



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

TELEPHONE: 020 8464 3333

CONTACT: Philippa Gibbs
Philippa.Gibbs@bromley.gov.uk

DIRECT LINE: 020 8461 7638

FAX: 020 8290 0608

DATE: 12 March 2018

To: Members of the
EXECUTIVE AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Councillor Simon Fawthrop (Chairman)
Councillor Keith Onslow (Vice-Chairman)
Councillors Nicholas Bennett J.P., Mary Cooke, Ian Dunn, Robert Evans,
Samaris Huntington-Thresher, David Livett, Russell Mellor, Alexa Michael,
Tony Owen, Ian F. Payne, Michael Rutherford, Stephen Wells and Angela Wilkins

A meeting of the Executive and Resources Policy Development and Scrutiny Committee will be held at Bromley Civic Centre on **WEDNESDAY 21 MARCH 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 the Chairman of 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 5pm on Thursday 15th March 2018.

- 4 **MINUTES OF THE EXECUTIVE AND RESOURCES PDS COMMITTEE MEETING HELD ON 1 FEBRUARY 2018 (EXCLUDING EXEMPT ITEMS)** (Pages 5 - 14)
- 5 **MATTERS ARISING AND WORK PROGRAMME** (Pages 15 - 24)
- 6 **FORWARD PLAN OF KEY DECISIONS** (Pages 25 - 30)

HOLDING THE RESOURCES PORTFOLIO HOLDER TO ACCOUNT

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

In accordance with the Council's Constitution, questions to the Resources Portfolio Holder 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 5pm on Thursday 15th March 2018.

- 8 **RESOURCES PORTFOLIO - PRE-DECISION SCRUTINY**

Portfolio Holder decisions for pre-decision scrutiny.

- 9 **CAPITAL PROGRAMME MONITORING - 3RD QUARTER 2017/18 & CAPITAL STRATEGY 2018 TO 2022** (Pages 31 - 38)

HOLDING THE EXECUTIVE TO ACCOUNT

- 10 **PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS**

Members of the Committee are requested to bring their copy of the agenda for the Executive meeting on

POLICY DEVELOPMENT AND OTHER ITEMS

- 11 **SCRUTINY OF THE LEADER**

- 12 **TFM CONTRACT (AMEY)**

Report to follow

- 13 **ANNUAL POLICY DEVELOPMENT AND SCRUTINY REPORT 2017/18** (Pages 39 - 62)

PART 2 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 MEETING HELD ON
1 FEBRUARY 2018 (Pages 63 - 68)**

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

.....

This page is left intentionally blank

EXECUTIVE AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 1 February 2018

Present:

Councillor Simon Fawthrop (Chairman)
Councillors Nicholas Bennett J.P., Lydia Buttinger,
Mary Cooke, Ian Dunn, Robert Evans, Alexa Michael,
Keith Onslow (Vice-Chairman), Michael Rutherford,
Stephen Wells and Angela Wilkins

Also Present:

Councillor Colin Smith, Leader of the Council

123 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies were received from Councillor Samaris Huntington-Thresher, Councillor Russell Mellor, Councillor Tony Owen and Councillor David Livett. Councillor Lydia Buttinger attended as substitute for Councillor Huntington-Thresher.

Apologies were also received from Councillor Graham Arthur, Portfolio Holder for Resources.

Councillor Michael Rutherford submitted apologies for lateness.

124 DECLARATIONS OF INTEREST

In respect of Minute 135, Councillor Mary Cooke declared an interest as a former employee of Bromley Healthcare.

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

There were no questions.

126 MINUTES OF THE EXECUTIVE AND RESOURCES PDS COMMITTEE MEETING HELD ON 4 JANUARY 2018 (EXCLUDING EXEMPT ITEMS)

The minutes of the meeting held on 4 January 2018, excluding exempt information, were agreed and signed as a correct record.

127 MATTERS ARISING AND WORK PROGRAMME
CSD18013

The Committee considered a report setting out matters arising from previous meetings and the Committee's work programme for 2017/18.

The Chairman requested that the Work Plan be slightly amended to reflect only the items due for consideration at future meetings.

RESOLVED: That

- 1. Progress on matters arising from previous meetings be noted; and**
- 2. The 2017/18 work programme be noted.**

128 FORWARD PLAN OF KEY DECISIONS

The Committee noted the Forward Plan of Key Decisions covering the period February 2018-May 2018.

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

The following questions, for written response, were received from Councillor Ian Dunn:

- 1. Please provide an estimate of the proportion of registered electors in Bromley who possess one or more of the identity documents in the first list on the Voter ID pilot page on the Council's website.**
- 2. Please provide an estimate of the proportion of registered electors in Bromley who possess one or more of the identity documents in the second list (excluding a poll card) on the Voter ID pilot page on the Council's website.**

Reply:

We are unable to provide these estimated figures, but the forms of ID are wide ranging and most voters should have them readily available.

Every eligible elector will receive a poll card, which is one form of ID.

If an elector is not able to provide any of the listed ID they can apply for a postal vote (by 5pm, 18 April 2018) or proxy vote (by 5pm, 25 April 2018). The Statutory Order also introduces a new arrangement where an elector can apply for a Certificate of Identity (by 5pm on 2 May 2018).

130 RESOURCES PORTFOLIO - PRE-DECISION SCRUTINY

The Committee considered the following report where the Resources Portfolio Holder was recommended to take a decision.

a TREASURY MANAGEMENT - QUARTER 4 PERFORMANCE 2017/18 Report FSD18012

The Committee considered a report summarising treasury management activity during the third quarter of 2017/18. The report ensured that the Council was implementing best practice in accordance with the CIPFA Code of Practice for Treasury Management. Investments as at 31 December 2017, totalled £310.6m and there was no outstanding external borrowing.

RESOLVED: That the Portfolio Holder be recommended to note the Treasury Management performance for the third quarter of 2017/18.

b TREASURY MANAGEMENT - ANNUAL INVESTMENT STRATEGY 2018/19 Report FSD18013

The Committee considered a report presenting the Treasury Management Strategy and the Annual Investment Strategy for 2018/19, as required by the CIPFA Code of Practice for Treasury Management in the Public Services (revised in 2009 and updated in 2011 and 2017). The report included prudential indicators and the Minimum Revenue Provision (MRP) Policy Statement, both of which required the approval of the Council. The report highlighted that Bromley did not borrow to finance its capital expenditure and, as a result, many of the indicators did not have any real relevance for the Council.

RESOLVED: That the Portfolio Holder be recommended to:

- 1. Note the report; and**
- 2. Recommend that Council agrees to adopt the Treasury Management Statement and the Annual Investment Strategy for 2018/19 and the Minimum Revenue Provision (MRP) Policy Statement.**

131 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS

The Committee considered the following reports on the Part 1 agenda for the meeting of the Executive on 7th February 2018.

(6) 2018/19 COUNCIL TAX
Report FSD18016

The Committee considered a report identifying the financial issues affecting the 2018/19 revenue budget and seeking recommendations to the Council on the level of the Bromley element of the 2018/19 Council Tax and Adult Social Care precept. It was noted that confirmation of the final GLA precept would be reported to the Council meeting on 22nd February 2018. The report also sought final approval of the 'schools budget'.

RESOLVED: That Executive be recommended to recommend to Council that:

- 1. The schools budget of £76.696m which matches the estimated level of Dedicated Schools Grant (DSG), after academy recoupment, be approved;**
- 2. The draft revenue budgets for 2018/19 be approved;**
- 3. That Chief Officers identify alternative savings within their departmental budgets where it is not possible to realise any savings reported to the previous meeting of the Executive held on 10th January 2018;**
- 4. That a contingency sum of £14,857k be approved;**
- 5. That the following provisions for levies for inclusion in the budget for 2018/19 be approved:**

	£'000
Local Pension Partnership *	487
London Boroughs Grant Committee	248
Environment Agency (Flood defence etc.) *	250
Lee Valley Regional Park *	380
Total	1,398

*** Provisional estimate at this stage**

- 6. The latest position on the GLA precept, which will be finalised in the overall Council Tax figure to be reported to full Council be noted;**
- 7. The "Bromley element" of the Council Tax for 2018/19 to be recommended to the Council, including a general increase and the Adult Social Care Precept, having regard to possible 'referendum' issues be considered;**
- 8. The approach to reserves outlined by the Director of Finance be approved;**

- 9. The final Local Government Finance Settlement 2018/19 is still awaited and the late information from the Valuation Office Agency could also have an impact on the final 2018/19 Budget position;**
 - 10. Any decision on final council tax level will also require additional “technical” recommendations, to meet statutory requirements, which will be completed once the final outcome of levies are known at the full Council meeting; and**
 - 11. That the Director of Finance be authorised to report any further changes directly to Council on 26th February 2018.**
- (7) Capital Programme monitoring Q3 2017/18 & Capital Strategy 2018 to 2022**
Report FSD18014

The Committee considered a report summarising the current position on capital expenditure and receipts following the third quarter of 2017/18 and presenting for approval the new capital schemes in the annual capital review process. With regard to the annual bidding process, the main focus had again been on the continuation of existing essential programmes and on externally funded schemes.

RESOLVED: That the Executive be recommended to:

- 1. Note the report, including a total rephasing of £22.8m from 2017/18 into future years, and agree a revised Capital Programme;**
- 2. Approve the following amendments to the Capital Programme:**
 - (i) Reduction of £5,424k to Transport for London (TfL) funded Traffic and Highways schemes as detailed in the report;**
 - (ii) Deletion of the £45k residual balance on the Depot – standby generators scheme which has reached completion as detailed in the report;**
 - (iii) The increase of £4.1m to the Property Investment Fund scheme to reflect the funding from a recent disposal of property as detailed in the report;**
 - (iv) A total reduction of £222k to reflect the revised grant funding for the Formula Devolved Capital Grant relating to the Council’s remaining maintained schools as detailed in the report;**
 - (v) A total reduction of £87k to reflect the lower associated cost on completed property purchases as detailed in the report;**

- (vi) **Section 106 receipts from developers – increase of £15k in 2018/19 to reflect the funding received as detailed in the report;**
 - (vii) **Note that the Market Reorganisation report elsewhere on the agenda will result in a decrease of £116k as detailed in the report;**
 - (viii) **Note that the Scadbury Park report elsewhere on the agenda requests the addition of £155k to the Capital Programme as detailed in the report; and**
 - (ix) **Note that potential capital bids totalling around £9.8m may be separately submitted during 2018/19 as detailed in the report.**
- 3. Recommend to Council:**
- (i) **The inclusion of the new scheme proposals listed in Appendix C in the Capital Programme; and**
 - (ii) **The increase of £4.1m to the Property Investment Fund scheme to reflect the funding from a recent disposal of property as detailed in the report.**

(8) LOCALLY ADMINISTERED BUSINESS RATES SCHEME
Report FSD18015

The Committee considered a report which advised of the potential government grant not yet utilised and requesting that an enhancement be made to the scheme. The report also requested that the Director of Finance be provided with delegated authority to authorise further changes to ensure that the government funding was fully utilised to support local businesses.

