



THE LONDON BOROUGH  
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DATE: 13 November 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 **TUESDAY 21 NOVEMBER 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**

There were no declarations of interest.

**3 MINUTES OF THE PUBLIC PROTECTION AND SAFETY PDS COMMITTEE MEETING HELD ON 27TH SEPTEMBER 2017 (Pages 1 - 12)**

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

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 15<sup>th</sup> November 2017.

#### **5 CHAIRMAN'S UPDATE**

#### **6 POLICE UPDATE**

#### **7 MINUTES OF THE PREVIOUS MEETING OF THE SAFER BROMLEY PARTNERSHIP STRATEGIC GROUP (Pages 13 - 24)**

The minutes of the previous meeting of the Safer Bromley Partnership Strategic Group have been added to the agenda for information and comment.

#### **8 PRESENTATION FROM LONDON FIRE BRIGADE**

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

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

In accordance with the Council's Constitution, questions to this Committee must be received in writing 4 working days before the date of the meeting. Therefore please ensure questions are received by the Democratic Services Team by 5pm on 15<sup>th</sup> November 2017.

#### **10 PORTFOLIO HOLDER UPDATE**

#### **11 PRE-DECISION SCRUTINY OF PORTFOLIO HOLDER REPORTS**

Portfolio Holder decisions for pre-decision scrutiny.

**a CCTV PROCUREMENT STRATEGY (Pages 25 - 34)**

**b BUDGET MONITORING 2017/18 (Pages 35 - 40)**

**c GUIDANCE FOR CONSTRUCTION SITES CONTROLLED UNDER THE CONTROL OF POLLUTION ACT (Pages 41 - 82)**

**d GATE REVIEW FOR MORTUARY SERVICE (Pages 83 - 90)**

### **POLICY DEVELOPMENT AND OTHER ITEMS**

#### **12 COUNTER TERRORISM/PREVENT UPDATE**

A verbal update will be provided concerning counter terrorism and the Prevent strategy.

**13 DOMESTIC VIOLENCE AND VAWG REPORT** (Pages 91 - 100)

**14 MOPAC UPDATE** (Pages 101 - 112)

**15 WORK PROGRAMME** (Pages 113 - 118)

**16 THE PUBLIC PROTECTION AND SAFETY PDS COMMITTEE BRIEFING--RISK REGISTER**

The Risk Register will be published as an Information Briefing in due course.

**17 MEMBER VISITS**

**18 ANY OTHER BUSINESS**

**19 DATE OF THE NEXT MEETING**

The Date of the next meeting is 16<sup>th</sup> January 2018.

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

Minutes of the meeting held at 7.00 pm on 27 September 2017

### **Present:**

Councillor Alexa Michael (Chairman)  
Councillor Chris Pierce (Vice-Chairman)  
Councillors Julian Benington, Kim Botting FRSA,  
Mary Cooke, Ian Dunn, Hannah Gray, Tom Philpott and  
Charles Rideout QPM CVO

Katie Bacon and Terry Belcher

### **Also Present:**

Councillor Peter Fookes and Councillor Kate Lymer

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

Apologies for absence were received from Councillor David Cartwright and Councillor Richard Williams. Councillor Charles Rideout QPM CVO and Councillor Ian Dunn attended their respective substitutes.

Apologies for absence were also received from Robert Atkin and Alf Kennedy.

### **17 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **18 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC FOR THE CHAIRMAN**

No questions had been received.

### **19 MINUTES OF THE PUBLIC PROTECTION AND SAFETY, POLICY DEVELOPMENT AND SCRUTINY COMMITTEE--29TH JUNE 2017.**

The Committee considered the minutes of the meeting of Public Protection and Safety PDS Committee held on 29<sup>th</sup> June 2017.

**RESOLVED that the minutes of the meeting held on 29<sup>th</sup> June 2017 be agreed.**

## **20 MATTERS ARISING**

### **Report CSD17119**

The Committee considered matters arising from previous meetings.

