



THE LONDON BOROUGH  
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DATE: 19 June 2017

To: Members of the  
**PUBLIC PROTECTION AND SAFETY POLICY DEVELOPMENT AND SCRUTINY  
COMMITTEE**

Councillor Alexa Michael (Chairman)  
Councillor Chris Pierce (Vice-Chairman)  
Councillors Julian Benington, Kim Botting FRSA, David Cartwright QFSM,  
Mary Cooke, Hannah Gray, Tom Philpott and Richard Williams

Non-Voting Co-opted Members –

Katie Bacon, Bromley Youth Council  
Terry Belcher, Safer Neighbourhood Board  
Dr Robert Hadley, Bromley Federation of Residents Associations  
Alf Kennedy, Bromley Neighbourhood Watch  
Emily Warnham, Bromley Youth Council

A meeting of the Public Protection and Safety Policy Development and Scrutiny  
Committee will be held at Bromley Civic Centre on **THURSDAY 29 JUNE 2017 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 TO THE CHAIRMAN AND COMMITTEE FROM COUNCILLORS AND MEMBERS OF THE PUBLIC**

In accordance with the Council's Constitution, questions to this Committee must be received in writing 4 working days before the date of the meeting. Therefore please ensure questions are received by the Democratic Services Team by 5pm on 23<sup>rd</sup> June 2017.

- 4 **MINUTES OF THE PUBLIC PROTECTION AND SAFETY PDS COMMITTEE MEETING HELD ON 29TH MARCH 2017** (Pages 1 - 16)
- 5 **CO-OPTED MEMBERS FOR APPOINTMENT AND RE-APPOINTMENT--2017-2018** (Pages 17 - 20)
- 6 **MATTERS ARISING** (Pages 21 - 24)
- 7 **CHAIRMAN'S UPDATE**
- 8 **POLICE UPDATE**
- 9 **PRESENTATION FROM BRITISH TRANSPORT POLICE**
- 10 **PORTFOLIO HOLDER UPDATE**
- 11 **RISK REGISTER INFORMATION ITEM**

The information item comprises:

The ECS Risk Register.

Members and Co-opted Members have been provided with advance copies of the item via email. The briefing is also available on the Council's website at the following link:

<http://cds.bromley.gov.uk/ieListDocuments.aspx?CId=559&MId=6240&Ver=4>

#### **HOLDING THE PORTFOLIO HOLDER TO ACCOUNT**

- 12 **QUESTIONS TO THE PORTFOLIO HOLDER FROM MEMBERS OF THE PUBLIC AND COUNCILLORS**

In accordance with the Council's Constitution, questions to this Committee must be received in writing 4 working days before the date of the meeting. Therefore please ensure questions are received by the Democratic Services Team by 5pm on 23<sup>rd</sup> June 2017.

- 13 **PRE-DECISION SCRUTINY OF PORTFOLIO HOLDER REPORTS**

Portfolio Holder decisions for pre-decision scrutiny.

- a **BUDGET MONITORING 2017-2018** (Pages 25 - 30)

- b PROVISIONAL OUTTURN 2017/18 (Pages 31 - 36)**
- c DRAFT PORTFOLIO PLAN--2017-2018 (Pages 37 - 48)**
- d GATE ZERO REPORT-ANIMAL HEALTH AND WELFARE SERVICE  
(Pages 49 - 62)**
- e FOOD STANDARDS AGENCY AUDIT OF FOOD HYGIENE SERVICE  
DELIVERY**  
This report is 'To Follow'.

**14 POLICY DEVELOPMENT AND OTHER ITEMS**

- a ENFORCEMENT ACTIVITY REPORT APRIL 2016-MARCH 2017 (Pages  
63 - 74)**
- b MOPAC UPDATE (Pages 75 - 86)**

**15 WORK PROGRAMME (Pages 87 - 92)**

**16 ANY OTHER BUSINESS**

**17 DATE OF THE NEXT MEETING**

The date of the next meeting is 27<sup>th</sup> September 2017.

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## **PUBLIC PROTECTION AND SAFETY POLICY DEVELOPMENT AND SCRUTINY COMMITTEE**

Minutes of the meeting held at 7.00 pm on 29 March 2017

### **Present:**

Councillor Alexa Michael (Chairman)  
Councillor Chris Pierce (Vice-Chairman)  
Councillors Kim Botting FRSA, David Cartwright QFSM,  
Hannah Gray, Will Harmer, Tom Philpott and  
Richard Williams

Katie Bacon and Terry Belcher

### **Also Present:**

Nigel Davies, Chris Hafford, Paul Lehane, Councillor Kate Lymer and Jim McGowan, Benjamin McGowan, Danie Gordon, Jacob Evers, Emily Warnham, Sean Gardner, Feizal Mohubally, Michael Holland and Professor Tom Fahy.

## **STANDARD ITEMS**

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

Councillor Kate Lymer apologised for having to leave the meeting early.

Apologies were received from Alfred Kennedy, Kamla Joshi, Councillor Mary Cooke and Dr Robert Hadley.

### **135 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **136 QUESTIONS TO THE CHAIRMAN OR COMMITTEE FROM COUNCILLORS AND MEMBERS OF THE PUBLIC**

No questions were received.

### **137 MINUTES OF THE PUBLIC PROTECTION AND SAFETY PDS COMMITTEE MEETING HELD ON 18th JANUARY 2017**

**RESOLVED** that the minutes of the meeting held on 18<sup>th</sup> January 2017 be agreed.

**138        MATTERS ARISING**

**CSD 17034**

The Executive Director for Environmental and Community Services updated the Committee concerning the provision and location of defibrillators.

The replacement for Chief Inspector David Tait was confirmed as Acting Chief Inspector Clair Haines.

The Borough Commander stated that he was aware of gangs coming into Bromley, with an associated increase in knife crime; he was not aware of individuals being 'bashed over the head'.

The Borough Commander had not tasked anyone with looking into the number of open police cases, but highlighted that the police dealt with roughly 21,000 cases per annum.

With respect to the matter arising concerning Resilience, it was noted that the Committee would be updated concerning this when the Portfolio Holder gave her Portfolio Holder update.

It was noted that agenda item 10c was the Gateway report which detailed the procurement strategy for the LBB CCTV Service.

**RESOLVED that the Matters Arising report be noted.**

**139        CHAIRMAN'S UPDATE**

The Committee noted that the Chairman had attended a public meeting of the Safer Neighbourhood Board at Bromley College on 23<sup>rd</sup> February. She reported that the Police were planning to hold targeted clean-up days in areas where there were large amounts of enviro and other crimes. The Chairman also attended the Safer Neighbourhood Board meeting on 27<sup>th</sup> February 2017.

**140        POLICE UPDATE**

The Police update was provided by the Borough Police Commander, Chris Hafford.

The Committee was briefed on the impact caused by the recent terrorist incident at Westminster. Bromley police officers were sent to Westminster after the event, and many had been required to work 23 or 24 hour shifts. Others were then required to work 12 hour shifts for 5 days. The situation was beginning to normalise, and a local patrol strategy was being developed. A memorial event had been held on the day of the Committee meeting. There

had been a slight increase in hate crime subsequent to the incident –this had taken the form of Islamophobia.

The new MET Commissioner (Cressida Dick) was expected to be in post by the end of April.

As far as the proposed new BCU (Borough Command Unit) model was concerned, the details had still not been finalised. It had previously been suggested that LBB would link with Croydon. There had been a suggestion that this may be changed to Lewisham, but nothing had been agreed.

All Police forces in London had experienced an increase in the number of TNOs (Total Number of Notifiable Offences). In Bromley (over a rolling 21 month period) the number of TNO offences had increased from 21, 143 to 21, 244. The Borough Commander informed that local priorities would focus on Safeguarding, VAWG, non-domestic VWI, and burglary.

The Committee were updated with the following performance updates:

- Residential burglary - 1601 to 1513 R12 = -5.3%
- Personal robbery – 316 to 377 = +19%
- Theft from the person – 297 to 365 = +22.9%
- Domestic VWI – 779 to 810 = +4%
- Non-Dom VWI – 1257 to 1369 = +8.9%

(VWI is Violence with Injury)

In the rolling 12 month period, ASB offences had increased from 6101 to 7005. There had been an increase in instances of pickpocketing in Bromley and Orpington; many of these offences were young people stealing from the elderly. There had also been an increase in young people entering Bromley from Lewisham to commit robbery offences.

With respect to call handling, 88.5% of the most urgent 999 calls were responded to within 15 minutes. The less urgent emergency calls (S calls) were responded to within the 60 minute time frame in 83% of cases.

The Borough Commander mentioned DWOs (District Ward Officers) and stated that 14 wards now had 2 DWOs assigned to them. Every ward had an officer assigned, and the aim was that eventually every ward would have two DWOs.

The Chairman asked why there had been an increase in crime levels. The Borough Commander responded that dealing with safeguarding issues was taking time, and had resulted in a decrease in the number of patrols. He felt that there was a need for a more rapid rollout of mobile technology for police officers. There had also been an increase in the number of children reported as missing, and more incidents generally were being reported. The MET were hoping that going forward more reporting of crime would be done over the phone and online.

The Borough Commander referenced the twin issues of an increased uptake in armed police officers and officers dealing with cyber-crime and fraud. These were issues that would also affect the number of officers that could be engaged on patrol duties and other crimes.

The Deputy Chairman raised concerns about the Mayor's crime priorities. He believed that the Mayor's chosen priority areas affected relatively few people and that crimes that concerned people in Bromley, such as burglary, would not be given the necessary attention.

A member advised that in addition to the police officer that had been killed in the Westminster attack (Keith Palmer), another police officer had been paralysed. The member enquired if funds were being requested in relation to this officer also, and the Borough Commander confirmed that this was the case.

A member raised the matter of a charging point for body worn cameras in West Wickham, stating that he had been previously advised by the police that the charging point was due to be installed shortly. The Borough Commander stated that he would look into this.

A Member referred back to the mention of a possible BCU pairing with Lewisham. He expressed the view that Lewisham had a high level of crime and the fact that LBB could be paired with Lewisham was concerning. He was worried that LBB may lose police resources if this merger went ahead. The Borough Commander responded that all mergers were risky, and that it was difficult to say if LBB would lose resources if the pairing took place.

The Borough Commander pointed out that Bromley Police was tied into a contract for the building that was now being used as the Bromley police headquarters in Bromley South. The positive news from this was that whatever changes may take place in the future, Bromley police were likely to continue to use the same building.

The Chairman also expressed some concerns around the Mayor's new crime priorities for Bromley, and commented that there was no mention of offences connected to drugs which were related to many crimes. The Chairman speculated about the proposed new BCU structure and was of the view that the best match for LBB would be Bexley.

A member asked what the main areas were with respect to reported youth crime. The Borough Commander responded that the main areas were:

- Knife point robberies
- Theft of motor bikes
- Low level drug use

The Borough Commander agreed to arrange communication between the police gang's team, and the BYC Chairman-Katie Bacon.



The Vice Chairman noted the previous comments concerning a proposed BCU amalgamation with Lewisham, and stated that he was in favour of this as there was a free flow of people between the two boroughs. The Borough Commander noted that previously, LBB and LB Lewisham were both P1 units and that Bromley was geographical closer to Lewisham.

A Member expressed the view that the least favourable BCU pairing for LBB would be to join with Croydon due to the high number of shootings in the borough, combined with its extensive geography.

A Member stated that her 14 year old child had recently been threatened at knifepoint at the McDonalds restaurant on the Wickham Road, West Wickham. The Police were called and she praised the quick response and arrest by the Police.

**RESOLVED that the Police updated be noted.**

## **HOLDING THE PORTFOLIO HOLDER TO ACCOUNT**

### **141 QUESTIONS TO THE PORTFOLIO HOLDER FROM MEMBERS OF THE PUBLIC AND COUNCILLORS.**

No questions were received.

### **142 PORTFOLIO HOLDER UPDATE**

Councillor Kate Lymer provided the Portfolio Holder update.

Minute 128 referenced in the Matters Arising report required a Portfolio Holder update concerning action needed to plug the gap in the Emergency Planning and Business Continuity Team.

A graduate intern was commencing work in April for 6 months. The graduate would work three days per week supporting the ongoing work around Business Continuity.

The Corporate Safety Advisor post was 0.6 fte and was currently vacant. It was hoped to extend this role to five days per week; the additional two days would be dedicated to emergency planning and business continuity. A job specification was being written for this, and the proposal was being evaluated by HR. If the proposal can be funded recruitment would proceed.

A request was being made for an additional £40k for a full time support post to support both the work of Laurie Grasty in Resilience and the new Corporate Safety/Business Continuity split role.

There was no capacity in the existing budgets for either of these roles, however it was confirmed to the Executive Director of Environmental Services

by the Chief Executive that the additional funding required would be found corporately. The Portfolio Holder stated that it would be useful if Members present could agree that the additional income from the licensing advice fees and food hygiene re-scores fees could be used to contribute.

Recruitment was also underway for a graduate intern to assist with the commissioning of the stray dogs and CCTV contracts.

A meeting had been held in February with Sophie Linden (Deputy Mayor for Policing and Crime) to discuss the Mayor's Policing and Crime Plan. She met with the Leader, Portfolio Holder, the Deputy Borough Police Commander and the Executive Director for Environmental and Community Services.

LBB stated that it would like some emphasis on crimes against the elderly - and also more reference to burglary, anti-social behaviour and traffic enforcement around speeding and mobile phone use. This feedback proved ineffective and the Crime Plan was not changed.

Part of the meeting was to agree LBB's locally set police targets. LBB was allowed to choose two for the next year. These could be reviewed and changed annually. The Mayor's Office for Policing and Crime had recommended that LBB's two priorities be theft from shops and common assault. LBB disagreed with this as although the percentage increase for common assault was one of the highest, the actual number of common assault incidences in Bromley was small.

Regarding theft from shops LBB disagreed with this as it would result in a large amount of police resource being focussed in one location - i.e. Bromley Town Centre, at the expense of the rest of the Borough.

LBB proposed that that burglary and non-domestic violence with injury be allocated as the two local priorities. These proposals were accepted as Bromley's two local priorities.

The Portfolio Holder informed the Committee that she had recently attended a high level group meeting at London Councils with Sophie Linden, to discuss, shape and understand the co-commissioning pot of funds process. The Group made known to Ms Linden that they were opposed to the plans, and that the timescales outlined in the proposals were not achievable.

In the pre-meeting, MOPAC had provided a document with suggestions of the type of funding programmes boroughs should co-commission: these were female offending, youth offending and an offender health service. The Portfolio Holder explained that LBB did not fund any of these using MOPAC money, so those suggestions were irrelevant to Bromley. It was explained that LBB undertook VAWG programmes. Ms Linden agreed to add VAWG to their list of suggested priorities. She also agreed to add in crimes against the elderly and burglary.

The Portfolio Holder was informed that MOPAC would expect bids to include match funding. There would be another meeting in May where issues would hopefully become clearer. The Head of Trading Standards and Community Safety had been meeting with other boroughs to discuss what projects could be undertaken collaboratively.

A Member suggested that it may be a good idea in the future if LBB's GLA representative attended the meetings, and that questions may need to be raised at a scrutiny committee meeting. The Chairman expressed concern that Inner London may be getting the most funding, and that the Mayor had to represent all of London and not just zone 1.

A Member suggested that SNBs (Safer Neighbourhood Boards) would be made stronger under Sophie Linden, and that it was significant that Bromley's SNB was the only SNB to be represented at the London Council's meeting.

It was noted that the FSA (Food Standards Agency) would be conducting an audit in LBB on April 27<sup>th</sup>.

A Member queried the contracts highlighted in 'red' on the Contracts Register- these were the contracts dependant on MOPAC funding. It was noted that the register was slightly out of date and that as the contracts had been extended they were no longer in the 'red' risk category. However this could change going forward if the funding issues were not resolved.

**RESOLVED that the Portfolio Holder update be noted.**

#### **143 BUDGET MONITORING**

FSD 17030

The Committee noted the Budget Monitoring report for 2016/17.

**RESOLVED that the Portfolio Holder endorse the latest 2016/17 budget projection for the Public Protection and Safety Portfolio.**

#### **a CAPITAL PROGRAMME MONITORING - 3RD QUARTER 2016/17 & ANNUAL CAPITAL REVIEW 2017 TO 2021**

FSD 17023

The Committee noted the Capital Programme Monitoring report (3<sup>rd</sup> quarter 2016/17) and the Annual Capital Review.

**RESOLVED that the Portfolio Holder confirm the changes agreed by the Executive on 8<sup>th</sup> February 2017.**

**b GATEWAY 0 REPORT: PROCUREMENT STRATEGY FOR  
LBB CCTV SERVICE**

**ES 17020**

This report was written by Jim McGowan, Head of Environmental Protection.