The Director reported that he would be suggesting a small amendment to the recommendation to the Executive on 7th February 2018. The proposed amendment would extend the delegation for years 2 and 3 to further facilitate distribution of the funds to small businesses. Members indicated they were content to support the amendment.

RESOLVED: That the Executive be recommended to:

- 1. Enhance the previously adopted scheme for 2017/18 to provide eligible businesses with 50% of their net business rates increase.**
- 2. Enhance the scheme in respect of future years to ensure full utilisation of Government funding. Decision on the level of support to be made once accurate levels of projected expenditure can be determined.**
- 3. Further to 1 and 2 above, that the Director of Finance be granted delegated authority in consultation with the Director of Corporate**

Services and Resources Portfolio Holder, to vary the scheme further in order to maximise the use of Government funding for the current and future years on the basis of 'mirroring' the criteria used by the DHCLG when allocating the overall funding.

132 SCRUTINY OF THE CHIEF EXECUTIVE

The Chief Executive, Mr Doug Patterson, attended the meeting to respond to questions from the Committee. Mr Patterson gave a very brief introduction highlighting the following issues –

- The financial pressures facing the Council continued.
- The Voter ID pilot was moving forward and the Cabinet Officer had allocated further resources to the Council to support the pilot.
- Discussions would continue with the Metropolitan Police concerning the restructure that was taking place.
- Discussions would also take place with health concerning the regionalisation of CCGs.

Mr Patterson then responded to questions, making the following comments –

- It was anticipated that the additional funding received would provide a 66% increase in staff with each Polling Station having five members of staff on Polling Day. The Chief Executive anticipated that there may be challenges recruiting the volume of staff required.
- The Count would be held on the Friday 4th May during the day.
- The new requirement for Voter ID would need to be well publicised in order make processes on Polling Day as smooth as possible. There would need to be good management of known peak times and every Poll Card would carry information on Voter ID.
- The Chief Executive was not aware of any pilots where Poll Cards were the only required ID but would check. It was the belief of the Chief Executive that Bromley had the most comprehensive list of ID options.
- The pilot was likely to cost in excess of £100k but these additional costs would be picked up by the Cabinet Office.
- The Cabinet Office was undertaking a separate review of postal voting and was considering how to strengthen postal vote ID.
- The Chief Executive stressed to the Committee that he was bound by the Order that had been issued and therefore there was no flexibility in the rules being implemented.
- The Chief Executive had discussed concerns that had been raised following the recent meeting of the Renewal and Recreation Committee surrounding the greater political awareness of Officers with his Corporate Leadership Team.
- The Chief Executive also provided the Committee with a detailed update on a planning issue.

- All Council services were market tested to ensure value for money for tax payers. Where companies with multiple public sector contracts were getting into financial difficulty the Council was reviewing the issues and any common themes to learning lessons enabling a more robust tests as contracts were awarded.
- There was a link to Companies House on the Council's Contracts Register and scenario planning was undertaken but it was unlikely that there would be a serious in-house bid for either the Exchequer or Waste Contract due to issues with pension liabilities.
- In seeking to set a balance budget in the future, Officers were working through a range of options to present to Members. However, there was not much scope to cut services and there were now few options other than to raise Council Tax. Future financial challenges were likely to necessitate ever closer collaboration with the Health Sector in delivering much needed efficiencies around the care of older people.

133 SECTION 106 AGREEMENTS : UPDATE
Report FSD18011

The Committee considered a report providing an update on Section 106 Agreements.

The Chief Planner explained that the Policy of requiring no more than 50% of market units to be occupied until affordable housing was built was designed to ensure that affordable housing was built.

RESOLVED: That the report be noted.

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

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

The following summaries
refer to matters involving exempt information

135 PRE-DECISION SCRUTINY OF EXEMPT EXECUTIVE
REPORTS

The Committee considered the following reports on the Part 2 agenda for the meeting of the Executive on 7th February 2018.

(15) UPDATE ON COMMUNITY CONTRACTS AWARD

The Committee noted the report and recommended that the Executive agree the recommendations.

(16) CAPITAL PROGRAMME MONITORING Q3 2017/18 AND ANNUAL CAPITAL STRATEGY 2018 TO 2011 – APPENDIX F: CAPITAL RECEIPTS

The Committee noted the Part 2 Appendix.

136 PART 2 SCRUTINY OF THE CHIEF EXECUTIVE

In the Part 2 (Exempt) part of the meeting, the Chief Executive gave a detailed briefing concerning a Planning issue.

137 SECTION 106 AGREEMENTS : PART 2 UPDATE

The Committee considered and discussed the Part 2(Exempt) Section 106 Update and requested that regular updates continue to be provided to the Committee.

The Meeting ended at 8.46 pm

Chairman

This page is left intentionally blank

Report No.
CSD18044

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Executive & Resources PDS Committee

Date: 21 March 2018

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

Title: MATTERS ARISING & FORWARD WORK PROGRAMME

Contact Officer: Philippa Gibbs, Democratic Services Officer
Tel: 0208 313 4508 E-mail: Philippa.Gibbs@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: (All Wards);

1. Reason for report

This report deals with the Committee's business management including:

- Monitoring progress against actions arising from previous meetings;
- Developing the 2017/18 Forward Work Programme; and
- A schedule of Sub-Committees and Working Groups across all PDS Committees

2. **RECOMMENDATION(S)**

That PDS Committee reviews and comments on:

1. Progress on matters arising from previous meetings;
2. The 2017/18 work programme, indicating any changes or particular issues that it wishes to scrutinise for the year ahead.

Impact on Vulnerable Adults and Children

1. Summary of Impact: None
-

Corporate Policy

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

Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £343,810
 5. Source of funding: 2017/18 Revenue Budget
-

Personnel

1. Number of staff (current and additional): 8 posts (6.87fte)
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: None
 2. Call-in: Not Applicable: This report does not involve an Executive decision.
-

Procurement

1. Summary of Procurement Implications: N/A
-

Customer Impact

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

Ward Councillor Views

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

Non-Applicable Sections:	Impact on Vulnerable People and Children/Policy/Financial/Legal/Personnel/Procurement
Background Documents: (Access via Contact Officer)	Minutes of previous meetings

3. COMMENTARY

Matters Arising from Previous Meetings

- 3.1. **Appendix 1** provides a progress update on requests made by the Committee at previous meetings. This list is checked after each meeting so that any outstanding issues can be addressed at an early stage and timely progress made.

Work Programme

- 3.2 Each PDS Committee determines its own work programme, balancing the roles of (i) pre-decision scrutiny and holding the Executive to account, (ii) policy development and review and (iii) external scrutiny. E&R PDS Committee has the additional role of providing a lead on scrutiny issues and co-ordinating PDS work.
- 3.3 PDS Committees need to prioritise their key issues. The work programme also needs to allow room for items that arise through the year, including Member requests, call-ins and referrals from other Committees. Committees need to ensure that their workloads are realistic and balanced, allowing sufficient time for important issues to be properly scrutinised. Members also need to consider the most appropriate means to pursue each issue – the current overview and scrutiny arrangements offer a variety of approaches, whether through a report to a meeting, a time-limited working group review, a presentation, a select committee style meeting focused on a single key issue, or another method.
- 3.4 **Appendix 2** sets out the E&R PDS Committee Work Programme for 2017/18, including: the provisional report title (or activity); the lead division; and Committee's role, and the draft work programme for 2018/19. Committee is invited to comment on the proposed schedule and suggest any changes it considers appropriate.
- 3.5 Other reports will be added to the 2018/19 Work Programme as items arise. In addition, there may also be references from other committees, the Resources Portfolio Holder, or the Executive.

Sub-Committees and Working Groups

- 3.6 The Policy Development and Scrutiny Toolkit suggests that each Committee should aim to carry out no more than two or three full scale reviews each year, and it offers guidance and techniques for prioritising reviews. At a time of pressure on Member and officer resources it is important that any additional work is carefully targeted at priority issues where improvements can be achieved. In recent years, this Committee has examined a number of issues through its Working Groups - part of the Committee's workload may include follow-up work on some of these reviews.
- 3.7 A schedule of Sub-Committees and Working Groups across all PDS Committees is attached as **Appendix 3** to this report. This will be updated for future meetings as other PDS Committees meet and confirm the appointment of Working Groups.