With regard to Minute 142: Portfolio Holder Update, Members were advised that candidates had been successfully recruited to the full-time support post within the Resilience Team and the paid Graduate Intern position to assist with the commissioning of stray dogs and CCTV contracts. No applications had been received for the recently advertised Corporate Safety Adviser and Food Safety Officers posts, although one part-time Food Safety Officer had since been recruited. Following a review of the recruitment package, the Food Safety Officer posts had now been re-advertised in a trade publication.

In considering Minute 156: Police Update, the Chairman confirmed that the letter drafted by the Committee to the London Mayor raising concerns about the restrictions imposed on the Police in responding to incidents of motorcycle crime had been sent on 21<sup>st</sup> September 2017.

**RESOLVED that matters arising from previous meetings be noted.**

## **21 CHAIRMAN'S UPDATE**

The Chairman gave an update to Members on work being undertaken for the Public Protection and Safety PDS Committee.

The Chairman advised Members that she had recently attended a Mayor's Office of Policing and Crime (MOPAC) Public Access and Engagement Review event which brought together representatives from across London to consider how people accessed Police services and the range of ways they were able to engage with the Police, as well as comparing the different arrangements for Safer Neighbourhood Boards. It had been generally agreed that people placed disproportionate importance on attending a police station to report crime. In discussion, concerns were raised about caller waiting times for the Police non-emergency number and the need to ensure people were able to access Police services in a confidential setting. It was noted that the intention was to maintain the core estate of the Metropolitan Police with one central police station located in each Borough so that the current number of 32,000 serving Metropolitan Police Officers can be sustained.

**RESOLVED that the Chairman's update be noted.**

**22 POLICE UPDATE**

The Deputy Borough Commander gave an update to Members on work being undertaken by the Bromley Police.

There had been no significant incidences of acid attacks in the Borough; however a major training exercise on acid attacks would be undertaken later in the year and all police response vehicles in Bromley now carried water. Work also continued in targeting criminals on motorcycles and other vehicles used for criminal behaviour, and a range of preventative measures were now in place which included a means by which to identify offenders.

The levels of reported crime for Bromley had risen by an average of 10% since the same period in 2016 which was higher than the Metropolitan Police average of 5.7%. This was considered to be partially as a result of increased reporting of offences such as those relating to Domestic Violence and Sexual Offences which showed respective rises of 5.5% and 12.6% over the past year. However there were significant concerns around increases in the levels of Personal Robbery and Knife Crime which showed respective rises of 70.1% and 80.6% over the past year and these were being addressed by a range of initiatives. Details of the figures for Personal Robbery broken down by Ward would be provided to Members following the meeting.

In considering the model for community policing, Members were informed that two dedicated Ward-based Police officers were in place across the Borough and that Sergeants had been allocated to oversee groupings of three Wards. In terms of future provision, it was proposed that West Wickham and Penge police stations and four existing Safer Neighbourhood bases would be closed and replaced with seven Dedicated Ward Officer hubs across the Borough. No further information about the hubs could be given at this stage.

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

**23 PRESENTATION FROM SARAH ARMSTRONG (SAY NO 2 KNIVES) ON KNIFE CRIME**

The Committee received a presentation from Sarah Armstrong, Say No 2 Knives, on the challenges of knife crime.

Ms Armstrong founded Say No 2 Knives in 2008 following an incident in which she was stabbed twice by youths who wanted her phone and had subsequently received a poor service from the Police in reporting the crime. Her organisation gave talks in schools, youth groups and events on the dangers of carrying a knife and had recently spearheaded a leaflet campaign in Bromley schools funded by the Safer Neighbourhood Board which received extremely positive feedback from young people and their parents and carers. Say No 2 Knives offered support to young people who had been victims of knife crime via its website and worked in partnership with other organisations

including Mothers Against Murder and Aggression which was a charity providing a practical and emotional support and advocacy services to those affected by serious crime and homicide. Ms Armstrong had also founded the Community Prevention Against Crime Group and worked closely with the Bromley Police, including in her role as the Chairperson of the Stop and Search Monitoring Group.