The report was written as the current location of the CCTV control room was in the St. Blaise building. As this building was due for demolition, there was a need to find an alternative location or an alternative model of service delivery commissioned. The report outlined the strategy for the continuation of the CCTV Service and sought approval to commence the process of market testing the service.

This was a report that was for scrutiny by the Committee, prior to a decision being made by the Executive.

The Chairman stated that she was pleased that the CCTV service was continuing.

Mr McGowan outlined the three options that were being considered:

- Relocation of the CCTV control room to another location locally
- Partnering with another local authority or other public sector organisation
- Outsourcing the service to a third party provider

A Member expressed concern around the potential time and cost involved in going through a tender process and then possibly not agreeing a tenderer at the end. The Director for Environment responded that the OJEU process should be straightforward, and that some soft market testing could be undertaken. The Member agreed that soft market testing would be good. Mr McGowan stated that the main aim was to achieve VFM (Value for Money).

The Chairman noted the importance of VFM, but stated that it was crucial that LBB retain control of images. Mr McGowan provided assurances that regardless of which option was chosen, LBB would retain control over the images.

A Member asked Mr McGowan which option he preferred. Mr McGowan felt that the most straightforward logistical option was to move into another Council building. This may not however be the cheapest option.

The Director for Environment advised that it may be prudent to issue a 'Pin Notice'. In this way LBB could invite interested parties in for talks, and may also benefit from getting feedback concerning price.

A Member noted that in the telecoms industry there was a move away from cables. He also suggested that LBB avoid a long term contract as new technologies like 5G were coming. Mr McGowan stated that LBB owned its own fibre cables. LBB used 3G wireless technology as there was plenty of free bandwidth, and the picture quality was good.

The Vice Chairman speculated if it would be possible to include the CCTV room in the new development. Mr McGowan responded that he would talk to LBB Property to assess if this was an option. The Executive Director for Environmental and Community Services underlined that such an option would undermine the capital value of the site.

The Chairman asked for an update report to be provided to the Committee in either September or November 2017.

## **RESOLVED**

**(1) that an update report concerning the CCTV Procurement Strategy be presented to the PDS Committee in either September or November 2017**

**(2) that Mr McGowan contact LBB Property to investigate the possibility of the CCTV room being incorporated into the new development**

**(3) that the strategy for the continued delivery of the CCTV service including the market testing of the CCTV functions, and the exploration of alternative commissioning options be agreed**

**(4) that the Executive receive a further report outlining the results of the commissioning process with a recommendation for the optimum service delivery model**

### ***Post Meeting Note:***

*Mr McGowan has since been in communication with LBB Property with reference to Resolution 2. Property have confirmed that the whole of the St Blaise site will be demolished, and that therefore it is not an option that the CCTV room be incorporated into the new development.*

## **c CHARGING FOR FOOD HYGIENE RATING RESCORE VISITS**

### **ES 17025**

This report was presented to the Committee by Paul Lehane Head of Food, Safety & Licensing to propose the introduction of a fee to recover the costs associated with undertaking non statutory Food Hygiene Rating re-score visits to food businesses.

The report recommended that the Portfolio Holder agree the fee of £165.00 for Food Hygiene Ratings re-score visits with effect from 1<sup>st</sup> April 2017.

It was noted that the food hygiene rating scheme permitted a food business to apply for a re-score 3 months after the initial application. LBB could not charge for the initial inspection as this was a statutory responsibility, but following a review by the FSA, LBB could now make a charge for the time involved in a re-score application.

**RESOLVED that the Portfolio Holder agree the charge of £165.00 for Food Hygiene Ratings re-score visits from 1<sup>st</sup> April 2017.**

**d PREVENT STRATEGY/CHANNEL REFERRAL PROCESS**

ES 17027

The Prevent Strategy/Channel Referral Process report was written by Mr Rob Vale, Head of Trading Standards and Community Safety

The report outlines the Council's approach to comply with the Prevent Duty, and the steps taken by the Council to fulfil that duty.

The Committee noted and endorsed the report.

**RESOLVED that the Portfolio Holder approve the Prevent Strategy and supported the approach being taken.**

**e PRE-APPLICATION ADVICE SERVICE FOR LICENSING**

**ES17024**

The report was presented by Mr Paul Lehane, Head of Food Safety, Occupational Safety and Licensing. The purpose of the report was to propose the introduction of fees to recover the costs associated with the provision of a licensing pre-application advice service.

Three services were proposed:

- A check and send service with a proposed fee of £40.00
- A pre-application advice service with a proposed fee of £71.00
- A Full application service with a proposed fee of £168.00

It was believed that Sections 1 and 3 of the Localism Act 2011 conferred a power to local authorities to charge for services in these circumstances.

The Portfolio Holder requested that income from licensing be used to support the Emergency Planning budget. A member stated that he was happy with the report, but was not happy with the principle of ring fencing budgets. He also requested clarification of the legal position concerning charging for providing advice. He also expressed concern about charging for an advisory service, if the applicant's request was subsequently rejected.

Mr Lehane responded that LBB would be disclaiming legal responsibility, and that the Planning Department provided a similar service. The service would ensure that a good application was submitted, but the success of the application could not be guaranteed.

However, he would seek further clarification from the Director of Corporate Services. It was explained that only new applications would incur a charge; the implementation date would be 1<sup>st</sup> April 2017.

**RESOLVED (subject to ratification from Legal) that the Portfolio Holder agree the introduction of fees for pre-application advice for licence hearings.**

*Post Meeting Note:*

*Clarification concerning the legal position has been received from the legal department, and the decision will proceed as planned.*

#### **144 PRESENTATION FROM BROMLEY YOUTH COUNCIL**

Danie Gordon (LBB Youth Engagement Officer) attended the meeting to support the BYC representatives that were presenting. The BYC representatives in attendance were Benjamin McGowan, Katie Bacon, Jacob Eyers, Emily Warnham and Sean Gardner.

BYC presented a manifesto document which focused on the following two priorities:

- Young People's Wellbeing
- Personal Safety

Young people were expressing concerns about mental health in areas such as stress, depression and peer pressure. Young people also raised concerns around the pressure that they felt from schools and academies to achieve academically. Concerns were also expressed concerning the negative impact of social media.

BYC had produced a young people's survival guide for mental health, and this was being distributed around schools.

Young people had identified that there was a need to understand how to stay safe when using the internet and social media. They had also identified issues around peer pressure that led to young people engaging in the use of illegal drugs/alcohol, joining gangs and becoming involved in criminal activities, carrying weapons and engaging in inappropriate relationships.

Young people were also interested in how schools and the Police could work together to educate and inform young people of services available, and what action young people could take to stay personally safe.

It was noted BYC had produced three personal safety videos which were viewable on 'You Tube'. The web links to the videos had previously been emailed to Committee members. Ms Gordon confirmed that presentations on personal safety would be taken into those schools where a BYC representative was present. Other schools would be emailed the links, and the schools would be asked for feedback. The Chairman suggested that the BYC personal safety campaigns be disseminated to youth clubs, leisure centres, on the sides of buses and in libraries. A member stated that she would like to be informed of any schools that said they were not interested in receiving the information, and why.

A Co-opted Member asked the young people what advice BYC would give to young people being bullied on social media. Katie Bacon advised that:

- Preventative measures were advisable
- Young people should only accept and befriend people they already knew
- Young people should talk to a trusted person if required
- Look at the online safety video and they associated links

The Committee were informed that next year BYC would be focusing on Crime and gang culture.

A member enquired how BYC were funded. It emerged that some funding was provided via MOPAC, and some funding was provided via fundraising and sponsorship.

#### **145          UPDATE FROM SLaM**

Representing Bethlem Royal Hospital were Feizal Mohubally, Michael Holland, and Professor Thomas Fahy. They provided an update on incidents and issues at the Bethlem Royal Hospital.

The Committee were briefed that last year SLaM appointed world-leading healthcare experts, the Institute for Healthcare Improvement (IHI) and US healthcare provider Intermountain Healthcare, to deliver a three-year programme of work that would support staff to introduce improvements aimed at driving up the quality of patient care. Work had begun to create a new improvement culture across the Trust, with more integrated, standardised and stream-lined services where feedback would lead directly to continuous improvements to patient care.

The National Adult Outpatient Neurodevelopmental Clinic at Bethlem Royal Hospital had won the Award for Outstanding Health Services at the National Autistic Society's prestigious Autism Professionals Awards. The team was shortlisted by an independent panel of ten autism experts. The clinic provided diagnostic assessments for autism, ADHD and a range of other conditions and gave bespoke recommendations for post-diagnostic support. They had a specialist team including doctors, nurses, psychologists, neurodevelopmental



specialists, managers and administrators and recently received an 'Outstanding' rating from the Care Quality Commission.

The Committee were informed that the inquest into the tragic death of Mr. Olaseni Lewis had commenced on the 6<sup>th</sup> February 2017. Mr Lewis died on 4 September 2010.

In Spring 2016 SLAM opened a Psychiatric Intensive Care Unit (PICU) at Bethlem Royal Hospital. This was a 10 bedded unit that provided care for men aged 18-65, who had severe and ongoing mental health problems. The service also facilitated short-stay intensive assessment and treatment for people with acute mental illness. The team was comprised of staff that included nurses, doctors, occupational therapist, psychologist and a pharmacist.

A partnership had been formed with Oxleas and South West London and St George's Trusts. The partnership was set up to share learning, expertise and innovation to help drive up quality across mental healthcare in south London. The partnership's main focus was to examine how efficiencies could be maximised to improve patient care across the three organisations where appropriate.

In May 2014 a documentary series 'Bedlam' was awarded a BAFTA television award. Since then, SLAM had been working with Channel 4 and Rare Day (a production company) on a project looking at forensic mental health filmed at River House, Bethlem Royal Hospital. The aim was to give members of the public a better understanding of what forensic mental health really meant, seen through the eyes of the patients and the staff who care for them.

The first programme was broadcast on Channel 4 on 29 November 2016 and was received positively by staff and stakeholder audiences, helping to break down widely-held prejudices surrounding mental illness. It was noted that the documentary 'Life on the Psych Ward' was due to be shown on Channel 4 on 11<sup>th</sup> April.

The Committee were updated concerning leave incidents at the Forensic Units. Bethlem had approximately 300 beds of which about a third had been provided for forensic patients in secure units. Public concern was usually focused on forensic inpatients who had escaped or absconded from the Bethlem Royal Hospital while detained in a medium secure unit. In the past year there had been no instances of patients from forensic services being found guilty of committing a crime whilst on leave in the local area.

In May 2016 a patient absconded in Croydon whilst on escorted leave for medical treatment at Croydon University Hospital. The individual was involved in an incident and was subsequently charged with a number of offences including attempted murder. Staff worked closely with the police and alerted the Bromley Public Protection Committee at the time of the incident, following the agreed protocol. A level 2 Trust-wide investigation was near completion.

There had been a number of incidents where patients on leave from the unit breached the terms of their leave - by staying out too long, or going further afield than agreed - or by absconding while off-site. All of these patients had been accounted for, including patients who breached the terms of their leave. Buddi tracking devices had been highly successful in locating patients that had breached their terms of leave.

There had been one escape from within the River House Unit since it opened in February 2008. This happened in 2015.

Professor Fahy gave a PowerPoint presentation entitled Forensic Psychiatry Services in the UK.

(Forensic psychiatry is a sub-specialty of psychiatry and is related to Criminology). It encompasses the interface between law and psychiatry. A forensic psychiatrist provides services – such as determination of competency to stand trial – to a court of law to facilitate the adjudicative process and provide treatment like medications and psychotherapy to criminals.)

It was noted that data showed that between 1997 and 2007 there had been a steady increase in the numbers of the forensic population.

A pyramid diagram showed that the organisation of Forensic Services in the UK consisted of 4 layers:

- High Secure Hospital
- Medium Secure Hospital
- Low Security Rehabilitation Wards and General Psychiatric Wards
- Community Forensic Psychiatry and Psychiatric Hostels

The Committee heard that referrals from Forensic Services could come from three sources:

- Transfers from Prisons
- Admission Ordered by a Court
- Transfer from general psychiatric services or from the community

A case study was presented concerning a person who had spent 11 years in a high secure unit after committing a series of violent offences and being diagnosed with paranoid schizophrenia. He had made significant progress and was now rehabilitated with a stable family life.

A Member enquired why there had been an increase in the number of patients failing to return. Mr Mohubally answered that this was because the number of patients had increased and so had the number of patients taking leave. He pointed out that there were no related incidents associated with this.

A Member enquired who escorted patients when they were on leave, and it was confirmed that this would be the hospital nursing staff. Most patients were

discharged at some point but could be recalled if it seemed that the level of risk was increasing.

The Chairman asked what help is provided to patients when they leave Bethlem and live in the community. Professor Fahy responded that patients would need help to manage their finances, and would need help to integrate into either some form of education or work. Former patients found it very difficult to obtain paid work.

The Chairman queried why the number of incidents of mental health seemed to be increasing. Professor felt that part of the reason for this had been the use of former 'legal highs.' He particularly cited the use of 'Spice' which was often a cause of physical collapse and mental health issues.

#### **146 WORK PROGRAMME AND CONTRACTS REGISTER**

##### **FSD 17035**

The Committee noted the Work Programme and Contracts Register.

It was agreed that the new Work Programme would be formulated when the Chairman for the coming municipal year had been appointed.

The Chairman suggested that British Transport Police and the Ambulance Service be invited to present at a future meeting, and that BYC should come back in the future and present on their campaigns to do with Gangs and Identity. She also requested a future Risk Register agenda item on the Council Services relating to the Public Protection and Safety Portfolio i.e. what is the risk if these services are done badly or not at all.

#### **147 ANY OTHER BUSINESS**

No other business was discussed.

#### **148 DATE OF THE NEXT MEETING**

The next meeting is scheduled for June 29<sup>th</sup> 2017.

The Meeting ended at 9.40 pm

Chairman

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Report No.  
CSD 17084

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Public Protection and Safety PDS Committee

**Date:** 29<sup>th</sup> June 2017

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

**Title:** Co-opted Members for Appointment/Re-appointment

**Contact Officer:** Stephen Wood, Democratic Services Officer  
Tel: 020 8 313 4316 E-mail: stephen.wood@bromley.gov.uk

**Chief Officer:** Mark Bowen, Director of Corporate Services

**Ward:** N/A

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1. Reason for report

- 1.1 To update the Committee on details for the appointment of a new Co-opted Members from the Bromley Youth Council and from Victim Support.
  - 1.2 Additionally, the report proposes the re-appointment of existing Co-opted Members.
- 

2. **RECOMMENDATIONS**

- 2.1 **The Committee is requested to confirm the re-appointment of existing non-voting Co-opted Members for 2017/18 as outlined in Paragraph 3.1.**
- 2.2 **The Committee is requested to confirm the appointment of new Co-opted Members from the Bromley Youth Council and Victim Support as outlined in Paragraph 3.2.**

## Corporate Policy

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

## Financial

1. Cost of proposal: Not Applicable:
  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: 2017/2018 Revenue Budget
- 

## Staff

1. Number of staff (current and additional): 8 posts (7.27fte)
  2. If from existing staff resources, number of staff hours: Maintaining Co-opted Membership up to date involves about an hour's work.
- 

## Legal

1. Legal Requirement: None:
  2. Call-in: Not Applicable:
- 

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This Report is intended for members of the Public Protection and Safety PDS Committee.
- 

## Ward Councillor Views

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

### 3. COMMENTARY

3.1 The following nominations are submitted for re-appointment to the Public Protection and Safety PDS Committee for the 2017/2018 Municipal Year.

- Mr Terry Belcher (Vice Chairman of the Bromley Safer Neighbourhood Board);
- Mr Alfred Kennedy (Chairman of Bromley Neighbourhood Watch);
- Miss Katie Bacon (Chair of Bromley Youth Council)
- Dr Robert Hadley (Chairman of the Bromley Residents' Federation).

3.2 In addition, Members are asked to confirm the appointment of the following nominations from Bromley Youth Council and Victim Support

- Robert Atkin (Enhanced Service Delivery Manager for Victim Support)
- Emily Warnham (Bromley Youth Council)

### 4. POLICY IMPLICATIONS

N/A

### 5. FINANCIAL IMPLICATIONS

N/A

### 6. LEGAL IMPLICATIONS

N/A

### 7. PERSONNEL IMPLICATIONS

N/A

<b>Non-Applicable Sections:</b>	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	N/A

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Report No.  
CSD 17083

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Public Protection and Safety PDS Committee

**Date:** 29<sup>th</sup> June 2017

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

**Title:** **MATTERS ARISING**

**Contact Officer:** Steve Wood, Democratic Services Officer  
Tel: 020 8313 4316 E-mail: stephen.wood@bromley.gov.uk

**Chief Officer:** Mark Bowen, Director of Corporate Services

**Ward:** N/A

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1. Reason for report

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

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2. **RECOMMENDATION**

2.1 The Committee is asked to review progress on matters arising from previous meetings.

<b>Non-Applicable Sections:</b>	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous Matters Arising reports and Minutes of meetings. Previous Agenda Document.

