AND SCRUTINY
COMMITTEE**

Councillor Michael Rutherford (Chairman)
Councillor Julian Benington (Vice-Chairman)
Councillors Vanessa Allen, Douglas Auld, Nicholas Bennett J.P., Alexa Michael,
Sarah Phillips, Teresa Te and Michael Tickner

Non-Voting Co-opted Members
Nicolas Weaks, Bromley Youth Council

A meeting of the Renewal and Recreation Policy Development and Scrutiny
Committee will be held at Bromley Civic Centre on **WEDNESDAY 24 JANUARY
2018 AT 7.00 PM**

MARK BOWEN
Director of Corporate Services

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

PART 1 AGENDA

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

STANDARD ITEMS

- 1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 2 DECLARATIONS OF INTEREST**

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

In accordance with the Council's Constitution, questions to this Committee must be received in writing 4 working days before the date of the meeting. Therefore please ensure questions are received by the Democratic Services Team by 5 pm on Thursday 18 January 2018.

a QUESTIONS FOR THE RENEWAL AND RECREATION PORTFOLIO HOLDER

b QUESTIONS FOR THE CHAIRMAN OF RENEWAL AND RECREATION PDS COMMITTEE

4 MINUTES OF THE RENEWAL AND RECREATION PDS COMMITTEE MEETING HELD ON 1 NOVEMBER 2017 (Pages 5 - 18)

5 MATTERS ARISING FROM PREVIOUS MINUTES AND UPDATES

There are no matters outstanding from previous minutes.

HOLDING THE RENEWAL AND RECREATION PORTFOLIO HOLDER TO ACCOUNT

6 PRE-DECISION SCRUTINY OF RENEWAL AND RECREATION PORTFOLIO REPORTS

Portfolio Holder decisions for pre-decision scrutiny.

7 CAPITAL PROGRAMME MONITORING - 2ND QUARTER 2017/18 (Pages 19 - 26)

POLICY DEVELOPMENT AND OTHER ITEMS

8 DRAFT 2018/19 BUDGET (Pages 27 - 42)

9 CONTRACT REGISTER (Pages 43 - 50)

10 BROMLEY MARKET REORGANISATION AND OPERATION (Pages 51 - 66)

11 TOWN CENTRES DEVELOPMENT PROGRAMME UPDATE (Pages 67 - 74)

12 PRIVATE SECTOR TALL BUILDINGS UPDATE (Pages 75 - 82)

13 RENEWAL AND RECREATION PDS COMMITTEE WORK PROGRAMME (FEBRUARY-APRIL 2018) (Pages 83 - 88)

PART 2 (CLOSED) AGENDA

14 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

15 EXEMPT MINUTES OF THE RENEWAL AND RECREATION PDS COMMITTEE HELD ON 1 NOVEMBER 2017 (Pages 89 - 90)

16 CONTRACT REGISTER - PART 2 (Pages 91 - 92)

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

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RENEWAL AND RECREATION POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 1 November 2017

Present:

Councillor Michael Rutherford (Chairman)
Councillor Julian Benington (Vice-Chairman)
Councillors Vanessa Allen, Nicholas Bennett J.P., Alexa Michael,
Sarah Phillips, Teresa Te and Michael Tickner

Nicolas Weaks, Bromley Youth Council

Also Present:

Councillor Hannah Gray and Councillor Peter Morgan

26 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

An apology for absence was received from Councillor Douglas Auld.

27 DECLARATIONS OF INTEREST

Referring to Item 6a (Mytime Active Annual Report 2016-17), Councillor Bennett declared he was a Member on Mytime Active's Board of Trustees. Councillor Bennett left the table and did not take part during consideration of the Item.

Councillors Allen and Michael declared they were members of Mytime Active.

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

28a QUESTIONS FOR THE CHAIRMAN OF RENEWAL AND RECREATION PDS COMMITTEE

No questions were received.

28b QUESTIONS FOR THE RENEWAL AND RECREATION PORTFOLIO HOLDER

No questions were received.

**29 MINUTES OF THE RENEWAL AND RECREATION PDS
COMMITTEE MEETING HELD ON 5 JULY 2017**

Minute 8 – Crystal Palace Park: Regeneration Plan (page 8)

The Director of Regeneration confirmed that the Crystal Palace Park Project Executive Board would continue with Councillor Angela Wilkins as a Member. The new Shadow Board was a charitable organisation and a separate entity to the Council. Any Councillor representation would, therefore, need to be discussed.

RESOLVED that the Minutes of the meeting held on 5 July 2017 be confirmed and signed as a correct record.

30 MATTERS ARISING FROM PREVIOUS MINUTES AND UPDATES

All actions for matters arising from previous meetings had been completed.

Minute 9 – Contract Award for the Provision of Library Services (page 12)

Councillor Morgan reported that the handover to Greenwich Leisure Limited for the provision of Library Services had taken place and the future looked promising. The Chairman joined Councillor Morgan in commending Colin Brand, Tim Woolgar and Hannah Jackson for their efforts and commitment to this project.

RESOLVED that the matters arising from previous meetings be noted.

**31 PRE-DECISION SCRUTINY OF RENEWAL AND RECREATION
PORTFOLIO REPORTS**

31a MYTIME ACTIVE ANNUAL REPORT 2016-17

Report DRR17/055

Members considered Mytime Active's Annual Report for 2016/17 together with future proposals in respect of the Investment Fund for 2018/19 which the Council provided to Mytime on an annual basis. Mytime had developed proposals for a 5 year rolling programme of spending from the Investment Fund which represented key service areas for improvement in 2018/19.

The report highlighted an underspend within the Investment Fund for 2016/17. A reduction in design scheme costs for the upgrades to soft play facilities at the Spa and Pavilion leisure centres had resulted in a saving of £100k. Similarly, work undertaken on customer lifts improvements had achieved a saving of £10k. In regard to these savings, Mytime sought approval for the total underspend of £110k to be reallocated to the proposed upgrade of the Beckenham Spa swimming pool changing village.

Mytime officers Marg Mayne, Chief Executive, Jason Stanton, Operations Director, Adam Smith, Leisure Divisional Manager and Debra Weekes, Partnerships Manager, attended the meeting for the presentation of this item.

A brochure indicating the highlights of Mytime Active in 2016/17 was circulated to Members. There was a record number of visits to facilities and take up of services during the year equating to a 17% increase. Projects and events were made accessible to a wide range of the community including golf family membership schemes, the annual Santa Dash (which this year will head into Orpington), and various projects to support adults and older people to lead a healthy and active lifestyle.

The Primetime programme for people aged 60+ continued to grow from strength to strength. The programme was managed by two full time members of staff with support from 24 Primetime Volunteer Buddies.

Mytime Active were members of the Bromley Dementia Action Alliance and throughout the year, three Dementia Champions had been trained. A total of 13 staff/volunteers had attended a one-day Dementia Awareness Training Course.

Mrs Mayne was pleased to report that Mytime Active assisted in managing the London Youth Games which Bromley won in both 2016 and 2017. An Orpington 1st Award was also given for best leisure facility.

Mytime Active appreciated its partnership with Bromley Council and Mrs Mayne thanked Colin Brand and John Gledhill for their valued and improved relationship.

The Chairman congratulated Bromley's participants on winning the All London Youth Games.

Mr Stanton reported the increase in visitors was due, in part, to affordable pricing levels and rewarding loyal customers with cheaper fees. In order to maximise services in a greater number of areas, options were currently being explored including the operation of facilities in community buildings such as church and village halls or the introduction of exercise classes in the Beckenham library and swimming pool.

Councillor Michael congratulated Mytime Active on its continued improvements. She did however, draw attention to the four self-service ticket dispensing machines at Beckenham which were not always in working order. She requested that this matter be looked into together with the option to install some self-service machines at the Bromley Pavilion.

Councillor Allen asked if Mytime would be increasing its resources for cleaning as this could be a problem at times. Mr Smith acknowledged that as a result of feedback from customers, 80 of the 166 comments received alluded to hygiene and cleanliness issues. Mytime had acted upon this and a new company, Rapid Cleaning, had been engaged to resolve the matter.

The resulting underspend of £100k was achieved by better value procurement for the soft play equipment. Mytime were seeking approval for this sum to be reallocated to upgrade the Spa changing rooms (in particular, the wet side area of the Spa). Mr Smith confirmed that all allocated funds would be spent by April 2018.

Councillor Tickner queried the viability of public golf courses. The London Borough of Lewisham had closed the public course at Beckenham Place Park stating that it was not sufficiently used due to golf being an elitist sport. Mrs Mayne disagreed with this statement and reported that Mytime did all it could to make golf facilities accessible to all, including varied pricing schedules. All Bromley's public golf courses were well promoted and a partnership with England Golf had been secured in regard to the health programme.

In response to questions from Councillor Benington, Ms Weekes reported on a relatively new Primetime scheme designed for men over the age of 50. The Walnuts Leisure Centre currently offered a walking football programme, table tennis and racquet squash. During the last year, 800 people took part in the Primetime programme however, there was still progress to be made across all leisure sites.

HeartSmart was commissioned by the Bromley CCG. The scheme consisted of a 12 session programme of exercise for people at risk or those with established heart disease. Each exercise session was supervised by a specialist in the customer's cited health condition.

Whilst no specific group of children were targeted for swimming instruction/assistance, Mytime did work with schools to offer support. In some cases, target-led sessions were offered to children with greater needs.

In noting Councillor Benington's statement that no 'Walking for Health Group' currently existed in Biggin Hill, the representatives confirmed that Mytime Active would continue to increase and improve all aspects of its services and facilities wherever possible.

RESOLVED that the Portfolio Holder be recommended to:-

- 1) note the commentary within the report and any recommendations made by the Renewal and Recreation PDS Committee;**
- 2) agree to the release of the 2018/19 Investment Fund to upgrade facilities as detailed within Appendix 2 of Mytime's Annual Report;**
- 3) agree to the reallocation of the £100k underspend in soft play equipment from the 2016/17 Investment Fund to upgrade the Spa swimming pool changing village; and**

- 4) **agree to the reallocation of the £10k underspend in the customer lift improvements from the 2017/18 Investment Fund to upgrade the Spa swimming pool changing village.**

31b POST COMPLETION REVIEW REPORT - REPLACEMENT CHILLERS AT CENTRAL LIBRARY/CHURCHILL THEATRE

Report DRR17/056

As required by the Capital Programme Procedures, Members considered a post completion report for the replacement chillers at Central Library/Churchill Theatre. The scheme had completed within budget and the original contract programme had been met.

The Chairman was pleased to note an unspent balance of £36k which would be removed from the capital programme.

All Members were satisfied with the work undertaken and no issues were raised.

RESOLVED that the Portfolio Holder be recommended to:-

- 1) **endorse the findings of the post Completion Review carried out in respect of replacement chillers at Central Library/Churchill Theatre; and**
- 2) **note that the unspent balance of £36k would be removed from the capital programme.**

31c BUDGET MONITORING 2017/18

Report FSD17085

Members considered the latest budget monitoring position for 2017/18 for the Renewal and Recreation Portfolio based on expenditure and activity levels up to 30 September 2017. The total portfolio budget showed a projected underspend of £41k.

Referring to the planning appeal costs of £224k (page 58), the Director of Regeneration reported that Counsel opinion was currently being sought in regard to a case which was still at an early stage of the planning appeal process. Therefore, the sum set aside was only provisional at the current time. In regard to this, the first sentence of paragraph 6.5 (page 58) was amended to read:- 'There may be an overspend of £224k directly related to planning appeal costs awarded against the Council.'

Members were informed that whilst it was difficult to accurately budget for appeal costs, the Chief Planner would be requested to provide Members with details of the total amount set aside.

Referring to the Building Control underspend of £61k due to part year vacancies and reduced hours (page 60), the Director of Regeneration reported that in order to provide a full service, one member of staff was currently being paid overtime whilst attempts were being made to recruit.

In relation to the inspection of private sector Tall Buildings, officers were following guidance offered by DCLG to Councils and had written to relevant residential tall building owners in the Borough. A tall building was deemed to be 18m or over in height and 14 of these had been identified. The Chief Planner would attend the next PDS meeting in January when a more detailed update report would be submitted. This was a separate exercise to the work undertaken on Housing Association Tall Buildings. A fire risk assessment had been undertaken on 171 properties to date and no high risk or priority issues had been identified. There will, of course, be a future financial obligation to continue undertaking these assessments.

RESOLVED that the Portfolio Holder be recommended to endorse the 2017/18 budget projection for the Renewal and Recreation Portfolio.

31d CAPITAL PROGRAMME MONITORING - 1ST QUARTER 2017/18

Report FSD17071

On 19 July 2017, the Executive received the 1st quarterly capital monitoring report for 2017/18 and agreed a revised Capital Programme for the four year period 2017/18 to 2020/21. The report also covered any detailed issues relating to the 2016/17 Capital Programme outturn, which were reported in summary form to the June meeting of the Executive.

Members also considered changes agreed by the Executive in respect of the Capital Programme for the Renewal and Recreation Portfolio.

No issues were raised.

RESOLVED that the Portfolio Holder be recommended to confirm the changes agreed by the Executive on 19 July 2017.

32 BECKENHAM AND PENGE BUSINESS IMPROVEMENT DISTRICT (BID) PROPOSAL FOR 2018-2023

Report DRR17/051

Members considered progress achieved to date (together with any potential implications), on the development of proposed Business Improvement Districts (BIDs) in Beckenham and Penge Town Centres.

The report contained information on the level of consultation undertaken with businesses, BID levy rules and the emerging key priorities of the proposed BIDs. The BID Steering Groups in each town had presented the Council with outline BID proposals for 2018-2023 and requested delegated authority for the

Portfolio Holder for Renewal and Recreation to review the final versions in order to authorise a Ballot to be held for the establishment of Beckenham and Penge BIDs in February 2018.

A corresponding Part 2 (Exempt Information) report (Agenda Item 14 - Report DRR17/051), containing commercially sensitive information in relation to proposals and budgets for Business Improvement Districts (BIDs) in Beckenham and Penge Town Centre had been submitted.

Councillor Michael agreed with all priorities set out in the Baseline Agreements for both BIDs and suggested that 'surveys to assess defective lighting during the day' be added to Highways Management (pages 104 and 132). Graffiti removal from TfL furniture i.e. bus shelters, would also be welcomed. Members were informed that whilst some variations could be made to the draft Baseline Agreements – which show services to be provided by the Council within the BID areas – the specific changes requested would be for the Council to pursue with its contractors, rather than for the BID to provide.

RESOLVED that the report be noted and Members' comments be provided to the Executive for consideration.

33 BROMLEY TOWN CENTRE MARKET REPORT AND IMPROVEMENT UPDATE

Report DRR17/058

In relation to ongoing Bromley Town Centre improvements, Members considered detailed designs and costing for the proposed market kiosks. The report also contained an update on progress achieved to date with plans to reorganise, rebrand and relocate the existing market.