In response to a question from a Member, Ms Armstrong confirmed that in her view the key to tackling knife crime was to ensure young people were informed and able to react to possible threats, and that safe leisure spaces were available to young people, such as skate parks. Ms Armstrong was at an early stage in plans to establish a new youth centre within the Borough which offered safe outside space and requested that Members assist with identifying a suitable location.

The Chairman led Members in thanking Sarah Armstrong for her excellent presentation and for the significant contribution she made towards community safety.

**RESOLVED that the presentation be noted.**

## **24 PRESENTATION FROM THE BOROUGH GANGS' TEAM**

The Committee received a presentation from DCI Charles Clare, Bromley Gangs Unit, on the current position regarding knife crime in Bromley. The Bromley Gangs Team comprised one Detective Sergeant and three Detective Constables who worked proactively with an associated team to reduce participation in gangs and target known gang nominals who were involved in criminality within the Borough.

The definition of a gang was a group that identified under a name and was involved in criminality. Gang activity in Bromley had historically been most prevalent in the north of the Borough, with gang members largely being young men in their teens or early twenties. Gang-related violence tended to be between opposing gangs and was fuelled by the publication of inflammatory Grime music videos and territorial disputes in relation to the sale of illegal drugs. A key concern linked to the prevalence of gangs was knife crime. Across London, there had been 428 Knife Injury Victims under 25 years over the last twelve weeks, with the main hotspot being Brixton. Within Bromley work to combat this escalation of knife crime included Operation Sceptre and the use of knife arches in Bromley schools. The Gangs Unit also made significant use of Police intelligence information in targeting areas of concern and identifying those suspected of criminal behaviour.

There had been an increasing use of Stop and Search operations in recent months which recovered a number of weapons including hunting knives. Complaints in relation to these operations had drastically reduced since the introduction of body-worn cameras and a significant investment had subsequently been made in training Bromley Police officers to use these



cameras. The Bromley Gangs' Unit was lobbying for a change in the policy which governed the use of Tasers, as only uniformed officers who had attended specific training could carry Tasers at the present time, which limited their use in protecting the Police and members of the public. It was important for the Criminal Justice System to act as a deterrent to criminality. DCI Clare underlined the role of Victim Impact Statements in ensuring that sentencing was proportionate to offences.

In response to a question from the Chairman, DCI Clare confirmed that the Bromley Gangs Team provided an holistic service in working with gang nominals to support them to move away from of the cycle of offending. This included building a working relationship with the families of gang nominals where appropriate.

A Co-opted Member noted that youth-related gang crime was a key campaigning issue for Bromley Youth Council for 2017/18, and invited the Bromley Gangs Unit to become involved with the Youth Gang Crime Conference to be held later in 2017/18

The Chairman led Members in thanking DCI Charles Clare for his excellent presentation.

**RESOLVED that the presentation be noted.**

**25 LONDON ASSEMBLY POLICE AND CRIME COMMITTEE  
ANNUAL REPORT--2016-2017**

The Committee considered the London Assembly Police and Crime Committee Annual Report 2016/17.

The London Assembly Police and Crime Committee was a cross-party body that examined the work of the London Mayor and the Mayor's Office for Policing and Crime and investigated issues relation to policing and crime in the capital. During 2016/17, a range of work had been undertaken including investigations into safety at the Notting Hill Carnival, electoral fraud across London and whether appropriate support was provided to people with mental health needs who came into contact with the Police which informed wider policy development. The Committee had also produced reports on the issues of Serious Youth Violence, Violence and Women and Girls and Tackling Extremism that had contributed towards the Mayor's Policing and Crime Plan. The planned work programme for 2017/18 included investigations into anti-social behaviour, gun crime and women in the criminal justice system.