## 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
- 

## Staff

1. Number of staff (current and additional): 8 posts (7.27fte)
  2. If from existing staff resources, number of staff hours: Completion of "Matters Arising" Reports for PP&S PDS meetings can take up to a few hours per meeting.
- 

## Legal

1. Legal Requirement: None
  2. Call-in: Not Applicable
- 

## Customer Impact

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

## Ward Councillor Views

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

<u>Minute Number/Title</u>	<u>Matters Arising</u>	<u>Update</u>
<b>Minute 124</b> <b>Police Update</b> <b>18<sup>th</sup> January 2017</b>	Police to report back on the installation of a charging point for body worn cameras in West Wickham.	.
<b>Minute 140</b> <b>Police Update</b> <b>29<sup>th</sup> March 2017</b>	<p>A Member raised the matter of a charging point for body worn cameras in West Wickham, stating that he had previously been advised by the police that a charging point was due to be installed shortly.</p> <p>The Borough Commander stated that he would look into this.</p>	The charging point has been installed
<b>Minute 140</b> <b>Police Update</b> <b>29<sup>th</sup> March 2017</b>	The Borough Commander agreed to arrange communication between the police gangs' team, and the Bromley Youth Council Chairman, Katie Bacon.	Communication between the police gangs' team and BYC has been established.
<b>Minute 142</b> <b>Portfolio Holder Update</b> <b>29<sup>th</sup> March 2017</b>	<p>It was hoped to fill the Corporate Safety Advisor Post on a full time basis. This would provide support to the emergency planning and business continuity service.</p> <p>A request was also being made for an additional £40k for a full time support post to support the work of Laurie Grasty in Resilience, and Corporate Safety.</p>	<p>Authority is being sought to make this post full time.</p> <p>Negotiations concerning the creation of this post are ongoing.</p> <p>Both of these positions are part of a plan being developed by the Director for Environment.</p>
<b>Minute 142</b> <b>Portfolio Holder Update</b> <b>29<sup>th</sup> March 2017</b>	Recruitment was underway for a graduate intern to assist with the commissioning of stray dogs and CCTV contracts.	The position has been advertised. It is hoped to have someone in place by early July. In the meantime the work is being covered by the current Graduate Intern.
<b>Minute 142</b> <b>Portfolio Holder Update</b> <b>29<sup>th</sup> March 2017</b>	It was noted that the FSA would be conducting an audit on April 27 <sup>th</sup> .	There is an update report on the agenda.
<b>Minute 143 B</b> <b>Gateway report on the procurement strategy for the LBB CCTV service</b> <b>29<sup>th</sup> March 2017</b>	<p>This report was presented to the Committee for pre-decision scrutiny prior to a decision being made by the Executive on 24<sup>th</sup> May.</p> <p>It was resolved that an update report concerning the CCTV procurement strategy be presented to the PDS Committee in either September or November 2017</p>	The update report has been assigned to the November agenda

<p><b>Minute 144</b> <b>Presentation from</b> <b>Bromley Youth</b> <b>Council</b></p> <p><b>29<sup>th</sup> March 2017</b></p>	<p>A Member stated that she would like to be informed of any schools that said they were not interested in receiving the information and videos that BYC had produced concerning personal safety.</p>	<p>Danie Gordon has completed a spreadsheet that details schools that are participating in youth elections, and the Manifesto event. There are school representatives available that are promoting the campaigns in schools. Linda King (Youth Support Programme Manager) is liaising with the Director of Education in this regard.</p>
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Report No.  
FSD17043

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Public Protection and Safety Portfolio Holder

**For Pre-decision scrutiny by the Public Protection & Safety PDS Committee on**

**Date:** 29 June 2017

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

**Title:** **BUDGET MONITORING 2017/18**

**Contact Officer:** Claire Martin, Head of Finance  
Tel: 020 8313 4286 E-mail: claire.martin@bromley.gov.uk

**Chief Officer:** Nigel Davies, Executive Director of Environmental and Community Services

**Ward:** Boroughwide

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1. Reason for report

This report provides an update of the latest budget monitoring position for 2017/18 for the Public Protection and Safety Portfolio based on expenditure and activity levels up to 31 May 2017. This shows an over spend of £66k.

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2. **RECOMMENDATION(S)**

2.1 The Portfolio Holder is requested to:

2.1.1 Endorse the latest 2017/18 budget projection for the Public Protection and Safety Portfolio.

### Impact on Vulnerable Adults and Children

1. Summary of Impact: None directly from this report.
- 

### Corporate Policy

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

### Financial

1. Cost of proposal: Not Applicable
  2. Ongoing costs: Recurring Cost
  3. Budget head/performance centre: Public Protection & Safety Portfolio Budget
  4. Total current budget for this head: £2.34m
  5. Source of funding: Existing revenue budgets 2017/18
- 

### Staff

1. Number of staff (current and additional): 44.4 ftes
  2. If from existing staff resources, number of staff hours: N/A
- 

### Legal

1. Legal Requirement: Statutory Requirement: The statutory duties relating to financial reporting are covered within the Local Government Act 1972; the Local Government Finance Act 1998; the Accounts and Audit Regulations 1996; the Local Government Act 2000 and the Local Government Act 2002
  2. Call-in: Applicable
- 

### Procurement

1. Summary of Procurement Implications: None directly from this report.
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The services covered in this report affect all Council Taxpayers, Business Ratepayers, those who owe general income to the Council, all staff, Members and Pensioners.
- 

### Ward Councillor Views

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

### **3. COMMENTARY**

- 3.1 The 2017/18 projected outturn is detailed in Appendix 1, with a forecast of projected spend for each division compared to the latest approved budget and identifies in full the reason for any variances.
- 3.2 Costs attributable to individual services have been classified as “controllable” and “non-controllable” in Appendix 1. Budget holders have full responsibility for those budgets classified as “controllable” as any variations relate to those factors over which the budget holder has, in general, direct control. “Non-controllable” budgets are those which are managed outside of individual budget holder’s service and, as such, cannot be directly influenced by the budget holder in the shorter term. These include, for example, building maintenance costs and property rents which are managed by the Property Division but are allocated within individual departmental/portfolio budgets to reflect the full cost of the service. As such, any variations arising are shown as “non-controllable” within services but “controllable” within the Resources Portfolio. Other examples include cross departmental recharges and capital financing costs. This approach, which is reflected in financial monitoring reports to budget holders, should ensure clearer accountability by identifying variations within the service that controls financial performance. Members should specifically refer to the “controllable” budget variations relating to portfolios in considering financial performance. These variations will include the costs related to the recession.

### **4. IMPACT ON VULNERABLE ADULTS AND CHILDREN**

- 4.1 The 2017/18 budget reflects the financial impact of the Council’s strategies and service plans which impact on all of the Council’s customers and users of our services.

### **5. POLICY IMPLICATIONS**

- 5.1 “Building a Better Bromley” refers to the Council’s intention to remain amongst the lowest Council Tax levels in Outer London and the importance of greater focus on priorities.
- 5.2 The “2017/18 Council Tax” report highlighted the financial pressures facing the Council. It remains imperative that budgetary control continues to be exercised in 2017/18 to minimise the risk of compounding financial pressures in future years.
- 5.3 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council’s budgetary control and monitoring arrangements.

### **6. FINANCIAL IMPLICATIONS**

- 6.1 The latest projections from managers show that there is a projected over spend of £66k expected for the Public Protection and Safety Portfolio for 2017/18 based on financial information available to 31 May 2017. Within this projection there are variations which are detailed in Appendix 1 and summarised below: -
- 6.2 Recent information provided by LB Croydon for the expected costs of the Coroners Service have meant that an over spend of £131k is expected for 2017/18. This cost is partly offset by an under spend of £35k from the Mortuary contract due to lower charges than the previous contract as well as the release of a £30k provision which is no longer required.
- 6.3 The net increase in costs for the Coroners service in future years is expected to be at least £100k based on the latest information available from the LB of Croydon. Officers will be meeting with Croydon to substantiate the figures and the final figures will be reported back to Members.

6.4 The table below summarises the main variances: -

<b>Summary of Main Variances</b>	<b>£'000</b>
Coroners Service	131
Mortuary Service	Cr 35
Release of provision no longer required	Cr 30
	<u>66</u>

<b>Non-Applicable Sections:</b>	Legal, Procurement and Personnel Implications
Background Documents: (Access via Contact Officer)	2017/18 budget monitoring files within ECS finance section



## Public Protection &amp; Safety Budget Monitoring Summary

2016/17 Actuals £'000	Service Areas	2017/18 Original Budget £'000	2017/18 Latest Approved £'000	2017/18 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
108	Public Protection							
77	Community Safety	142	142	142	0		0	0
508	Emergency Planning	83	83	83	0		0	0
1,187	Mortuary & Coroners Service	403	403	469	66	1	0	100
	Public Protection	1,335	1,335	1,335	0		0	0
<b>1,880</b>	<b>TOTAL CONTROLLABLE</b>	<b>1,963</b>	<b>1,963</b>	<b>2,029</b>	<b>66</b>		<b>0</b>	<b>100</b>
270	<b>TOTAL NON CONTROLLABLE</b>	3	3	3	0		0	0
262	<b>TOTAL EXCLUDED RECHARGES</b>	374	374	374	0		0	0
<b>2,412</b>	<b>PORTFOLIO TOTAL</b>	<b>2,340</b>	<b>2,340</b>	<b>2,406</b>	<b>66</b>		<b>0</b>	<b>100</b>

Reconciliation of Latest Approved Budget	£'000
Original Budget 2017/18	2,340
Latest Approved Budget for 2017/18	<u>2,340</u>

**REASONS FOR VARIATIONS****1. Mortuary and Coroners Service £66.**

The Coroner's consortium costs escalated in 2016/17. The total of £466k provided for in 2016/17, included the estimated costs of £128k for the refurbishment of the new offices for the Coroner's service in Davis House. To date the 2016/17 revenue costs and Davis House costs have not yet been finalised but it is expected they will be covered by the provisions made.

Croydon, the lead authority for the Coroner's service, have set an initial 2017/18 budget for Bromley of £355k. Details around the services that will be provided for this budget have not been provided and therefore it is not certain how many of the high profile cases likely to be heard in 2017/18, are covered by this sum. It is estimated that there will be a projected overspend of around £86k for 2017/18.

Croydon have reported that there is expected to be additional costs relating to a large inquest in July and Bromley's share of the costs are expected to be at least £45k.

Should the activity for the Mortuary contract remain at the same level as 2016/17, there will be an underspend of around £35k which can be used to partly offset against the additional Coroners costs. In addition there is a £30k provision set aside for the increase in backdated Coroners' salary costs which is now no longer needed which can also be used.

<b>Summary of variations</b>	<b>£'000</b>
Potential overspend on Coroners service re increased costs	86
Estimated cost of large inquest	45
Potential underspend on Mortuary	Cr 35
Release of provision no longer required	Cr 30
<b>Total variations</b>	<b>66</b>

It should be noted that Croydon have drafted a formal collaboration agreement for the four authorities within the South London Consortium for the Coroners Service. In addition, the Head of Environmental Protection will submit a report for Members to consider the information justifying the substantial increased cost of the service and the capital costs for refurbishment of Davis House. The report will also include any further information about the proposed staffing review and what the financial impact will be, if any.

**Waiver of Financial Regulations:**

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempted from the normal requirement to obtain competitive quotations, the Chief Officer has to obtain the agreement of the Director of Resources and Finance Director and (where over £100,000) approval of the Portfolio Holder, and report use of this exemption to Audit Sub committee bi-annually. Since the last report to the Executive, no waivers have been actioned:

**Virements Approved to date under Director's Delegated Powers**

Details of virements actioned by Chief Officers under delegated authority under the Financial Regulations "Scheme of Virement" will be included in financial monitoring reports to the Portfolio Holder. Since the last report to Executive, no virements have been actioned:

Report No.  
FSD17044

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Public Protection & Safety Portfolio Holder

**For Pre-Decision Scrutiny by the Public Protection & Safety PDS Committee on**

**Date:** 29<sup>th</sup> June 2017

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

**Title:** Provisional Outturn 2016/17

**Contact Officer:** Claire Martin, Head of Finance  
Tel: 020 8313 4286 E-mail: Claire.martin@bromley.gov.uk

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

**Ward:** Borough-wide

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1. Reason for report

This report provides the Portfolio Holder with the provisional final outturn position for 2016/17 for the Public Protection and Safety Portfolio. This shows an under spend of £31k for 2016/17.

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2. **RECOMMENDATIONS**

**That the Portfolio Holder is requested to:**

2.1 **Endorse the 2016/17 provisional outturn position for the Public Protection and Safety Portfolio.**

### Corporate Policy

1. Policy Status: Existing Policy Sound financial management.
  2. BBB Priority: Excellent Council; Quality Environment
- 

### Financial

1. Cost of proposal: Not Applicable
  2. Ongoing costs: Recurring Cost
  3. Budget head/performance centre: All Public Protection and Safety Portfolio Budgets,
  4. Total current budget for this head: £2.443m
  5. Source of funding: Existing revenue budgets 2016/17
- 

### Staff

1. Number of staff (current and additional): 144.4ftes
  2. If from existing staff resources, number of staff hours: N/A
- 

### Legal

1. Legal Requirement: Statutory Requirement: The statutory duties relating to financial reporting are covered within the Local Government Act 1972; the Local Government Finance Act 1998; the Accounts and Audit Regulations 1996; the Local Government Act 2000 and the Local Government Act 2002
  2. Call-in: Applicable
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The services covered in this report affect all Council Taxpayers, Business Ratepayers, those who owe general income to the Council, all staff, Members and Pensioners.
- 

### Ward Councillor Views

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

### **3. COMMENTARY**

- 3.1 The 2016/17 provisional outturn for the Public Protection and Safety Portfolio shows an under spend of £31k against a controllable budget of £1.911m, representing a 1.62% variation. The detailed variations are shown in Appendix 1 with a summary included in Section 5.
- 3.2 Costs attributable to individual services have been classified as “controllable” and “non-controllable” in Appendix 1. Budget holders have full responsibility for those budgets classified as “controllable” as any variations relate to those factors over which the budget holder has, in general, direct control. “Non-controllable” budgets are those which are managed outside of individual budget holder’s service and, as such, cannot be directly influenced by the budget holder in the shorter term. These include, for example, building maintenance costs and property rents which are managed by the Property Division but are allocated within individual departmental/portfolio budgets to reflect the full cost of the service. As such, any variations arising are shown as “non-controllable” within services but “controllable” within the Resources Portfolio. Other examples include cross departmental recharges and capital financing costs. This approach, which is reflected in financial monitoring reports to budget holders, should ensure clearer accountability by identifying variations within the service that controls financial performance. Members should specifically refer to the “controllable” budget variations relating to portfolios in considering financial performance. These variations will include the costs related to the recession.

### **4. POLICY IMPLICATIONS**

- 4.1 The Resources Portfolio Plan includes the aim of effective monitoring and control of expenditure within budget and includes the target that each service department will spend within its own budget.
- 4.2 The four year financial forecast report highlights the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2017/18.
- 4.3 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council’s budgetary control and monitoring arrangements.

### **5. FINANCIAL IMPLICATIONS**

- 5.1 The total variation for the Public Protection and Safety Portfolio at the year-end is an under spend of £31k. Some of the major variations are summarised below, with more detail included in Appendix 1.
- 5.2 There is an overspend of £179k for the Coroners Service. This is made up of refurbishment costs for the new accommodation; backdated costs owed for 2015/16 and increased costs for 2016/17. This has been partly offset by an underspend on the Mortuary contract due to lower unit costs and reduced activity.
- 5.3 Part year vacancies within Public Protection and Community Safety have resulted in an underspend of £54k.
- 5.4 Income from licences exceeded the budget by £54k. This includes a sum of £21k from homes in multiple occupation.
- 5.5 Other net variations total Cr £36k, mainly across supplies and services.