Councillor Michael was concerned that part of the structure of the proposed kiosks would consist of timber and could be a fire risk. She emphasised the need for flameproof material to be used and sufficient coverage of CCTV be installed to monitor the market area. The Head of Renewal reported that the manufacturer of the materials confirmed that all cladding would be fire retardant and the design and manufacture of all kiosks would be as robust as possible. He also reported that the area was already sufficiently covered by CCTV.

In response to the Chairman's queries regarding the amount of consultation undertaken, Members were informed that market traders, Primark, Ward Councillors and shop keepers had all been previously consulted. In 2015, a series of meetings were held with stakeholders and businesses and separate meetings took place with traders. Market specialist, Quarterbridge, had engaged in consultations on changes to the market and would now consult on the plans for moving it to Market Square and on its future and branding. Primark had been consulted throughout the process so far. They recognised

that activities do take place on the square and the Council had done its best not to unduly hinder the shop front in any way.

The Head of Renewal confirmed that a fire path with cleared access ran through the pedestrianised area from North to South. This path was always kept clear to allow emergency services to access Market Square.

It was noted that as Quarterbridge were engaged by Environment and Community Services, its contract was not included in the Renewal and Recreation Contract Register.

The estimated income of £100k from rental of the 8 additional kiosks was based on Quarterbridge's comparison with an area similar to Bromley Market Square.

The Chairman was dissatisfied with the level of consultation undertaken to date and reported that the consultation requested in March did not even take place. Having spoken with three traders who all declared that certain aspects were 'off the table' in terms of consultation, he emphasised the need for the design element of the proposals to be discussed with traders and requested that additional consultation be carried out with Bromley Town Ward Members. The Chairman therefore moved (seconded by Councillor Tickner), that amendments to the recommendations to the Executive be made. Members unanimously voted in favour of the amendments which are set out in the recommendations below. The Director of Regeneration reminded Members that there was a timetable of works to be met and whilst consultation must be meaningful, the planning application could not be left open-ended. The application was due to be submitted in December 2017.

Councillor Morgan confirmed he would report Members' comments to the Executive. He also raised concerns about the lack of consultation with traders such as the owner of the haberdashery store who was concerned his shop would have to close although this was not in fact true. Councillor Morgan suggested the key design principle for the layout of the market could be retained by adding further units to the single line of kiosks and stalls.

It was agreed that the market operators be invited to the next meeting of the R&R PDS.

As Design Heritage Champion, Councillor Bennett requested he be included in any future consultation. He reported his satisfaction with the proposed lighting scheme(s).

RESOLVED that Members' comments be provided to the Executive for consideration and that the recommendations for the Executive be amended to read:-

- 1) Agree that £580k be allocated from the Growth Fund to meet the costs and is added to the Bromley High Street Improvement Capital Scheme.**

- 2) Delegate to the Director of Regeneration and the Portfolio for Renewal and Recreation approval of any minor amendments to the kiosk design and market layout.**
- 3) Seek authority to submit a planning application(s) for the development of the relocated market infrastructure, including kiosks.**
- 4) Approve the allocation of additional S106 funding of £152k for a programme of architectural lighting improvements and add to the Bromley High Street Improvement Capital Scheme.**
- 5) To note that there will be an overall increase of £732k for the Bromley High Street Improvement Scheme within the Capital Programme, resulting in a total scheme cost of £3.576m.**
- 6) Note the progress to date on implementing the agreed option for relocating, reorganising and relaunching the weekly market in Bromley, as outlined in paragraphs 3.11-3.17.**

It was further resolved that officers and the Portfolio Holder for Renewal and Recreation:-

- 7) Change the terms of reference for the Bromley Market Consultative Panel, to encourage it to input to the detailed design of the market. It should identify key priorities market traders have for the design.**
- 8) Return to the PDS Committee in January to outline how they have consulted with market traders and the Consultative Panel, the changes to the detailed design that has occurred as a result and to seek comments from PDS Committee Members prior to approval of the detailed design.**

34 TOWN CENTRES DEVELOPMENT PROGRAMME UPDATE

Report DRR17/060

Members considered an update on the progress achieved in delivering the Town Centres Development and Growth Programme.

In regard to the Walnuts Public Realm Improvement project, it was reported that Berkeley Homes had made a further Section 106 contribution of £163k and Executive approval was sought to add this to the Orpington Scheme in the Capital Programme.

The Chairman enquired about progress to date on achieving the Masterplan outlined for the AAP's opportunity site A. The Head of Renewal reported that a previous planning application had been challenged and quashed.

Discussions had taken place with Network Rail and London Buses to consider possible options for re-provision of the bus station and an upgrade to the railway station. Officers would recommend what they considered to be an appropriate provision of units however, to date no further work had been progressed.

A Development Agreement for the Sherman Road portion of the site had been signed. A large tower had been proposed for future consideration.

Referring to the Beckenham Town Centre Public Realm Improvements, Councillor Tickner informed Members that residents were pleased with the standard of work undertaken. As the two-way traffic system would re-open on 2 December, Councillor Tickner asked whether FM Conway would consider organising an opening ceremony and suggested a cutting of tape. The Head of Renewal confirmed there would be plenty of pre-publicity prior to the re-opening.

The Beckenham Christmas Candlelit Parade would also take place on 2 December.

RESOVLED that:-

- 1) the progress on the delivery of the Town Centres Development and Growth Programme be noted; and**
- 2) the addition of a further £163k of Section 106 funding from the Old Orpington Policy Station Development towards the Walnut Shopping Centre Public Realm Improvements project (subject to Executive approval), be noted.**

35 CONTRACT REGISTER AND CONTRACTS DATABASE UPDATE

Report DRR 17/053

The Committee considered an extract from September 2017's Contracts Register. The report was based on information covering all Portfolios, which was presented to the Contracts Sub-Committee on 21st September 2017. The report also provided an update on progress with the Council's new Contracts Database.

The Contracts Register appended to the corresponding Part 2 report (DR17/054) contained additional, potentially commercially sensitive information in its commentary.

The Director of Regeneration informed Members that a Contracts Register and Database Update report would be submitted to PDS Committees four times per year. There were currently seven library contracts included on the register however, as the provision of library services had now been transferred to Greenwich Leisure Limited, these would be excluded from future registers. No contracts were flagged up for concern.

As a result of the library services being transferred, it was reported that the officers who formed the client contract would be retained by the Council. A third client officer would be taking maternity leave from mid-November and a temporary member of staff would be sought to cover her absence.

Councillor Allen was concerned there may be a gap in the provision of library services during the handover to Greenwich Leisure Limited. The Director of Regeneration confirmed that this was not the case.

RESOLVED that:-

- 1) the £50k Contracts Register be noted; and**
- 2) the Contracts Register appended to the corresponding Part 2 report (DR17/054) containing additional, potentially commercially sensitive information in its commentary, be noted.**

36 EXPENDITURE ON CONSULTANTS 2016/17 AND 2017/18

Report CSD17140

The Committee considered a report outlining the total expenditure of the local Authority on consultants for 2016/17 for the Renewal and Recreation Portfolio.

At its meeting on 7 September 2017, the Executive and Resources PDS Committee considered a report on Local Authority expenditure on consultants across all Council departments for both revenue and capital budgets and requested that this expenditure be considered by the PDS Committees for each Portfolio.

Within the Renewal and Recreation Portfolio, revenue expenditure focused on providing one-off specialist advice and responding to insufficient in-house skills or resources. Expenditure amounted to £265,099 in 2016/17 and 310,452 in 2017/18 to date. Capital expenditure on consultants amounted to £500,922.76 in 2016/17 and £90,789.71 for the first quarter of 2017/18.

Future reports on expenditure on consultants would be submitted to the PDS Committee on a regular basis.

It was confirmed to Councillor Allen that due to insufficient in-house skills/resources, JB Market Research Services Ltd had been engaged to work on an initiative for flexible work space on the 9th floor of the Central Library.

RESOLVED that the expenditure on consultants relating to the Renewal and Recreation Portfolio be noted and that no further scrutiny is required.

**37 RENEWAL AND RECREATION PDS COMMITTEE WORK
PROGRAMME JANUARY-APRIL 2018**

Report CSD17052

Members considered the Committee's work programme for the period January-April 2018.

The following future reports were requested by Members:-

- Private Sector Tall Buildings Update – January 2018
- Markets and Future Operations – Summary of Consultations) – January 2018
- West Wickham Leisure Centre – January 2018

Reports to be submitted at some point throughout 2018 were as follows:-

- Update on the Library Service as managed by Greenwich Leisure Limited (Mr Tim Woolgar and the GLL Manager to attend)
- West Wickham BID – to be discussed with Mr Martin Pinnell.

RESOLVED that, subject to the additions and amendments outlined above, the R&R PDS work programme for the period January-April 2018 be noted.

38 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 listed below as it was 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.

39 BECKENHAM AND PENGE BUSINESS IMPROVEMENT DISTRICT (BID) PROPOSAL FOR 2018-2023

Report DRR17/051

Members considered Part 2 (Exempt Information) relating to Item 7 (Report DRR17/051), on the detailed proposals and budgets for Business Improvement Districts (BIDs) in Beckenham and Penge Town Centre.

RESOLVED that the report be noted.

40 CONTRACT REGISTER AND CONTRACTS DATABASE UPDATE

Report DRR17/054

Members considered Part 2 (Exempt Information) relating to Agenda Item 10 (Report DRR17/053). The Contracts Register appended to the report contained additional, potentially commercially sensitive information in its commentary.

RESOLVED that the Contracts Register appended to the Part 2 report containing additional, potentially commercially sensitive information in its commentary, be noted.

41 OPPORTUNITY SITE G DEVELOPMENT UPDATE

Report DRR17/059

Members considered proposed action to be taken in relation to the Opportunity Site G Development Programme.

RESOLVED that the report be noted and Member comments be provided to the Executive for consideration.

The meeting ended at 8.50 pm

Chairman

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Agenda Item 7

Report No.
FSD18006

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: RENEWAL & RECREATION PORTFOLIO HOLDER

Date: For pre-decision scrutiny by the Renewal & Recreation PDS Committee on 24th January 2018

Decision Type: Non-Urgent Executive Non-Key

Title: CAPITAL PROGRAMME MONITORING - 2ND QUARTER 2017/18

Contact Officer: James Mullender, Principal Accountant
Tel: 020 8313 4292 E-mail: James.Mullender@bromley.gov.uk

Chief Officer: Director of Finance

Ward: All Wards

1. Reason for report

On 6th December 2017, the Executive received the 2nd quarterly capital monitoring report for 2017/18 and agreed a revised Capital Programme for the four year period 2017/18 to 2020/21. This report highlights changes agreed by the Executive in respect of the Capital Programme for the Renewal & Recreation Portfolio. The revised programme for this portfolio is set out in Appendix A. Detailed comments on scheme progress as at the end of the 2nd quarter of 2017/18 are shown in Appendix B.

2. **RECOMMENDATION**

The Portfolio Holder is asked to note and confirm the changes agreed by the Executive on 6th December 2017.

Corporate Policy

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

Financial

1. Cost of proposal: Total increase of £910k over the 4 years 2017/18 to 2020/21, mainly due to £680k in Bromley Mytime Investment Fund, and £163k on Orpington Town Centre – Walnuts Centre and New Market scheme.
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Capital Programme
 4. Total current budget for this head: £35.1m for the Renewal & Recreation Portfolio over the four years 2017/18 to 2020/21
 5. Source of funding: Capital grants, capital receipts and earmarked revenue contributions
-

Staff

1. Number of staff (current and additional): 1 fte
 2. If from existing staff resources, number of staff hours: 36 hours per week
-

Legal

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

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): N/A
-

Ward Councillor Views

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

3. COMMENTARY

Capital Monitoring – variations agreed by the Executive on 6th December 2017

3.1 A revised Capital Programme was approved by the Executive in December 2017, following a detailed monitoring exercise carried out after the 2nd quarter of 2017/18. The base position is the revised programme approved by the Executive on 19th July 2017, as amended by variations approved at subsequent Executive meetings. Changes to schemes in the Renewal & Recreation Programme approved by the Executive in December are itemised in the table below and further details are included in paragraphs 3.2 to 3.8. The revised Programme for the Renewal & Recreation Portfolio is attached as Appendix A. Appendix B shows actual spend against budget in the second quarter of 2017/18, together with detailed comments on individual schemes.

	2017/18	2018/19	2019/20	2020/21	TOTAL 2017/18 to 2020/21
	£000	£000	£000	£000	£000
Programme approved by Executive 19/07/17	11,740	2,716	1,130	1,129	16,715
Site G (Executive 07/11/17) (see para 3.2)	Cr 3,153	2,980	4,690	13,875	18,392
Bromley High Street Improvements (Executive 07/11/17) (see para 3.3)	152	0	0	Cr 140	12
Approved Programme prior to 2nd Quarter's Monitoring	8,739	5,696	5,820	14,864	35,119
<u>Variations approved by Executive 06/12/17</u>					
Increase of £680k on Bromley Mytime Investment Fund (see para 3.4)	0	680	0	0	680
Orpington Town Centre - Walnuts Centre & New Market infrastructure scheme (see para 3.5)	163	0	0	0	163
Deletion of residual balance on the Central Library/Churchill Theatre Chillers and Control (see para 3.6)	Cr 8	0	0	0	Cr 8
Increase of £75k on Crystal Palace Park Improvement (see para 3.7)	0	75	0	0	75
Schemes re-phased from 17/18 to future years (see para 3.8)	Cr 2,779	2,179	500	100	0
Total amendments to the Capital Programme	Cr 2,624	2,934	500	100	910
Total Revised R&R Programme	6,115	8,630	6,320	14,964	36,029

3.2 Site G (£18,392k net increase)

At the Council meeting on 11th December 2017, a report relating to Opportunity Site G Development Programme was approved. In accordance with the terms of the agreement the Council is now required to acquire the development site. In order to meet this financial commitment, an additional £18,392k had been approved for the property cost estimate of acquiring all interests in the development site. The additional £18,392k has been added to the capital programme.

3.3 Bromley High Street Improvements (£12k net increase)

In November 2017, the Executive approved a report relating Bromley Town Centre Market & improvement update. The Executive approved the detailed designs and costings for the proposed market kiosks and pop up stalls located at Market Square, and architectural lighting improvements. It was noted the total scheme cost is £3,576k. A net £12k has been added to the capital scheme

3.4 Bromley Mytime Investment Fund (£680k increase in 2018/19)

The Mytime Active Annual Review report was submitted to R&R PDS on 1st November 2017 which included Mytime's future proposals for the use of the Mytime Investment Fund for 2018/19. The annual provision in the revenue budget for a contribution towards capital

investment in Council leisure centres managed by Bromley Mytime was approved by Members. The sum of £680k had been added to this scheme.

3.5 Orpington Town Centre - Walnuts Centre & New Market (£163k increase in 2017/18)

Further to the Town Centre Development Update report which was submitted to R&R PDS on 1st November 2017, a total of £163k Section 106 funding had been received from a private developer contribution towards the Orpington Town Centre - Walnuts Centre and New Market project. At the December 2017 Executive meeting, Members approved the addition of this £163k to the Orpington Town Centre - Walnuts Centre & New Market scheme.