**RESOLVED that the report be noted.**

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

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

No questions had been received.

### **27 PORTFOLIO HOLDER UPDATE**

The Portfolio Holder gave an update to Members on work being undertaken for the Public Protection and Safety Portfolio.

The Portfolio Holder had recently met with the Borough Commander of Croydon to discuss the proposed tri-borough Policing model for the London Boroughs of Bromley, Croydon and Sutton that was expected to be introduced in April 2018. A range of benefits had been identified regarding the proposed shared arrangements, including the establishment of a new team to protect vulnerable people and the introduction of Dedicated Ward Officers to the existing neighbourhood policing structure. It was planned that Bromley Police Station would remain in operation and for existing police response cars to continue to be based within the Borough, although this would not preclude them from responding to calls in Croydon or Sutton. A range of key concerns had been discussed including Police response times across the three boroughs and the diversion of resources away from Bromley. The Portfolio Holder had emphasised the importance of any shared arrangements taking account of the large and diverse geographical area of Bromley. In terms of partner working, the possibility of the Borough Commander of the tri-borough area chairing the Safer Bromley Partnership had been raised and the Borough Commander had asked that a list of key Bromley meetings be provided to him for his attendance.

In discussion, the Committee voiced a number of concerns around the proposed tri-borough Policing model and underlined the inappropriateness of this proposal as the three local authorities had very different needs and priorities and it was likely that the level of Police resource within Bromley would be reduced. It was noted that there were alternate options for mergers which might be more appropriate for Bromley, such as with the London Boroughs of Bexley or Lewisham with whom the Local Authority had close working links.

In considering other issues, the Local Authority had declared an interest in participating in two pan-London programmes targeting Domestic Violence and Youth Crime. Moving forward, it was likely that an increasing number of projects would be delivered on a cross-Borough basis with local authorities working in partnership. A key emerging issue was human trafficking and work was being undertaken with key partners to develop the Local Authority's approach to identifying and addressing this issue.

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

**a FOOD SAFETY SERVICE PLAN 2017 TO 2018**

**Report ES17071**

The Committee considered a report outlining the proposed Food Safety Service Plan 2017 to 2018.

The Food Safety Service Plan outlined a range of objectives for 2017/18, including the delivery of a comprehensive programme of inspections which would be supported by additional resources agreed by the Council's Executive at its meeting on 9<sup>th</sup> August 2017 and included funding to appoint two full-time permanent and three full-time temporary food safety officers for a period of up to 18 months following the Food Standards Agency audit in April 2017. The Food Safety Service Plan also reviewed team performance during 2016/17 which recognised that despite the team being under-resourced, 638 hygiene inspections (84% of the target of 757) and 332 food standards inspections (over 100% of the target) had been completed, resulting in 700 schedules of improvements/letters being sent to good businesses. There had also been 225 follow-up visits and 358 complaints had been investigated which was an increase of 102 on the previous year.

With regard to points for clarification, the Head of Food Safety, Occupational Safety and Licensing reported that 'Approved' food establishments were those that handled, prepared or produced products of animal origin for sale to mainly trade customers and that there were four such establishments in Bromley. No charge was made for statutory Food Safety work; however the Local Authority was permitted to charge where food premises requested a visit be made to reassess their Food Hygiene rating, the current fee being £165.

In considering the report, the Chairman requested that the increasing number of food premises within the Borough be added to the list of external factors having an impact on the Food Safety Service.

In response to a question from a Member, the Head of Food Safety, Occupational Safety and Licensing confirmed that the Code of Practice for the Food Safety Service required that visits be made to new food businesses within 28 days of their opening, but that the current timescale was three months due to staffing issues. The frequency of subsequent visits to food premises was dependent on their Food Hygiene rating and visits were made during food preparation periods, including daytime and evening periods. Visits were made to all facilities where food was prepared including schools, care home and hotels. School visits were undertaken by all Food Safety Officers, but the team also had a nominated Ofsted Liaison Officer who acted as a point of contact with Ofsted where there were concerns over a school.