5.6 The table below summarises the main variances: -

<b>Summary of Main Variations</b>	<b>£'000</b>
Coroners Service	179
Mortuary Service	Cr 66
Staff vacancies	Cr 54
Income	Cr 54
Other net variations	Cr 36
<b>Total Variation</b>	<b>Cr 31</b>

<b>Non-Applicable Sections:</b>	Legal, Personnel
Background Documents: (Access via Contact Officer)	2016/17 budget monitoring files within ES finance section

## Public Protection &amp; Safety Budget Monitoring Summary

2015/16 Actuals £'000	Service Areas	2016/17 Original Budget £'000	2016/17 Latest Approved £'000	2016/17 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	<b>Public Protection</b>							
172	Community Safety	126	126	108	Cr 18	1	Cr 5	0
70	Emergency Planning	78	78	77	Cr 1	2	0	0
333	Mortuary & Coroners Service	355	395	508	113	3	76	0
1,464	Public Protection	1,389	1,312	1,187	Cr 125	4	Cr 62	0
<b>2,039</b>	<b>TOTAL CONTROLLABLE</b>	<b>1,948</b>	<b>1,911</b>	<b>1,880</b>	<b>Cr 31</b>		<b>9</b>	<b>0</b>
426	<b>TOTAL NON CONTROLLABLE</b>	6	270	270	0		0	0
29	<b>TOTAL EXCLUDED RECHARGES</b>	159	262	262	0		0	0
<b>2,494</b>	<b>PORTFOLIO TOTAL</b>	<b>2,113</b>	<b>2,443</b>	<b>2,412</b>	<b>Cr 31</b>		<b>9</b>	<b>0</b>

## Reconciliation of Latest Approved Budget

£'000

## Original Budget 2016/17

2,113

Community Safety DCLG Grant year 2	Cr 61
Community Safety DCLG Grant year 2 expenditure	61
Salary budget to Quality Assurance - ECHS	Cr 30
Salary budget for asbestos works to corporate (TFM contract)	Cr 19
Merit Awards	12

## Latest Approved Budget for 2016/17

2,076

## Memorandum Items

Capital Charges 5802	8
Deferred Charges (REFCUS) 5804	86
Impairment 5806	0
Gov Grants Deferred 5807	0
Insurance	-4
Rent Income	0
Repairs & Maintenance	0
IAS19 (FRS17)	174
Past Service Costs FRS17	0
Excluded Recharges	103
<b>Reported Latest Approved Budget for 2016/17</b>	<b><u>2,443</u></b>

**REASONS FOR VARIATIONS****1. Community Safety Cr £18k**

There are minor net underspends across staffing £8k, car allowances £5k and project expenses £5k.

**2. Emergency Planning Cr £1k.**

There are minor variations across the service totalling Cr £1k.

**3. Mortuary and Coroners Service Dr £113k**

There is an underspend on Mortuary costs of £66k mainly due to the new contract for the Mortuary at the Princess Royal University Hospital where the basic charges are currently lower than the previous contract and a lower activity level during the year.

On the Coroners Service there is a net overspend of £179k based on cost information provided by London Borough of Croydon who administer the Coroners Service Consortium made up of four local authorities. This is due to a number of issues which have come to light in recent months. The Davis House, Croydon, refurbishment cost for housing the Coroner's court has escalated without prior agreement by the Consortium. The refurbishment project is being directly managed by Croydon. The revenue costs for 2016/17 have also increased considerably and there are backdated additional costs for 2015/16. Further information has been requested from Croydon.

**4. Public Protection Cr £125k**

Staffing costs are £46k below budget due to vacancies during the year.

Transport costs are £15k lower as a result of the purchase of the CCTV vehicles towards the end of the last financial year.

Additional income has been received for licence fees of £33k and an extra £21k has been received for licences relating to Homes in Multiple Occupation..

The Uniform system required updating which cost Dr £22k. These costs included upgrade costs of the Idox system, an upfront one-off licence fee, and the BT contract costs.

Other net variations total Cr £32k mainly within supplies and services and miscellaneous income.

**Summary of variations:**

	<b>£'000</b>
Staffing related costs	Cr 46
CCTV transport costs	Cr 15
Income from licences	Cr 33
Income from licences for Homes in multiple occupation	Cr 21
Uniform system upgrade	22
Other net variations	<u>Cr 32</u>
<b>Total variations</b>	<b><u>Cr 125</u></b>

**Waiver of Financial Regulations:**

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempted from the normal requirement to obtain competitive quotations, the Chief Officer has to obtain the agreement of the Director of Resources and Finance Director and (where over £100,000) approval of the Portfolio Holder, and report use of this exemption to Audit Sub committee bi-annually. Since the last report to the Executive, the following waivers have been actioned:

1) £371k cumulative contract value for CCTV installation works. Variation for £31k one-off works to enable new cameras to be commissioned

**Virements Approved to date under Director's Delegated Powers**

Details of virements actioned by Chief Officers under delegated authority under the Financial Regulations "Scheme of Virement" will be included in financial monitoring reports to the Portfolio Holder. Since the last report to Executive, no virements have been actioned.



Report No.  
ES17043

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** PUBLIC PROTECTION & SAFETY PORTFOLIO HOLDER

**FOR PRE-DECISION SCUTINY BY PUBLIC PROTECTION AND SAFETY POLICY DEVELOPMENT AND SCRUTINY COMMITTEE**

**Date:** 29<sup>th</sup> June 2017

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

**Title:** DRAFT PORTFOLIO PLAN 2017-18

**Contact Officer:** Dan Jones, Director of Environment  
Tel: 020 8313 4211 E-mail: dan.jones@bromley.gov.uk

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

**Ward:** All Wards

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1. Reason for report

This report provides a draft of the Public Protection and Safety Portfolio Plan for 2017/18

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2. **RECOMMENDATION(S)**

- 2.1 The Public Protection and Safety Policy Development and Scrutiny Committee is invited to comment on the proposed Portfolio Plan for 2017/18. The plan includes an outline of activity in all areas of Public Protection work delivered by the Council, and through the Council's leadership of the Safer Bromley Partnership.
- 2.2 Subject to comments from the Policy Development and Scrutiny Committee, the Portfolio Holder is asked to adopt the attached Portfolio Plan for 2017/18.

## Impact on Vulnerable Adults and Children

1. Summary of Impact:
- 

### Corporate Policy

1. Policy Status: Existing Policy
  2. BBB Priority: Children and Young People Excellent Council Quality Environment Safer Bromley Supporting Independence Vibrant, Thriving Town Centres
- 

### Financial

1. Cost of proposal: Not Applicable
  2. Ongoing costs: Not Applicable
  3. Budget head/performance centre: Public Protection and Safety Portfolio
  4. Total current budget for this head: £1.963m and MOPAC grant funding of £350k
  5. Source of funding: Existing controllable revenue budgets 2017/18 and MOPAC Funding
- 

### Personnel

1. Number of staff (current and additional): 44.4 FTEs
  2. If from existing staff resources, number of staff hours: Not applicable
- 

### Legal

1. Legal Requirement: Statutory Requirement: numerous statutes covering Public Health and Safety, Environmental Protection, Licensing, Consumer Protection, Anti-Social Behaviour, Food Safety, and Control of Communicable Diseases, etc.
  2. Call-in: Applicable
- 

### Procurement

1. Summary of Procurement Implications:
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All of the Council's customers (including council tax payers) and users of the services.
- 

### Ward Councillor Views

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

### **3. COMMENTARY**

- 3.1 The Public Protection and Safety Portfolio leads the delivery of the Council's activity to ensure that Bromley continues to become a safer place for its residents and those that visit the borough. The scope of the Portfolio is wide and cuts across many of the key areas of work within the authority. While much of the work outlined within this plan is delivered by the Public Protection team (Environment and Community Services), it is acknowledged that the development of effective partnerships, and the support for other areas of activity, are crucial in delivering a safe and secure borough.
- 3.2 For 2017/18, the focus of activity will be to continue to achieve positive outcomes, while ensuring that services remain value for money. In particular, the following priorities have been highlighted:
- 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.
- 3.3 These ambitions are reflected within the 2017/18 Portfolio Plan, and it is divided across the range of service functions provided by the Public Protection and Safety Division (Environment and Community Services). The Portfolio Plan also acknowledges the important role played by other agencies, and, in particular, the support for effective partnerships that deliver reductions in offending and anti-social behaviour. As such, the Portfolio Plan includes a section relating to these partnerships and the associated priorities for action. The Public Protection and Safety Portfolio Holder and Policy Development and Scrutiny Committee will continue to manage and deliver services that will support work to reduce harm caused by knives and illegal drugs, reduce youth offending, and protect vulnerable adults within the borough.
- 3.4 The proposed Portfolio Plan for 2017/18 is attached in Appendix 1 and sets out the details of the targets for the coming year. It is intended that the information and activity contained within the Plan are indicative of a broader approach to protecting our environment and reducing crime and anti-social behaviour in the borough. Throughout the year, Members will be provided with updates on the targets identified and will receive presentations on the broad range of work that is undertaken in order to maintain the borough's reputation as a safe environment. Members are asked to provide comments on the attached plan, and to recommend to the Portfolio Holder for Public Protection and Safety that the proposed Portfolio Plan is adopted for 2017/18.
- 3.5 The Public Protection Division also manages the Emergency Planning Service. For information, the main aim for this service for 2017/18 is to review the council's emergency planning process, in particular support the production and review of service unit business continuity plans and the wider corporate coordination of these plans.
- 3.6 A summary of the PP&S contracts are provided in Appendix 2.

### **4. IMPACT ON VULNERABLE ADULTS AND CHILDREN**

The work of the Public Protection and Community Safety Division positively impacts on vulnerable adults and children. The work of the Trading Standards team to tackle rogue traders and doorstep crime directly affects some of our most vulnerable members of the community. Positive results in 2016/17 and already in 2017/18 have meant that unscrupulous individuals have been either fined or face custodial sentences for attempting to defraud individuals out of money and possessions. The work to prevent underage sales of tobacco, fireworks, knives and alcohol directly impacts the well-being of young people and contributes to the overarching priorities of Bromley's Safeguarding Children's Board and wider public health agenda.

Staff continue to work in partnership with colleagues from other LBB business units and external agencies as part of the Bromley Safeguarding Adults Board

**5. POLICY IMPLICATIONS**

- 5.1 The attached Portfolio Plan is recommended as a summary of activity and accountability in relation to the Council's role in making the borough a safer place. Reducing crime and anti-social behaviour continue to be significant priorities for the Council, both in the activities delivered across a wide range of services, and in the Council's leadership of key multi-agency partners.

**6. FINANCIAL IMPLICATIONS**

- 6.1 The priorities, as set out in this report, will be delivered within the resources identified in the Portfolio budget for 2017/18 (£1.963m), together with any further external funding that can be secured.

<b>Non-Applicable Sections:</b>	Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	[Title of document and date]

# Public Protection Portfolio Plan 2017/18

## Introduction

I am proud that we live in a safe borough and that the Council has continued to play a leading role in maintaining community safety and supporting residents and businesses. I understand the impact that crime and anti-social behaviour can have on people's lives, and keeping Bromley safe continues to be my priority. The climate continues to be financially challenging. We are working with colleagues to support the development of the Council as a commissioning authority, ensuring that excellent services are delivered in the most cost-effective, efficient way.

In the past year levels of crime have continued to fall, including target areas such as burglary, making Bromley one of the safest boroughs in London. I am immensely proud of the work that the Council has delivered to make the borough a safer place both as the primary delivery agent, and in leading on the development and implementation of crime-reducing partnership activities. Even more so, I am proud of the determined effort delivered by local residents and businesses to maintain the borough's record of crime reduction. The challenge remains to reduce crime and anti-social behaviour, and to increase community engagement to ensure the borough is a safer place.

As Portfolio Holder I believe I have a lead role to focus our activities on some of the most vulnerable in our society, be they elderly residents, young people, or local traders. We know only too well the threats posed by illegal activity, and we remain committed to keeping the borough safe. By ensuring that we deliver our priorities, as outlined in the following pages, we are confident that, working together, we can deliver a safer borough.

We continue to be committed to working in partnership. Not only will we maximise the opportunities to reduce crime and disorder by engaging with other departments and teams within the Council, but we will work hard to continue to develop supportive and productive partnerships with other agencies, such as the Police, Fire Brigade and Probation Service, to maximise the opportunity to reduce crime and disorder. Ultimately, we will also seek to develop further and to build on the excellent work of our residents and communities in tackling crime and disorder.

**Councillor Kate Lymer**

**Portfolio Holder for Public Protection and Safety**

<b>Outcome 1</b>	<b>We will keep Bromley safe</b>
<b>Issues</b>	Community Safety
	Anti-Social Behaviour and Youth Crime
	Domestic Violence

<b>Aim</b>	Work proactively to prevent crime and reinforce confidence in the borough as a safe place	
In 2017/18, <b>we will:</b>		Head of Service
1.1	Tackle <b>anti-social behaviour</b> through the delivery of targeted, intelligence-led operations with the Police. (Community Impact Days – 1A)	Rob Vale
1.2	Support young people to remain in education, employment and training, through our <b>mentoring service</b> . (1B)	Jane Belding
1.3	Ensure all victims of <b>domestic violence</b> involved in criminal Court procedures are offered the support of an advocate. (1C)	Aileen Stamate
1.4	We will support the Safer Bromley Partnership, and co-ordinate the council's response to its statutory duty under PREVENT.	Rob Vale
1.5	Coordinate the <b>interim renewal of the Purple Flag Award</b> for Beckenham	Paul Lehane
1.6	Review and <b>update the Recovery Plan</b> , as part of Emergency Planning,	Paul Lehane

<b>Outcome 2</b>	<b>We will protect consumers</b>
<b>Issues</b>	Rogue traders, scams and bogus callers
	Under-age sales

<b>Aim</b>	The Trading Standards team protects consumers, and in particular the vulnerable, to ensure there is a fair, safe and genuine trading environment	
In 2017/18, <b>we will:</b>		Head of Service
2.1	Take action against <b>rogue traders</b> , particularly those who target the vulnerable, through preventative and enforcement activity with banks and adult safeguarding partners. (2A)	Rob Vale
2.2	Provide a rapid response service to all victims of <b>doorstep crimes and scams</b> . (2B)	Rob Vale
2.3	Tackle the sale of <b>age-restricted products</b> , particularly alcohol, tobacco and knives, through test purchase operations. (2C)	Rob Vale

<b>Outcome 3</b>	<b>We will support and regulate businesses</b>
<b>Issues</b>	Food Safety
	Licensing
	Health and Safety
	Business Resilience

<b>Aim</b>	The Food, Health and Safety and Licensing team supports and regulates businesses to ensure safe food, safe and healthy workplaces, and licence conditions are met	
In 2017/18, <b>we will:</b>		Head of Service
3.1	Inspect 100% <b>of high-risk food businesses</b> (Risk A and B premises) to ensure food safety standards are met. (3A)	Paul Lehane
3.2	Implement the Action Plan following the Food Standards Agency audit to <b>address the inspection backlog</b> (3B)	Paul Lehane
3.3	Investigate <b>significant complaints, accident reports</b> and other notifications. (3C)	Paul Lehane
3.4	Work closely with the Orpington and Bromley BID Teams in order to <b>support local businesses</b> .	Paul Lehane
3.5	Undertake four targeted operations to <b>ensure businesses abide by licence conditions</b> (3D)	Paul Lehane



<b>Outcome 4</b>	<b>We will protect the environment</b>
<b>Issues</b>	Environmental protection
	Complex industrial pollution
	Community noise

<b>Aim</b>	The Environmental Protection team manages air quality, drainage issues, land contamination, public health nuisance and noise, CCTV, housing enforcement, housing improvement, empty properties, Disabled Facilities Grants, coroner and mortuary and pest control.	
In 2017/18, <b>we will:</b>		Head of Service
4.1	Provide the <b>CCTV monitoring service</b> for town centres and other key areas. (4A)	Jim McGowan
4.2	Develop a computerised system for producing <b>contaminated land reports</b> . (4B)	Jim McGowan
4.3	Work proactively with the community to <b>reduce noise nuisance, taking enforcement action as necessary</b> (4C) .	Jim McGowan
4.4	Following the installation of the Noise Monitoring Track Keeping System, the Environmental Protection team will continue to monitor noise complaints relating to aviation movements including enforcement for any infringement of the recently adopted Airport Noise Action Plan	Jim McGowan

## Performance Indicators

Performance Indicators		13/14	14/15	15/16 target	15/16	16/17 target	Actual	17/18 target
1A	Number of Community Impact Days	12	12	12	12	12	12	12 (New)
1B	Number of mentoring relationships forged	142	154	100	146	100	145	100
1C	Percentage of victims of domestic abuse offered the support of an advocate	New	New	100%	100%	100%	100%	100%
2A	Number of awareness raising events & training to groups & partners	26	45	50	80	60	115	70
2B	Number of rapid response interventions resulting in a real saving to consumers	68	42	50	54	50	47	50
2C	Number of test purchase operations to detect the sale of age-restricted products	121	156	N/A	129	Outcome	113	100
3A	Number & % of inspections of high-risk businesses undertaken ( Risk A and B food premises)	New	New	132	100	100	100% of Zero score and 96% 1 score	100
3B	Number and percentage of backlog food inspections completed							New
3C	Number of significant complaints and accident reports/notifications investigated	New	176	N/A	135	Outcome	112 complaints investigated. 29 accidents selected for investigation out of 119 reports	Outcome
3D	Number of targeted licensing operations							New 4
4A	Number of packages of evidence supplied	New	New	300	660	700	717	700
4B	Number of reports produced on contaminated land	New	20	25	26	25	15	15
4C	Number of notices served							New

Appendix 2 – Contract Summary

Browser address bar: http://lbb2k12s049:7002/Home/Index

Page Title: CDB - CONTRACTS DATABASE SYSTEM v.0.11

Navigation: Home | Reports | Finance | Admin

Contracts Search: [+ Add New Contract](#)

Search filters: Contract Name, Contract ID, Bravo Ref, Start Year, End Year, Value, Manager, Approver, Dept/Div, Portfolio, Supplier Name, Active/Expired, Show ...