3.6 Deletion of residual balance - Central Library / Churchill Theatre – Chillers and Control (£8k reduction in 2017/18)

Following the completion of the outstanding minor works relating to extra netting protection to pipework, the final payment including retention was paid to the contractors, and Members agreed the £8k deletion of the residual budget on the Central Library / Churchill Theatre – Chillers and Control scheme. A post completion report for this scheme was submitted to R&R PDS on 1st November 2017.

3.7 Crystal Palace Park Improvement (£75k increase in 2018/19)

On 6th December 2017, a detailed report on the Crystal Palace Park Café (DRR17/067) was submitted which requested an additional £75k funded from capital receipts for the delivery of the Crystal Palace Park Café. Members approved the report and the sum of £75k has been added to the capital scheme.

3.8 Schemes re-phased from 2017/18 into future years

As part of the 2nd quarter monitoring exercise, a total of £2,779k has been re-phased from 2017/18 into future years to reflect revised estimates of when expenditure on Renewal & Recreation schemes is likely to be incurred. This has no overall impact on the total approved estimate for the capital programme. Further details and comments are provided in Appendix B.

Capital Expenditure – Rephasing in Q2 monitoring	2017/18	2018/19	2019/20	2020/21	Total
	£'000	£'000	£'000	£'000	£'000
Bromley MyTime Investment	Cr 550	550	0	0	0
Penge Town Centre	Cr 300	300	0	0	0
Crystal Palace Park Improvements	Cr 1,000	1,000	0	0	0
Biggin Hill Memorial Museum	Cr 600	0	500	100	0
Crystal palace Park - Alternative Management Options	Cr 329	329	0	0	0
Total R&R schemes rephasing	Cr 2,779	2,179	500	100	0

Post-Completion Reports

3.9 Under approved Capital Programme procedures, capital schemes should be subject to a post-completion review within one year of completion. After major slippage of expenditure in prior years, Members confirmed the importance of these as part of the overall capital monitoring framework. These reviews should compare actual expenditure against budget and evaluate the achievement of the scheme’s non-financial objectives. No post-completion reports are currently due for the Renewal & Recreation Portfolio, but this quarterly report will monitor the future position and will highlight any further reports required.

4. POLICY IMPLICATIONS

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

5. FINANCIAL IMPLICATIONS

5.1 These were reported in full to the Executive on 6th December 2017. Changes agreed by the Executive for the Renewal & Recreation Portfolio Capital Programme are set out in the table in paragraph 3.1.

Non-Applicable Sections:	Legal, Personnel and Procurement Implications, Impact on Vulnerable Adults and Children
Background Documents: (Access via Contact Officer)	Approved Capital Programme (Executive 06/12/17) Q2 monitoring report (Executive 06/12/17) Opportunity Site G Development Programme (Executive 07/11/17) Bromley Town Centre Market Report and Improvement Updates (Executive 07/11/17)

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APPENDIX A

RENEWAL & RECREATION PORTFOLIO - APPROVED CAPITAL PROGRAMME 6 DECEMBER 2017									
Code	Capital Scheme/Project	Total Approved Estimate	Actual to 31.3.17	Estimate 2017/18	Estimate 2018/19	Estimate 2019/20	Estimate 2020/21	Responsible Officer	Remarks
		£'000	£'000	£'000	£'000	£'000	£'000		
LIBRARIES & MUSEUMS									
941535	Penge/Anerley Libraries - 46 Green Lane	669	668	1	0	0	0	Colin Brand	Approved by Executive 06/02/13
941537	Anerley Town Hall - Library Provision	41	5	36	0	0	0	Colin Brand	Approved by Executive 22/07/14
941538	Relocation of Exhibitions - Bromley Musuem	395	352	43	0	0	0	Colin Brand	Approved by Executive 10/06/15
941542	Biggin Hill Memorial Museum	3,086	261	522	1,464	620	219	Colin Brand	Approved by Executive 02/12/15. £106k funding from Treasury Grant, Executive 15/06/16 £157.4k Treasury Grant, £3.2k BHMM Trust
	TOTAL LIBRARIES & MUSEUMS	4,191	1,286	602	1,464	620	219		
LEISURE TRUST CLIENT - RECREATION									
941887	Bromley MyTime Investment Fund	3,768	1,607	931	1,230	0	0	Colin Brand	Revenue contribution to capital works
	TOTAL LEISURE TRUST CLIENT - RECREATION	3,768	1,607	931	1,230	0	0		
OTHER									
917000	Feasibility Studies	40	0	10	10	10	10	Colin Brand	
941530	Bromley North Village Public Realm Improvements	6,652	6,549	103	0	0	0	Kevin Munnely	Renewal and improvement of Bromley North; £3,298k TfL; £1,829k GLA Outer London Fund; £25k private sector; £1,500k Capital receipts.
941540	Penge Town Centre	746	77	369	300	0	0	Kevin Munnely	Approved Executive 24/03/15 - funded by New Homes bonus
941541	Orpington Town Centre - Walnuts Centre & New Market infrastructure	794	136	658	0	0	0	Kevin Munnely	Approved Executive 24/03/15 - funded by £400k New Homes bonus and £125k High Street Fund, Exec 30/11/16 £106k from S106 fund
941544	Bromley High Street Improvements	3,576	0	716	1,000	1,000	860	Kevin Munnely	Approved Executive 22/03/17 - funded from Growth Fund / S106
950823	Site G	24,292	1,006	1,741	2,980	4,690	13,875	Kevin Munnely	Funded from PIL (S106) receipts, Growth Fund , Capital Financing, Contribution. Approved Executive 07/11/17 Council 11/12/17
941894	Crystal Palace Park Improvements	2,583	816	450	1,317	0	0	Colin Brand	£160k LBB £2m GLA funded (Executive 22/07/14) £116k Historic England grant
941895	Crystal Palace Park - Alternative Management Options	1,120	361	430	329	0	0	Colin Brand	
941981	Chipperfield Road Development - St Paul's Cray	105	0	105	0	0	0	Michael Watkins	Approved by Executive 18/10/16
	TOTAL OTHER	39,908	8,945	4,582	5,936	5,700	14,745		
	TOTAL RENEWAL & RECREATION PORTFOLIO	47,867	11,838	6,115	8,630	6,320	14,964		

RENEWAL & RECREATION PORTFOLIO - APPROVED CAPITAL PROGRAMME 2017/18 - 2ND QUARTER MONITORING				
Capital Scheme/Project	2nd QUARTER 2017/18			Responsible Officer Comments
	Approved Estimate Jul 2017	Actual to 04.12.17	Revised Estimate Dec 2017	
	£'000	£'000	£'000	
LIBRARIES & MUSEUMS				
Central Library/Churchill Theatre - chillers and controls	8	0	0	Scheme completed. Residual Balance removed in Qtr 2 FY17/18
Penge/Anerley Libraries - 46 Green Lane	1	0	1	Project has finished and we are waiting for final invoices. The final account has been agreed at £669k.
Anerley Town Hall - Library Provision	36	0	36	Purchase and installation of libraries hardware at Anerley Town Hall. Scheme completed and Officers are waiting for final invoices.
Relocation of Exhibitions - Bromley Museum	43	17	43	Approved by Executive 10/06/15 - £395k allocation from capital receipts for the relocation of exhibitions from Priory, Orpington to Central Library. The two exhibitions and community exhibition space were installed in August and September 2016. Officers anticipate the remaining £43k to be spent in 17/18 on committed conservation works and salary costs.
Biggin Hill Memorial Museum	1,122	217	522	Approved 02/12/15. Executive approval on 20/06/17, for project to proceed with delivery. The build programme is on schedule and the payment schedule has now been agreed which has allowed the budget to be accurately profiled. The Exhibition and Fit out programme has been postponed to avoid the tender being out over Christmas which has pushed costs in to the next financial year. A total of £600k has been rephased in FY18/19
TOTAL LIBRARIES & MUSEUMS	1,210	234	602	
LEISURE TRUST CLIENT - RECREATION				
Bromley MyTime Investment Fund	1,481	536	931	A report was submitted to R&R PDS in Nov'17 on Mytime Active Annual Review which included Mytime's proposals for the Investment Fund for 2018/19. It is anticipated the current remaining budget will be spent this financial year, however, this will depend on scoping work currently taking place in respect of the scheme at the Pavillion Leisure Centre, and £550k has been rephased into FY18/19
TOTAL LEISURE TRUST CLIENT - RECREATION	1,481	536	931	
Feasibility Studies	10	0	10	
OTHER				
Site G	4,894	336	1,741	Four properties within the red line site have been purchased to date with potentially further purchases in the current financial year. A report was submitted to Council 11/12/17 formalising the Development Agreement with the preferred development partner and the Compulsory Purchase Strategy for the site. The addition of £18,392k was agreed, bringing the total cost to £24,292k.
Bromley North Village Public Realm Improvements	103	10	103	Final accounts confirmation received from Conway. A total of £70k underspend was reported to Executive on 02/12/15 to fund the enhancement projects as part of the contingency options. The scheme is near completion.
Penge Town Centre	669	9	369	The New Homes Bonus funded project consisting of public realm improvements, Shopfront improvements, Business Support, and Wayfinding. The scheme is to be implemented alongside planned TfL bus route and carriageway improvements. It would not be practical to implement the public realm scheme until these improvements are finalised. The bulk of the capital spend will take place early 2018 once the final TfL works have commenced. £300k had been rephased into FY18/19
Orpington Town Centre - Walnuts Centre & new market infrastructure	495	343	658	High Street Fund and New Homes Bonus funded project to enhance the pedestrian experience of the prime shopping areas to increase footfall. This includes paving, lighting, treatment for trees, new street furniture, and new market infrastructure. The New Homes Bonus Funding agreement concludes on Mar 18. Further £163k S106 funding was approved by Executive 06/12/2017 to be added to this scheme
Bromley High Street Improvements	564	166	716	Approved Executive 22/03/17 a total of £3.424m funded from Growth fund, and £152k from S106 funding (Executive 01/11/17), the programme of improvements to the public realm of Bromley High Street is a continuation of the Bromley North Village scheme which aims to enhance the pedestrian experience of the prime shopping areas to increase footfall in the town centre. Further report was submitted to Executive Nov'17 report which detailed design and implementation costs for market kiosks and pop up stalls at market Square. The addition of £152k funded from S106 was added to the capital programme for architectural lighting improvements.
Crystal Palace Park Improvements	1,450	229	450	Approved by Executive 22/07/14 £2,160k (£2m GLA, £160k LBB) GLA funding can only be used for capital works - improving the park landscape. Grant of £116k from Historic England in addition for conservation of the south terrace steps. Work has completed and £10k budget was reduced to reflect the works coming in under budget/ funding claimed. Turnstiles work completed, dinosaur and dinosaur landscape conservation works completed, and sphinxes and south terrace steps works completed. Skatepark works currently being undertaken on site and due for completion in December 2017. Café works expected to start in January 2018 depending on December 2017 Executive contract award decision. £1,000k has been rephased in FY18/19
Crystal Palace Park - Alternative Management Options	759	130	430	Approved by Executive 24/03/15 - to explore and develop a sustainable regeneration plan, and business plan, for the establishment of an alternative management option for the park. The Regeneration Plan strategy was then approved by the Executive in July 2017 and an Outline Planning Application is due to be submitted in February, and an HLF Parks for People bid is due to be submitted in August. £329k has been rephased in FY18/19
Chipperfield Road Development - St Paul's Cray	105	0	105	Approved by Executive 18/10/16 - £45k to be spent on clarification of development potential and viability, £60k for marketing. Report for next step recommendations on planning.
TOTAL OTHER	9,049	1,223	4,582	
TOTAL RENEWAL & RECREATION PORTFOLIO	11,740	1,993	6,115	

Report No.
FSD18009

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: **Renewal and Recreation PDS Committee**

Date: **24th January 2018**

Decision Type: Non-Urgent Executive Non-Key

TITLE: DRAFT 2018/19 BUDGET

Contact Officer: Claire Martin, Head of Finance
Tel: 020 8313 4268 E - mail: claire.martin@bromley.gov.uk

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

Ward: Borough wide

1. REASON FOR REPORT

- 1.1 The prime purpose of this report is to consider the Portfolio Holder's Draft 2018/19 Budget which incorporates the full year effect of savings agreed as part of the 2017/18 Council Tax Report and any further savings approved during the year which have resulted in reductions in the Council's medium term "budget gap". Members are requested to consider the initial draft budget proposed and also to identify any further action that might be taken to reduce cost pressures facing the Council over the next four years.
- 1.2 Executive are requesting that each PDS Committee consider the proposed initial draft budget savings and cost pressures for their Portfolio and that the views of each PDS Committee be reported back to the next meeting of the Executive, prior to the Executive making the recommendations to Council on 2018/19 Council Tax levels.
- 1.3 There are still outstanding issues and areas of uncertainty remaining. Any further updates will be included in the 2018/19 Council Tax report to the next meeting of the Executive.

2. RECOMMENDATIONS

The PDS Committee are requested to:

- 2.1 Consider the update on the financial forecast for 2018/19 to 2021/22;
- 2.2 Consider the initial draft 2018/19 Budget as a basis for setting the 2018/19 Budget;
- 2.3 Provide comments on the initial draft 2018/19 Budget for the February meeting of the Executive.

Impact on Vulnerable Adults and Children

1. Summary of Impact: The draft 2018/19 Budget reflects the Council's key priorities which includes, for example, supporting vulnerable adults with children and being ambitious for all our children and young people.
-

Corporate Policy

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

Financial

1. Cost of proposal: N/A
 2. Ongoing Costs: Recurring cost
 3. Budget head/performance centre: Renewal and Recreation Portfolio Budgets
 4. Total budget for this head £14.129m
 5. Source of funding: Draft revenue budget for 2018/19
-

Staff

1. Number of staff (current and additional): total employees – full details will be available with the Council's 2018/19 Financial Control Budget to be published in March 2018
 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 Local Government Act 2000; the Local Government Act 2002 and the Accounts and Audit Regulations 2015.
 2. Call-in is applicable
-

Procurement

1. Summary of Procurement Implications: ???
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected) - the 2018/19 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 councillors 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 core funding allocations for 2018/19 to 2019/20. At the time of writing this report, further details on various grant funding is awaited and it is important to note that some caution is required in considering any projections for 2020/21 to 2021/22 as this represents the Government's next Spending Review period.
- 3.2 A strong economy with growth increases revenues which supports the Government's ability to reduce public sector debt as the gap between finances raised and spend on public services is reduced. It is important to consider the key national issues that could impact on public finances over the next four years. The overall national debt stands at £1.8 trillion and, whilst a national budget deficit continues, will increase further to beyond £1.9 trillion. The Autumn Budget 2017 identified that public sector net borrowing is expected to be £49.9bn in 2017/18. The forecast for the last year of the current Spending Round (2019/20) is for borrowing of £34.7bn and by 2021/22 borrowing of £30.1bn. The Chancellor stated that borrowing is still forecast at over £20bn in the first year of the next Parliament. The Chancellor has previously said that he is committed to returning public finances to balance 'as soon as practicable'. Elimination of the annual national budget deficit is expected to be delayed until at least 2030 on the basis of current economic forecasts. This highlights that austerity for local government is likely to continue for some time. The Autumn Budget 2017 identifies planned Government Spend up to 2022/23. From a local government perspective, there is no significant additional funding and on that basis austerity will continue. Even with the planned Green Paper on social care which has now been delayed until Summer 2018, no additional funding was identified in the Autumn Budget 2017 for social care. Therefore, the fiscal squeeze will continue and, with ongoing protection of health, education, police and other security services, the disproportionate cuts in direct funding to local government will continue over the remainder of the four year spending review period.
- 3.3 Recognising there are significant funding cuts facing local government, the Government remains committed with the aims of devolution which includes transforming local government and enabling it to be more self-sufficient. The Government views the new flexibilities such as the future growth forecasts from business rates, to be fully devolved to local government by 2020 combined with scope for an increase in council tax for the adult social care precept and the ongoing ability to increase council tax as methods which can reduce the impact of grant reductions. However, it is not the full solution for local government given its costs pressures and service demands.
- 3.4 The Budget Strategy has to be set within the context of a reducing resource base, with Government funding reductions continuing beyond 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 2018/19 Budget as well as the longer time frame where it is now clear that the continuation of the period of austerity remains for local government.