Appendix 1

Minute Number/Title/Date	Action/PDS Request	Update	Action by	Expected Completion Date
132 Scrutiny of the Chief Executive (1 February 2018)	The Chief Executive would check if there were any pilots where Poll Cards were the only required ID and report back to Cllr Wilkins and the Chairman.	A response was sent to Cllr Wilkins, and copied to the Chairman, on Monday 5 th February 2018.	Chief Executive	5 th February 2018

**EXECUTIVE AND RESOURCES PDS COMMITTEE
WORK PROGRAMME: 2017/18 and 2018/19 MEETINGS**

Meeting Date: 21 March 2018	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Scrutiny of the Leader	N/A	PDS Committee
Annual PDS Report 2017/18	Democratic Services	PDS Committee
Section 106 Agreements: Update*	E&CS	PDS Committee – Monitoring Report

*Part 2 (Exempt) Report

Meeting Date: 17 May 2018	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
BT/ICT Contract Monitoring Report	IT	PDS Committee – Monitoring Report
Contract for Agency Staff	HR	PDS Committee – Monitoring Report
Meeting Date: 5 July 2018	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Treasury Management - Annual Report 2017/18	Finance	Pre-decision scrutiny (PH)
Scrutiny of the Resources Portfolio Holder	N/A	PDS Committee
Budget Monitoring 2018/19	Finance	Pre-decision scrutiny (PH)
Benefits Service Monitoring Report And Update On Council Tax Support\Reduction	Revenues & Benefits	Pre-decision scrutiny (PH)

Customer Services - Contract Performance Report	Customer Services	PDS Committee – Monitoring Report
Revenues Service Monitoring Report	Revenues & Benefits	PDS Committee – Monitoring Report
Exchequer Service - Contract Performance Report	Finance	PDS Committee – Monitoring Report
Section 106 Agreements: Update*	E&CS	PDS Committee – Monitoring Report
Meeting Date: 5 September 2018		
	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Capital Programme Monitoring - 1st Quarter 2018/19	Finance	Pre-decision scrutiny (PH)
Treasury Management - Quarter 1 Performance 2018/19	Finance	Pre-decision scrutiny (PH)
Scrutiny of the Chief Executive	Chief Execs	PDS Committee
Expenditure on Consultants 2017/18 and 2018/19	Finance	PDS Committee
Meeting Date: 11 October 2018		
	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Insurance Fund - Annual Report 2017/18	Finance	Pre-decision scrutiny (PH)
BT/ICT Contract Monitoring Report	IT	PDS Committee – Monitoring Report
TFM Contract (Amey)	Property	PDS Committee – Monitoring Report
Council Tax Recovery Process	Revenues & Benefits	PDS Committee
Contracts Register and Contracts Database Update	Procurement	PDS Committee
Meeting Date: 22 November 2018		
	Division	Committee Role

Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Treasury Management - Quarter 2 Performance 2018/19 & Mid-Year Review	Finance	Pre-decision scrutiny (PH)
Scrutiny of the Leader	N/A	PDS Committee
Benefits Service Monitoring Report	Revenues & Benefits	PDS Committee – Monitoring Report
Revenues Service Monitoring Report	Revenues & Benefits	PDS Committee – Monitoring Report
Customer Services - Contract Performance Report	Customer Services	PDS Committee – Monitoring Report
Exchequer Service - Contract Performance Report	Finance	PDS Committee – Monitoring Report
Risk Register	Audit	PDS Committee

Meeting Date: 10 January 2019	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Scrutiny of the Resources Portfolio Holder	N/A	PDS Committee
Capital Programme Monitoring - 2nd Quarter 2018/19	Finance	Pre-decision scrutiny (PH)

Meeting Date: 7 February 2019	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Scrutiny of the Chief Executive	Chief Execs	PDS Committee
Contracts Register and Contracts Database Update	Procurement	PDS Committee
Section 106 Agreements: Update	E&CS	PDS Committee – Monitoring Report

Meeting Date: 20 March 2019	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items

Executive Agenda	Various	Pre-decision scrutiny
Scrutiny of the Leader	N/A	PDS Committee
Annual PDS Report 2018/19	Democratic Services	PDS Committee

*Part 2 (Exempt) Report

PDS SUB-COMMITTEES AND WORKING GROUPS 2017/18

SUBJECT	DURATION	MEMBERSHIP
EXECUTIVE AND RESOURCES PDS		
Contracts Sub-Committee	Next meeting scheduled for 30 th November 2017.	Cllr Simon Fawthrop Cllr William Huntington-Thresher Cllr Russell Mellor Cllr Keith Onslow Cllr Neil Reddin (Vice-Chairman) Cllr Stephen Wells (Chairman) Cllr Angela Wilkins
CARE SERVICES PDS		
Health Scrutiny Sub-Committee	Next meeting scheduled for 6 th March 2018.	Cllr Ruth Bennett Cllr Mary Cooke (Chairman) Cllr Ian Dunn Cllr Judi Ellis Cllr Robert Evans Cllr Will Harmer Cllr David Jefferys Cllr Terence Nathan Cllr Charles Rideout Cllr Pauline Tunncliffe (Vice-Chairman)
Any 2017/18 Working Groups of Care Services PDS or the Health Scrutiny Sub-Committee to be appointed by the parent bodies.		
Our Healthier South East London Joint Health Overview and Scrutiny Committee (with Bexley, Greenwich, Lambeth, Lewisham & Southwark)		Cllr Ian Dunn Cllr Judi Ellis
EDUCATION, CHILDREN AND FAMILIES SELECT COMMITTEE		
Education, Children and Families Budget and Performance Monitoring Sub-Committee	Next meeting scheduled for 17 th January 2018.	Cllr Nicholas Bennett Cllr Alan Collins Cllr Mary Cooke Cllr Neil Reddin (Chairman) Cllr Nicky Dykes (Vice-Chairman) Cllr Angela Wilkins Plus Co-opted Members as appropriate including Mr Emmanuel Arbenser (Special Schools Parent Governor).

Any 2017/18 Working Groups of the Education Select Committee or Education Budget Sub-Committee to be appointed by the parent bodies.		
ENVIRONMENT PDS		
Efficiency Savings and Income Generation	TBA	TBA
PUBLIC PROTECTION AND SAFETY PDS		
Any 2017/18 Working Groups to be appointed by the Public Protection and Safety PDS Committee.		
RENEWAL AND RECREATION PDS		
Beckenham Working Group	Next meeting to be held on 18 th January 2018.	Current appointments - Cllr Michael Tickner (Chairman) and Ward Councillors - to be confirmed at next meeting of the R&R PDS Committee on 5 th July 2017.

LONDON BOROUGH OF BROMLEY

FORWARD PLAN OF KEY AND PRIVATE EXECUTIVE DECISIONS PUBLISHED ON: 27TH FEBRUARY 2018

PERIOD COVERED: March 2018 - June 2018

DATE FOR PUBLISHING NEXT FORWARD PLAN OF KEY AND PRIVATE EXECUTIVE DECISIONS: 20th April 2018

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
COUNCIL						
EXECUTIVE						
PROGRESS IN IMPLEMENTING CHILDREN'S SERVICE IMPROVEMENTS	Executive	28 March 2018 Executive & Resources PDS Committee	Meetings	Contact Officer: Janet Bailey Tel: 020 8313 4779 Janet.Bailey@bromley.gov.uk	<u>Public Meeting</u>	Report and relevant background documents
HOMELESSNESS STRATEGY	Executive	28 March 2018 Care Services PDS Committee	Meetings	Contact Officer: Tracey Wilson tracey.wilson@bromley.gov.uk	<u>Public Meeting</u>	Report and relevant background documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
OPPORTUNITY SITE G	Executive	28 March 2018 Renewal and Recreation PDS Committee	Meetings	Contact Officer: Kevin Munnelly Tel: 020 8313 4582 kevin.munnelly@bromley.gov.uk	<u>Public meeting</u>	Report and relevant background documents
OPERATIONAL BUILDING MAINTENANCE BUDGETS AND PLANNED PROGRAMME 2018/19	Executive	28 March 2018 Executive and Resources PDS Committee	Meetings	Contact Officer: Catherine Pimm Tel: 020 8461 7834 Catherine.Pimm@bromley.gov.uk	<u>Public meeting</u>	Report and Relevant background documents
ASSET RECOVERY INCENTIVISATION SCHEME (ARIS)	Executive	28 March 2018 Public Protection & Safety PDS Committee & Renewal & Recreation PDS Committee	Meetings	Contact Officer: Rob Vale Tel: 020 8313 4785 Rob.Vale@bromley.gov.uk	<u>Public Meeting</u>	Report and relevant background papers

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
SEN TRANSPORT - GATEWAY REVIEW	Executive	28 March 2018 Care Services PDS Committee, Environment PDS Committee, Education Children & Families Sub-Committee	Meetings	Contact Officer: Maya Vadgama Tel: 0208 313 4740 Maya.Vadgama@br omley.gov.uk	<u>Private Meeting - Exempt information - Financial/business affairs of a person or body</u>	Part 2 Report - Confidential
WEST WICKHAM LEISURE CENTRE - REDEVELOPMENT	Executive	28 March 2018 Renewal & Recreation PDS Committee & Executive & Resources PDS Committee	Meetings	Contact Officer: Michael Watkins Tel: 020 8313 4178 Michael.Watkins@br omley.gov.uk	<u>Public meeting</u>	Report and relevant background documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
CHIPPERFIELD ROAD, ST PAUL'S CRAY - REGENERATION SCHEME	Executive	28 March 2018 Renewal & Recreation PDS Committee	Meetings	Contact Officer: Michael Watkins Tel: 020 8313 4178 Michael.Watkins@bromley.gov.uk	<u>Private meeting - Exempt information - Financial/business affairs of a person or body</u>	Part 2 report - confidential
NURSING CARE BEDS - CONTRACT AWARD	Executive	28 March 2018 Care Services PDS Committee	Meetings	Contact Officer: Josephina Reynolds, Tel: 020 8461 7395 Josephina.Reynolds@bromley.gov.uk	<u>Private meeting- Exempt information - Financial/business affairs of a person or body.</u>	Part 2 Report - Confidential
STEWART FLEMING PRIMARY SCHOOL - AWARD OF CONTRACT FOR PHASE 2 WORKS	Executive	28 March 2018 Executive & Resources PDS Committee	Meetings	Contact Officer: Robert Bollen Tel: 020 8313 4697 Robert.Bollen@bromley.gov.uk	<u>Private meeting - Exempt information- Financial/business affairs of a person or body.</u>	Part 2 Report - Confidential
AWARD OF CONTRACT FOR PHASE 1-4 WORKS AT BISHOP JUSTUS SCHOOL	Executive	28 March 2018 Executive and Resources PDS Committee	meetings	Contact Officer: Robert Bollen Tel: 020 8313 4697 Robert.Bollen@bromley.gov.uk	<u>Private meeting - Exempt information - Financial/business affairs of a person or body.</u>	Part 2 Report - Confidential