The Head of Food Safety, Occupational Safety and Licensing advised Members that food premises in England were not required to display their food hygiene rating, unlike in Wales. The Food Standards Agency was keen to introduce the mandatory display of Food Hygiene Ratings in England but there was no specific date for this to happen.

**RESOLVED that the Portfolio Holder be recommended to:**

- 1) Approve the Food Safety Service Plan 2017 to 2018; and,**
- 2) Note that the targets to reduce the backlog of inspections were dependent on being able to recruit to the additional food safety posts.**

**b TRADING STANDARDS SERVICE PLAN**

**Report ES17067**

The Committee considered a report setting out the work of Trading Standards and outlining the proposed Trading Standards Service Plan over the two year period for 2017 to 2019.

The Bromley Trading Standards service had a clear vision which was to protect Bromley residents and businesses from unfair and unsafe commercial practice. During the past year, the achievements of the Bromley Trading Standards service included a number of successful fraud investigations, work to ensure the products sold in Bromley were safe and a range of test purchase operations using under-age volunteers to assess if local businesses were meeting the requirements in selling age-restricted goods and services. The Trading Standards Service Plan 2017 to 2019 focused on a number of priorities which aimed to: protect and safeguard vulnerable consumers from fraudulent and financially abusive activities of rogue traders; combat the trade in unsafe illicit and counterfeit products and unfair trading; safeguard the health and wellbeing of young people by ensuring underage children were not sold age-restricted goods and services; and work with regulatory partners to combat rogue landlords and letting agents.

The Head of Trading Standards and Community Safety advised Members that underage mystery shopping exercises had been undertaken to target premises that sold knives. The Blade Safe responsible retailer scheme had also been relaunched and would feed into the Mayor's Office for Policing and Crime Knife Strategy. Trading Standards still worked closely with banks and building societies to identify potential victims of rogue traders. Close working links had also been developed with the Bromley Fire Service to support firefighters and Trading Standards Officers in making referrals to each other in cases where Bromley residents were identified as being vulnerable to financial scams or fire risk during home visits.

The Chairman highlighted Members' concerns around smoking prevalence among young people in Bromley aged 15 years which was higher than the London and national average. The Head of Trading Standards and Community Safety confirmed that this issue was a key concern and that a number of initiatives targeting underage smoking and 'vaping' of e-cigarettes would be taken forward during 2017/18. This was supported by funding from Public Health which was provided on an annual basis in recognition of health benefits associated with the work of Trading Standards, such as through promoting responsible retail of age-restricted products.

The Chairman led Members in thanking the Head of Trading Standards and Community Safety and his team for the excellent work undertaken to protect vulnerable Bromley residents.

**RESOLVED that the Portfolio Holder be recommended to approve the Trading Standards Service Plan 2017 to 2019.**

**c DOGS AND PEST CONTROL CONTRACT PART 1 (PUBLIC) INFORMATION**

**Report ES17076**

The Committee considered a report providing an overview of the tendering process for Dogs and Pest Control Services to support continued delivery of these services following the expiry of the existing contract on 31<sup>st</sup> January 2018.

The Local Authority had a range of statutory obligations and duties in relation to the provision of dogs and pest control services. To meet these requirements, the Portfolio Holder for Public Protection and Safety agreed on 30<sup>th</sup> September 2017 that a tendering exercise be undertaken for the provision of Dog Warden, Kennelling, Rehoming and Pest Control Services as four separate Lots. Following work to draft the specifications for each service, this was subsequently reduced to two Lots comprising Lot 1: Dog Warden, Kennelling and Re-homing Service and Lot 2: Pest Control Service. The tendering process had been undertaken in accordance with the Local Authority's financial and contractual requirements. A total of three bids were received, with one bid for Lot 1 and two bids for Lot 2, and the tenders were subject to a robust commercial evaluation on the basis of 60% Price and 40% Quality.