- 3.5 Bromley has the second lowest settlement funding per head of population in the whole of London. Despite this, Bromley has retained the third lowest council tax in outer London (other low grant funded authorities tend to have higher council tax levels). This has been achieved by having one of the lowest costs per head of population in outer London. Despite being a low cost authority, Bromley has achieved general savings of over £90m since 2011/12 but it becomes more challenging to achieve further savings with a low cost base. Further details are provided in Appendix 3.
- 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.

4. CHANGES SINCE THE 2017/18 BUDGET THAT IMPACT ON THE FINANCIAL FORECAST

- 4.1 The 2017/18 Council Tax report reported to Executive in February 2017 identified a significant “budget gap” over the four year financial planning period. Some key changes are summarised below.
- 4.2 There continues to be upward pressure on inflation and the 2018/19 Draft Budget and financial forecast assumes increased costs of 3.5% per annum for 2018/19 and 2019/20 reducing to 2.7% per annum from 2020/21. The inflation mainly relates to contract price increases. The main measure used for contract price increases is RPIX which is currently 4.0%. The Autumn Budget 2017 reported that inflation (RPI) is expected to be 3.1% in 2018/19, 2.8% in 2019/20 and 2.9% in 2020/21 and 2021/22. Currently RPI and RPIX are 3.9% and 4% respectively. A separate provision has also been reflected in the Draft 2018/19 Budget to meet the future increase in costs of the National Living Wage. Action will need to be taken by Chief Officers to fund increasing costs through alternative savings in the event that inflation exceeds the budget assumptions.
- 4.3 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.

4.4 The latest forecast indicates that despite having a balanced budget in 2018/19 there remains a significant budget gap in future years that will need to be addressed, particularly from 2020/21.

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.

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 (e.g. the impact of the National Living Wage).

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 are summarised in the table below:

	2018/19	2019/20	2020/21	2021/22
	£m	£m	£m	£m
Variations Compared with 2017/18 Budget				
Grant Loss	8.5	14.0	18.4	22.2
Cost Pressures				
Inflation (including impact of National Living Wage)	9.1	19.1	27.5	34.4
Welfare Reforms and Impact on Homelessness	2.0	4.3	5.8	7.8
Homelessness Reduction Act	0.7	0.7	0.7	0.7
Environmental Services contract & other key contracts	0.0	2.0	4.0	4.0
Full year effect of adult social care spend not funded by IBCF	0.0	1.0	1.0	1.0
Children's Social Care	1.1	1.1	1.1	1.1
Real Changes (see Appendix 6)	2.0	1.6	2.0	2.5
Total Additional Costs	14.9	29.8	42.1	51.5
Income / Savings				
Savings from Office Accommodation Review	0.0	-0.6	-0.6	-0.6
Acquisition of Residential Properties to Accommodate Homeless (Mears)	-1.0	-1.9	-1.9	-1.9
Additional Income Opportunity (Amey)	-0.5	-0.7	-0.9	-0.9
Additional Income from Business Rate Share	0.0	-0.6	-0.9	-0.9
Impact of London Pilots of Business Rates	-2.9	0.0	0.0	0.0
Interest on balances - additional income	-0.6	-0.2	-0.1	0.0
Release general provision in contingency for significant uncertainty/variables	-2.0	-2.0	-2.0	-2.0
Savings from recommissioning/retendering of various contracts	-1.1	-1.1	-1.2	-1.2
Fall out of Commissioning Programme funding	-0.5	-0.5	-0.5	-0.5
Savings from Childrens Social Care linked to Invest to Save funding	0.0	-0.3	-0.8	-1.0
Total Income / Savings	-8.6	-7.9	-8.9	-9.0
Other Changes (includes use of non-recurring funds)				
New Homes Bonus - Support for Revenue Budget	-1.9	0.8	2.8	3.8
Collection Fund Surplus 2014/15 (set aside to meet funding shortfall in 2018/19)	-4.9	0.0	0.0	0.0
Collection Fund surplus 2015/16 (£6401k carry forward to 2018/19 and 2019/20)	-0.7	-5.7	0.0	0.0
Collection Fund surplus 2016/17	-7.9			
Collection Fund surplus 2016/17 set aside to support the 2019/20 Budget	7.9	-7.9	0.0	0.0
Projection of future year collection fund surplus	0.0	-4.0	-3.0	-2.0
Total Other Changes	-7.5	-16.8	-0.2	1.8
Council Tax				
Increase in Council Tax Base to reflect additional properties and increased collection rates	-1.6	-2.3	-2.9	-3.6
Impact of 3.99% Increase in Council Tax (including Adult Social Care Precept)	-5.7	-11.6	-17.8	-24.2
Total Council Tax	-7.3	-13.9	-20.7	-27.8
Remaining "Budget Gap"	0.0	5.2	30.7	38.7

The above table shows, for illustrative purposes the impact of a council tax increase of 3.99% in 2018/19 (including adult social care precept). Each 1% council tax increase generates on-going annual income of £1.4m. The financial forecast assumes an ongoing increase in the Adult Social Care precept beyond 2019/20. It should be noted that the current legislation only provided powers for this precept until the end of 2019/20.

- 6.2 The table shows 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 previously agreed to reduce the “budget gap”.
- 6.3 The above table highlights that, although it has been possible to achieve a potential balanced budget for next year through identifying savings, proactively generating investment income, setting aside non-recurring council tax collection fund surplus and prudent financial management, there remains a “budget gap” of £5.2m in 2019/20 rising to £38.7m per annum in 2021/22. The projections in later years have to be treated with some caution.
- 6.4 It is important to recognise that, given the current ongoing period of austerity for local government, the downside risks remain significant and that the budget gap in future years could widen substantially.
- 6.5 In considering action required to address the medium term “budget gap”, the Council has taken significant action to reduce the cost base while protecting priority front line services and providing sustainable longer term solutions. Significant savings of over £90m have been realised since 2011/12.

7. REAL CHANGES AND SAVINGS

- 7.1 The Renewal and Recreation Portfolio budget includes the following real changes: -

	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
Absorption of inflation for statutory planning fees	40	80	122	165
Budget adjustment relating to the award of contract for the Library Service	352	209	-5	-166
Net additional resources	392	289	117	-1

- 7.2 Appendix 1 includes the draft estimate summary sheet, budget variations, notes on the budget variations and the subjective analysis.

Comments from the Executive Director of Environment and Community Services

Risk Summary – Planning Services

- 7.3 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.
- 7.4 Action is ongoing to avoid the risk of Government Designation for Special Measures due to performance, in spite of high volumes of work and this has significantly reduced the risk of Designation.

7.5 A recent Audit of Community Infrastructure Levy processes showed a risk in the full collection of CIL contributions. Agreed remedial action is underway.

8. PROCUREMENT

8.1 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.

9. IMPACT ON VULNERABLE ADULTS WITH CHILDREN

9.1 The draft 2018/19 Budget reflects the Council's key priorities which includes, example, supporting vulnerable adults with children and being ambitious for all our children and young people.

10. POLICY IMPLICATIONS

10.1 The Council launched the updated "Building a Better Bromley 2016-2018" and the budget proposals reflect the Council's priorities. "Building a Better Bromley 2016-2018" identifies key priorities as follows

- Ensure financial independence and sustainability;
- Invest in our business and our people
- Ambitious for all our children and young people
- Enhance our clean and green Borough.

10.2 Ensure financial independence and sustainability priorities include:

- Strict management of our budgets to ensure we live within our means
- Working to achieve the benefits of the integration of health and social care
- Early intervention for our vulnerable residents

11. FINANCIAL IMPLICATIONS

11.1 The financial implications are contained within the overall report.

12. PERSONNEL IMPLICATIONS

12.1 Staff, departmental and trade union representatives will be consulted individually and collectively on any adverse staffing implications arising from the Draft 2018/19 Budget. Managers have also been asked to encourage and facilitate staff involvement in budget and service planning.

13. LEGAL IMPLICATIONS

13.1 The adoption of the budget and the setting of the council tax are matters reserved for the Council upon recommendation from the Executive. The Local Government Finance Act 1992 (as amended) requires the Council to set an amount of Council tax for each financial year and provides that it must be set before 11th March in the financial year preceding that for which it is set. Sections 73-79 of the Localism Act 2011 amended the calculations, billing and precepting authorities need to make in determining the basic amount of Council tax. The changes included 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.

- 13.2 Schedule 5 to the Localism Act 2011 inserted 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.
- 13.3 The making of these budget decisions at full Council 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. The Council has a number of statutory duties which it must fulfill by law – although there can be an element of discretion on level of service provision. The Council also discharges a range of discretionary services. The Council is not bound to carry out such activities in the same way as it is for statutory duties – although it may be bound contractually to do so. A decision to cease or reduce provision of a discretionary service must be taken in accordance with sound public /administrative law decision making principles. The Council must also comply with the Public Sector Equality Duties in section 149 of the Equality Act 2010. In doing so, the council must have due regard to elimination of discrimination, harassment and victimization, advance equality of opportunity and foster good relations with persons who share a protected characteristic.
- 13.4 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 year's reserves in making budget decisions and section 25 of that act requires the Director of Finance to report on the robustness of the estimates made for the purposes of calculating the Council Tax and the adequacy of the reserves. Further details to support these obligations will be reflected in the 2018/19 Council Tax report to be reported to the February meeting of the Executive.

<p>Background documents</p>	<p>Contingency Drawdown Homelessness and Temporary Accommodation Pressures, Executive, 10th January 2018 Treasury Management – Quarter 2 Performance 2017/18 and Mid-year Review, Resources Portfolio Holder and Council, 29th November 2017 and 11th December 2017 Capital Programme Monitoring – 2nd Quarter 2017/18, Executive, 6th December 2017 Budget Monitoring 2017/18, Executive, 6th December 2017 London Business Rate Pilot, Executive, 13th September 2017 Improved Better Care Fund, Executive, 10th October 2017 London Business Rate Pilot, Executive 13th September 2017 Locally Administered Business Rate Relief Scheme, 19th July 2017 2016/17 Provisional Final Accounts. Executive, 20th June 2017 Provision of Temporary Accommodation, 14th March 2017 2017/18 Council Tax, Executive 8th February 2017 Government's Four Year Funding Offer, Executive, 14th September 2016</p>
<p>Financial Considerations</p>	<p>Covered within overall report</p>

Renewal and RecreationDRAFT REVENUE BUDGET 2018/19 - SUMMARY

2016/17 Actual	Service Area	2017/18 Budget	Increased costs	Other Changes	2018/19 Draft Budget
£		£	£	£	£
	Planning				
Cr 3,564	Building Control	76,560	2,980	0	79,540
Cr 144,644	Land Charges	Cr 129,360	390	0	Cr 128,970
812,615	Planning	702,920	Cr 1,140	40,000	741,780
1,564,117	Renewal	784,770	9,900	0	794,670
2,228,524		1,434,890	12,130	40,000	1,487,020
	Recreation				
1,732,903	Culture	1,674,570	44,080	Cr 10,600	1,708,050
4,737,408	Libraries	4,403,150	199,220	517,170	5,119,540
263,031	Town Centre Management & Business Support	180,350	2,750	4,510	187,610
6,733,343		6,258,070	246,050	511,080	7,015,200
8,961,867		7,692,960	258,180	551,080	8,502,220
5,854,714	TOTAL NON CONTROLLABLE	4,195,110	9,680	Cr 265,060	3,939,730
2,088,263	TOTAL EXCLUDED RECHARGES	2,086,260	0	Cr 399,420	1,686,840
16,904,843	PORTFOLIO TOTAL	13,974,330	267,860	Cr 113,400	14,128,790

RENEWAL & RECREATION PORTFOLIO

SUMMARY OF BUDGET VARIATIONS 2018/19

Ref		VARIATION IN 2018/19 £'000	ORIGINAL BUDGET 2017/18 £'000
1	2017/18 BUDGET	13,974	
2	Increased Costs	268	
	Full Year Effect of Allocation of Central Contingency		
3	Impact of NNDR revaluation	<u>59</u>	483
	Movements Between Portfolios/Departments		
4	Transfer of R&M budget for Libraries	<u>100</u>	100
	Real Changes		
	<i>Other Real Changes:</i>		
5	Budget adjustment relating to award of contract for Library Services	352	4,403
6	Absorption of inflation for statutory planning fees	<u>40</u>	1,244
7	Variations in Capital Charges	133	
8	Variations in Recharges	Cr 399	
9	Variations in Building Maintenance	Cr 183	
10	Variations in Insurances	Cr 187	
11	Variations in Rent Income	Cr 28	
12	2018/19 DRAFT BUDGET	<u>14,129</u>	

Notes on Budget Variations in 2018/19**Ref Comments****Full Year Effect of Allocation of Central Contingency****3 Impact of NNDR Revaluation (Dr £59k)**

This reflects the financial impact of the business rate revaluation on Council run properties. Overall, a sum of £559k was released from Central Contingency, £59k of which relates to properties within the R & R Portfolio, as approved by Executive on 6 December 2017.

4 Transfer of R&M budget from TFM (Dr £100k)

Transfer of part of the R&M budget for Libraries, from Total Facilities Management to the Renewal & Recreation Portfolio, as a result of outsourcing the Library services agreed by the Executive on 19th July 2017.

Real Changes**5 Budget adjustment relating to award of contract for Library Services(Dr £352k)**

Potential savings of £446k were built into the 2017/18 budget in advance of the tendering exercise to outsource the library service. This adjustment reflects the net savings in 2018/19, as detailed in the award report approved by Executive on 19 July 2017.

6 Statutory Planning Fees Inflation (Dr £40k)

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.