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
SUPPORTED LIVING - CONTRACT AWARD	Executive	21 May 2018 Care Services PDS Committee	Meetings	Contact Officer: Laurence Downes Tel: 0208 313 4805 Laurence.Downes@bromley.gov.uk	<u>Private meeting - Exempt information- Financial/business affairs of a person or body</u>	Part 2 report - Confidential
AWARD OF CONTRACT FOR PHASE 1 WORKS AT OAKLANDS PRIMARY SCHOOL	Executive	21 May 2018 Executive and Resources PDS Committee	Meetings	Contact Officer: Robert Bollen Tel: 020 8313 4697 Robert.Bollen@bromley.gov.uk	<u>Private meeting - Exempt information- Financial/business affairs of a person or body.</u>	Part 2 Report - Confidential
CUSTOMER SERVICES IT SYSTEMS	Executive	11 July 2018 Executive and Resources PDS Committee	Meetings	Contact Officer: Duncan Bridgewater Tel: 0208 461 7676 Duncan.Bridgewater@bromley.gov.uk	<u>Public Meeting</u>	Report and Relevant Background Documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
CARE SERVICES PORTFOLIO						
EDUCATION CHILDREN & FAMILIES PORTFOLIO						
ENVIRONMENT PORTFOLIO						
PUBLIC PROTECTION AND SAFETY PORTFOLIO						
RENEWAL AND RECREATION PORTFOLIO						
RESOURCES PORTFOLIO						

London Borough of Bromley: 020 8464 3333 www.bromley.gov.uk

Contact Officer: Graham Walton, Chief Executive's Department: 020 8461 7743, graham.walton@bromley.gov.uk

Report No.
FSD18026

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: RESOURCES PORTFOLIO HOLDER

Date: For pre-decision scrutiny by the Executive and Resources PDS Committee on 21st March 2018

Decision Type: Non-Urgent Executive Non-Key

Title: CAPITAL PROGRAMME MONITORING - 3RD QUARTER 2017/18 & CAPITAL STRATEGY 2018 TO 2022

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

Chief Officer: Director of Finance

Ward: All

1. Reason for report

On 7th February 2018, the Executive received a report summarising the current position on capital expenditure and receipts following the 3rd quarter of 2017/18 and presenting for approval the new capital schemes in the annual capital review process. The Executive agreed a revised Capital Programme for the five year period 2017/18 to 2021/22. This report highlights changes agreed by the Executive in respect of the Capital Programme for the Resources Portfolio. The revised programme for this portfolio is set out in Appendix A, and detailed comments on individual schemes are included at Appendix B.

2. **RECOMMENDATION(S)**

The Portfolio Holder is asked to note and confirm the changes agreed by the Executive on 7th February 2018.

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 £4.6m over the five years 2017/18 to 2021/22, mainly due to the increase to Property Investment Fund following a recent disposal
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Capital Programme
 4. Total current budget for this head: £39.0m for the Resources Portfolio over the five years 2017/18 to 2021/22
 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 7th February 2018

- 3.1 A revised Capital Programme was approved by the Executive on 7th February 2018, following a detailed monitoring exercise carried out after the 3rd quarter of 2017/18. The Executive also considered and approved new capital schemes in the annual capital review process. The base position is the programme approved by the Executive on 6th December 2017, as amended by variations approved at subsequent Executive meetings. This report highlights changes agreed by the Executive in respect of the Capital Programme for the Resources Portfolio. The revised programme for this portfolio is set out in Appendix A. Detailed comments on scheme progress as at the end of the third quarter of 2017/18 are shown in Appendix B.

		2017/18	2018/19	2019/20	2020/21	2021/22	TOTAL 2017/18 to 2021/22
		£'000	£'000	£'000	£'000	£'000	£'000
Programme approved by Executive 06/12/17		19,107	5,194	9,150	960	0	34,411
<u>Variations approved at subsequent Executive meetings</u>							
Review of Customer Services IT systems (Exec 10/01/18)	Cr	37	480	0	0	0	443
Banbury House demolition/site prep. (Exec 10/01/18)		0	166	0	0	0	166
Approved Programme prior to 3rd Quarter Monitoring		19,070	5,840	9,150	960	0	35,020
<u>Variations approved by Executive 07/02/18</u>							
Increase in Property Investment Fund re disposal (see para 3.2)		0	4,100	0	0	0	4,100
Reduction in Property Investment Fund re lower costs (see para 3.3)	Cr	87	0	0	0	0	Cr 87
Schemes rephased from 2017/18 into 2018/19 (see para 3.4)	Cr	10,411	10,411	0	0	0	0
Total amendments to the Capital Programme	Cr	10,498	14,511	0	0	0	4,013
Total Revised Resources Programme		8,572	20,351	9,150	960	0	39,033

- 3.2 Property Investment Fund scheme to reflect the funding from a recent property disposal (£4,100k increase in 2018/19)

On 7th November 2017, Members agreed a report relating to the disposal of 72-76 High Street Bromley (Metro Bank), and agreed that the sale proceeds of £4.1m be added the Investment Fund. The property disposal has now been completed and the Executive approved the increase of £4.1m to the Property Investment Fund capital scheme.

- 3.3 Property Investment Fund scheme to reflect lower associated cost with completed acquisitions (£87k reduction in 2017/18)

The Executive also approved a reduction of £87k in 2017/18 on the Property Investment Fund scheme due to lower than expected costs (mainly legal) associated with the completed acquisitions, of which £30k relates to 63 The Walnuts, and £57k Units C2 and C3, Southwood Summit, Farnborough.

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

As part of the 3rd quarter monitoring exercise, £10.4m has been re-phased from 2017/18 into 2018/19 to reflect revised estimates of when expenditure on the Resources schemes is likely to be incurred. This has no overall impact on the total approved estimate for the capital programme. Scheme re-phasings are itemised in the table below and comments on scheme progress are provided in Appendix B.

Capital Expenditure - Rephasing in Q3 Monitoring		2017/18	2018/19	2019/20	2020/21	TOTAL
		£'000	£'000	£'000	£'000	£'000
Civic Centre Development Strategy	Cr	360	360	0	0	0
Upgrade of Core Network Hardware	Cr	50	50	0	0	0
Replacement of Storage Area Networks	Cr	500	500	0	0	0
Rollout of Windows 7 and Office 2000	Cr	75	75	0	0	0
Replacement of MD110 telephone switch	Cr	188	188	0	0	0
SharePoint Productivity Platform upgrade/replacement	Cr	150	150	0	0	0
Windows Server 2003 replacement program	Cr	150	150	0	0	0
Property Investment Fund	Cr	8,938	8,938	0	0	0
Total Resources scheme rephasing	Cr	10,411	10,411	0	0	0

Annual Capital Review – new scheme proposals

- 3.5 In recent years, the Council has steadily scaled down new capital expenditure plans and has transferred all of the rolling maintenance programmes to the revenue budget. General (un-earmarked) reserves, established from the disposal of housing stock and the Glades Site, have been gradually spent and have fallen from £131m in 1997 to £44.1m (including unapplied capital receipts) as at 31st March 2017. The Council's asset disposal programme has diminished and any new capital spending will effectively have to be met from the Council's remaining revenue reserves.
- 3.6 As part of the normal annual review of the Capital Programme, Chief Officers were invited to come forward with bids for new capital investment, including Invest to Save bids which were particularly encouraged. No bids for new schemes were received for the Resources Portfolio, although it was noted that there may be a bid submitted during the year for an extension to the Upgrade of Core Network Hardware scheme at a cost of around £0.5m.

Post-Completion Reports

- 3.8 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. Post-completion reports on the following schemes are currently due for the Resources Portfolio before the end of the 2017/18 monitoring cycle:

- Office Accommodation Strategy (North Block and St Blaise)
- Digital Print Strategy

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. The capital review process requires Chief Officers to ensure that bids for capital investment provide value for money and match Council plans and priorities.

5. FINANCIAL IMPLICATIONS

- 5.1 These were reported in full to the Executive on 7th February 2018. Changes agreed by the Executive for the Resources 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)	Capital Programme Monitoring – 3 rd quarter report (Executive 07/02/18)

This page is left intentionally blank

APPENDIX A

RESOURCES PORTFOLIO - APPROVED CAPITAL PROGRAMME 7TH FEBRUARY 2018									
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		
	PROPERTY DIVISION								
939320	Emergency Works on Surplus Sites	312	174	108	30	0	0	Michael Watkins	(Block Capital) Essential to maximise capital receipts
917246	Carbon Management Programme (Invest to Save funding)	1,266	883	383	0	0	0	Alastair Baillie	Revenue savings (schemes to be worked up); £250k funded by Salix
936407	Property Investment Fund	108,540	92,645	6,870	13,038	0	0	Michael Watkins	Various property acquisitions - met from Property Investment Fund, Growth Fund, and Capital Receipts
936409	Civic Centre Development Strategy	14,100	2	40	3,948	9,150	960	Cathy Pimm	Approved Executive 18/05/16 and Council 04/07/16
936412	Banbury House demolition/site preparation	166	0	0	166	0	0	Michael Watkins	Approved by Executive 10/01/18
	TOTAL - PROPERTY DIVISION	124,384	93,704	7,401	17,182	9,150	960		
	RESOURCES DIRECTORATE								
936448	Upgrade of Core Network Hardware	1,050	424	0	626	0	0	Vinit Shukle	
936452	Performance Management/Children's Services - information technology	671	457	214	0	0	0	Janet Bailey / Naheed Chaudhry	Approved by Executive 16/06/10
936454	Replacement of Storage Area Networks	1,780	953	327	500	0	0	Vinit Shukle	Business continuity - need to keep data secure and accessible
936455	Rollout of Windows 7 and Office 2010	763	637	51	75	0	0	Vinit Shukle	Upgrade of all desktops and laptops
936456	Replacement of MD110 telephone switch	760	572	0	188	0	0	Vinit Shukle	Essential replacement of switch that was installed in 1999
936457	SharePoint Productivity Platform upgrade/replacement	1,500	184	166	1,150	0	0	Vinit Shukle	
936458	Windows Server 2003 replacement program	900	546	204	150	0	0	Vinit Shukle	Approved by Executive 11/02/15
936459	Review of Corporate Customer I.T System	276	30	209	0	0	0	Duncan Bridgewater	Approved by Executive 10/02/16
936460	Upgrade of MS Dynamics CRM System	480	0	0	480	0	0	Duncan Bridgewater	Approved by Executive 10/01/18
	TOTAL RESOURCES DIRECTORATE	8,180	3,803	1,171	3,169	0	0		
	TOTAL RESOURCES PORTFOLIO	132,564	97,507	8,572	20,351	9,150	960		