**RESOLVED that the Portfolio Holder be recommended to:**

- 1) Note the Part 1 (Public) Information Report when considering the recommendations in the Part 2 (Exempt) Information Report to award the contract; and,**
- 2) Award a contract for the Dogs and Pest Control Services for a period of three years from 1<sup>st</sup> February 2018 to 31<sup>st</sup> January 2021,**

**with the option to extend for a further period of up to two years as set out in the Part 2 (Exempt) Information Report.**

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

**Report FSD17073**

On 19<sup>th</sup> July 2017, the Council's Executive received the 1<sup>st</sup> quarterly capital monitoring report for 2017/18 and agreed a revised Capital Programme for the four year period 2017/18 to 2020/21.

The Committee considered the changes to the Capital Programme for the Public Protection and Safety Portfolio. The final capital outturn for the year for Public Protection and Safety Portfolio was £86k compared to a revised budget of £66k for the Portfolio which had been agreed at the meeting of the Council's Executive on 8<sup>th</sup> February 2017. The £20k overspend had been met from the 2017/18 budget and the total revised budget for Public Protection and Safety Portfolio was £13k.

**RESOLVED that the Portfolio Holder be recommended to confirm the revised Capital Programme agreed by the Council's Executive on 19<sup>th</sup> July 2017.**

**POLICY DEVELOPMENT AND OTHER ITEMS**

**28 EXPENDITURE ON CONSULTANTS 2016/17 AND 2017/18**

**Report CSD17138**

The Committee considered a report outlining the total expenditure of the Local Authority on consultants across all Local Authority departments for 2016/17 and 2017/18 to date.

At its meeting on 7<sup>th</sup> September 2017, the Executive and Resources PDS Committee considered a report on Local Authority expenditure on consultants across all Council departments for both revenue and capital budgets and requested that this expenditure be considered by the PDS Committees for each Portfolio. Within the Public Protection and Safety Portfolio, revenue expenditure which was focused on the need for one-off specialist advice and to respond to insufficient in-house skills or resources had totalled £17,779 in 2016/17 and £2,710 in 2017/18 to date. There had been no capital expenditure on consultants in 2016/17 and 2017/18 to date.

**RESOLVED that the expenditure on consultants relating to the Public Protection and Safety Portfolio be noted.**

**29 CONTRACT REGISTER AND CONTRACTS DATABASE UPDATE**

**Report ES17074**

The Committee considered a report providing an extract from the contracts register and contracts database detailing key information concerning contracts within the Public Protection and Safety Portfolio with a Total Contract Value greater than £50k (as at 11<sup>th</sup> September 2017).

Public Protection and Safety Portfolio currently had six contracts valued at greater than £50k of which two were RAG rated as Amber in the Risk Index and four were rated as Yellow. These contracts represented 2.3% of the Council's 265 contracts valued at greater than £50k.

In response to a question from a Member, the Head of Environmental Protection confirmed that reports on the CCTV Procurement Strategy and the Gate Review for Mortuary Service would be considered at the next meeting of Public Protection and Safety PDS Committee on 21<sup>st</sup> November 2017.

**RESOLVED that:**

- 1) Members' comments on the amended £50k Contracts Register be noted; and,**
- 2) It be noted that the Contracts Register contains additional information regarding the commissioning process.**

**30 WORK PROGRAMME AND RISK REGISTER**

**Report CSD17125**

The Committee considered its work programme for 2017/18 and updated risk register.

**RESOLVED that the work programme from previous meetings and risk register be noted.**

**31 MEMBER VISITS**

The Chairman advised Members that a visit to Bromley Victim Support was being arranged as part of the forthcoming schedule of Council Members' visits.

**32 ANY OTHER BUSINESS**

The Chairman noted that the Mayor's Office for Policing and Crime consultation on public access and engagement would close on 6<sup>th</sup> October 2017 and encouraged all Members and Co-opted Members to provide their responses.