7 Variations in Capital Charges (Dr £133k)

The variation in capital charges is due to a combination of the following:

(i) Depreciation – the impact of revaluations or asset disposals in 2016/17 (after the 2017/18 budget was agreed) and in the first half of 2017/18;

(ii) Revenue Expenditure Funded by Capital Under Statute (REFCUS) – mainly due to variations in the value of schemes in our 2018/19 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 2018/19 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.

8 Variations in Recharges (Cr £399k)

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

9 Variations in Building Maintenance (Cr £183k)

Variations in building maintenance are due to the realignment of budgets to reflect business priorities. There are corresponding adjustments in other portfolios and these are balanced out across the council with a net nil variation.

10 Variations in Insurance (Cr £187k)

Insurance recharges to individual portfolios have changed between years, in some cases significantly, partly because an extra year of claims experience since the 2017/18 budget was finalised has been factored in. The overall variation across the Council is Dr £41k, mainly as a result of the increase in Insurance Premium Tax from 10% to 12%, which took effect in June 2017.

11 Variations in Rent Income (Cr £28k)

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 AND RECREATION PORTFOLIO
DRAFT REVENUE BUDGET 2018/19 - SUBJECTIVE SUMMARY**

Service area	Employees	Premises	Transport	Supplies and Services	Third Party Payments	Income	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
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Planning															
Building Control	788,940	0	22,150	79,770	0	Cr 811,320	79,540	0	1,330	0	1,330	200,520	281,390	Cr 109,320	172,070
Land Charges	187,870	0	100	16,910	0	Cr 333,850	Cr 128,970	0	420	0	420	248,820	120,270	Cr 45,140	75,130
Planning	2,011,940	0	21,270	151,300	11,600	Cr 1,454,330	741,780	0	4,080	0	4,080	2,003,730	2,749,590	Cr 1,152,170	1,597,420
Renewal	731,450	8,880	1,490	53,280	0	Cr 430	794,670	1,000,000	1,410	0	1,001,410	389,540	2,185,620	Cr 340,860	1,844,760
	3,720,200	8,880	45,010	301,260	11,600	Cr 2,599,930	1,487,020	1,000,000	7,240	0	1,007,240	2,842,610	5,336,870	Cr 1,647,490	3,689,380
Recreation															
Culture	539,370	60,050	6,410	58,570	1,061,440	Cr 17,790	1,708,050	2,439,000	122,810	Cr 98,290	2,463,520	330,380	4,501,950	Cr 448,910	4,053,040
Libraries	144,880	92,020	0	4,920	4,877,720	0	5,119,540	293,000	186,000	Cr 10,200	468,800	540,920	6,129,260	Cr 61,680	6,067,580
Town Centre Management & Business Support	115,780	19,850	920	51,060	22,820	Cr 22,820	187,610	0	170	0	170	131,010	318,790	0	318,790
	800,030	171,920	7,330	114,550	5,961,980	Cr 40,610	7,015,200	2,732,000	308,980	Cr 108,490	2,932,490	1,002,310	10,950,000	Cr 510,590	10,439,410
	4,520,230	180,800	52,340	415,810	5,973,580	Cr 2,640,540	8,502,220	3,732,000	316,220	Cr 108,490	3,939,730	3,844,920	16,286,870	Cr 2,158,080	14,128,790

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Report No.
DRR18/004

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Renewal and Recreation PDS Committee

Date: 24th January 2018

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

Title: Contract Register

Contact Officer: Matthew Smallwood-Conway, Project Support Officer, Leisure and Culture
Email: Matthew.Smallwood-Conway@Bromley.gov.uk

Chief Officer: Colin Brand, Director of Regeneration
Email: Colin.Brand@Bromley.gov.uk

Ward: All Wards

1. Reason for report

- 1.1 This report presents an extract from November 2017's Contracts Register for detailed scrutiny by PDS Committee – all PDS committees will receive a similar report each cycle.
- 1.2 This report is based on information covering all Portfolios, which was produced on 21 November 2017 and presented to Contracts Sub-Committee on 30 November 2017.
- 1.3 The Contracts Register contained in 'Part 2' of this agenda includes a commentary on each contract (there is no covering report).

2. **RECOMMENDATIONS**

That PDS Committee:

- 2.1 Reviews the appended £50k Contracts Register (which also forms part of the Council's commitment to data transparency); and
- 2.2 Notes that the Contracts Register in Part 2 contains additional, potentially commercially sensitive, information in its commentary.

Impact on Vulnerable Adults and Children

1. Summary of Impact: The appended Contracts Register covers services which may be universal or targeted. Addressing the impact of service provision on vulnerable adults and children is a matter for the relevant procurement strategies, contracts award and monitoring reports, and service delivery rather than this report.
-

Corporate Policy

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

Financial

1. Cost of proposal: - N/A
 2. Ongoing costs: - N/A
 3. Budget head/performance centre: Renewal and Recreation Portfolio
 4. Total current budget for this head: - £8.176m
 5. Source of funding: - Existing controllable budget for 2017/18
-

Personnel

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

Legal

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

Procurement

1. Summary of Procurement Implications: Improves the Council's approach to contract management
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): N/A
-

Ward Councillor Views

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

3. COMMENTARY

Contracts Register Background

- 3.1 The Council has 230 active contracts with a Total Contract Value (TCV) greater than £50k.
- 3.2 The appended Contracts Register details key information concerning the 14 contracts in the Renewal and Recreation Portfolio (as of 21 November 2017).
- 3.3 The Register is generated from the Council's Contracts Database (CDB) which is administered by Commissioning & Procurement Directorate and populated by the relevant service managers (Contract Owners) and approved by their managers (Contract Approvers).
- 3.4 As a Commissioning Council, this information is vital to facilitate a full understanding of the Council's procurement activity and registers are reviewed by the Commission Board, the Corporate Leadership Team, and Contracts Sub-Committee as appropriate.
- 3.5 New registers will be produced four times a year – though the database itself is always 'live'.
- 3.6 Each PDS committee is expected to undertake detailed scrutiny of its contracts – including scrutinising suppliers – and hold the Portfolio Holder to account on service quality and procurement arrangements.

Contract Register Summary

- 3.7 The table below summarises key data from the 230 contracts contained in November 2017's £50k+ Contracts Register Report (which covers all six Portfolios).

All Portfolios

Issue	Data	September 2017	November 2017
Contracts (>£50k)	All Portfolios	265	230
Flagged as a concern 	All Portfolios	11	14
Contracts by Portfolio	Care Services	106	91
	Environment	20	21
	Education, Children & Families	60	43
	Public Protection & Safety	6	6
	Renewal & Recreation	19	14
	Resources	54	55
TOTALS		265	230
Contracts by Risk Index	Red	19	17
	Amber	95	77
	Yellow	123	103
	Green	28	33
TOTALS		265	230
Contracts by Procurement Status	Red	96	91
	Amber	73	55
	Yellow	29	26
	Green/other	67	58
TOTALS		265	230

- 3.8 There are fewer contracts in the November 2017's combined PDS Register (230) compared with September 2017 (265) because some services have been consolidated into single contracts and some contracts have expired. For information, there are currently 264 expired contracts (all values) in the CDB, which helps to improve the Council's corporate memory.
- 3.9 Key information, for this Portfolio, extracted from November's £50k+ Contracts Register.

Issue	Data	September 2017	November 2017
Contracts	£50k+	19	14
Concern Flag		0	1
Risk Index	Red	1	1
	Amber	4	4
	Yellow	13	8
	Green	1	1
Portfolio Total		19	14
Procurement Status	Red	11	9
	Amber	4	1
	Yellow	0	0
	Green	4	4
Portfolio Total		19	14

R&R has 14 (6%) of the Council's 230 contracts (valued at greater than £50k)

The contracts listed as owned by Tim Woolgar have now all ended following the transfer of the library service to Greenwich Leisure Limited. The register has been updated to include the new contract with Greenwich Leisure Limited.

There is one flagged contract with Idox Software Ltd. Idox provide software that is used across Environmental Services. A report will be taken to the Commissioning Board to renew this contract for another year with a view to officers doing a full review by April 2018 with any tendering activity completed before the end of this one year extension.

Contract Register Key

3.10 A key to the Contracts Register is set out in the table below.

Register Category	Explanation
Risk Index	Colour-ranking system reflecting eight automatically scored and weighted criteria providing a score (out of 100) / colour reflecting the contract's intrinsic risk
Contract ID	Unique reference used in all related committee reports and authorisations
Owner	Manager/commissioner with day-to-day budgetary / service provision responsibility
Approver	Contract Owner's manager, responsible for approving data quality
Contract Title	Commonly used or formal title
Supplier	Main contractor or supplier responsible for service provision
Portfolio	Relevant Portfolio for receiving procurement, contract monitoring and budget monitoring reports
Total Value	Total Contract Value i.e. the contract's value from commencement to expiry of formally approved period (i.e. exc. any extensions which have yet to be approved)
Original Annual Value	Value of the contract its first year (which may be difference from the value in subsequent years, due to contract start-up costs etc)
Budget	Approved budget for the current financial year. May be blank due to: finances being reported against another contract; costs being grant-funded, complexity in the finance records e.g. capital (also applies to Projection)
Projection	The expected spend by the end of the current financial year
Procurement Status	Automatic ranking system (green, yellow, amber, red) based on value and proximity to expiry designed to alert Owners to take procurement action. Red ragging typically means the contract is nearing expiry and is not a criticism (as all contracts will ultimately become red).
Start & End Dates	Approved contract start date and end date (excluding any extension which has yet to be authorised)
Months duration	Contract term in months
Attention 	Red flag denotes Commissioning & Procurement Directorate concern regarding procurement arrangements (also see C&P Commentary)
Commentary	Contract Owners provide a comment where either the Risk Index or Procurement Status is ragged red or amber. Commissioning & Procurement Directorate may add an additional comment for Members' consideration if appropriate <i>The Commentary only appears in the Part 2 register</i>
Capital	Most of the Council's contracts are revenue-funded but capital contracts are separately identified (and listed at the foot of the Contracts Register) because different reporting / accounting rules apply

Contract Register Order

3.11 The Contracts Register is output in Risk Index order. It is then ordered by Procurement Status, Portfolio, and finally Contract Value. Capital contracts appear at the foot of the Register and contracts of concern (to Commissioning & Procurement Directorate) are flagged at the top.

4. IMPACT ON VULNERABLE ADULTS & CHILDREN

4.1 The Corporate Contracts Register covers all Council services: both those used universally by residents and those specifically directed towards vulnerable adults and children. Addressing the impact of service provision on the vulnerable is a matter for the relevant procurement strategies, contracts, and delivery of specific services rather than this summary register.

5. POLICY IMPLICATIONS

- 5.1 The Council's renewed ambition for the borough is set out in the 2016-18 update to [Building a Better Bromley](#) and the Contracts Database (and associated Contract Registers) help in delivering all of the aims but especially in delivering the aim of being an 'Excellent Council'. For an 'Excellent Council', this activity specifically helps by 'ensuring good contract management to ensure value-for-money and quality services'.

6. PROCUREMENT IMPLICATIONS

- 6.1 Most of the Council's (£50k plus) procurement spend is now captured by the Contracts Database. The database will help in ensuring that procurement activity is undertaken in a timely manner, that Contract Procedure Rules are followed, and that Members are able to scrutinise procurement activity in a regular and systematic manner.

7. FINANCIAL IMPLICATIONS

- 7.1 The Contracts Database and Contract Registers are not primarily financial tools – the Council has other systems and reports for this purpose such as FBM and the Budget Monitoring reports. However, the CDB and registers do contain financial information both in terms of contract dates and values and also budgets and spend for the current year.

8. PERSONNEL IMPLICATIONS

- 8.1 There are no direct personnel implications but the Contracts Database is useful in identifying those officers directly involved in managing the Council's contracts.

9. LEGAL IMPLICATIONS

- 9.1 There are no direct legal implications but the Contracts Database does identify those contracts which have a statutory basis and also those laws which should be complied with in delivering the contracted services.
- 9.2 A list of all (irrespective of value) the Council's contracts may be found on Bromley.gov.uk to aid transparency.

Non-Applicable Sections:	None
Background Documents: (Access via Contact Officer)	Contracts Register Reports to Contracts Sub-Committee

Contract Register Report +£50k Renewal and Recreation: November 2017

Risk Index	MAIN CONTRACT DATA						FINANCE DATA				Proc. Status	CONTRACT TERMS			Attention	Capital
	Contract ID	Owner	Approver	Contract Title	Supplier Name	Portfolio	Total Value	Original Annual Value	Budget	Projection		Start Date	End Date	Months Duration		
●	1402	MARY MANUEL	JIM KEHOE	Idox Document Management System and UNiform Property Software	Idox Software Ltd	Renewal and Recreation	372,756		93,290	93,290	■	01/04/1997	31/03/2018	252	Ⓜ	
●	31	TIM WOOLGAR	COLIN BRAND	Library Book and AV Materials Supply Contract with Central Buying Consortium (CBC) Framework	Askews and Holts Library Services Ltd	Renewal and Recreation	699,500	349,750	175,000	175,000	■	01/04/2016	31/03/2018	24		
●	30	JOHN GLEDHILL	COLIN BRAND	Leisure Trust - Provision of Leisure Services	MyTime Active	Renewal and Recreation	25,131,740	1,471,590	828,700	828,700	■	01/04/2004	31/03/2024	240		
●	40	TIM WOOLGAR	COLIN BRAND	Library Management System (jointly procured with Bexley)	Axiell Library Ltd	Renewal and Recreation	118,750	23,750	28,000	23,094	■	01/12/2012	01/12/2017	60		
●	3659	MARTIN PINNELL	COLIN BRAND	Development of Business Improvement Districts in London Borough of Bromley	Central Management Solutions	Renewal and Recreation	87,785	87,785	87,785	87,785	■	10/11/2016	31/03/2018	16		
●	35	TIM WOOLGAR	COLIN BRAND	Excel Couriers	Excel Group Services Ltd	Renewal and Recreation	56,000	14,000	3,900	3,900	■	24/03/2014	23/03/2018	48		
●	3658	MARTIN PINNELL	COLIN BRAND	Penge Business Support Programme	Retail Revival Ltd	Renewal and Recreation	53,950	31,650	9,500	9,500	■	27/06/2016	31/03/2018	21		
●	32	JOHN GLEDHILL	COLIN BRAND	Biggin Hill Leisure Centre & Library Management	MyTime Active	Renewal and Recreation	2,012,159	123,349	151,180	151,180	■	30/04/2010	31/03/2024	167		
●	33	JOHN GLEDHILL	COLIN BRAND	Norman Park Athletics Track	Norman Park Track Management Ltd	Renewal and Recreation	375,000	37,680	38,360	38,360	■	01/04/2014	31/03/2024	120		
●	3615	LYDIA LEE	COLIN BRAND	Biggin Hill Memorial Museum works	Building Associates Ltd	Renewal and Recreation	1,326,343	1,326,343	1,326,343	1,326,343	■	28/08/2017	31/07/2018	11		Capital
●	1365	LYDIA LEE	COLIN BRAND	Crystal Palace Park Regeneration Plan	AECOM Infrastructure and Environment UK Ltd	Renewal and Recreation	669,101	497,648	669,100	669,100	■	16/03/2016	28/02/2018	23		Capital
●	41	LYDIA LEE	COLIN BRAND	Crystal Palace Park Improvement Scheme	Kinnear Landscape Architects Ltd	Renewal and Recreation	399,597	124,800	399,597	399,597	■	02/11/2014	31/07/2018	45		Capital
●	1366	LYDIA LEE	COLIN BRAND	Biggin Hill Memorial Museum	Robin Lee Architecture LLP	Renewal and Recreation	318,143	235,823	318,143	318,143	■	15/03/2016	30/11/2018	32		Capital
●	1367	LYDIA LEE	COLIN BRAND	Biggin Hill Memorial Museum Exhibition Design	Redman Partnership LLP	Renewal and Recreation	87,863	87,863	87,863	87,863	■	28/04/2016	30/11/2018	31		Capital