RESOURCES PORTFOLIO - APPROVED CAPITAL PROGRAMME 2017/18 - 3RD QUARTER MONITORING					
	3RD QUARTER 2017/18				
Capital Scheme/Project	Actual to 31.03.17 £'000	Approved Estimate Dec 2017 £'000	Actual to 22.02.18 £'000	Revised Estimate Feb 2018 £'000	Responsible Officer Comments
PROPERTY DIVISION					
Emergency Works on Surplus Sites	174	108	0	108	(Block Capital) Essential to maximise capital receipts. To prepare surplus sites for disposal and to cover any emergency works.
Carbon Management Programme (Invest to Save funding)	883	383	0	383	Additional £434k to reflect funding available (revolving loan). Recently processed the final repayment in respect of the North Block Lighting project. Projects which repayments are being made include the SON Replacement Dimming LED project and the MSCP LED lighting project. Officers are currently reviewing potential projects which includes LED lighting and controls in Stockwell Blocks and the Central Library.
Property Investment Fund	92,645	15,895	4,373	6,870	Additional £15m capital receipts to fund future acquisition (approved Exec 11/02/15). The purchase of Trinity House was completed Late March/ Early April'17. Two further property purchases were approved by Executive in December.
Civic Centre Development Strategy	2	400	1	40	Approved by Council 04/07/16. Following the feasibility report, Members have decided that the Old Town Hall cannot be utilised for the Council's own purposes and will be marketed for sale. A new option for the Development Strategy has been identified, which will require further appraisal. There is a possibility of some feasibility work this year at approximately £40k to £45k. The remainder of the budget £360k has been rephased into next financial year as expenditure is unlikely to take place in 17/18.
TOTAL PROPERTY DIVISION	93,704	16,786	4,374	7,401	
RESOURCES DIRECTORATE					
Upgrade of Core Network Hardware	424	50	0	0	The additional hardware has been purchased and is being configured to meet the needs of London Public Service Network, Direct access, Citrix and reverse proxy application servers. £50k has been rephased into 18/19.
Performance Management/Children's Services - information technology	457	214	50	214	The Care First upgrade to Eclipse is in progress. All capital funding will be needed for identified expenditure in 17/18.
Replacement of Storage Area Networks	953	827	6	327	The major SAN replacement project is almost complete. The project is at final decommissioning stage where disks are destroyed and data are transferred to new ones. Works are still continuing, however it is likely to fall into next financial year. £500k has been rephased into FY18/19.
Rollout of Windows 7 and Office 2000	637	126	52	51	The project is almost complete apart from some of the XP machines that Officers are struggling to replace due to the software installed on those machines. The issue is with the Service to resolve with their 3rd party due to the specific nature of the software. Microsoft audit recently undertaken to ensure compliance. Work is still ongoing around licensing issues. £75k has been rephased to FY 18/19.
Replacement of MD110 telephone switch	572	188	0	0	The bulk of the works (including MD110, Lync and call recording) are completed. The move to the new provider (Virgin) has been completed. Awaiting for final confirmation that the project is completed and can be closed. Final costings to be finalised but residual balance will need to cover final invoices which is expected late Spring. £188k has been rephased into FY18/19.
SharePoint Productivity Platform upgrade/replacement	184	316	50	166	Officers are now taking a tactical solution where project will move to Sharepoint 2010 from 2007 version, before finally moving to the new platform of Office 365.
Windows Server 2003 replacement program	546	354	228	204	Approved by Executive 11/02/15. This scheme is linked with various other schemes including Replacement of Storage Area Networks and Upgrade of Core Network Hardware. The project is in the process of updating / replacing around 230 servers with approximately 20 remaining. These servers support CRM and SharePoint systems which we are in the process of migrating. There are possibly a few more hardware purchases required until the project is completed. The project is still ongoing and anticipated to be completed by late Spring/early Summer. £150k has been rephased to FY 18/19.
Review of Corporate Customer I.T System	30	246	69	209	£100k Approved by Executive 10/02/16, further £176k approved by Executive 14/09/16. Work is underway and progressing to complete the required system upgrades. Completion is an anticipated Spring 2018. Executive 10/01/18 approved reduction of £37k to fund CRM Upgrade scheme.
Upgrade of MS Dynamics CRM System	0	0	0	0	Approved by Executive 10/01/18. £443k funded from capital receipts and £37k the from Review of Customer Services IT Systems scheme, for the upgrade of the Corporate CRM system to Microsoft Dynamics 2011.
TOTAL RESOURCES DIRECTORATE	3,803	2,321	455	1,171	
TOTAL RESOURCES PORTFOLIO	97,507	19,107	4,829	8,572	

Report No.
CSD18045

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE AND RESOURCES PDS COMMITTEE

Date: 21 March 2018

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

Title: ANNUAL POLICY DEVELOPMENT AND SCRUTINY REPORT
2017/18

Contact Officer: Philippa Gibbs, Democratic Services Officer
Tel: 020 8461 7638 E-mail: Philippa.Gibbs@bromley.gov.uk

Chief Officer: Director of Corporate Services

Ward: N/A

1. Reason for report

- 1.1 The Council's Constitution requires that a report is made each year to full Council which summarises work carried out by Policy Development and Scrutiny (PDS) Committees. The latest draft of the 2017/18 report, including contributions from PDS chairmen summarising work of the Committees, is attached.

2. RECOMMENDATIONS

That the Annual Policy Development and Scrutiny Report is approved for submission to full Council, subject to any final additions and amendments from the current round of PDS meetings.

Impact on Vulnerable Adults and Children

1. Summary of Impact: None
-

Corporate Policy

1. Policy Status: Existing Policy
 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: 2017/18 Revenue Budget
-

Staff

1. Number of staff (current and additional): 8 posts (6.87fte)
 2. If from existing staff resources, number of staff hours: Most of the text of the report is provided by PDS Chairmen
-

Legal

1. Legal Requirement: None:
 2. Call-in: Not Applicable: This report does not involve an executive decision.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All Members of the Council and interested members of the public.
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 Article 6.03 (d) of the Council's Constitution requires that an Annual PDS Report is submitted to full Council. The draft report for 2017/18 is due to be considered by full Council on 9th April 2018. The 2017/18 report follows the established structure combining general information about PDS work in Bromley with contributions from each PDS Chairman in respect of work carried out by their Committees during the course of the year.
- 3.2 At the time of writing, some 2017/18 PDS meetings are still to take place, so potentially PDS Chairmen/Committees may want to provide further updates. Subject to this, the Committee is asked to refer the report to full Council.

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Constitution of the London Borough of Bromley (Article 6) 2016/17 Annual PDS Report

This page is left intentionally blank

*DRAFT FOR CONSIDERATION BY
E& R PDS COMMITTEE ON 21ST MARCH 2018*



Policy Development & Scrutiny Annual Report 2017/18

For submission to Full Council on 9th April 2019

Contents

	Page
1. Foreword	3
2. Policy Development & Scrutiny Committee Chairmen	5
3 Policy Development and Scrutiny in Bromley	6
Reports from PDS Committees –	
4. Executive and Resources	8
5. Care Services	10
6 Education, Children & Families	12
7. Environment	14
8. Public Protection and Safety	16
9. Renewal & Recreation	19

1. Foreword

1. On behalf of all my colleagues who are engaged in Policy Development and Scrutiny Committees in the London Borough of Bromley, I have pleasure in presenting our Annual Report for 2017/2018, which summarises the work that has been carried out by the Committees during the Council year.

2. The continuing Government reductions in funding support for local councils and the ongoing cost pressures faced by Bromley Council leaves a long term funding gap. The gap remains at £5.2M for 2019/20, £30.7M for 2020/21 and £38.7M for 2021/22 which totals around £75M over the next 4 years. The Council has a legal obligation to set a balanced budget, so effort is needed to generate income and find additional savings over this period. The Government will also allow Bromley as part of Greater London Boroughs to retain the business rates it collects (subject to equalisation) to fund council services. This will offer an opportunity as well as challenges as new business rates can be retained by Bromley Council, currently only a one year deal has been agreed. Over the next few years this will mean that the Growth fund will be very important to drive additional business rate revenue.

3. Against this tough fiscal background 2017/18 cost savings have been achieved, which have allowed the Council to formulate a balanced budget, without significantly impairing the delivery of frontline services. However, in light of the looming budget gap, the Council has increased Council Tax this year by a Bromley element of 3.99%, including the 2% increase to fund social care. In addition the Labour London Mayor and GLA also increased its precept by 5.1%, making the net overall increase of 4.21% for Bromley residents. Current forecasts indicate a similar 3.99% increase in Bromley's Council Tax share in 2019/20. Bromley Council continues to be debt free, meaning our residents Council Tax is spent on services and not on interest payments.

4. The Council continues to promote significant change, both in organisational terms and in its ability to continue to provide services expected by residents. The Council has over 1300 statutory obligations to discharge, which cost several millions of pounds per annum. These take priority over discretionary spending. The funding gap can't be closed without taking some difficult decisions and halting some services all together. Due to its prudent financial management, Bromley Council is able to deal with these challenges but needs to ensure that early decisions are taken and adequate reserves are retained and where appropriate invested to maintain sustainable finances.

5. In addition to the financial challenges ahead and the need to become a different organisation with fewer resources, the Council should grasp opportunities for wider integration across public services including health and local government and look at cooperation with Other Local Authorities to drive efficiencies. The Council will need to identify new investment opportunities to help protect key services. This might need a new look with an investment and revenue generation sub-committee, to help grow revenue outside the usual call on tax payer funds. Scrutiny will remain key to ensure that there is adequate control and stability. The Council should consider a dedicated Commissioning PDS to ensure that scrutiny can drill down to an appropriate level when looking at opportunities for value for money.