ID	RI	Bravo Ref	Name	Dept/Div	Portfolio	Supplier	Manager	AD/HOS	Total Val.	PS	Start Date	End Date
42	●	ecm_3546	CCTV Repair and Maintenance	ECS	Public Protection and Safety	Eurovia Infrastructure	MCGOWAN, JIM	JONES, DAN	257,108	●	01 Apr 2012	31 Mar 2018
43	●	ecm_3545	CCTV Monitoring	ECS	Public Protection and Safety	OCS Ltd	MCGOWAN, JIM	JONES, DAN	1,515,258	●	01 Apr 2012	31 Mar 2018
44	●	ecm_406210	Dog Collection & Transportation	ECS	Public Protection and Safety	SDK Environmental L	MCGOWAN, JIM	JONES, DAN	641,300	●	01 Apr 2006	30 Apr 2017
45	●		Vets Animal Welfare Enforcements	ECS	Public Protection and Safety	Corporation of Lond	LEHANE, PAUL	JONES, DAN	42,000	●	01 Apr 2014	31 Mar 2017
46	●		Coroner's Service	ECS	Public Protection and Safety	London Borough of C	MCGOWAN, JIM	JONES, DAN	224,320	●	01 Apr 1966	31 Mar 2018
47	●	ecm_40631	Mortuary Contract	ECS	Public Protection and Safety	Princess Royal Univer	MCGOWAN, JIM	JONES, DAN	384,000	●	01 Oct 2014	30 Sep 2018
299	●	ecm_38106	Domestic Abuse - Advocacy Project	ECHS	Public Protection and Safety	Victim Support	STAMATE, AILEEN	BUCHANAN, ANGELA	368,692	●	01 Apr 2014	31 Mar 2019
1379	●	ecm_38100	Domestic Abuse - Bromley Domestic	ECHS > Strategic & Busine	Public Protection and Safety	Bromley Women's Ai	Roberts, Victoria	BUCHANAN, ANGELA	17,064	●	01 Sep 2013	31 May 2017
2589	●	ecm_406210 (waiver)	Dog Collection & Transportat	ECS	Public Protection and Safety	SDK Environmental L	MCGOWAN, JIM	JONES, DAN	88,000	●	01 May 2017	31 Jan 2018
2603	●		Domestic Violence and VAWG Servic	ECHS > Strategic & Busine	Public Protection and Safety		Roberts, Victoria	STAMATE, AILEEN	337,000	●	01 Jun 2017	31 May 2019

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Report No.  
ES17042

## London Borough of Bromley

### PART ONE - PUBLIC

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**Decision Maker:** **Public Protection and Safety Portfolio Holder**

**For Pre-Decision Scrutiny by the Public Protection and Safety PDS on 29 June 2017**

**Date:** **29 June 2017**

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

**Title:** **Gate Zero Report – Animal Health & Welfare Service.**

**Contact Officer:** Paul Lehane, Head of Food, Safety & Licensing  
Tel: 020 8313 4216 E-mail: Paul.Lehane@bromley.gov.uk

**Chief Officer:** Dan Jones - Director Environment and Community Services  
Nigel Davies – Executive Director of Environment and Community Services

**Ward:** All

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#### 1. Reason for report

- 1.1 The current waiver from the Councils Corporate Procurement Rules (CPR) for the service agreement with the City of London Veterinary Service (CoLVS) came to an end on 31 March 2017, although by the nature of this agreement the service is provided on a rolling basis until either party serves 3 months' notice to terminate, the Council needs to formalise the arrangement.
  - 1.2 This report therefore seeks approval to continue to use the CoLVS for the provision of the Councils statutory duties relating to a range of animal health and welfare legislation, for a period of 3 years with an option to extend for a further 2 years for the reasons set out in this report.
  - 1.3 The value of the proposed contract is below the relevant threshold value for the application of the Public Contracts Regulations 2015; however the contract is covered by the Council's CPR (Corporate Procurement Rules) and can therefore be agreed by way of a waiver. As the current waiver has ended and was not signed off six months before March 2017, the report is seeking Portfolio Holders approval. The report was agreed by the Commissioning Board on 12 June 2017.
  - 1.4 This report also provides information why it is not considered economical or necessary to go out to the market through a tender exercise.
-

## **2. RECOMMENDATION(S)**

The Portfolio Holder is asked to:

- 2.1 Agree to this contract being exempt from the formal tender process for the reasons set out in this report.
- 2.2 Agree to continue to use the services currently provided to the Council by the CoLVS under a formal arrangement for a period of 3 years with the option to extend for a further 2 years with authorisation delegated to the Executive Director of Environment and Community Services.

### Impact on Vulnerable Adults and Children

1. Summary of Impact: Not applicable
- 

### Corporate Policy

1. Policy Status: Not Applicable:
  2. BBB Priority: Excellent Council Quality Environment Safe Bromley Vibrant, Thriving Town Centres Healthy Bromley:
- 

### Financial

1. Cost of proposal: Estimated Cost £76k - based on a 3 year agreement with the option to extend for a further 2 years, although the majority of this (£60k) will be recovered via licence fee income.
  2. Ongoing costs: Recurring Cost Net £2k as income from licences covers £12k of the £14k cost
  3. Budget head/performance centre: Licensing – Veterinary Service
  4. Total current budget for this head: £14k and Cr £12k.
  5. Source of funding: Existing revenue budget 2017/18
- 

### Staff

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

### Legal

1. Legal Requirement: Statutory Requirement: The Council has responsibility for the administration and enforcement of a range of statutes relating to animal health and welfare. These have been exercised through the CoLVS for over 30 years.
  2. Call-in: Applicable
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Up to 200 licenced premises, farms and animal keepers in the Borough benefit from the service.
- 

### Ward Councillor Views

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

### **3. COMMENTARY**

#### **BACKGROUND**

- 3.1 The Council has a range of statutory responsibilities to enforce animal health and welfare legislation including licensing and farm welfare / disease prevention. (See appendix 1 for a detailed list of responsibilities).
- 3.2 The CoLVS operates an open framework to provide specialised services on all matters relating to animal health and welfare on behalf of Local Authorities who are the enforcing authority.
- 3.3 Under this framework the CoLVS carries out visits on behalf of Local Authorities across London and the Home Counties, including the investigation of suspected cruelty or neglect of animals. They also work with the Department for Environment, Food and Rural Affairs (DEFRA) to enforce legislation governing the health and welfare of farm animals. This includes responding to complaints of neglect or ill treatment of livestock on farms, during transport and at markets, Sheep dipping, Infectious disease control and Pig movement orders etc. For more details see the Specification in Appendix 1.
- 3.4 The service provided by the CoLVS is almost cost neutral as the cost of the licensing inspections are recovered as part of our licence fee. The Council only pay for services relating to complaint investigation, animal health work on farms and contingency planning e.g. rabies as outlined in paragraph 3.3 of this report. In 2016/17 the non-recoverable costs were approx. £2k
- 3.5 The CoLVS team consists of qualified, experienced and approved Veterinary Surgeons and Animal Health Inspectors. . The Council does not have the in house expertise in this area and has authorised the CoLVS to act on our behalf and report back with recommendations for action and enforcement where necessary for over 30 years. .

#### **CONTRACT HISTORY**

- 3.6 Bromley has been contracting with the CoLVS for this service for over 30 years. An agreement to provide the service was last formally renewed in 2009 with the provision that it continued until either party gives 3 months' notice to terminate.
- 3.7 For the last 3 years the provision of the service was subject to an exemption (waiver) under CPR 13.1 from a formal tender process. The service is below the threshold for public to public contracts under the Public Contracts Regulations 2015 so is not subject to the Public Procurement rules. It is a highly specialised service, of deminimums value and it would be uneconomical to go through a tender process.
- 3.8 Historically the Contract has been extended and agreed through the waiver process since 2012. The last waiver was obtained in 2014 and that waiver expired on 31 March 2017.
- 3.9 An application for a further waiver was declined in April 2017 as the period had expired and under the current CPR rules the renewal or extension of the waiver should have been sought 6 months earlier. In addition to that there were concerns raised around the cummalative value as this would be well over £50k. It therefore requires PP&S Portfolio Holder approval.

### **4. SERVICE PROFILE / DATA ANALYSIS**

- 4.1 Each year the CoLVS publishes a schedule of rates for the various functions that it offers. During the course of the year the Council uses the services as required based on planned and reactive work.



- 4.2 Examples of planned work include the inspection of licenced premises for the grant renewal or variation of a licence e.g. kennels, catteries, pet's shops or riding stables. The inspection is requested by the Councils licensing team on receipt of an application.
- 4.3 The CoLVS also undertakes a range of work to enforce animal health & welfare to other non-licenced premises, such as farms on a risk basis. Other specialist functions are supplied relating to the control of animal diseases and supports the Council's planning and response to outbreaks such as foot and mouth disease, avian, flu and rabies.
- 4.4 Reactive work would include complaint investigation but this would only happen at the specific request of the Council

## CURRENT ACTIVITY 2016 - 2017

**Table 1**

Inspection / work area	Number of premises in Bromley 2016/17	Number of Premises inspected 16/17
Registered dog sitters	6	6
Animal boarding establishments	17	16
Farms / Animal keepers ( costs not recovered through licence fees)	64	8
Dog breeders	4	4
Performing Animals	1	1
Pet Shops	12	11
Riding Establishments	6	6
Zoo	1	1
<b>Total</b>	<b>111</b>	<b>53</b>

- 4.5 The CoLVS only undertake licensing related work and complaints at our request. The costs are recovered via the licence fees. In addition an annual fee of up to £2k is paid which covers complaint investigation, emergencies and other unplanned requests for advice or inspections.
- 4.6 The 53 inspections represent all but one of the licenced premises. This includes 8 of the 64 farms and animal keepers. Costs associated with farms and animal keepers cannot be recovered, however this element of the work is undertaken on a risk based. For information, if all the farms / animal keepers were visited annually it would add a further £12k to the cost of the service.

## 5. CUSTOMER PROFILE

- 5.1 The animal health and welfare service is limited to those people who require a licence or permit to operate e.g. animal boarding establishments, pet shops, riding establishments, owners of dangerous wild animals and a range of commercial and non-commercial animal keepers / farms. The numbers of service users remains broadly constant year on year.

## **6. MARKET CONSIDERATIONS**

- 6.1 The type of service currently provided by the CoLVS is highly specialised requiring both veterinary and animal health expertise as well as advising the Council on national and international animal law. It was for these reasons that the provision of the service has previously been exempt from the usual CPR procedures and granted a waiver.
- 6.2 The CoLVS under their framework currently provide a full animal health and welfare service to 18 of the 32 London Boroughs, and a partial service to 11 of them. They provide no service to three of them. They are also working with two Boroughs in Kent.
- 6.3 Two of the three boroughs that do not use the CoLVS at all are the London Borough of Brent and Tower Hamlets. Both Councils have internal animal welfare teams that carry out these functions. We have been unable to confirm the position with the third borough (London Borough Newham) but we understand that they also have their own in house teams.
- 6.4 It is difficult to compare with other Boroughs outside of London due to their differing statutory duties in terms of District, County and Unitary Councils.
- 6.5 Locally we have only been able to identify two private veterinary practices that are providing inspection only services for horse riding establishments and animal boarding establishments. These practices are providing services to District Councils where some of the other service elements are undertaken by the County Council. However, they do not cover all of the statutory requirements in particular the liaison with DEFRA, the control of infectious diseases and rabies contingency planning and zoonosis, including the administration work that relates to this part of our statutory duties.

## **7. SUSTAINABILITY / IMPACT ASSESSMENT**

- 7.1 If the recommendations are accepted the local businesses would continue to receive animal health and welfare services from a highly professional and trusted public body that they have been used to for over 30 years.
- 7.2 We have not received any complaints about the service provided by the City of London Veterinary Service.

## **8. COMMISSIONING AND PROCUREMENT CONSIDERATIONS**

### **PROCUREMENT**

- 8.1. The City of London operates an open framework to provide specialised services on all matters relating to animal health and welfare on behalf of other Local Authorities as the enforcing authority. The Council recovers the costs of the CoLVS licensing inspections as part of the licence fees and the Council is only liable to pay for the works requested and agreed in advance as detailed in table 1 above.
- 8.2 The value of the proposed contract is below the relevant threshold value for the application of the Public Contracts Regulations 2015. These types of Contracts are however, still covered by the Council's Contract Procedure Rules.
- 8.3 This is a highly specialised service that meets all of the Councils legal and statutory responsibilities, based on an initial assessment of the Market 18 of the 32 London Boroughs are provided with a full service and 11 are provided with a partial service. The 3 other boroughs who are not on the framework all have their own in house teams that carry out these functions.

- 8.4 Whilst it is possible to find private vets who can undertake specific aspects of the service, we have not identified any that can undertake the whole range of services necessary for a comprehensive service to meet the Councils statutory obligations.
- 8.5 The cost of this contract is de minimus and the cost of going out to tender far outweighs the value of the contract and it would therefore be uneconomical to do so. Due to our statutory obligations we cannot terminate the contract as we cannot meet these obligations in house.
- 8.6 It is a requirement under the Councils Contract Procedure Rules that Officers do not disaggregate/sub divide work which could be reasonably be treated as one contract.
- 8.7 Whilst the cumulative spend is over the £50,000 as demonstrated in Section 10 below it still falls below the EU threshold limit for Services which is £164,176. We therefore consider that cumulative spend is not a concern for the reasons set out in this report.

## 9. COMMISSIONING APPROACH

- 9.1 Towards the end of the 3 year contract period Officers will undertake more in depth market research to look at alternative service delivery models to ensure that the Council are obtaining best value for money but based on the market research carried out, as set out in this report, this is a highly specialised service and this is a very niche market.

## 10. FINANCIAL CONSIDERATIONS

- 10.1 The current 2017/18 budget for this service is £14k. There is also an income budget of £12k from the licence fees.
- 10.2 The table below summarises the cumulative financial position for this service with the City of London since 2012/13: -

<b>Veterinary Services</b>	<b>£'000</b>
Cumulative spend to date from 1.4.12 to 31.3.17	59
Estimated value of new formal agreement 1.4.17 to 31.3.22	76
<b>Cumulative value of spend with the City of London Veterinary Service</b>	<b>135</b>

- 10.3 Income from animal related licences off sets the costs of providing the service resulting in a net annual cost of approximately £2k for complaint investigation, emergencies and other unplanned requests for advice or inspections. Income over the life of the proposed agreement would be in the region of £60k.

## 11. OUTLINE PROCUREMENT STRATEGY AND CONTRACTING PROPOSALS

- 11.1 To formalise the agreement with the CoLVS through a new Service Level Agreement for a further contract period of 3 years with an option to extend for a period of two years with authority delegated to the Director of Environment and Community Services as provided for in CPR rule 13.1.
- 11.2 Officers to carry out more in depth research of the market to ensure that the Council continues to obtain best value for money.

## 12. POLICY IMPLICATIONS

12.1 The animal health and welfare service is a statutory service supporting the Councils Building a Better Bromley by contributing to being a healthy and safe place.

## 13. LEGAL CONSIDERATIONS

13.1 The Council has responsibility to administer and enforce a range of provisions relating to animal health and welfare, including granting and renewing licenses, monitoring of animal health and welfare on farms and by non-commercial animal keepers as well as providing advice and guidance on infectious diseases in animals.