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Report No.
DRR18/006

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE

7 February 2018

Date: For Pre-Decision Scrutiny by the Renewal and Recreation Policy Development and Scrutiny Committee on 24 January 2018

Decision Type: Non-Urgent Executive Key

Title: Bromley Market Reorganisation Update

Contact Officer: Jonathan Richards, Business Support Team & Markets Manager
Tel: 020 8313 4317 E-mail: jonathan.richards@bromley.gov.uk

Chief Officer: Executive Director of Environment & Community Services

Ward: Bromley Town

1. Reason for report

- 1.1 The Executive on 22 March 2017 approved the designs and costings for the next phase of the Bromley Town Centre improvement and plans to re-organise, rebrand and relocate the existing market as part of those improvement works. The Executive on 7 November 2017 agreed funding for capital costs in regard to the original kiosk and pop-up stall design.
- 1.2 The Renewal & Recreation PDS Committee on 1 November 2017 agreed that the Bromley Market Consultative Panel should be further engaged to feed into the market re-design. This report provides an update on progress following feedback from the markets traders, considers alternative costed options and a recommendation on the revised number of stalls and semi permanent kiosks.
-

2. **RECOMMENDATIONS**

- 2.1 **Members of the PDS Committee note the report and make comments available to the Executive Committee on 7 February 2018.**

That the Executive:-

- 2.2 **Note the consultation input from the Market Traders and Bromley Market Consultative Panel.**
- 2.3 **Agree the recommendation for the Option Model C design as outlined in paragraph 3.33.**
- 2.4 **Agree the £116k reduction in the allocation from the Growth Fund to meet the lower capital cost for Option C.**
- 2.5 **Note there will be an overall decrease of £116k for the Bromley High Street Improvement Scheme within the Capital Programme, resulting in a total scheme cost of £3.46m.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: The scheme design will take into account measures for the mobility and visually impaired
-

Corporate Policy

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

Financial

1. Cost of proposal: Reduction in capital costs of £116k should Option C be agreed.
 2. Ongoing costs: Potential net additional income of Cr £4k, excluding loss of interest
 3. Budget head/performance centre: Capital Programme and Bromley Market
 4. Total current budget for this head: £3.576m and Cr £54k
 5. Source of funding: Growth Fund, S106 funding and existing 2017/18 revenue budget
-

Personnel

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

Legal

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

Procurement

1. Summary of Procurement Implications: It is proposed that the all the civil engineering and public realm improvement works, including all lighting will be completed by FM Conway under the current Highway Engineering Term Contract. It is proposed that Council's TFM term contractor AMEY will deliver the procurement of the Market Kiosks.
There remains the future option remains for the Market to be run by an external third party.
-

Customer Impact

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

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments: Local Ward Councillors have not been consulted in detail on the scheme redesign.

3. COMMENTARY

Background

- 3.1 The Executive Committee on the 22 March 2017 and Full Council on 10 April 2017 approved the detailed design, funding and programme for the next phase of the Bromley town centre improvements.
- 3.2 The Council's Highway Engineering term contractor FM Conway are due to recommence Phase 2 improvements works in January 2018.
- 3.3 Planning consent is being sought for both the market relocation and the new market kiosks.
- 3.4 The Executive Committee of the 7 November 2017 agreed the capital costs of £580k for the proposed design of 8 kiosks and 21 pop-up stalls and officers noted the minuted agreement of the R&R PDS on the 1 November 2017 that through the Bromley Market Consultative Panel the market trader's priorities should continue to feed into the detailed market re-design and an update report received in January 2018.
- 3.5 Following stakeholder engagement it is proposed that the market layout be revised to accommodate the existing traders. As a result the current programme will require the phased relocation of the market to commence from 19 March 2018 given the need to install additional infrastructure to service additional pitches and the space restriction caused by the temporary scaffolding outside of the Churchill Theatre.

Stakeholder Engagement

- 3.5 During the consultation carried out prior to the PDS meeting on the 1 November 2017, a key concern from the Market Traders was the reduction in the number of stalls proposed in the re-design. In response, a review of the design sought to increase the number of stalls to 46, ensuring the key principles of the design were adhered to; a single line of stalls, breaks in the line to ensure shop access and line of sight to shop fronts.
- 3.6 A consultation meeting with the Market Traders was held on 21 November 2017 and the newly configured design was presented to the traders. The response from the traders was largely positive, particularly that their concerns regarding the number of stall locations had been listened to and these had increased.
- 3.7 Other comments made included ensuring there is adequate infrastructure for the relocated market; minimise disruption and potential conflict with existing street traders operating in the area; maintain the principles of not putting directly competing stalls too near each other. There was also concern at the lack of sheltered seating around the kiosks for trading in inclement weather.
- 3.8 Ahead of the submission of the Planning Application a meeting of the Bromley Market Consultative Panel was held on 11 December 2017 with representatives from the Market Traders, Street Traders and Bromley BID.
- 3.9 The Panel were shown a proposed layout design with a maximum number of 46 potential trading locations. The number sought to enable adequate provision to allow both existing Market and Street Traders to operate in the new area. The Panel responded positively to the design, the traders to the number of potential trading locations and the BID to the continued adherence to the underlying design principles to consider the shop units.

- 3.10 One concern raised is whether future traffic flow could be considered to allow traffic on the pedestrian area to exit by Primark and hence reduce congestion at the Elmfield Road entrance when entering and exiting vehicles meet.

Planning Application

- 3.11 To secure planning consent in time to allow the phased relocation of the Market to commence by 19 March 2018, a Planning Application (reference 17/05817/REG3) has been submitted for the change of use to allow the section of the pedestrianised area, Market Square to Central Library to host a market.
- 3.12 This application does not include the proposed permanent kiosks, the detailed design of which is currently being finalised including foundation design. It is proposed that the detailed design for the Market kiosks will be submitted in February 2018. It is anticipated that the market relocation will now be a phased move given the need to install additional infrastructure and the ongoing issues with the scaffolding outside of Churchill Theatre.
- 3.13 Appendix 1 shows the submitted design for the Planning Application. The design identifies a maximum number of 46 potential trading locations, while continuing to adhere to the core design principles: single row of stalls, spacing to ensure access to shops and lines of sight to shop fronts and encourage pedestrian flow around and between the shops and stalls.
- 3.14 Given the timeframes of the market move to accommodate the Bromley Town Centre improvement works schedule the application design includes pop-up locations outside Primark, where the proposed kiosks will be sited, as the area will need to be used to host pop-up stalls in the first instance.
- 3.15 The application also includes the option for seven additional markets to be held over the course of the year during the remaining 4 days of the week.

Kiosk Interest

- 3.16 As outlined in the update presented to the Executive 7 November 2017 the kiosks would be fitted out to allow for hot food catering as well as retail. The precise layout of food and non-food pitches will be subject to negotiation with the market management.
- 3.17 Whilst expressions of interest in the permanent kiosks have come from a range of traders; fishmonger, fruit and veg, haberdashery, the interest has predominately been from hot food traders, which could create a problem due to the smells created outside of shop fronts.

Market Infrastructure

- 3.18 The identification of further stall locations will require the additional provision of supporting infrastructure in the form of electrics to ensure the positions are suitable for traders. This will incur a further cost of £81k to the Improvement Works. In addition the estimated costs of an individual stall has increased from £1k to £1.45k. These increases in costs for each option are highlighted in Table 1 below.
- 3.19 Consideration will also need to be given to pop-up stall storage and associated equipment (tables and weights). Storage is currently a container unit located off the High Street down Foxes Passage. The container is already at full capacity with temporary storage utilised to house equipment. A further container will be needed to be purchased at a one-off cost of £3k to house the new stalls and equipment.

Market Layout

- 3.20 As part of the market re-design, market specialist Quarterbridge is working on an indicative trader position layout as part of their commissioned workstream. The layout seeks to establish areas and trader type positions to best encourage pedestrian footfall through and around the market. A draft of this layout is included as Appendix 2

Market Branding

- 3.21 As part of the market relocation and redesign it is proposed that it is accompanied by relaunched branding. The branding would seek to create a Bromley Market website which would hold information on the market, the traders, and Bromley Town Centre. It would be supported by social media accounts used by the Market Supervisor to increase awareness and promote the market, Traders and Bromley Town Centre and send out key communications regarding which Traders are attending and whether the market is operating.
- 3.22 Market specialist Quarterbridge have been commissioned to support this re-branding and an example of existing market branding they have completed for other clients is included as Appendix 3.
- 3.23 A strong brand, promoted on a variety of platforms, from website, to social media to produces such as bags-for-life would build Bromley identity of the market and town centre itself.

Market Future

- 3.24 In addition to the branding, the market could further be improved through an assessment to identify trades/products not currently represented on the Market and seek to encourage them in. This would further improve the mix of traders and products available and improve Bromley as a destination for the public.
- 3.25 The hosting of additional markets and market events in the periods between the Bromley Market (i.e. Sunday to Wednesday) would be an opportunity to both boost income and footfall. Specialist markets such as:
- Farmers Markets; Antiques and Collectables Markets , Continental Markets, Food and Drinks Festivals, Christmas Markets and other themed markets.
- 3.26 Such markets and events would complement the work of the Bromley BID and could be held in conjunction and support of their promotional activities. Given that the Town Centre Improvements and market relocation remove and occupy the principle locations where the Bromley BID have undertaken their promotional activities for Wimbledon, Halloween and Christmas this would allow these events to continue and further promote Bromley Town Centre.
- 3.27 Furthermore, as outlined in the reports to Executive on 22 March 2017 and 7 November 2017 it is proposed that the relocated market be licenced under the Food Act 1984, as opposed to the London Local Authorities Act 1990 (LLAA).
- 3.28 Once the market relocation has been completed and the market operation settled, the option of commissioning the market management to a third party will need to be examined in detail with a report on the options being presenting back to this committee.

Options Modelling

- 3.29 Given the changes following the feedback from the consultation with the Traders the original proposal for 8 kiosks and 21 pop-ups needs to be reconsidered.

3.30 The initial relocation of the market will utilise only pop-up stalls (46) in the first instance to accommodate the traders, whilst the phased relocation takes place. However, following the consultation with the market and street traders and the desire to accommodate the existing number of traders in the reconfigured layout, some further modelling has been undertaken to compare the financial projections of operating with different combinations of pop-ups and kiosks following the completion of the high street improvements as well as the capital costs:

Option A - 46 pop-up stalls:

3.31 This option was considered as it retained the temporary layout on a permanent basis to provide an adequate number of stalls for the existing traders and negates the need for capital investment in the building of the kiosks. However, whilst there is a significant capital saving of £429k, the income received from pop-ups only does not generate enough income to meet costs.

Option B - 8 kiosks with 36 pop-up stalls:

3.32 Retaining the original 8 kiosks and increasing the number of pop up stalls was modelled and the net financial effect is positive with an additional £20k revenue per annum surplus generated, but at an additional capital cost of £116k. There is some concern that with interest predominately from hot food outlets and the concern about smells generated by hot food directly outside the entrance to retail outlets then there may be a high percentage of voids in the kiosks, given that interest has only been received for some of the kiosks. The financial modelling has allowed for this.

Option C - 4 kiosks with 41 pop-ups:

3.33 The option of installing 4 kiosks and increasing the number of pop-up stalls was modelled. This option enables the existing traders to be accommodating and for half of the original kiosks to be installed. The demand for the kiosks can therefore be tested in the market and allows for additional kiosks to be installed at a later date if successful. This model generated a slightly higher net surplus (£4k) than the currently agreed model but reduces the capital outlay by £116k.

Table 1: Capital cost implications compared to existing budget

Capital	Budget as at Nov 17 £'000	Option A - 46	Option B - 8	Option C - 4
		Pop-Up Stalls only £'000	Kiosks & 36 Pop-Up Stalls £'000	Kiosks & 41 Pop-Up Stalls £'000
<u>Kiosks</u>				
Delivery & installation of kiosks	296	0	296	148
Utility services & kiosk infrastructure	64	0	64	32
Main contractor costs incl contingency	135	0	135	108
Fit-out costs	64	0	64	32
Total Kiosk costs	559	0	559	320
<u>Pop-Up Stalls</u>				
Purchase of pop-up stalls	21	67	53	60
Infrastructure costs - extra pop-up stalls incl contingency	0	81	81	81
Storage container	0	3	3	3
Total Pop-Up Stalls	21	151	137	144
Total Capital Costs	580	151	696	464
Varitation in Capital Costs		-429	116	-116

3.34 The table below shows the projected net surplus/cost compared to budget for the different options:

Table 2: Net surplus/costs compared to budget

Overview of Option Modeling

Model	Description	Net surplus/cost compared to budget
Original	<i>8 Kiosks and 21 Pop Up Stalls</i>	Nil
Option A	<i>46 Pop Up Stalls with Additional Markets</i>	£10k
Option B	<i>8 Kiosks and 36 Pop Up Stalls with Additional Markets</i>	£-3k
Option C	<i>4 Kiosks and 41 Pop Up Stalls with Additional Markets</i>	£-4k

For each option an estimated occupancy void % has been assumed. Option A = 15%; Option B = Kiosks 50% & Pop Ups 15%; Option C = Pop Ups 18%

3.35 As presented in previous reports to this committee the inclusion of Kiosks in the High Street will enhance the aesthetics of the Town Centre and help to attract retail and food outlets, creating an enhanced physical environment and complementing the vision for the High Street to become a place of choice for shopping and retail.

3.36 The revised modelling shows that including additional pop-up kiosks does generate an additional net surplus if combined with a number of kiosks. Whilst Option B could generate the highest net surplus per annum if a higher occupation rate was achieved this is not guaranteed and there are additional £116k in capital costs. Option C generates a potential surplus of £4k per annum and reduces capital costs by £116k.

3.36 It is therefore recommended that the agreed layout is revised to **Option C**; with 4 semi-permanent kiosks and 41 stalls and holds additional markets. This option does not preclude the introduction of further kiosks at a later date should there be demand and supporting

business case, but would minimise the investment risk while allowing Bromley to test the underlying business case of 7-day trading at that location; seeing how seasonal variations factor into the model and interested traders are able to scale up to the operation.