6. The PDS Committees will have an increasingly important role over the coming years to formulate acceptable solutions for the reduction in service provision, which has to come, whilst continuing to deliver quality services to the residents of Bromley.

7. Finally, I would like to thank all Committee Chairmen, members, and the Council's officers for their diligence and hard work during last year in finding practical solutions, which have ensured that Bromley Council could formulate a balanced budget and is able to continue to provide essential services next year, which are important to our residents.

Cllr. Simon Fawthrop

Chairman, Executive and Resources PDS Committee

2. Policy Development and Scrutiny Chairmen 2016/17



Cllr Simon Fawthrop
Executive & Resources



Cllr Mary Cooke
Care Services



Cllr Nicholas Bennett JP
Education, Children & Families Select
Committee



Cllr Samaris Huntington-Thresher
Environment



Cllr Alexa Michael
Public Protection and Safety



Cllr Michael Rutherford
Renewal & Recreation

3. Policy Development and Scrutiny in Bromley

Introduction

- 3.1 Six Policy Development and Scrutiny (PDS) Committees at Bromley discharge the overview and scrutiny functions conferred by sections 21 and 32 of the Local Government Act 2000 and successive legislation. The Executive and Resources PDS Committee has an over-arching, co-ordinating role on behalf of the other five PDS Committees and is required by the Council's Constitution to present Full Council with an Annual Report "on the Policy Development and Scrutiny functions and PDS budget, and amended working methods if appropriate" (Article 6, Section 6.03 (d) of the Constitution).
- 3.2 The PDS Committees mirror the Council's executive portfolios:
- Executive and Resources
(covering both the Resources Portfolio and the Executive)
 - Care Services
 - Education, Children and Families (functioning as a pilot Select Committee for 2016/17)
 - Environment
 - Public Protection and Safety
 - Renewal and Recreation
- 3.3 In addition to these Committees there are two PDS Sub-Committees:
- Education, Children and Families Budget and Performance Monitoring Sub-Committee
 - Health Scrutiny Sub-Committee
- 3.4 Although they have no decision-making powers, PDS Committees and Sub-Committees have key roles in contributing to policy development and scrutinising the decisions of the Executive and individual Portfolio Holders.

Policy Reviews

- 3.5 PDS Committees advise Portfolio Holders, the Executive and full Council on policies, budgets and service delivery. PDS Committees can commission groups of Councillors to review an issue or policy, so assisting a Portfolio Holder or the Executive to improve a service or function affecting local people. This can be linked to a forthcoming decision by a Portfolio Holder or the Executive or to assist in formulating fresh, new policy. In each case detailed, evidence-based assessments are carried out and recommendations made in a report. In the process, Councillors can speak to a broad range of people to help gather information for their evidence-based reports.

One-Off Reviews

- 3.6 In addition to in-depth policy reviews, PDS Committees can also review a topical issue at Committee with comments and recommendations referred on to the Portfolio Holder. These reviews are often based around a presentation or an evidence-giving session with expert witnesses.

Performance and Budget Monitoring

- 3.7 PDS Committees monitor the performance of services, functions and contracts within their remit, assessing performance against key performance indicators and policy objectives. Concerns are reported to a Portfolio Holder who can then, if necessary, be called to a PDS Committee meeting to account for the performance of his or her Portfolio.
- 3.8 PDS Committees are also involved in the budget setting process and provide considered comments and recommendations for the Executive to take account of when formulating the Council's annual budget. Similarly, PDS Committees also monitor in-year spend of budgets and raise concerns where there is any possibility of overspend or other issues affecting spending priorities.

Call-in

- 3.9 The call-in process is a key means by which PDS Committees can hold the Executive to account. Any five Councillors can call in a decision and prevent it from taking immediate effect until it has been re-considered by a PDS Committee. The Committee can then interview the Portfolio Holder and officers and consider whether the decision is appropriate, within the Council's policy framework, and whether it should be reconsidered. If the Committee feels that the decision should be reversed or altered, it can make a recommendation to the Executive, which then has to reconsider the matter.
- 3.10 At the time of writing, no call-in has been made during 2017/18. The continued low level of call-in reflects an emphasis given to pre-decision scrutiny leading to better and more robust decisions which are less likely to be challenged.

4. Report from Executive & Resources PDS Committee

Chairman: Cllr. Simon Fawthrop

Vice-Chairman: Cllr. Keith Onslow

1. Introduction

In 2017/18 the Committee held 9 scheduled meetings, and 3 additional meetings. The regular meetings included the scrutiny of items to be decided at the Executive's meetings, in addition to matters reported to the Committee. The Committee also has Contracts Sub-Committee, chaired by Cllr Wells with support from Cllr Neil Reddin as Vice-Chairman, which has undertaken some very useful work in coordinating the end to end contract scrutiny process and analysing gaps in the processes, there is a case for promoting this committee to become a full Contracts and Commissioning PDS Committee.

2. Scrutiny of the Executive and the Resources Portfolio Holder

The Committee's principal role is to scrutinize the decisions of the Executive and to hold the Leader of the Council, the Chief Executive Officer and the Resources Portfolio Holder to account. This Committee has discharged its responsibilities diligently and competently during the year. I would like to thank all the above for their valuable contributions. I would also like to thank the PDS Chairmen for their regular reports and contributions, as well as Committee members for bringing their insight and wisdom to the meetings.

3. Review of Council Activities

The Committee has been very conscious of the need to reduce costs and has diligently scrutinized budget and capital programme reports and measures to bring costs under control, including overspends across some budget headings. The Committee has monitored the performance of the revenue, housing and council tax benefit services managed by Liberata, IT Services contract provided by BT (my particular thanks to Cllr Onslow), updates on the financial progress with regard to the additional provisions for the poor OFSTED rating. The contracts register and the disposal of various surplus assets, the performance of the Council Tax support scheme and issues concerning homelessness and temporary accommodation including a modular homes pilot, the progress of the Special Purchase Vehicle (Mears scheme), treasury performance which continues in the top 10% of Local authority performances, the various invest-to-save projects, as well as details on the growth fund and investment fund initiatives and the risk register were also considered.

4. Outlook

The Government's cost reductions have continued to impact on the Council's finances. The task to find the savings necessary to balance the Council's budget has been a major factor across this year. The structural overspend in Children's Care Services has been accommodated though use of contingency funds which having been built into the budget should be controllable in future years. The main challenge is closing the funding gap of £38.7 million by 2021/22, a lot of hard work remains to ensure the Council continues to set legal budgets over the coming years.

5. Conclusions

The Council is undergoing significant change, both in organisational terms and in its ability to continue to provide services expected by residents. The era of streamlining, re-organising and cost cutting, whilst continuing to provide services “as usual” is becoming harder and difficult decisions will now have to be taken about reducing certain service provision. Statutory obligations will have to take precedence over providing discretionary support.

The challenges for Bromley Council in the coming years are the need to make the wider public fully aware of the Council’s financial position of balancing on-going service pressures against a backdrop of less central Tax payer support year on year and to ensure that planning is in place for dealing with the budget gap in future years. This will include both cost reductions and revenue generation within the confines of the Building a Better Bromley, Clean and Green approach adopted by the Conservative administration.

Councillor Simon Fawthrop
Chairman, Executive & Resources PDS Committee

5. Report from Care Services PDS Committee

Chairman: Cllr. Mary Cooke
Vice-Chairman: Cllr. Pauline Tunnicliffe

The Care Services PDS Committee held five scheduled meetings and two special meetings during 2017/18.

It has been a taxing year for the Committee with the need to balance the requirements of a growing ageing population, many with complex conditions, with the need to work within a decreasing budget. We have been fortunate in that two previous Chairmen of Care Services PDS Committee, a previous Portfolio Holder for Care Services (including Public Health) and the Chairs of the Bromley Safeguarding Adults Board, Healthwatch Bromley and Bromley and Lewisham Mind all sit on the Committee. I would like to thank these Councillors and Co-opted Members for sharing their expertise so generously. I would also like to thank Kerry Nicholls, the Clerk to the committee for her good humour, efficiency and guidance on process. The strong emphasis on partnership working outlined in last year's report continues.

Hospital Discharge

The Local Authority has a statutory responsibility to ensure that it is not contributing to an unnecessary delay in patients being discharged from hospital. The Committee has therefore recommended that additional beds be commissioned from an existing provider for a period of nine months in time to support winter pressure demands as well as additional nursing home beds. The Committee recognises the benefits of improving joined-up working between Health and Social Care services so that discharge from hospital is facilitated and readmission rates are minimised, and has striven to work closely with both the Bromley Clinical Commissioning Group and the Princess Royal University Hospital to achieve this aim.

Budget

The Committee has worked diligently to scrutinise the budget position of the Care Services Portfolio at each meeting, resulting in a significant reduction in the budget overspend predicted at the start of 2017/18. The budget for 2018/19 is balanced.

Homelessness

Bromley has an excellent track record in preventing homelessness and in increasing the supply of temporary accommodation. The Committee recognises that homelessness in the Borough is increasing, due in part to the actions of private landlords. In order to increase the available housing stock, the Committee made recommendations concerning the Empty Homes Property Grant and agreed principles to proactively engage with the housing market. It recommended the use of a site in Orpington for the provision of modular homes, subject to the granting of planning permission. The Committee also reviewed progress towards the adoption of a new homelessness strategy in 2018 that places a greater emphasis on early intervention to prevent homelessness, and recommended it be published for public consultation. The Committee received a presentation from the Mears Group on the progress of the 'More Homes in Bromley' scheme to acquire 400 properties to be used as temporary accommodation within the Borough and sub-region.

Public Health

The Committee noted the Commissioning Intentions of the Public Health service and recommended the continuation of Bromley's participation in pan-London commissioning arrangements for Sexual Health Services. It has also reviewed and supported the activity and

performance of the Public Health's provision of support for schools which is funded by the Better Care Fund.