13.2 The Council has no 'In house' capability to provide these services and had authorised the CoLVS to undertake these for over 30 years. The value of the proposed contract is below the relevant threshold value for the application of the Public Contracts Regulations 2015

<b>Non-Applicable Sections:</b>	<b>PERSONNEL CONSIDERATIONS</b> <b>POLICY IMPLICATIONS</b> <b>STAKEHOLDER CONSULTATION</b>
Background Documents: (Access via Contact Officer)	Specification – Animal Health & Welfare Contract Service  [Appendices to be included]



**Specification**  
**Animal Health & Welfare Contract Service – Greater London Authorities**

**Scope of Service**

Since the 1850's the City of London Corporation the Local Authority for the Square mile in the City of London the commercial heart of Britain has played an important role in the development of Animal Health & Welfare.

The City's Animal Health & Welfare Service team consists of qualified and experienced Veterinary Officers, Animal Health Inspectors and Animal Health Officers. It is through this resource the City is able to offer an Animal Health Agency contract service to other Local Authorities whose animal health & welfare facilities are less extensive.

Under a service level agreement The City of London will provide an Animal Health Expertise under contract to inspect premises where the Local Authority has a statutory duty to enforce legislation.

This specification relates to the types of premises inspected and the recommended inspection schedule

**Definitions**

Any reference to the *authority* means a Local Authority contracted to the City of London Animal Health & Welfare Services. The use of the word *contractor* means the City of London Corporation who undertakes to supply the services to the *authority*.

Animal Health Inspector (AHI)

Veterinary Officer (VO)

Veterinary Officer Approved for Riding Establishments) REVO

Service Level Agreement SLA

**Part 1**

**Premises and Inspection Schedule**

**1. Pet Vending – Sale of Pets (Including from a private Dwelling)**

Pet Animal Act 1951(as Amended)

Licence expires of 31<sup>st</sup> December on the year it was issued

Recommended that inspections are carried out via a risk assessment of each premises to include the risk both to Animal Welfare and compliance with Licence Conditions

**Recommended Inspection Schedule**

With Puppies	3 Inspections per year	AHI
With Small Mammals – Kittens – Birds	2 Inspections per year	AHI
Reptiles – Fish	1 Annual Licence Inspection	AHI
Complaint	Inspection On Request	AHI or VO

## 2. Boarding of Animals (Dogs and Cats) Animal Boarding Establishments

Animal Boarding Establishment Act 1963 (as amended)

Licence expires of 31<sup>st</sup> December on the year it was issued

Recommended that inspections are carried out via a risk assessment of each premises to include the risk both to Animal Welfare and compliance with Licence Conditions

### Recommended Inspection Schedule

Large Volume Kennels (Over 30 dogs and / or over 50 cats)	2 Inspections per year	AHI
Small Volume Kennels & Catteries	1 Inspections per year	AHI
Dog Day Care Crèche	1 Licence Inspection	AHI
Home Dog Boarder	Bi-annual Licence inspection	AHI
Complaint	Inspection On Request	AHI or VO

## 3. Keeping of Dangerous Wild Animals

Dangerous Wild Animals Act 1976 (As amended)

Licence is valid for 2 years from date of issue

Recommended that inspections are carried out via a risk assessment of each premises to include the risk both to Animal Welfare and compliance with Licence Conditions

Inspections must be carried out by a Veterinary Inspector

### Recommended Inspection Schedule

Premises with Species listed on the schedule of the Dangerous Wild Animals Act 1976	1 Bi-annual inspection	VO
Complaint	Inspection On Request	AHI or VO
Premises where DWA listed animals are being used for display or performance	Inspection On Request	AHI or VO

## 4. Breeding of Dogs (As a business and / or over 4 litters per rolling 12 months)

Breeding of Dogs Act 1973 and 1991

Breeding and Sale of Dogs (Welfare) Act 1999

The Sale of Dogs (Identification Tags) Regulations 1999

Licence is valid for 1 years from date of issue

Recommended that inspections are carried out via a risk assessment of each premises to include the risk both to Animal Welfare and compliance with Licence Conditions

Inspections must be carried out by a Veterinary Inspector for New applicants

### Recommended Inspection Schedule

New Applicant	Full Licence inspection	VO
5 litter or over	2 visits per year	AHI
Under 5 litters	1 visit per year	AHI
Member of Kennel Club Assured Breeders scheme	1 visit per year	AHI
Complaint	Inspection On Request	AHI or VO

## 5. Riding Establishments

Riding Establishment Act 1964 and 1970

Licence is valid for 1 years from date of issue

Recommended that inspections are carried out via a risk assessment of each premises to include the risk both to Animal Welfare and compliance with Licence Conditions

Inspections must be carried out by a current member of the RCVS / BVA Inspectorate of approved Veterinary Surgeons (RE Act 1964 S. 2(3))

**Recommended Inspection Schedule**

Riding Establishment	Annual Licence Inspection	REVO
Complaint	Inspection On Request	AHI or VO

**6. Performing Animals – Inspection where animals are to be trained and exhibited**

Performing Animals (Regulation) Act 1925

On application a certificate is issued for life by the Local Authority where the animals are kept and trained (not the local authority to which they are taken to perform.)

If an application is made by a person on no fixed abode in the UK then these registrations can only be issued by:

*The City of London,*

*The Cities of Birmingham, Bristol, Cardiff, Kingston-Upon-Hull, Leeds, Liverpool, Manchester and Newcastle-on-Tyne; and then County Boroughs of Plymouth and Southampton.*

Recommended that inspections are carried out via a risk assessment of each premises to include the risk both to Animal Welfare and compliance with Licence Conditions

**Recommended Inspection Schedule**

Premises keeping and training animals to perform and exhibit – new applicant	Inspection on request	AHI or VO
Premises keeping and training animals to perform and exhibit – existing registration application to alter schedule	Inspection on request	AHI or VO
Complaint	On Request	AHI or VO

**7. Zoo’s – Keepers of non-domesticated species where the premise is open to the public for free or payment on 7 more days in a year**

The Zoo licence Act 1981

Zoo licence is valid for 4 years for a new applicant and 6 years there after

**The Zoo licence inspection regime is statutory and dependant on the size of zoo and species kept**

All initial application inspections, renewal inspections and periodical inspections must be carried out by a Defra nominated inspectors – The Local Authority must provide a vet at all of these inspections where there is no exemption under the act from a full zoo licence. The Local Authority is also required to provide an officer who is recommended to be Health & Safety competent

Where a Zoo is not scheduled to have a Periodical inspection in a year then the Local Authority should carry out an informal inspection

**City of London can provided officers for the following inspections**

Full Zoo licence Renewal – Periodical or initial new application inspection	VO and AHI
14.2 or 14.1 Zoo licence Renewal – Periodical or initial new application inspection	AHI or VO
Informal Inspections	AHI or VO
Special Inspections	AHI or VO
14.1a Application for dispensation	VO

**8. Circuses**

**The Welfare of Wild Animals in Travelling Circuses (England) Regulations 2012**

These regulations are enforced by the Secretary of State and cover “wild animal” with the definition of an animal that is a member of a species not normally domesticated in Great Britain - Any circus licensed under the Welfare of Wild Animals in Travelling Circuses (England) Regulations 2012 will be subject to at least three inspections a year by a Defra appointed veterinary inspector. At least one of these inspections will be at winter quarters, at least one inspection will be whilst the circus is on tour and at least one inspection will be unannounced. Further announced or unannounced inspections may be undertaken in response to changes in a circus’ stock list or complaints received

The Regulations do not cover the use of Domestic animals in Circuses and their welfare is regulated by The Animal Welfare Act 2006 – The Performing Animals (Regulations) Act 1925 and during transport by The Welfare of Animals Transport (England) Order 2007

**Recommended Inspection Schedule**

Circus with performing Domestic Animals	Inspection on request	AHI or VO
Circus with performing Wild Animals	Inspection on request (to assess welfare on site) ( this would be in addition to a Defra inspection	AHI or VO
Complaint	Inspection On Request	AHI or VO

**9. Farms – Keepers of Farm Livestock both commercially and in Domestic premises including at transport, shows, display and slaughter  
Horse Sales and Markets including Travellers Horse Fairs**

The keeping, movement, showing, display and slaughter of Farm livestock is regulated by a raft of Domestic and European legislation. This includes Regulations and Orders made under, The Animal Health Act 1981 as amended, The Animal Welfare Act 2006 and the European Communities Act.

Inspections are carried out under a Defra Risk Framework agreed between Local Authorities and Defra post Foot and Mouth outbreak in 2001- The risk matrix is based on type of premises, volume of livestock and compliance with regulations.

**Recommended Inspection Schedule**

High Risk Premises	1 visit per year	AHI or VO
Medium Risk Premises	1 Visit every 3 years	AHI or VO
Low risk Premises	1 visit every 5 years	AHI or VO
Complaint	Inspection visit on request	AHI or VO



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## **Part 2**

### **General Provisions**

Under SLA the Contractor will undertake inspections as per the agreement with the authority

The SLA will be reviewed on an annual basis or on request by either the contractor or the authority

Post an inspection under the SLA the contractor will provide a written report to the authority with 14 days

For inspections outside of the SLA a request should be made by the authority to the contractor via email to [veterinary.harc@cityoflondon.gov.uk](mailto:veterinary.harc@cityoflondon.gov.uk)

The authority should be kept up to date by the contractor as to the current status of any ongoing cases or investigation and liaison with outside agencies

The contractor will assist the authority in the preparation of legal cases for enforcement, including collection of evidence, statement and report writing, attending and assisting with conducting formal PACE interviews. The contractor's officer will attend court in support of the authority, who will be taking any legal case within its jurisdiction.

### **Service charges, Payments and invoicing**

The contractor shall provide full details to the authority of its Inspection charges on an annual basis

The contractor will notify the authority of the charges to be invoice in October of each year

The authority in return will provide the authority with a Purchase Order for the charges

Invoices will be sent out by the contractor to the authority in October- November of each year on receipt of a purchase order

Add hoc invoices can be raised on request of the authority to the contractor in writing

### **Personal and Performance monitoring**

The contractor shall provide its staff with a form of identification that is acceptable by the authority and which staff shall display on their clothing at all times when they are on the authority's business.

The authority shall provide the contractors officers with authorisation to act under the relevant legislation

Personnel will present themselves to the public in a courteous manner.

The contractor will provide staff training appropriate to their tasks and should be able to demonstrate good working practices.

The authority will continuously review and monitor the performance of the contractor against the specification and other prescribed requirements of the contract, in order to ensure consistency and quality of service.

Meetings will be held between the client and contractor on an annual basis to discuss and agree compliance with the contract, benchmarking, value for money and other initiatives towards continuous improvement.

The contractor will provide a written report to the authority after every inspection

**Confidentiality**

The contractor, its employees and agents should ensure at all times confidentiality and not disclose to any person information in relation to the provisions of the service contract.

The contractor should ensure that any representations made by the press or media receive no comment and are immediately referred for action to the authority.

Report No.  
ES17040

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** PUBLIC PROTECTION AND SAFETY POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

**Date:** Thursday 29 June 2017

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

**Title:** ENFORCEMENT ACTIVITY REPORT APRIL 2016 - MARCH 2017

**Contact Officer:** Jim McGowan, Head of Environmental Protection  
Tel: 020 8313 4651 E-mail: Jim.McGowan@bromley.gov.uk

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

**Ward:** (All Wards);

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1. Reason for report

To advise Members of the activity undertaken by the Public Protection Division during the period 1 April 2016 to 31 March 2017 relating to the enforcement under delegated powers.

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2. **RECOMMENDATION(S)**

Members are asked to:

2.1 Comment on the contents of this report;

2.2 Agree to receive further reports, every six months, on the Division's activity and enforcement under delegated powers.

## Impact on Vulnerable Adults and Children

### 1. **Summary of Impact:**

The Officers regularly meet residents who are vulnerable and unable to properly look after themselves, resulting in their premises falling into disrepair and poor hygiene. The officers will work with them and their Landlords or Carers but on occasions the only resolution is through enforcement actions, as reported here.

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## Corporate Policy

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

## Financial

1. Cost of proposal: Not Applicable
  2. Ongoing costs: Not Applicable
  3. Budget head/performance centre: Public Protection and Safety Portfolio Budget
  4. Total current budget for this head: £1.911m
  5. Source of funding: Existing controllable revenue budget 2016/17
- 

## Personnel

1. Number of staff (current and additional): 44.4 FTEs
  2. If from existing staff resources, number of staff hours: Not Applicable
- 

## Legal

1. Legal Requirement: Statutory Requirement:  
Numerous statutes covering Public Health and Safety, Environmental Protection, Licensing, Consumer Protection, Trading Standards, Anti-Social Behaviour, Food Safety, and Control of Communicable Disease, etc.
  2. Call-in: Not Applicable
- 

## Procurement

1. Summary of Procurement Implications: N/A
- 

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All of the Council's customers (including Council tax payers) and users of the service.
-

### Ward Councillor Views

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

### **3. COMMENTARY**

- 3.1 At the meeting of the Public Protection and Safety, Policy Development and Scrutiny Committee on 15 November 2007, Members agreed they should receive reports of the enforcement activity undertaken by the Public Protection division on a six-monthly basis. However, the six monthly report was not produced in 2016 and therefore this Report is for the twelve month period from April 2016 to March 2017.
- 3.2 The enforcement activity for the period 1 April 2016 to 31 March 2017 is set out in Appendix A to this report. This covers all aspects of Public Protection enforcement (i.e. Environmental Protection, Food Safety, Public Health and Safety, Licensing, Trading Standards, and Anti-Social Behaviour).
- 3.3 It can be noted from the Report that some areas have increased significantly during the last twelve months when compared to the previous twelve.
- 3.4 Houses in Multiple Occupation (HMO) licences in particular have shown an increase from 5 to 16; but it should be noted that the licences are for a period of five years and the sixteen licences are renewals on existing premises as opposed to new HMO premises being licensed and as such is not expected to remain at this level into the future.
- 3.5 Food hygiene Notices have also increased significantly from 31 in 2015/16 to 55 in the year 2016/17. This is primarily due to the Agency EHO who has been employed to address some of the outstanding backlog of planned food hygiene inspections.
- 3.6 Where Prosecutions are taken, the Legal costs and Public Protection costs are applied for and recovered from the perpetrator if the prosecution has been successful.

### **4. IMPACT ON VULNERABLE ADULTS AND CHILDREN**

- 4.1 The Officers regularly meet residents who are vulnerable and unable to properly look after themselves, resulting in their premises falling into disrepair and poor hygiene. The officers will work with them and their Landlords or Carers but on occasions the only resolution is through enforcement actions.

### **5. POLICY IMPLICATIONS**

- 5.1 Enforcement activity is undertaken in accordance with the agreed Enforcement Policy:
  - a. The Public Protection Division undertakes its regulatory function in accordance with risk assessment criteria, ensuring the service resources are focused upon those activities or practices that present the greatest risk to public health, safety or potential economic loss to the customer.
  - b. Consistency of approach aims to ensure that officers are consistent in the exercise of the discretion to achieve similar ends in similar circumstances, irrespective of which officer deals with the matter.
  - c. It is important to the service that people understand what is expected of them and what they should expect from the Council. This includes making it clear between statutory requirements (what they have to do), and, where relevant, what they do not have to do (advice or guidance on good practice).
  - d. Where enforcement action is necessary, officers will take appropriate action dependent upon the seriousness of any breach of the law. The action that they take will be

proportionate to the seriousness of any breach of the law relating to the health, safety, quality of life or economic position of the local and business community.