4. POLICY IMPLICATIONS

- 4.1 Proposals are in support of developing and maintaining the vibrancy of Bromley Town Centre, and as such contributes to the Building a Better Bromley key priority of Vibrant, Thriving Town Centres.

5. FINANCIAL IMPLICATIONS

- 5.1 Executive on 7 November 2017 allocated £580k from the growth fund to meet the cost of installing 8 semi-permanent kiosks and 21 pop-up stalls. This sum forms part of the overall capital scheme of £3.576m for the Bromley Town Centre Public Realm project.
- 5.2 Following further consultation, officers have outlined three new options for the market. All three options increase the number of stalls required which has a significant impact on the capital cost of the scheme, both in the cost of stall procurement and in the provision of electrical infrastructure to facilitate the additional trading locations. The detailed capital costs for each option are shown in Table 1 above and summarised below: -

Table 3: Summary of Capital Costs for the Three Options

	Option A £'000	Option B £'000	Option C £'000
Cost of purchase, installation and fit-out costs of the kiosks	0	559	320
Cost of purchase and installation of the pop-up stalls	151	137	144
Total capital costs	151	696	464
Existing scheme estimate within Capital Programme	580	580	580
Net additional/reduction in capital costs	-429	116	-116

- 5.3 For 2017/18, the Bromley market has a net controllable budget of Cr £54k. The following table provides the potential financial implications of the three options for the market as outlined in 3.31 to 3.33, although Option C is being recommended: -

Table 4: Revenue Costs

	Option A 46 Pop-Ups £'000	Option B 8 kiosks & 36 Pop-ups £'000	Option C 4 kiosks & 41 Pop-ups £'000
Current 2017/18 controllable budget for market	-54	-54	-54
Current street trading & Promotion income budget (Bromley High St)	-32	-32	-32
Total 2017/18 budget	-86	-86	-86
Net controllable cost/surplus for options	-56	-69	-70
Street trading & Promotion income	-20	-20	-20
Total Net controllable cost/surplus for options	-76	-89	-90
Net additional /Loss of income	10	-3	-4
Potential loss of income from interest earned on capital (1.5%)	2	10	7
Revenue impact of each option	12	7	3

- 5.4 Business rates of the kiosks should be recovered from the kiosk occupants or paid directly by the occupiers. Tenants would also be responsible for meeting any utility costs. The Council would only become liable for these costs when the stalls/kiosks were not occupied.
- 5.5 Should Option C be agreed as recommended, only £464k is required from the growth fund rather than the previously agreed sum of £580k. The overall capital scheme will reduce by £116k and therefore the revised total cost of the High Street improvement scheme will be £3.46m.
- 5.6 As shown in the table 4 above, Option C may produce additional net income of £4k, excluding the potential loss of interest earned on capital. However, this is dependent on the level of occupancy of both the kiosks and pop-up stalls.
- 5.7 It should be noted that income from street trading and promotions on the high street will reduce and be replaced by net additional income from the extra markets.

6. LEGAL IMPLICATIONS

- 6.1 The Council implemented the London Local Authorities Act 1990 (LLAA) in 1991 to regulate street trading in the Borough. This legislation also covers the Friday and Saturday market and the individual street traders. The Thursday Charter Market is exempt from street trading legislation.
- 6.2 The Council is not permitted to make a profit from a market registered under this legislation; it can only recover its costs. There is however no such statutory limitation on the costs chargeable for the Charter Market. Consequently as explained in paragraph 3.28 above, it is proposed that the market (other than the Charter Market) should in future be licensed under the Food Act 1984 to enable the Council to maximise income.
- 6.3 Market Trader licences are created on a six-monthly basis and will next expire on 31 March 2018, however some of the permanent Street Traders are licenced under longer terms and it could take up to 18 months to re-license, however traders can remain under the LLAA legislation in the meantime.
- 6.4 Counsel's advice was sought on the complexities surrounding the five existing permanent street traders and the process of relocating and terminating their current licences before issuing new ones as there is a right of appeal to the Magistrates Court. It is Counsel's opinion that the process could be very fraught for Bromley requiring a significant burden of evidence that there was no alternative for the Council and demonstration the trading constitutes a significant disruption. Further, that to avoid the risk of challenge and to minimise disruption to trader's business, Counsel suggested the Council could consider temporarily varying the street trading licence and designate a different licenced street while in the meantime taking steps to establish a new market under the Food Act 1984. It is also advised that any such re-location is kept as near as possible to the current location and with similar benefits as the current High Street.
- 6.5 The proposals within this report are consistent with Counsel's advice and a phased relocation is likely to achieve the Council's aims with the least likelihood of challenge
- 6.6 Members should also note that if the Council stops holding the charter market then the charter right to hold the market will lapse. However, there would be nothing to prevent the Council from using its powers under either the LLAA or the FA to restart a market at some point in the future.

7. PROCUREMENT IMPLICATIONS

- 7.1 With regard to the kiosks the procurement process would be managed by the Total Facilities Management Term Contractor, AMEY. It is proposed that the kiosks will be installed only when there is a pre-contractual agreement with tenants.

Non-Applicable Sections:	Impact on Vulnerable Adults and Children; Personnel Implications
Background Documents: (Access via Contact Officer)	



General Notes
 No further survey work. This drawing is for information only and does not constitute a contract. It is the responsibility of the client to ensure that the information provided is accurate and up-to-date. The client is responsible for any errors or omissions. The client is responsible for any errors or omissions. The client is responsible for any errors or omissions.

Notes
 Proposed pop-up market stalls

Rev	Date	Description	Drawn	Checked
01	12.12.17	Market area removed	SEW	CW



sew
 Strategic Planning
 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100

Drawing Title	
High Street North Market Layout	
Project Number	0220
Status	Info
Scale #/A0	1:250
Date	30.11.17
Drawn by	CW
Checked by	SEW
Project	Bromley Central High Street
Drawing Number	0220_SEW_HS_7102
Revision	01

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- Clothing Stores
- Banks
- Food Retail & Catering
- General & Assessories
- Non-Food Retailing



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A market comprises a mix of tenants with individual trading names, but there is always a collective name by which the market is known. The market is often the single largest retailer within the town centre but it usually has the least retail identity.

An identity is important to create brand recognition among consumers, even for a market. Location, trading days, events and offers should all be promoted with a consistency of style across all platforms.

Quarterbridge creates innovative and memorable retail identities specifically tailored for market operators.

Good signage is essential to make the market visible and accessible, whether it's directional signage or external banners to promote an event.

Each of these logos has been designed to reflect the market it represents, whether a traditional Victorian indoor market, a contemporary food hall, a market within a modern retail complex or a street market.



Perhaps the best example and most comprehensive branding Quarterbridge has undertaken would be at Woking Market. The market was previously without an identity. The Market Walk brand was created and since evolved from a simple market brand into the The Woking Market Company, which is the market operator and lease holder for the site.

The Market Walk is established across all social media tangents, printed on bags and present on all market and promotional events.



Quarterbridge have been commissioned to design the Bromley Market brand, this will be issued alongside brand guidelines, which will help steer future branding exercises.

To accompany the brand, Quarterbridge will be engineering and will be launching the Bromley market standalone website.

Report No.
DRR18/005

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: RENEWAL AND RECREATION POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Date: 24 January 2018

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

Title: TOWN CENTRES DEVELOPMENT PROGRAMME UPDATE

Contact Officer: Kevin Munnely, Head of Renewal
Tel: 020 8313 4519 E-mail: kevin.munnely@bromley.gov.uk

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

Ward: All Wards

1. Reason for report

1.1 To update Members on progress in delivering the Town Centres Development and Growth Programme.

2. RECOMMENDATION(S)

2.1 That Members note the progress on the delivery of the Town Centres Development and Growth Programme.

Corporate Policy

1. Policy Status: Existing Policy: Bromley Town Area Action Plan
 2. BBB Priority: Vibrant, Thriving Town Centres:
-

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A:
 3. Budget head/performance centre: Renewal budget, Capital Programme and S106 Funding
 4. Total current budget for this head: £34,918.3m
 5. Source of funding: Town Centre Development Fund, Growth Fund, Investment Fund, S106 resources, NHB/GLA High Street funding, Capital Financing and TfL funding
-

Staff

1. Number of staff (current and additional): 5
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Non-Statutory - Government Guidance:
 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? Yes
2. Summary of Ward Councillor's comments: Officers hold regular update meetings with Ward Councillors.

3. COMMENTARY

Development Programme

3.1 As agreed at R&R PDS on 1 April 2014 this report provides updates for only those individual projects where progress has been made.

Site G: West of the High Street

- 3.2 The Executive on 17th July 2017 approved the detailed terms of the development agreement and lease for the development and on 11th December 2017, Full Council approved an increase to the capital programme for the purpose of acquiring properties within the red line area.
- 3.3 Countryside Properties intend to submit a full planning application for their scheme by the end of March 2018. As part of the Development Agreement Countryside will need to submit their scheme for Executive approval and it is intended that this report will form part of the February Committee cycle approvals.
- 3.4 Following a review of the policy of Opportunity of Site G during the Local Plan examination and as required by the AAP Inspector, the Council is preparing to publish and consult on a Masterplan for Opportunity Site G. The Master Plan will be subject to a six week public consultation and the results of this consultation will be reported back to the Executive for consideration and approval.
- 3.5 The following development programme has been prepared based on Countryside submitting a full planning application for the scheme by the end of March 2018. The resulting milestones have been drafted based on this submission date and illustrate the estimated length of each stage in the process.
- Exchanged Development Agreement – Sept 17
 - Public Planning Consultation on Countryside Scheme – Nov 17
 - Consultation on Wider Site G Masterplan TBC
 - Executive Approval of Scheme March 2018
 - Submit Planning Application March 2018
 - Prepare Compulsory Purchase Order documentation March 2018
 - Secure Planning Consent Sept 2018
 - Make Compulsory Purchase Order Winter 2018
 - Compulsory Purchase Inquiry Autumn 2019
 - Commence Development Spring 2020
 - Completion Spring 2025
- 3.6 Future updates on the progress of the development programme for Site G will be regularly reported to the R&R PDS committee and reported on a quarterly basis to the Executive.

Site A: Bromley North Station

- 3.7 The Draft Local Plan – with the allocation for Bromley North Station has been subject to an Examination which is currently ongoing and will conclude with receipt of the Inspector's final report. The Council will then move to adopt the new Local Plan which will replace the Unitary Development Plan in its entirety and selected elements of the Bromley Town Centre Area Action Plan.
- 3.8 Developers BE, formerly Prime Place, have submitted a planning application for the first phase of development on the Sherman Road portion of the site for a mixed-use scheme

comprising 215 Build to Rent apartments, flexible class B1/D1 floorspace, including class B1 meeting room space, car and cycle parking, associated access and public realm improvements. (Planning Application Number: 17/05790/FULL1) . A determination of the application is expected to be made in Spring 2018.

Bromley Town Centre High Street Public Realm Improvements

- 3.9 The Executive committee of the 7th November 2017 approved the detailed design and implementation costs of £580k for market kiosks and pop up stalls to be located north from the Churchill Theatre and at Market Square and the authority to submit a planning application for the relocated market. In addition £152k of Section 106 funding was approved for a programme of architectural lighting improvements.
- 3.10 A planning application for the relocated market including 46 pop-up market stalls was submitted in December 2017. It is anticipated to be presented to the Plans Sub-Committee on the 22nd February 2018. Subject to planning the market will be relocated in mid-March. The design of the market kiosks, commercial units and canopies are ongoing.

Beckenham Town Centre Public Realm Improvements

- 3.11 The Council's Highway term contractor FM Conway have completed the initial phase of works at the High Street junction with Albemarle, Rectory and Southend Road and the New kerb alignments and paving have been completed for the High Street between Beckenham Junction and Thornton's Corner (phases 1 and 2 of the improvements). Phase 3, the substantial redesign of Thornton's Corner and new paving on the southside of the High Street was also completed on programme. The rebuilding of the planters on Beckenham Green and associated other improvements were completed by the 2nd December to enable a community Christmas event on the Green. During the Christmas embargo FM Conway ceased improvement works and traffic was reverted to two way operation. There were no reported traffic issues or congestion problems caused by the new improvements. Phases 4 of the improvements commenced on the 8th January 2018 and one directional traffic and bus diversions was reintroduced.
- 3.12 A weekly newsletter is currently sent to a data base of local businesses and interested parties and a FM Conway's business liaison officer is continuing to meet local businesses to discuss their concerns and advise of forthcoming works that may affect them. The project team are continuing to provide regular updates to both the Beckenham Town Centre Working Party and Beckenham Business Association meetings.

Beckenham Green Canopy

- 3.13 Beckenham Green's stage is undergoing an architectural competition for a concept design of a canopy. A cash prize of £500 will be awarded to the winning entry and their design will be used to inform a brief for the detailed design and manufacture of the canopy. Closing date for entries is 15th of January 2018 with judging to include the Beckenham Town Centre Working Group and the Head of Renewal.

Orpington Walnut Shopping Centre Public Realm Scheme

- 3.14 Phase 1 of the scheme is complete and term Contractors FM Conways are currently looking to resolve a few snagging issues. Contractors will be returning on site to commence the phase 2 works once FM Conways and the Council have agreed on its final costings.

- 3.15 Officers are having ongoing discussions with Berkeley Homes to agree the phasing and funding for the next phase of improvements. Subject to Berkeley Homes' occupation rate, it is expected that the final Section 106 payment will be received in May 2018.

Orpington Regeneration Strategy

- 3.16 Cushman and Wakefield, the Council's appointed real estate advisers have been instructed to prepare a review of the opportunities in Orpington town centre. This work has commenced and it is proposed that this work will be presented for consideration to both the R&R PDS and Executive Committees in February 2018 with appropriate recommendations as to a strategic approach for Orpington.

Penge Town Centre Improvements

- 3.17 The New Homes Bonus Funded element of the public realm improvements to Penge High Street commenced in December with most of the new paving completed in Arpley Square. Following the Christmas break the contractors have returned to commence work in Empire Square and it is anticipated that both squares will be completed by the end of February 2018. The Highways scheme implementation will resume thereafter with snagging works followed by work on the Croydon Road/Green Lane junction, subject to the finalising of traffic designs.
- 3.18 The shop front improvement scheme for the Penge High Street is expected to be rolled out in February 2018, commencing with the initial selection of a prominent commercial unit for the implementation of an exemplar designed scheme that will encourage local participation in the programme. Officers will also be approaching businesses on the High Street throughout January and February to encourage sign up for the improvements.
- 3.19 As part of the New Homes Bonus-funded business support programme for Penge the 'Penge Tout' pop up shop has operated for a period of 12 months and will cease trading in mid-February when the Council's lease expires. It is anticipated that lessons learned from the implementation of this project may be used to inform future "Meanwhile Use" opportunities for vacant units located in town centres.

Growth Projects Update

- 3.20 Although the Expression of Interest bid to the Mayor's Good Growth Fund for a Bromley Co-working Hub pilot was unsuccessful officers are currently still exploring opportunities for securing workspace within new mixed-use developments coming forward in the town centres as part of the Council's Growth initiatives.