Briefings received and commented on included

- Delayed Transfer of Care
- Healthwatch
- Bromley Safeguarding Adults Board
- Discharge to Access Pilot
- Occupational Therapy Services
- Domiciliary Care Services Monitoring
- Learning Disabilities

There has been a full programme of visits to Care Homes, Day Care providers and Supported Living Accommodation to give Members an insight into service provision.

Health Scrutiny Sub-Committee

The Committee met three times during the year and provided a forum for reporting by and scrutiny of King's College Hospital NHS Foundation Trust (including Princess Royal University Hospital), the Bromley Clinical Commissioning Group and other health providers by invitation. During the year there was a high level of satisfaction for inpatient care at the PRUH but issues were identified in outpatient services in respect of appointment booking and clinic waiting times. An electronic record system was rolled out in November 2017 which it was hoped would streamline discharge processes. Demand for urgent and emergency services continued to rise with particular influences due to winter pressures.

Cllrs Judi Ellis and Ian Dunn represented the London Borough of Bromley at the South East London Joint Health Overview and Scrutiny Committee.

The Chief Officer, Bromley Clinical Commissioning Group provided the following:

- An Evaluation of Winter Schemes
- Report on Reablement Services
- Update on Cancer Care
- Primary Ophthalmology and Pharmacy Services

Conclusion

The scrutiny of both services and contracts has been intense this year and again I thank all Members of the Committees and of partner organisations for their active participation. I also thank Officers of the Local Authority for the detailed work they have presented to me personally and to the Committees. The CQC inspection of the PRUH has sharply focussed our minds on our responsibility to all Bromley residents, and with this in mind I have asked that an additional Health Scrutiny Sub-Committee meeting be added to the 2018/19 programme. Furthermore, Paul Feven, Director: Programmes (LBB) and Graham Mackenzie, Director: Transformation and Integration (CCG) have joined the Health Scrutiny Sub-Committee as Strategic Lead Officers.

Councillor Mary Cooke
Chairman, Care Services PDS Committee

6. Report from Education, Children & Families Select Committee

Chairman: Cllr. Nicholas Bennett JP
Vice-Chairman: Cllr. Neil Reddin

1. The Select Committee replaced the Policy Development and Scrutiny (PDS) Committee in May 2016.
 - 1.1 We outlined the main changes in our 2016-17 report in the way which the Select Committee works as opposed to the former PDS Committee
 - 1.2 2017-18 saw the remit of the Select Committee widened to include Children and Families social care in line with expansion of the responsibilities of the Portfolio.
 - 1.3 A further innovation in 2017-18 was the expansion of the responsibilities of the Education Budget Sub-Committee under the chairmanship of the Vice Chairman of the Select Committee, Cllr Neil Reddin. The Sub-Committee was renamed in line with main committee change and now also has responsibility for Performance Monitoring. The membership was also widened to include co-opted members.
 - 1.4 Once again the final reports and recommendations of the Select Committee have been referred to Full Council for consideration and also provided to the relevant Executive committees so they can respond on recommendations within their remit. The Select Committee has subsequently published all responses along with its observations.
2. During the year the Committee has held four full inquiries and four mini sessions.
 - 2.1 The topic covered were:
 - i. Children's Services Landscape (June 2017)
 - ii. Child Mental Health Services (October 2017)
 - iii. Early Intervention and Troubled Families (January 2018)
 - iv. Early Years, Child Minding and the 30 Hours Challenge (February 2018)
 - 2.2 The four mini sessions;
 - i. Progress on implementing the Children's Services Improvement Plan (June 2017)
 - ii. Adult Education Reforms (June 2017)
 - iii. Youth Offending Service update (January 2018)
 - iv. Preventing Permanent Exclusion from School (February 2018)

- 2.3 In addition the Portfolio Holder has attended each meeting and has been questioned extensively on his regular updates to the Select Committee.
- 2.4 The Committee also held scrutiny sessions with the interim Director of Education Mrs Gillian Palmer and the Deputy Chief Executive and Director of Education, Care and Health, Mr Ade Adetosoye.
- 2.5 The Select Committee was delighted to receive a presentation from members of the Living in Care Council at its October 2017 meeting.
- 2.6 Under the new 'Call in' procedure for the Committee there was one request by the Chairman with regard to the Child Sexual Exploitation Support Services Contract. This was 'called in' prior to decision by the Portfolio Holder because it had not been subject to pre-scrutiny because of the timescale involved. At its meeting in September 2017 the Education, Children and Families Budget and Performance Monitoring Sub-Committee examined the contract and recommended that it be approved.
3. The Education, Children and Families Budget and Performance Monitoring Sub-committee met four times during the year.
4. A report evaluating the success or otherwise of the Select Committee experiment was published in April 2017. The conclusion was that the members of the Select Committee found the new way of working much more effective and interesting and enabled Members to delve into greater detail and scrutiny than under the previous system.
5. We were delighted that our report on Alternative Education was supplied to Lord Soley as part of his preparation for his private members' bill on reforming Home Education.
6. I would like to thank my Deputy Chairman Cllr Reddin for his support and chairmanship of Sub-Committee, all members of the Select Committee for their work in examining witnesses and their contributions to the final reports and to the staff of the Department; led by Ade Adetosoye, Deputy Chief Executive and Executive Director (ECHS), Janet Baily, Director of Children's Social Care, former Director of Education Jane Bailey and Gillian Bailey, interim Director of Education. We thank Cllr Peter Fortune for his courteous response to our examination of his work as Portfolio Holder and his Executive Assistant Cllr Tom Philpott. Last but not least we thank our hard working and ever cheerful clerk Philippa Gibbs for excellent minutes produced in good time and for drafting the Select Committee's reports.

Cllr Nicholas Bennett, MA, JP
Chairman
Education, Children and Families Select Committee

7. Report from Environment PDS Committee

Chairman: Cllr. Samaris Huntington-Thresher
Vice-Chairman: Cllr. Catherine Rideout

Introduction

The services provided within the Environment Portfolio affect every resident of Bromley, from residential services such as the collection of waste through to the condition and congestion of our roads and the ability to enjoy our parks and open spaces. In addition residents are wanting to interact with the service in much greater numbers than ever before in order to report concerns, make suggestions or to increasingly access services through online channels.

Scrutiny of the Portfolio Holder and Executive

The Committee seeks to fulfil this role through:

- Scrutiny of the draft Environment Portfolio Plan, followed by a mid-year review of progress.
- Regular monitoring of service performance.
- Pre-decision scrutiny of relevant Portfolio Holder and Executive decisions.
- Budget monitoring and scrutiny of budget proposals.
- Policy Development

Development and Scrutiny of the Environment Portfolio Plan

The Committee values the Portfolio Plan as a clear record of priorities and how implementation, improvement and innovation are to be achieved but also as an ongoing assessment of progress and performance against agreed targets that can be tracked to ensure our high standards are being maintained and to reassure residents of their importance. The Committee contributes to the Plan as part of its policy development role and through scrutiny of the Portfolio Holder and Portfolio Plan twice a year, ensuring that progress is analysed and recommendations from the Committee are taken forward.

During 2017/18 the Portfolio Plan priorities included:

- Improving the Street Scene
- Enhancing Bromley's Parks & Green Spaces
- Improving Travel, Transport & Parking Management
- Minimising Waste & Increasing Recycling
- Managing our Transport Infrastructure & Public Realm
- Improving Customer Service & Business

The Committee scrutinises progress of these priorities during the year in several ways, such as through ongoing reviews of agreed work programmes and pre-decision scrutiny of Portfolio Holder and Executive decisions.

These include programmes such as: the Highway Maintenance Investment Strategy where progress and decisions relating to this programme have been regularly reviewed, feedback and recommendations made to the Portfolio Holder; review of LIP works and road improvement schemes that have been developed to relieve traffic congestion, improve safety for road users, or address parking concerns. Review of these traffic schemes ensures consistency of approach and a framework for feedback prior to implementation. This year has also seen an increased number of cycling and walking schemes where review by the Committee has provided valuable input. Support and review of strategies for the regeneration of Crystal Palace Park and investment in the enhancement of Scadbury Park Moated Manor are additional areas that have been investigated by the Committee.

A further major area that the Committee has been involved in is the Commissioning Programme for Environmental Services where the new contracts will have significant impact in future years and updates of proposals, strategy and progress are under continuing consideration and review.

Monitoring

A key role of the Committee is in undertaking regular monitoring of the budget and review of the capital programme to ensure transparency, understanding and challenge for changes. In addition the committee has received updates on the contract register and database and the risk register to enable proper scrutiny and management.

Service Reviews

Partner reviews within the department are an important aspect of the Committee scrutiny role to ensure that our partners are delivering on their remit and providing a responsive quality service in line with their contract. The Committee invited APCOA, the new parking service contractor to address the Committee in order to scrutinise their performance and to highlight to them the importance that the committee attaches to provision of this service. The change of contractor led to greater teething problems than anticipated and these issues were being resolved with considerable support from officers. However, the Committee felt that it was important to understand the reasons behind these issues and through the review to have confidence in the commitment and ability of the contractor to continue to improve. A second partner review was undertaken with Kier who manage the Street Services contract. This is a major contract with significant resident interaction and risk to reputation for the Council and the Committee has an important role in reviewing performance, understanding concerns and discussing future opportunities.

Policy development

Policy development is integral to many areas of the Committee's work. This year has included work in areas such as: ensuring our continuing reduction of waste going to landfill; the enhancement of measures to improve recycling including improved take-up of the green garden waste service and online resources to promote this; initial groundwork in the development of a policy and trials for Electric Vehicle charging points in response to changing needs.

Plus, an in-depth review of our customer service function and interaction with residents was undertaken in light of the increasing expectation of residents to have a more fluid relationship with the way the Council provides services and reacts to reports and suggestions through different channels such as Fix My Street. This also covered the development of Neighbourhood Managers to be the local face of the Council within the community. The Committee recognised the need for the Council to be pro-active and have up-to-the-minute information readily accessible in order to react in a timely manner in a rapidly changing online environment and the limitations of current practices, with a working party developing these ideas further.