**6. FINANCIAL IMPLICATIONS**

6.1 All enforcement activity is undertaken within existing resources and agreed grant allocation.

**7. PERSONNEL IMPLICATIONS**

7.1 All enforcement activity is undertaken within existing staff resources and agreed grant allocation.

<b>Non-Applicable Sections:</b>	Legal Implications
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**PUBLIC PROTECTION ENFORCEMENT ACTIVITY - STATUTORY NOTICES**

Legislation	Description	Notices 01/10/14- 31/03/15	Notices 01/04/15- 30/09/15	Notices 01/10/15- 31/03/16	Notices 31/3/2016- 1/4/2017 *
Environmental Protection Act 1990 S.80	Noise from amplified music (domestic premises)	6	3	5	7
Environmental Protection Act 1990 S.80	Noise from amplified music (commercial premises)	2	1	2	3
Environmental Protection Act 1990 S.80	Noise from intruder/vehicle alarms	2	2	7	5
Environmental Protection Act 1990 S.80	Other noise	0	7	1	11
Environmental Protection Act 1990 S.80	Bonfires	0	4	1	4
Environmental Protection Act 1990 S.80	Other nuisance	1	0	0	2
Environmental Protection Act 1990 S.80	Nuisance from premises	2	0	0	1
Environmental Protection Act 1990 S.80	Nuisance from light	0	0	0	0
Environmental Protection Act S.80	Nuisance from accumulations	6	1	1	3
Environmental Protection Act 1990	Provision of waste receptacles	0	0	0	0
Environmental Protection Act 1990	Litter	1	0	N/A – powers repealed	N/A
Environmental Protection Act 1990	Waste Transfer documentation	2	1	fly-tipping enforcement moved to Street Services to be reported to Environment Committee	N/A
Environmental Protection Act 1990 S.71	Request for information (relating to flytipping)	2	0	1	N/A
Environmental Protection Act 1990 S.80	Nuisance from dog barking	0	0	0	0
Prevention of Damage by Pests Act 1949 S.04	Removal of rubbish and treatment for pests	17	31	3	37
Public Health Act 1936 S.287	Notice of intention to enter premises	4	1	1	0
Public Health Act 1936 S.83	Filthy and verminous premises	2	1	0	0
Public Health Act 1936 S.78	Cleansing alleyways	0	0	5	0
Control of Pollution Act 1960 S.60	Pollution from construction sites (noise/dust, etc)	2	4	13	23
Local Government (Misc Provisions) Act 1976 S.16	Requisition for information	12	6	0	16
Local Government (Misc Provisions) Act 1976 S.20	Sanitary accommodation	0	0	0	0

Local Government (Misc Provisions) Act 1976 S.35	Clearing obstructions in drains	0	0	0	<b>0</b>
Local Government (Misc Provisions) Act 1976 S.29	Securing empty premises	0	1	0	<b>2</b>
Housing Act 2004	Improvement notice	1	3	1	<b>0</b>
Housing Act 2004	Prohibition notice	0	2	0	<b>0</b>
Housing Act 2004	Hazard awareness	3	1	0	<b>0</b>
Housing Act 2004	Decision to grant a (HMO) licence	2	4	1	<b>16</b>
Housing Act 2004	Proposal to grant a (HMO) licence	4	2	1	<b>16</b>
Health & Safety at Work etc Act 1974	Prohibition notices	6	7	12	<b>12</b>
Health & Safety at Work etc Act 1974	Improvement notices	3	14	10	<b>15</b>
Food Safety – Food Hygiene Regulations	Food Hygiene Improvement Notices	13	6	25	<b>55</b>
Food Safety	Emergency Hygiene Prohibition Notices and Orders	2	0	0	<b>0</b>
Food Safety	Seizure and destruction of food	0	1	0	<b>1</b>

#### **ANTI-SOCIAL BEHAVIOUR ENFORCEMENT ACTIVITY**

Anti-Social Behaviour Act 2003	Acceptable Behaviour Commitments (ABCs) served	18	16	<b>12</b>	<b>25</b>
Anti-Social Behaviour Act 2003	Early intervention warning notices	2	0	<b>10</b>	<b>1</b>
Anti-Social Behaviour and Policing and Crime Act 2014	Final warning under Community Protection Remedy	1	1	<b>1</b>	<b>0</b>
Community Trigger	Number of complaints received in which Community Trigger legislation is invoked	0	2	<b>5</b>	<b>0</b>
Community Trigger	Number of complaints that are Community Trigger issues	0	0	<b>0</b>	<b>0</b>

#### **REGULATION OF INVESTIGATORY POWERS ACT 2000**

Age-Related Sales Legislation	Test purchasing campaigns	1	1	<b>2</b>	<b>5</b>
RIPA applications	Telephone checks	n/a	n/a	n/a	<b>7</b>
Public Health and Nuisance	Fly-tipping	0	0	N/A – moved to Street Services to be reported to Environment Committee	N/A

## PROSECUTIONS

Legislation	Description	Penalty
Fraud Act 2006	S1 Fraud by misrepresentation – bogus tree work carried out by 1 of 3 males, victims elderly female living alone. One male remains at large	Sentencing due June 2017
Fraud Act 2006	S2 Fraud by misrepresentation – bogus tree work carried out by 1 of 3 males, victims elderly female living alone. One male remains at large	Sentencing due June 2017
Fraud Act 2006	Seven charges of S2 Fraud by misrepresentation – bogus building works – against vulnerable consumers	Sentenced in July 2016 to 20 months imprisonment
Fraud Act 2006	S2 Fraud by misrepresentation – elderly male cold call and tricked into signing over his house in exchange for property repairs. Guilty verdict following trial. Accomplice acquitted.	Sentenced in July 2016 to 5 years imprisonment and the house ordered to be signed back to the victim.
Fraud Act 2006 Consumer Protection from Unfair Trading Regulations 2008	Trader found guilty following a trial of nine charges: 3 charges under s1 Fraud Act 2006; 3 charges of ENGAGING IN AN UNFAIR COMMERCIAL PRACTICE, contrary to Regulation 12 of the Consumer Protection from Unfair Trading Regulations 2008. 3 charges of ENGAGING IN A COMMERCIAL PRACTICE WHICH WAS A MISLEADING ACTION, contrary to Regulation 9 of the Consumer Protection from Unfair Trading Regulations 2008. This related to misleading statements about a qualification course for students	Sentenced in June 2016. On counts 1-3, defendant was sentenced to 12 months suspended for 2 years on each count concurrent. He was also ordered to carry out 150 hours unpaid work.  No separate penalty was made in respect of the other counts.  Compensation order has been granted in respect to the victims.
Food Safety and Hygiene (England) Regulations 2013	Food business operator pleaded guilty to 12 charges under the Food Safety and Hygiene (England) Regulations 2013.	Sentenced 10 <sup>th</sup> August 2016. The food business operator was: Fined £5,280 (£440 per offence) Ordered to pay £3,839 in prosecution costs. <u>Total fines and costs £9,119</u>
Food Safety and Hygiene (England) Regulations 2013	Food business operator pleaded guilty to 15 charges under the Food Safety and Hygiene (England) Regulations 2013. 1 Charge of obstructing officers. 1 charge for failing to register a food business. 13 charges relating to food hygiene and safety offences.	Sentenced 25 <sup>th</sup> January 2017. The food business operator was: Fined £1,500 (£100 per offence) Ordered to pay £6,000 in prosecution costs. Victim surcharge of £30. <u>Total fines and costs £7,530</u>

EPA S80	Perpetrator attended the Appeal at Woolwich Crown Court on 6 <sup>th</sup> May 2016. The appeal against three convictions with each dismissed. The fine did not change from the Magistrates decision at the previous trial.	Ordered to pay an additional Ordered to pay £1268 towards LBB costs in addition to previous fine i.e. £225
EPA S33	7 <sup>th</sup> September 2016 perpetrator pleaded guilty to one offence of burning controlled waste	Received 12 month conditional discharge, £20 victim surcharge and £400 towards costs.
EPA S80	1 <sup>st</sup> June 2016 perpetrator pleaded guilty to four offences of breaching the Noise Abatement Notice.	Received 12 month conditional discharge, £20 victim surcharge and £400 towards costs.

## LICENSING HEARINGS

Premises	Date	Applications heard by the Licensing Sub Committee / Appeals at Magistrates Court	Type of application and outcome
Shortlands Service Station 202 Bromley Beckenham	May 11 <sup>th</sup> 2016	Licensing Sub Committee	Variation of the Premises Licence Outcome: Granted with a reduction of hours and a number of additional conditions were applied.
Ronnies High Street Bromley	June 8 <sup>th</sup> 2016	Licensing Sub Committee	Review of the Premises Licence Outcome: Revocation of the premises licence
Bromley Football Club Hayes Lane Bromley	June 30 <sup>th</sup> 2016	Licensing Sub Committee	New Premises Licence Outcome: Granted with the addition of a number of conditions.
Sejal News 23a Widmore Road Bromley	Sept 7 <sup>th</sup> 2016	Licensing Sub Committee	Review of the Premises Licence Outcome: The Designated Premises Supervisor was replaced and a number of additional conditions were applied to the premises licence.
Treats Desserts High Street Orpington	Oct 6 <sup>th</sup> 2016	Licensing Sub Committee	New Premises Licence. Outcome: The Licensing Sub Committee Refused the verbal variation proposed by the applicant at the hearing and only considered the written original application which was granted with additional conditions
Budgen 209 Southborough Lane Bromley	January 26 <sup>th</sup> 2017	Licensing Sub Committee	Review of the Premises Licence Outcome: The premises licence had a number of conditions added.

Bickley Convenience Store 191 Widmore Road Bromley	January 26 <sup>th</sup> 2017	Licensing Sub Committee	Review of the Premises Licence Outcome: The premises licence had a number of conditions added.
Refreshers 216 Widmore Road Bromley	January 26 <sup>th</sup> 2017	Licensing Sub Committee	Review of the Premises Licence Outcome: The premises licence had a number of conditions added.
Widmore Express 169 Widmore Road Bromley	January 26 <sup>th</sup> 2017	Licensing Sub Committee	Review of the Premises Licence Outcome: The premises licence had a number of conditions added
Best n Express 89 Queensway Petts Wood	February 9 <sup>th</sup> 2017	Licensing Sub Committee	Variation of the Premises Licence Outcome: Refused the application to extend the opening hours for all licensable activities.

**\*please note that this is a 12 monthly report, whereas the previous three reports, referred to in the above table, were all six monthly reports.**

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Report No.  
ES17039

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** PUBLIC PROTECTION AND SAFETY POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

**Date:** Thursday 29 June 2017

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

**Title:** MOPAC UPDATE

**Contact Officer:** Rob Vale, Head of Trading Standards & Community Safety  
Tel: 020 8313 4785 E-mail: Rob.Vale@bromley.gov.uk

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

**Ward:** (All Wards);

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1. Reason for report

This report is presented to update the Public Protection and Safety Policy Development and Scrutiny Committee on the Local Crime Prevention Fund (LCPF) granted by the Mayor's Office for Policing and Crime (MOPAC).

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2. **RECOMMENDATION(S)**

Members of the Public Protection and Safety Policy Development and Scrutiny Committee are asked to note the content of the report.

## Impact on Vulnerable Adults and Children

1. Summary of Impact: All the projects impact on vulnerable adults and children; the mentoring programme targets young people most at risk of developing criminal and anti-social behaviours; the full range of activities within the VAWG programme impact directly on victims of domestic violence and the children in those families who may also be at risk from the perpetrator; the Community Impact Days will look to reduce the fear of crime, especially amongst the elderly.
- 

## Corporate Policy

1. Policy Status: Existing Policy:
  2. BBB Priority: Children and Young People Safe Bromley Supporting Independence:
- 

## Financial

1. Cost of proposal: Not applicable
  2. Ongoing costs: Not applicable
  3. Budget head/performance centre: Community Safety; Education, Care & Health Services
  4. Total current budget for this head: £643,430 for years 1 and 2:
  5. Source of funding: Local Crime Prevention Fund (LCPF)
- 

## Personnel

1. Number of staff (current and additional): 1.16 fte and staff time covering out of hours noise service
  2. If from existing staff resources, number of staff hours: NA
- 

## Legal

1. Legal Requirement: None
  2. Call-in: Not applicable
- 

## Procurement

1. Summary of Procurement Implications: In respect of the re-tendering of existing or new services, corporate procurement guidance for the tender evaluation against the suppliers proposal have been adhered to and guidance requirement for VFM 60% price and 40% quality met.
- 

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The project areas target specific community groups, as detailed in the grant agreements. The wider community will benefit from the project outcomes.
- 

## Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable



2. Summary of Ward Councillors comments: Not applicable

### 3. COMMENTARY

- 3.1 A report to this committee in November 2016 gave notice of the intention by MOPAC to sustain the current LCPF for a further four years (2017 to 2021) but a new formula for the allocation of grants under the LCPF would result in a reduction of the allocation to London Borough of Bromley.
- 3.2 In 2017/18 there are no reductions to the 2016/17 borough allocations of funding. Direct borough funding for 2 year periods (2017/18 to 2018/19 and 2019/20 to 2020/21) provided flexibility for the borough to apportion spend over a two year period. It is likely funding levels for year 2 will be indicative of funding for years 3 and 4.
- 3.3 The allocation for Bromley for 2017/18 is £401,731 and for 2018/19 it is £241,699. The combined 2 year allocation therefore is £643,430. MOPAC have indicated boroughs can decide how they choose to spend the allocation across years 1 and 2.
- 3.4 Bromley took the decision to apportion the grant to the following areas across the two years:

Table 1:

	Priority	Year 1 spend (FY 2017/18)	Year 2 spend (FY 2018/19)	Total
1	Violence against women and girls (VAWG)	£199,000	£194,230	£393,230
2	Wider criminal justice system (IOM)	£7,000	£7,000	£14,000
3	Children and young people (mentoring)	£58,000	£40,600	£98,600
4	Neighbourhood policing (ASB & Noise)	£86,000	£51,600	£137,600
<b>Total proposed spend</b>		£350,000	£293,430	£643,430
			<b>Total allocation</b>	£643,430

- 3.5 A description of each project area can be found in Appendix 1 to this report.
- 3.6 The commissioning proposal was for one organisation to deliver all LBB Domestic Violence and Violence against Women and Girls (VAWG) services. As a result of a full tender process Bromley and Croydon Women's Aid were awarded the Domestic Violence and VAWG Contract. BCWA have worked in Bromley for more than 40 years, they have a proven track record of delivering accessible, innovative and sustainable services to the local community.
- 3.7 BCWA formed a partnership agreement with DVIP (The Perpetrator Programme) to deliver the services listed below. The new service will improve multi-agency working to provide support for not only the primary victims of domestic abuse but also their children and perpetrators.
- 3.8 The new service includes:
- Independent domestic and sexual violence advisors (IDSVA) project (Full description of the collocation model in Appendix 1)
  - A dedicated perpetrator programme
  - One Stop Shop
  - Victim/Survivor support group
- 3.9 In 2019/20 and 2020/21 (Years 3 and 4) 70% of the LCPF budget will be apportion to boroughs in accordance with a revised calculation of the borough funding formula. The formula will be reviewed in year 2 but it is expected, although not guaranteed, that funding for each of Years 3 and 4 will be £241,699.

3.10 From year 2, the LCPF budget is split between direct borough funding (70%) and funding for co-commissioning services (30%). The framework for the use of the co-commissioning fund is being developed in consultation with London Councils, boroughs and wider partners under the leadership of the London Crime reduction Board. A task and finish group met in February 2017. Bromley was represented by Cllr Kate Lymer. MOPAC are set to provide a detailed prospectus for the use of the co-commissioning fund by end of June 2017.

#### 4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 Anti-social behaviour can seriously damage people's quality of life through fear of crime and long-term effects of harassment and intimidation. Older people living alone are particularly susceptible to perceptions of crime, often allowing themselves to become prisoners in their own homes.
- 4.2 Older victims of domestic violence experience abuse for twice as long as those aged 61 and under. Nearly half have a disability yet older victims are hugely under represented among domestic abuse services.
- 4.3 Research by the NSPCC highlights the impact domestic abuse on children living in the family with 1 in 5 children witnessing domestic abuse. A third of children witnessing domestic abuse also experience another form of abuse. Young people that witness abuse in the home are more likely to develop long term problems such as depression, trauma related symptoms and be violent in their own adolescent and adult relationships.

#### 5. POLICY IMPLICATIONS

- 5.1 The project outcomes contribute to the Building a Better Bromley priorities, the Safer Bromley Partnership Strategy and the LBB Violence against Women and Girls Strategy.

#### 6. FINANCIAL IMPLICATIONS

- 6.1 The table below gives a detailed breakdown of how the MOPAC funding for 2017/18 and 2018/19 will be spent across the two Departments: -

Project	2017/18 £	2018/19 £	Total £
<b>Education, Care and Health Department</b>			
1. Violence against women and Girls (VAWG)			
Independent domestic & sexual violence	120,000	120,000	<b>240,000</b>
Community domestic abuse	29,000	29,000	<b>58,000</b>
Domestic violence perpetrator programme	30,000	30,000	<b>60,000</b>
VAWG strategic partnership manager	20,000	15,230	<b>35,230</b>
	<u>199,000</u>	<u>194,230</u>	<u><b>393,230</b></u>
3. Children and younger people (Mentoring)	58,000	40,600	<b>98,600</b>
<b>Total for Education, Care &amp; Health Department</b>	<u><b>257,000</b></u>	<u><b>234,830</b></u>	<u><b>491,830</b></u>
<b>Environment &amp; Community Services Department</b>			
2. Wider criminal justice system (IOM)	7,000	7,000	<b>14,000</b>
4. Neighbourhood policing (ASB & Noise)	86,000	51,600	<b>137,600</b>
<b>Total for Environment &amp; Community Services Dept</b>	<u><b>93,000</b></u>	<u><b>58,600</b></u>	<u><b>151,600</b></u>
<b>Total</b>	<u><u><b>350,000</b></u></u>	<u><u><b>293,430</b></u></u>	<u><u><b>643,430</b></u></u>

6.2 The table above shows that £491,830 will be spent within the Education, Care & Health Services Department and £151,600 will be spent within the Environment and Community Services Department (PPS Portfolio).