**RESOLVED that the issue raised be noted.**

**33 DATE OF THE NEXT MEETING**

The next meeting of the Public Protection and Safety PDS Committee would be held on 21<sup>st</sup> November 2017.

This was a change from the previously published date of 7<sup>th</sup> November 2017.

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

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

**35 DOGS AND PEST CONTROL CONTRACT PART 2 (EXEMPT)  
INFORMATION**

The Committee considered the report and supported the recommendations.

The Meeting ended at 9.18 pm

Chairman



# Agenda Item 7

## SAFER BROMLEY PARTNERSHIP STRATEGIC GROUP

Minutes of the meeting held at 10.00 am on 16 October 2017

### Present:

Chris Hafford ((Borough Police Commander)) (Chairman)  
Nigel Davies ((LBB Executive Director, Environmental Services)) (Vice-Chairman)

Terry Belcher, (Safer Neighbourhood Board-Vice Chairman)  
Betty McDonald, Head of Service-YOS  
Amanda Mumford, (LBB Community Safety Officer)  
Philip Powell, (London Ambulance Service)  
Victoria Roberts, (VAWG Strategic Partnership Manager)  
Rob Vale, (LBB Trading Standards and Community Safety Manager)  
Deidre Bryant (National Probation Service)  
Sharon Baldwin (Chair of Safer Neighbourhood Board)

### Also Present:

David Dunkley (Bromley Changes)  
Jermaine Martin (Bromley Changes)  
Councillor Chris Pierce  
Peter Sibley (LBB Anti-Social Behaviour Co-ordinator)

161	<b>APOLOGIES FOR ABSENCE</b>	<b>Action</b>
	Apologies were received from Laurie Grasty and Anne Ball. As Ms Ball was leaving MOPAC, the Chairman stated that he would be writing a letter of thanks to Ms Ball, for her services rendered to the Partnership.  Apologies were received from Cllr Kate Lymer—Councillor Chris Pierce attended as alternate.  Apologies were also received from Janet Bailey, Joanna Davidson and Dan Jones.	<b>CH</b>
162	<b>MINUTES OF THE MEETING HELD ON 6th JULY 2017</b>	<b>Action</b>
	It was <b>AGREED</b> that the minutes of the meeting held on 6 <sup>th</sup> July 2017 be approved.	
163	<b>QUESTIONS FROM COUNCILLORS OR MEMBERS OF THE PUBLIC</b>	<b>Action</b>

	No questions had been received.	
<b>164</b>	<b>MATTERS ARISING</b>	<b>Action</b>
	<p>CSD 17154</p> <p>The Group reviewed matters arising from previous meetings.</p> <p>It was noted that the Bromley Resilience Forum would meet next in November 2017, and that the minutes of this meeting would be disseminated to the Group.</p> <p>The Group was pleased to learn that progress had been made in contacting Lucien Spencer from the CRC (Croydon Rehabilitation Company).</p> <p>The Group was also pleased to note that progress had been made in obtaining representation from Oxleas at IOM Panel meetings.</p> <p><b>RESOLVED that the Matters Arising report be noted.</b></p>	<b>LG/SW</b>
<b>165</b>	<b>CHAIRMAN'S UPDATE</b>	<b>Action</b>
	<p>The Chairman updated the Group as follows:</p> <p>The Bromley Crime Summit was held on September 30<sup>th</sup> 2017.</p> <p>Sessions included:</p> <ul style="list-style-type: none"> <li>• Tackling Gangs Campaign - Bromley Youth Council.</li> <li>• Borough Police Update - Deputy Borough Commander Trevor Lawry.</li> <li>• Police Front Counters Provision Consultation - Representative from MOPAC</li> <li>• Cyber Fraud &amp; Scams - Matthew Bowler from City of London Police who were the National Policing Lead for Cyber Crime.</li> </ul> <p>The Chairman updated on the development of BCUs (Basic Command Units) and on public access offices. The Group heard that the number of police officers in the MET was currently 32,400, but this figure was likely to reduce to 30,000. The final decision around BCUs would be made in December. It was likely that there would be 12 BCUs and not 32. It was probable that Bromley would be aligned with Sutton and Croydon. The Pathfinder Sites were still being evaluated. Two shadow BCU Commanders were now in post. The Group was sad to hear that the current Deputy Borough Commander (Trevor Lawry) was being posted to a Commander's Team, and would be</p>	