Conclusion

My thanks go to all members of the Committee for their enthusiasm and commitment to ensuring that we provide effective scrutiny of the service and for their contribution to policy development. I would also like to thank the Portfolio Holder and officers for their unwavering support and our partners and contractors for their positive contributions to help the committee to deliver a challenging work programme in the past year.

Councillor Samaris Huntington-Thresher
Chairman, Environment PDS Committee

8. Report from Public Protection and Safety PDS Committee

Chairman: Cllr. Alexa Michael

Vice-Chairman: Cllr. Christopher Pierce

The Public Protection & Safety Policy Development and Scrutiny (PP&S PDS) Committee will have met five times during the 2017-18 Council year. (The final meeting of the year is scheduled for Tuesday 6 March 2018).

Portfolio Priorities and PDS Reports

At the first PP&S PDS meeting held on 29 June 2017, the Public Protection & Safety Portfolio Holder, Cllr Kate Lymer, outlined the Public Protection and Safety Draft Portfolio Plan priorities for 2017-18. These were to:

- Support the Safer Bromley Partnership and co-ordinate the Council's response to its statutory duty under PREVENT.
- Tackle the sale of age-restricted products, particularly knives, alcohol and tobacco through test purchase operations.
- Take action against rogue traders, particularly those who target the vulnerable, through preventative and enforcement activity with banks and adult safeguarding partners.
- Inspect 100% of high-risk food businesses (Risk Category A and B hygiene) to ensure food safety standards are met.
- Contribute to maintaining a safe environment by providing the CCTV monitoring service for town centres and other key areas.

The PDS agreed that the Portfolio Plan be adopted with these outcomes as the policy priorities for the year.

In line with agreed policy priorities, during the course of the year Members received detailed written and / or verbal reports on:

- Gate Zero Report Animal Health and Welfare Service
- Food Standards Agency Audit of Food Hygiene Service Delivery
- Food Safety Service Plan 2017 to 2018
- Trading Standards Service Plan
- Dogs and Pest Control Contracts
- CCTV Procurement Strategy
- Gate Review for Mortuary Service
- Counter Terrorism/Prevent Updates
- Domestic Violence and VAWG Report
- Emergency Planning and Business Continuity Service Update Reports
- Crime and Disorder in the Night Time Economy
- MOPAC Updates
- Asset Recovery Incentivisation Scheme (ARIS)

The Chairman invited a report on *Adults who misuse drugs: the findings of a health needs assessment in Bromley*. The report provided a summary of the findings of a health needs assessment of the population of adults with problematic drug use in Bromley Borough.

Police Scrutiny

All Public Protection & Safety PDS meetings included a comprehensive Police Update presented by the Bromley Borough Commander or Deputy Commander, allowing Members to scrutinise the work of the Police and to raise questions. The main focus of the Police Update at the June 2017 meeting was knife crime although other Police Updates tended to be more general. Members were very concerned about the spate of moped-enabled crime in London and the fact that the Police are not allowed to give chase. It was agreed that the Chairman would draft a letter to the Mayor of London on behalf of the PDS urging that the Police be permitted to pursue mopeds when a crime had been committed. A letter was duly sent and a non-committal response received from the Mayor.

Members showed grave concern at proposals to link Bromley with Croydon and Sutton Boroughs in a new tri-borough Basic Command Unit (BCU). The sheer size of the three Boroughs meant that Police would be likely to experience difficulty in meeting crime response times. In addition, Police resources would be likely to be diverted to Croydon at the expense of Bromley (and Sutton). Strong representations were made to Sophie Linden, the Deputy Mayor for Policing. In addition, a tri-Borough trial between Barking and Dagenham, Havering and Redbridge found that Police response times to crimes in these Boroughs dropped sharply and that the new set-up had “no positives”. Despite further lobbying of the Deputy Mayor from both the Portfolio Holder and her counterpart in Sutton, Bromley is set to be partnered with Croydon and Sutton in the new BCU.

During the course of the year, both the Police and the Portfolio Holder also provided comprehensive updates on how the different agencies are working together to combat gang activity in the Borough.

Funding

A visit by the Food Standards Agency in April 2017 found that the existing system of food hygiene inspections was excellent but more people were needed to reduce the backlog of visits to food premises. To this end, a total of two full-time permanent and three full-time temporary food safety offices (up to 18 months) were recruited in 2017. In addition, a full-time temporary Business Continuity Officer was recruited in October 2017 for two years to strengthen this very important area of the Portfolio’s work.

Presentations

The PDS received several presentations from various groups engaged in public protection and safety (or whose work impinges on them), namely:

- British Transport Police
- Sarah Armstrong (Say No 2 Knives) on knife crime
- The Borough Police Gangs’ Team
- London Fire Brigade
- London Probation Service
- London Ambulance Service
- South London and Maudsley (SLaM) NHS Trust
- Bromley Youth Council

Member Visits

Two Member visits were arranged during 2016-17. A visit to the refurbished CCTV control room at the Civic Centre took place in the summer. On 22 January 2018, a number of Members visited the Victim Support (VS) HQ at Elephant and Castle where they met the VS staff and learned about the various aspects of VS's work in supporting victims of all kinds of crime. Members also have an open invitation to attend Community Impact Days and test purchasing exercises of age-restricted goods as observers.

Safer Neighbourhood Board

Both the Chairman and Vice Chairman took part in meetings of the Safer Neighbourhood Board (SNB), which scrutinises the Police and helps to choose various bids to help fight crime. They also attended SNB public meetings, including the annual Crime Summit held on 30 September. The Chairman attended a workshop at City Hall in September which looked at public access to Police services and the make-up of SNBs in the different London Boroughs.

Cllr Alexa Michael
Chairman, Public Protection and Safety PDS Committee
March 2018

9. Report from Renewal and Recreation PDS Committee

Chairman: Cllr. Michael Rutherford
Vice-Chairman: Cllr. Julian Benington

1.1 The Committee met four times this municipal year. Each meeting has scrutinised the reports for decision by the Renewal and Recreation Portfolio Holder and considered policy development for key areas across the Portfolio. Alongside the elected Members on the PDS Committee, we were also pleased to welcome a co-opted member from the Bromley Youth Council, Mr. Nicolas Weaks. Through this past year, the R&R PDS Committee has scrutinised a range of proposals and performance metrics and added further scrutiny to the planning service.

1.2 The Committee have monitored performance against the Renewal and Recreation strategic outcomes for the municipal year, which it agreed to support in the July 2017 meeting.

1.3 Topics the PDS Committee have focused on include:

Town Centres

1.4 *Bromley:* The R&R PDS Committee scrutinised proposed Bromley High Street public realm improvements and the relocation of the market. It expressed concerns about the consultation being performed on the proposals and asked for further engagement with market. The portfolio holder took these comments and additional consultation led to changes to market layout, an increase in the number of stalls and an additional focus on stall branding and advertising the market. The Committee also scrutinised proposals for Site G. Following its scrutiny a proposed land swap in Library Gardens was withdrawn.

1.5 *Beckenham:* Through its Sub-Committee, the Beckenham Town Centre Working Group, it supported an architectural student competition to design the Beckenham Green Canopy. The Working Group was also crucial in enabling Beckenham to get its Purple Flag status for a safe night-time economy. The PDS Committee strongly supported the proposed Beckenham Business Improvement District and is pleased that traders voted in favour of it.

1.6 *Orpington:* At the Committee's final meeting of the civic year, it will review development opportunities for Orpington town centre. It will hear and challenge the potential opportunity sites in the town for sustaining and improving the local economy and for new homes. Earlier in the civic year it gave its input to the second Orpington BID term and its comments were taken into account in the Executive meeting.

1.7 *Penge:* The Committee discussed updates throughout the year on the scheme to improve Penge town centre. The PDS Committee strongly supported the proposed Penge Business Improvement District and is pleased that traders voted in favour of it.

Leisure and Culture

1.8 *Library Service:* In the July 2017 meeting, the Committee gave its support for Greenwich Leisure Limited being awarded a contract to run the library service for 10

years. It was assured that the number of libraries and opening times would not reduce and that savings would be achieved for the Bromley taxpayer in every year of the contract.

1.9 *Cultural Activities:* Continued support was given to the Biggin Hill Memorial Museum, and progress on the scheme was tracked throughout the year. It thanked officers for their excellent work on the museum for their work on the proposals and fundraising support.

1.10 *Crystal Palace Park:* The Committee was pleased to support plans for the regeneration of Crystal Palace Park. It considered both the proposals and the business case and considered that the proposals would both improve the park and deliver an appropriate number of new homes.

Planning

1.11 The performance of the planning service was assessed, with a particular focus on the performance of planning enforcement. The Committee also scrutinised planning appeals, considering those appeals received and decided and the costs incurred by the council.

1.12. The Committee succeeded in bringing about a change of approach to ensuring tall buildings in the borough are safe. Following the Grenfell Tower disaster the committee wanted reassurance that Bromley did not have tall buildings that contained similarly flammable cladding. It was satisfied with the Council's proactive approach with public sector providers and housing associations, but wanted a similarly rigorous approach with private sector tall buildings. As a result of the committee's scrutiny, the Council has confirmation from landlords that there is no such cladding in Bromley's tall buildings.

Scrutiny of the Portfolio Holder

1.13 The Committee scrutinised the portfolio budget, requesting that officers and the portfolio holder explained areas where spending was increasing. Particular attention was given to ensure that where third parties run council services, the quality remains unchanged or better and that cost reduces throughout the contract.

1.14 The Committee also analysed the contract register twice throughout the year, challenging on specific contracts to ensure that contracts avoid being managed effectively and there is suitable foresight of where new contracts are required.

Presentations

1.15 The Committee is grateful to MyTime and GLL for visiting and presenting to it.

Thanks

I would like to thank all the Members of the Committee for their diligence and hard work throughout the year. A lot of work has been carried out, which has covered a very broad range of subjects. I would also like to thank the officers in the R&R department and Mrs. Lisa Thornley for their tireless work at the Committee meetings and the ongoing day to day running of the Department.

Councillor Michael Rutherford
Chairman, Renewal and Recreation PDS Committee

Document is Restricted

This page is left intentionally blank