6.3 The VAWG projects have been planned on the basis of an equal allocation of funding across the two years. Allocations for the other three projects have been maintained at the previous year's level for Year 1, with a reduction for year 2. Officers will have to consider how these services can be scaled down in order to meet the reduction in funding available in Year 2.

## 7. PERSONNEL IMPLICATIONS

7.1 The ASB Co-ordinator and Mentoring Programme Posts are dependent on the continued funding. As a result of the reduction in grant funding, the previous VAWG coordinator post has been deleted. Should any other posts become at risk of redundancy a full consultation in line with the Councils Managing Change procedures will be undertaken with employees affected and staff representatives.

## 8. LEGAL IMPLICATIONS

8.1 Health, social and related services are covered by Schedule 3 of the Public Contracts Regulations 2015.

## 9. PROCUREMENT IMPLICATIONS

9.1 In respect of the re-tendering of existing or new services, corporate procurement guidance for the tender evaluation against the suppliers proposal have been adhered to and guidance requirement for VFM 60% price and 40% quality met.

<b>Non-Applicable Sections:</b>	[List non-applicable sections here]
Background Documents: (Access via Contact Officer)	[Title of document and date]

## Appendix 1

### Programme Activity

Programme	Detail
Domestic Violence and Violence against Women and Girls Service	<p data-bbox="539 405 1653 432"><b><u>THE INDEPENDENT DOMESTIC AND SEXUAL VIOLENCE ADVISORS (IDSVA) PROJECT</u></b></p> <p data-bbox="539 469 2119 619">The project will consist of three full time IDSVA's, each IDSVA will be colocated with a team for 2 days per week. The colocation model has been commissioned to ensure that we are providing all victims of domestic abuse access to essential services. Having monitored the referral pathways from the previous IDSVA service provider it was apparent that LBB had large gaps in referrals and access to services with adult social care, health care teams, children and young people's services including early intervention teams and working with victims with multiple complex needs.</p> <p data-bbox="539 655 2119 772">The colocation model is in line with the Governments Ending Violence against Women and Girls Strategy 2016-2019, we will ensure that services in Bromley work across boundaries in strong partnership to ensure that essential services can work with families and intervene early. Victims will now be able to disclose experiences of violence and abuse across all services and access specialist support as early as possible.</p> <p data-bbox="539 809 2119 925">The colocation model will be delivered as follows: <u>Young Person (YP) IDSVA</u> will support young victims of domestic abuse. The YP IDSVA will collocate with the Leaving Care Team and Children's Early Intervention Teams to provide support, advocacy and deliver age appropriate work in a range of educational, youth and Community settings.</p> <p data-bbox="539 962 2119 1050"><u>Specialist Adult Support IDSVA</u> will provide specialist support to elderly victims of domestic violence. The IDSVA will also link in and be a single point of contact for the Adult Early Intervention Team and Substance Misuse Teams (BDAS) to support service users with complex additional needs.</p> <p data-bbox="539 1086 2119 1174"><u>Community Safety Unit/Community IDSVA</u> will be co-located with the Community Safety Unit (CSU) offering a specialist support service to police staff. The IDSVA will also support self-referrals and referrals from other local organisations making contact via telephone and secure email.</p> <p data-bbox="539 1211 1989 1238"><b><u>THE COMMUNITY DOMESTIC ABUSE PROJECTS – ONE STOP SHOP AND DOMESTIC ABUSE SUPPORT GROUPS</u></b></p> <p data-bbox="539 1275 2119 1386">The One Stop Shop (OSS) is a crucial starting point for both male and female victims on domestic abuse because in many cases the victim has probably never spoken to anyone about their situation before. The OSS supports vulnerable victims by offering a wide range of services under one roof including a Police Officer, a family law solicitor, Bromley Metropolitan Police and other DV service providers.</p>

	<p>Victim/survivor support groups would be or be of similar design to the 'Freedom Programme'. The programme would be approximately a 12 week course with the overarching aim to:</p> <ul style="list-style-type: none"> <li>• To help women who have experienced domestic violence make sense of and understand what has happened to them.</li> <li>• To recognise potential future abusers.</li> <li>• To help women gain self-esteem and the confidence to improve their lives.</li> </ul> <p><b><u>DOMESTIC VIOLENCE PERPETRATOR PROGRAMME (DVPP)</u></b></p> <p>The programme will provide long term structured group sessions designed to help men to understand why they have used abusive behaviour, how they can change this and how they can work towards constructing respectful non abusive personal relationships. DVPP's increase the safety and well-being of women and children affected by domestic abuse by addressing issues of masculinity, sexual respect, the instrumental and systematic nature of intimate partner violence, and intimacy with the perpetrator.</p>
Reducing Re-offending	<p>Currently all processes for reducing reoffending are happening in isolation, if at all. Bromley has been unable to effectively run any form of coordinated Integrated Offender Management up until now. This has been particularly hard when agencies working with offenders with their additional needs such as writing CV's, registering with a GP and funding a citizenship card to allow them to access work. This is a serious hindrance to effective work with offenders , and allows offenders to place the blame for reoffending on their needs not being met.</p> <p>Offenders within the community represent a wider group than offenders in prison, with a varied and broad range of offending behaviour and individual needs. Bromley seeks a coordinator to better meet these needs.</p> <p>What we will achieve:</p> <p>Having a part funded coordinator will allow the development of a multi-agency case management system detailing actions and joint working across the partnership, this will enable oversight and RAG monitoring of the 140 (appx) nominals. The case management system will ensure complete overview of all offenders; monitoring progress and other critical details such as which agencies the offender engages with, and the end of a rehab programme. Without a joined up approach, working with offenders with a carrot and stick approach is almost impossible.</p> <p>The coordinator will update the reducing reoffending panel on a regular basis to enable operational issues to be escalated and program on outcomes reported. The coordinator will ensure actions agreed at meetings are delivered with accountability.</p>

<p>Bromley Mentoring Initiative</p>	<p>The Bromley Mentoring Initiative (BMI) holds national “Approved Provider” status and ensures a centralised, co-ordinated approach to mentoring ensuring that legal, health &amp; safety, child protection and operational aspects follow standard procedures and are managed effectively. BMI has been delivering the programme for several years, successfully achieving all performance indicators. It represents best value as (a) mentoring time has a demonstrable impact on the future behaviour of mentees and (b) it is delivered by volunteers. Mentoring provides support that enables young people to play an appropriate role in society and helps to prepare them for a better future. Specific benefits include:</p> <p>Raised self-esteem and confidence, increased motivation, educational, career advice and guidance, improved communication and interpersonal skills and self-development.</p> <p>The target population for the Bromley Mentoring Initiative focuses on those young people who experience the following issues which are likely to make them more at risk of offending. The initiative is open to any young person aged 10 and above who is experiencing: Poor housing/living in a neighbourhood with poor services, financial hardship, difficulties achieving at or attending school, bullying (victim/perpetrator), behavioural or anger issues, school exclusion fixed/permanent, specific learning difficulties (e.g. dyslexia), violence/conflict or drug/alcohol issues within the family/social environment, family/peer group attitudes which condone crime, spending time in local authority care, self-harm, self-confidence or esteem issues, NEET, or at risk of NEET, Youth Offending Service Triage attendees and those Involved/at risk of gang activity.</p> <p>The funding will be used to provide 125 volunteer mentor relationships per annum. Referrals to the programme will be gathered from the: Youth Offending service (YOS); Anti-Social Behaviour Unit (ASBU); Bromley Youth Support Programme (BYSP); Leaving care team and Children Looked after (LCT/CLA); Bromley Childrens Project (BCP); Schools and Colleges.</p>
<p>Bromley Community Impact Days Out of Hours Noise Service</p>	<p>The Safer Bromley Partnership seeks funding to support the coordination of Community Impact Bromley and provide a targeted neighbourhood noise assessment.</p> <p>Envirocrime and antisocial behaviour is a priority for the Safer Bromley Partnership for 2016-2019. Operation Crystal has successfully enhanced the street environment of various areas within the borough. Over four years problems within these areas have dramatically reduced and this is widely recognised by the community. Now other areas within the borough have greater needs that require addressing. Various partners (see appendix) are committed to this project, working together to improve areas, reduce crime and enhance community cohesion. Localities will be selected depending on their needs; a variety of options can be deployed on a community impact day.</p>

Operation Crystal was a MOPAC funded multi agency operation with the overall aim of enhancing the street environment of a specified local community, tackling both visual problems and criminal. Operations took place approximately monthly over a 12 hour period. The operation targeted locations defined by Local Authority and Police statistics and was target lead. It has enhanced greatly the areas where it was delivered not only environmentally but also in terms of public satisfaction. Reporting of fly tipping, dumped rubbish and environmental issues has significantly dropped in all areas over the four year period. Local Councillors and residents have engaged throughout the Operational period and are actively involved in the exit strategy currently being deployed. Substantial multi Agency work involving Police, Housing Associations, Council Departments and Government agencies has been a key feature throughout the Operation resulting in a positive impact on ASB and Enviro crime statics.

The new plan is intended to deliver similar improvements to a local area, but will benefit from having a greater number of partners influencing the work to be done, project work spanning a greater duration of the single day will be undertaken for long term resolutions to problems. The location will also be much more flexible. We propose to work with a greater number of partners and to focus more on meeting their objectives within an given area.

The new project will be intelligence led and will have the protection of the community and vulnerable people at its heart. The funding from MOPAC will be spent on a Coordinator post who will be responsible for pulling partners together, coordinating the deployment work and seeking long term solutions to crime generators within the focussed areas. This officer also coordinates and chairs the Community MARAC and coordinates the ASB sub group for Safer Bromley Partnership Strategic Group making them ideally suited to deliver on the Community Impact outcomes.

Currently the Safer Bromley Partnership meets quarterly at a strategic level. It has not been possible to meet at an operational/tasking level for many years due to the lack of a coordinator. This funding provides an opportunity for an Operational Partnership Group to meet to discuss wider environmental, antisocial and criminal matters (particularly relating to new powers under the Antisocial Behaviour, Crime and Policing Act 2014) as well as identifying localities to benefit from a Community Impact action day once a month. This progression of Operation Crystal to the Community Impact approach, along with the Operational Group will provide a wider structure within which the project sits (reporting into the quarterly strategic group) offering greater recognition and accountability to an increased number of partners. This group will also identify longer term improvements needed to reduce the need for short term action days in areas requiring repeat visits.

Action on the day will incorporate:

- Targeting perpetrators within the area responsible for antisocial behaviour and fly tipping
- Improve the visual appearance of an area through litter picking and removal of fly tipping



- Engage with communities to promote crime prevention and education
- Provide a visible increased presence within a locality of officers from across the partnership
- Informing local residents of the action taken, through leafletting and social media.

MEASUREABLE DELIVERABLES / OUTPUTS ARE REQUIRED HERE.

The coordinator will collate timely data from various colleagues and partners and source anecdotal evidence of emerging trends providing a visual product of hot spot mapping and temporal analysis to allow the Operational Group to identify the focus for future deployments. The coordinator will ensure correct partners attend and problems identified are addressed. Community groups be engaged and involved with this project to ensure ownership by the community, helping to deliver success long after the action day.

The targeted neighbourhood noise initiative will:

- Respond to and investigate noise complaints outside normal office hours, operating from 1700-0300 Monday – Friday and 0800-0300 on weekends, Bank Holidays and concessionary days.
- Provide remedial action using both informal and formal powers of enforcement and all available noise abatement legislation.
- Provide a rapid response (within one hour) to complaints enabling witnessing and resolution of a nuisance while it is ongoing. How we will measure outcomes
- We will demonstrate a reduction in enviro-crime and ASB within the locality identified for an impact day for four weeks after an operation.
- 12 operations will be held a year. If an area identified will not take a full day, resources will be deployed to two locations.
- Anecdotal evidence will be available to MOPAC based on what the problems presented in an area were and what action has been taken.
- The out of hours noise service will continue to reduce the number of noise complaints received.

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Report No:  
CSD 17082

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Public Protection and Safety PDS Committee

**Date:** 29<sup>th</sup> June 2017

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

**Title:** WORK PROGRAMME

**Contact Officer:** Stephen Wood, Democratic Services Officer  
Tel: 020 8313 4316 E-mail: stephen.wood@bromley.gov.uk

**Chief Officer:** Mark Bowen, Director of Corporate Services

**Ward:** All

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1. Reason for report

1.1 Members are asked to review the Committee's Work Programme.

1.2 Members should note that the Work Programme is fluid and subject to change as required.

1.3 Members should also note that a Contracts Register is not being provided on this occasion. The cycle is being missed this time so that a new standard report template for all committees can be prepared and finalised.

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2. **RECOMMENDATIONS**

2.1 **That the Committee:**

(1) **Notes the current Work Programme.**

### Corporate Policy

1. Policy Status: Existing Policy: Committees normally receive a report on the Work Programme and Contracts Register at each meeting.
  2. BBB Priority: Excellent Council Safer Bromley
- 

### 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: 2017/2018 revenue budget
- 

### Staff

1. Number of staff (current and additional): 8 posts (7.27fte)
  2. If from existing staff resources, number of staff hours: Maintaining the Committee's Work Programme normally takes approximately an hour per meeting, but is fluid and may need to be modified as required.
- 

### 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): This report is primarily for the benefit of Committee Members.
- 

### Ward Councillor Views

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

### 3. COMMENTARY

#### Forward Programme

- 3.1 The table at **Appendix 1** sets out the Public Protection and Safety PDS Forward Work Programme. The Committee is invited to comment on the schedule and to propose any changes it considers appropriate.
- 3.2 Other reports may come into the programme - schemes may be brought forward or there may be references from other Committees, the Portfolio Holder or the Executive.

#### Contracts Register Summary

- 3.3 Council services are underpinned by contracts and, as a Commissioning Council, it's important that these are tendered in accordance with the newly revised (1 September 2016) Contract Procedure Rules.
- 3.4 A new Council-wide approach to contract reporting has been agreed which involves the entire Corporate Contract Register being reported to Contracts Sub-Committee (latest meeting: 2 November 2016). Relevant extracts are then reported to each subsequent PDS meeting to ensure a consistent approach to contract reporting during each committee cycle.

### 4. POLICY IMPLICATIONS

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

Background Documents: (Access via Contact Officer)	Previous Work Programme Reports and Minutes of the previous meeting.
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**PP&S PDS COMMITTEE - FORWARD WORK PROGRAMME**

<b>PUBLIC PROTECTION AND SAFETY PDS—29<sup>th</sup> June 2017</b>
Matters Arising
Chairman's Update
Police Update
Budget Monitoring
Portfolio Holder Update
Work Programme and Contracts Register
Provisional Outturn-2016-2017
Portfolio Plan
Mopac Update
Enforcement Activity Update
Food Safety Service Audit Update
Gate Zero: Corporation of London Veterinary Service Contract for animal health and welfare
Presentation from British Transport Police
<b>PUBLIC PROTECTION AND SAFETY PDS—27<sup>th</sup> September 2017</b>
Matters Arising
Chairman's Update
Police Update
Portfolio Holder Update
Work Programme and Contracts Register
ASB Update-with a focus on Community Impact Days
Counter Terrorism/Prevent Update
Gate Zero Mortuary Procurement Report
Presentation from a member of the Gangs' Team
Presentation from London Ambulance Service
<b>PUBLIC PROTECTION AND SAFETY PDS—21st November 2017</b>
Matters Arising
Chairman's Update
Police Update
Budget Monitoring
Portfolio Holder Update
Work Programme and Contracts Register
Presentation from Probation Services
Report on CCTV Procurement Strategy
Report on Domestic Violence and VAWG Services
Report on Pest Control and Dog Warden Service
<b>PUBLIC PROTECTION AND SAFETY PDS—16<sup>th</sup> January 2018</b>
Matters Arising
Chairman's Update
Police Update
Portfolio Holder Update
Work Programme and Contracts Register

Draft Budget Report
Update report on Emergency Planning and Business Continuity Service
Report on Crime and Disorder in the night time economy
Presentation from London Fire Brigade
Trading Standards update on under age sales
Update on Drug and Alcohol Abuse
<b>PUBLIC PROTECTION AND SAFETY PDS—6<sup>th</sup> March 2018</b>
Matters Arising
Chairman's Update
Police Update
Budget Monitoring
Portfolio Holder Update
Work Programme and Contracts Register
Presentation from Bromley Youth Council
Presentation from Impact Factor
Environmental Protection Update
SLaM Update
<b>POSSIBLE FUTURE PRESENTATIONS</b>
Update from Food Safety Service
Update on Drug or Alcohol Mis-use

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