Victoria Cross Commemorative Ceremony

- 3.21 Officers have organised a Victoria Cross commemorative ceremony for Lieutenant Commander Geoffrey S White to be held at Bromley War Memorial, St Martins Hill on 29th January 2018 which will be officiated by the Mayor of Bromley. A second commemorative ceremony for Private Herbert Columbine, is scheduled to take place at Penge War Memorial, in the Recreational Ground on 22nd March 2018

4. POLICY IMPLICATIONS

- 4.1 Work delivering the Town Centres Development Programme is entirely consistent with Policy Objectives set out in Building A Better Bromley and the Renewal & Recreation Portfolio Business Plan 2016/17. The work of the Renewal team links to the Building a

Better Bromley priorities by working towards the provision of Vibrant and Thriving Town Centres.

5. FINANCIAL IMPLICATIONS

- 5.1 On 11th of December 2017, Full Council approved a net increase of £18.4m resulting in a revised capital estimate of £24.292m for the Site G development programme. To date £1.351m has been spent on the acquisition of properties in Ethelbert Close leaving a balance of £22.941m.
- 5.2 Within the £24.292m was a sum of £1.1m allocated for specialist development consultancy for CPO related costs inclusive of all professional fees, legal and development consultancy and internal management costs. This sum includes the £200k previously allocated from the growth fund. To date £63k has been spent leaving a balance of £1.039m.
- 5.3 On 7th November the Executive approved the further appointment of Montagu Evans to provide development advice on the site acquisition and compulsory purchase order making process.
- 5.4 The Bromley High Street Public Realm scheme, approved by the Executive, will result in additional revenue costs of £60k per annum for enhanced cleaning of the area and maintenance costs for the trees and planting with effect from April 2018.
- 5.5 The table below summarises the financial position for each Town Centre Development project. It shows individual budgets, funding streams, spend and commitments and the remaining balances, including the split between capital and revenue expenditure: -

Capital	Budget	Spend	Com'tmts	Total	Balance
	£'000	£'000	£'000	£'000	£'000
<u>Site G</u>					
Properties within red line development site - capital financing	20,932.0	0.0	0.0	0.0	20,932.0
Growth Fund - Specialist legal & development advice	1,100.0	52.1	9.2	61.3	1,038.7
Growth Fund	1,800.0	939.7	0.0	939.7	860.3
Private Developer contribution (Subject to Executive approval)	100.0	0.0	0.0	0.0	100.0
S106 PIL	359.6	359.6	0.0	359.6	0.0
	24,291.6	1,351.4	9.2	1,360.6	22,931.0
<u>Beckenham Improvement Scheme *</u>					
TfL Funding (subject to approval)	2,846.0	1,333.8	240.8	1,574.6	1,271.4
TfL Funding - LIP allocation re Southend Rd/Rectory Rd	200.0	200.0	0.0	200.0	0.0
Capital receipts	995.0	0.0	0.0	0.0	995.0
Earmarked Reserve balance for Beckenham Improvements	150.0	0.0	0.0	0.0	150.0
Principal Road Maintenance TFL allocation (Subject to approval)	250.0	0.0	0.0	0.0	250.0
	4,441.0	1,533.8	240.8	1,774.6	2,666.4
<u>New Homes Bonus and High Street Funded Projects</u>					
Penge Town Centre Improvements	746.0	108.3	14.7	123.0	623.0
Orpington Town Centre	525.0	372.9	85.5	458.4	66.6
	1,271.0	481.2	100.2	581.4	689.6
<u>Orpington Town Centre</u>					
S106 funding towards Walnuts Shopping Centre area	269.0	106.0	0.0	106.0	163.0
	269.0	106.0	0.0	106.0	163.0
<u>Bromley Town Centre Public Realm Scheme</u>					
S106 funding (Subject to Executive approval)	152.0	0.0	0.0	0.0	152.0
Growth Fund (may be replaced by S106 funding when available)	3,424.0	0.0	60.0	60.0	3,364.0
	3,576.0	0.0	60.0	60.0	3,516.0
Total Capital	33,848.6	3,472.4	410.2	3,882.6	29,966.0
Revenue					
<u>New Homes Bonus and High Street Funded Projects</u>					
Penge Town Centre Improvements	200.0	71.0	0.0	71.0	129.0
Orpington Town Centre	100.0	81.4	0.0	81.4	18.6
Biggin Hill Aviation Technology & Enterprise Centre	150.0	114.6	0.0	114.6	35.4
Cray Business Corridor	150.0	97.9	0.6	98.5	51.5
	600.0	364.9	0.6	365.5	234.5
<u>Bromley Town Centre High Street redevelopment programme</u>					
Investment Fund - Initial feasibility cost of development programme	118.0	80.8	2.4	83.2	34.8
Investment Fund - Detailed design cost & survey work	287.0	126.1	102.3	228.4	58.6
Broadband Infrastructure Investment project	64.7	64.7	0.0	64.7	0.0
Sub-total High Street Redevelopment	469.7	271.6	104.7	376.3	93.4
Total Revenue	1,069.7	636.5	105.3	741.8	327.9
Total Funding - Capital and Revenue	34,918.3	4,108.9	515.5	4,624.4	30,293.9

Non-Applicable Sections:	Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	NA

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Report No.
ES18015

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: RENEWAL AND RECREATION POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Date: 24th January 2018

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

Title: Private Sector Tall Buildings Update

Contact Officer: Steve Moore, Head of Building Control / Jim Kehoe, Chief Planner
Tel: 020 8313 4315 or 020 8313 4794 E-mail: steve.moore@bromley.gov.uk
jim.kehoe@bromley.gov.uk

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

Ward: All Wards

1. Reason for report

To update Members on progress with Private Sector Tall Buildings cladding and safety.

2. **RECOMMENDATION(S)**

2.1 To update Members on progress with Private Sector Tall Buildings cladding and safety.

Impact on Vulnerable Adults and Children

1. Summary of Impact:
-

Corporate Policy

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

Financial

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

Personnel

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

Legal

1. Legal Requirement: N/A
 2. Call-in: Not Applicable
-

Procurement

1. Summary of Procurement Implications:
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 The Department of Communities and Local Government (DCLG) have issued guidance and information resulting from the Grenfell Fire to Local Authorities. This is summarised in the **“Building Safety Programme Monthly Data Release of December 2017”** see Appendix One. In September 2017 the Director General for the Building Safety Programme at the DCLG sent a letter and spreadsheet to the Chief Executives of all local authorities identifying all private residential tower blocks (i.e. tall buildings over 18m in height) which may have Aluminium Composite Material (ACM) cladding of which 13 were identified in Bromley on this spreadsheet as “tall residential buildings”. In October 2017 the DCLG issued a spreadsheet for completion titled “Private Building Questionnaire” and of an online data collection tool (DELTA) asking Local Authorities to register to supply statistical returns to the department of the results of the questionnaire.
- 3.2 Letters were sent out in September 2017 requesting information on cladding regarding the 13 DCLG identified properties. Of which we had three replies all stating that there was either no cladding or if there was cladding it did not contain ACM. The buildings, where no reply was received from our letters sent out in September 2017, were visually inspected external and only three were identified with cladding. Therefore, further follow up letters were sent to these three properties in December 2017. At the time of writing one further reply has been received and that was to state that they did not own the building.
- 3.3 However, enquiries are still ongoing to obtain more detailed information about properties which have some cladding. This is to define whether the managing agents or persons responsible for the maintenance of the building have completed any investigations or have an any updated risk assessment and/or testing of the cladding originally installed.
- 3.4 The DCLG **“Building Safety Programme Monthly Data Release of December 2017”** setting out progress made in identifying buildings with unsafe cladding systems on, Local authority housing, Housing association housing, Public buildings, Private: residential and Private: student residential have not identified any properties in the Bromley Borough with ACM cladding problems.
- 3.5 The DCLG’s interpretation of the, Housing Act 2004 and the regulations and Housing Health and Safety Rating System (HHSRS) made under it, are of the view that the powers available to local authorities under this regime are available in respect of the external cladding systems of tall residential buildings.
- 3.6 Therefore, the DCLG considers that the provisions of the Housing Act 2004 (the “Act”) will be available in principle for local authorities to inspect and take enforcement action in respect of ACM cladding where that poses a hazard under the HHSRS.
- 3.7 However, it is of course for each local housing authority to make its own decision about what is lawful on a case by case basis, and to take their own legal advice where necessary.
- 3.8 Dame Judith Hackitt’s Interim Report of the Independent Review of Building Regulations and Fire Safety has been published.
- 3.9 The full Interim Report and a Summary is available using this link www.gov.uk/government/publications/independent-review-of-building-regulations-and-fire-safety-interim-report but a summary of the salient points are noted in Appendix Two.

- 3.10 Obviously, it will be what actually gets implemented that is important. However, the Report seems to provide the platform for change that has been requested.
- 3.11 Regarding the Councils powers or responsibility (preliminary reference to this has been made in para's 3.5 -3.7 above) the DCLG's advice on legal powers is further detailed in the attached links in Appendix One

4. LEGAL IMPLICATIONS

None at this time.

Non-Applicable Sections:	Policy, Impact on Vulnerable Adults and Children, Financial, Personnel and Procurement Implications
Background Documents: (Access via Contact Officer)	

Building Safety Programme Newsletter

Issue 10 | 19 December 2017

Following the Grenfell Tower fire, DCLG has established the Building Safety Programme to identify buildings which are of concern through testing the fire safety of cladding systems. This email update provides the latest information and advice for landlords and building owners.

New information you may wish to see

- Earlier in the year the Home Secretary and the Communities Secretary asked Dame Judith Hackitt to undertake an independent review of building regulations and fire safety (link to [terms of reference](#) for the review). Dame Judith Hackitt has published the [interim report](#) of her independent review today.
- The Communities Secretary has responded to the interim report with a [written Ministerial statement](#) and an [oral Ministerial statement](#); and the Independent Expert Advisory panel has issued a [note](#) welcoming the report and encouraging building owners to not delay in acting on the advice that they have already issued.
- Yesterday we published a [data release](#) setting out progress made in identifying buildings with unsafe cladding systems. We will be publishing these monthly going forwards, with the next one due in the week commencing 22 January.

In case you missed it:-

Further information, relevant announcements and correspondence can also be found on [gov.uk](#) including:

- The [latest advice on interim mitigation measures](#) required pending remediation of cladding.
- The [letter to Local Authorities with further information on the legal powers](#) that they can use in relation to private sector buildings which might have ACM cladding, should enforcement action be required under the Housing Health and Safety Rating System.

- To assist owners of high rise buildings in assessing the measures they should consider to make their buildings safe and guide them through the process of remediation, the [Independent Expert Advisory Panel](#) and [Industry Response Group](#) have produced [a flow chart and information note](#). This builds on the [consolidated advice](#) issued on 5 September after completion of the large scale tests.
- The expert panel have worked with DCLG to produce two advice notes on broader building safety issues:
 - What building owners should do to seek advice, assess and mitigate potential risks if they are concerned about the fire safety of [external wall systems that do not incorporate ACM systems](#).
 - How building owners with [External Wall Insulation systems with a render or brick slip finish](#) should assess the risk and the importance of their appropriate design, installation and maintenance. This advice has also been developed with the Standing Committee on Structural Safety.

Thank you for your ongoing interest in this work. Regular email updates will continue to be sent to this email address, however, if you wish to unsubscribe, please click on the link below.

Building Safety Programme Team
Department for Communities and Local Government

The report notes that the Structure of Approved Documents is poor and needs complete review.

- It notes that there should be a more rigorous process for high risk buildings (once they have been defined).
- The report recommends careful consideration on the use of desktop studies for cladding and their use should be combined with some recognition of the qualification of those producing them.
- It says government should not lead on solutions – it should be industry (though how this would work is not described) – but that government should monitor and act on evidence from around the world.
- The current problems with product identification, testing and certification are highlighted.
- It recognises that the system provides shortcuts for those inclined to do so with a mind-set of doing things as cheaply as possible and passing the buck.
- There is some commentary that ‘competition’ and fire safety do not sit well together.
- It recognises compliance and enforcement sanctions are too weak and we need for stronger more effective enforcement backed by powerful sanctions.
- Identification of prime responsibility to rest with those who commission, design and build a project.
- It suggest more should be done to ensure oversights of the “QUALITY” of installation work.
- It proposes that those working on complex and high risk buildings to be suitably qualified – including ‘building control inspectors’.
- Reference to AI’s code of conduct and no such framework for local authorities
- Challenge to AI’s to demonstrate true independence, no enforcement powers other than referring to local authority and recognition that this rarely happens.
- There should be stronger and closer involvement with fire services during design and onwards with regulation 38 being made to work (and that BCB’s should do more on regulation 38).

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Report No.
CSD18019

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Renewal and Recreation PDS Committee

Date: 24 January 2018

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

Title: **RENEWAL AND RECREATION PDS COMMITTEE WORK PROGRAMME (FEBRUARY-APRIL 2018)**

Contact Officer: Lisa Thornley, Democratic Services Officer
Tel: 020 8461 7566 E-mail: lisa.thornley@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

1.1 This report updates the Committee's work programme.

2. **RECOMMENDATION**

2.1 The Committee is invited to review its work programme for the period February-April 2018.

Corporate Policy

1. Policy Status: Existing policy. PDS Committees are encouraged to review their work programmes.
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £343,810
 5. Source of funding: Existing 2017/18 revenue budget
-

Staff

1. Number of staff (current and additional): There are 8 posts (6.87 fte) in the Democratic Services Team.
 2. If from existing staff resources, number of staff hours: Preparation of the Work Programme report can normally be expected to take 2-3 hours
-

Legal

1. Legal Requirement: No statutory requirement or Government guidance.
 2. Call-in: Not applicable. PDS Report.
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 Each PDS Committee has a responsibility to develop and review its work programme balancing the key roles of:
- Holding the Executive to account;
 - Policy development and review; and
 - External scrutiny.
- 3.2 The Committee is invited to consider its work programme having regard to guidance at Section 8 of the Scrutiny Toolkit and in consultation with the Renewal and Recreation Portfolio Holder and Chief/Senior Officers.
- 3.3 The Committee's Work Programme for the period February-April 2018 is attached at **Appendix A**.

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

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Report Title	Report Author	PH Decision (Yes/No)
Renewal and Recreation Policy Development and Scrutiny Committee – 28 February 2018		
Matters Arising from Previous Meetings	LT	No
R&R PDS Work Programme	LT	No
R & R Budget Monitoring	CM	Yes
Portfolio Plan Review and Contracts Register	M S-C	Yes/No
Town Centres Development Programme Update	KM	No
Planning Performance and Planning Enforcement	JK/JS	No
Chairman’s Annual Report	Chairman	No
Spring 2018		
Member Visit to Crystal Palace Park		
Penge High Street Report		

To be arranged

One page update on Chislehurst Library
 Update on the Library Service as managed by Greenwich Leisure Limited (Mr Tim Woolgar and the GLL Manager to attend)
 West Wickham BID

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

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