	<p>leaving Bromley on 20<sup>th</sup> October 2017. Mr Lawry would be replaced by Detective Superintendent Paul Warnett.</p> <p>Mr Vale expressed his thanks to DS Lawry, especially for his contribution to the drafting of the Strategic Assessment Document.</p> <p>Councillor Chris Pierce stated that opposition existed from all quarters to the BCU alignment with Croydon. This included members of the public, Councillors, and the Public Protection and Safety PDS Committee.</p> <p>Concerning the Public Access Project, the Group heard that Bromley would have one police station operating 24/7. Copperfield House would close, as would the current offices located at West Wickham and the Crays. There would be a role for District Ward Officers working out from various hubs for drop in sessions. The Borough Commander stated that help was needed in locating premises that could be used as hubs. Deidre Bryant stated that the Probation Service had an unused building in Orpington that could be used by the police as a hub. Councillor Pierce thought that this would be an ideal location. Ms Bryant added that the police presence should be discreet. Sharon Baldwin advised that Tesco had also volunteered rooms that could be used by the police as hubs.</p>	<b>DB/CH</b>
<b>166</b>	<p><b>RESILIENCE UPDATE</b></p> <p>Laurie Grasty (Emergency Planning and Corporate Resilience Manager) had sent apologies and was unable to attend. A copy of the 'Bromley Borough Resilience Forum: Strategy and Business Plan 2017/18' had been incorporated into the agenda for information and noting.</p> <p>Members also noted the 'Emergency Planning Report, June –October 2017'.</p> <p>The Executive Director for Environmental and Community Services informed that LBB had been involved in assisting after the Grenfell Tower Fire tragedy. It was also the case that LBB had made improvements in business continuity. Bromley's resilience plans were currently subject to a peer review. It was important to not only have the plans in place, but it was imperative that the plans could be implemented effectively.</p> <p>The Chairman asked if LBB was able to decant local people. The Executive Director responded that Grenfell was unique in its scale, but LBB had experience of decanting people previously. LBB had the ability to mobilise many volunteers quickly.</p> <p>Mr Belcher referred to the mass casualty exercise that had taken place in June. The exercise was based around an incident similar to</p>	<b>Action</b>

	<p>the Shoreham air crash that had occurred on the A27 in Sussex during the Shoreham Air Show on 22 August 2015. Mr Belcher asked what the conclusions of the exercise were, and why they had not been communicated to the public.</p> <p>The Executive Director advised that an update on this would be added to a future communications update.</p>	<p><b>ND/SC</b></p>
<p><b>167</b></p>	<p><b>PRESENTATION FROM BROMLEY CHANGES</b></p>	<p><b>Action</b></p>
	<p>A presentation was given by David Dunkley--Team Leader with 'Bromley Changes'. Attending with Mr Dunkley was Mr Jermaine Martin.</p> <p>Bromley Changes was the young persons' drug and alcohol service for Bromley. The service was commissioned by LBB.</p> <p>The service offered:</p> <ul style="list-style-type: none"> <li>• An experienced team of recovery workers in substance misuse</li> <li>• Assessment for specific support needs</li> <li>• One to one or group interventions</li> <li>• A wide range of approaches and interventions to help you reduce or stop your use of drugs or alcohol</li> <li>• Help and advice</li> </ul> <p>Mr Dunkley outlined the various means by which referrals could be made to the service. Referrals were accepted from most professionals and from self-referrals.</p> <p>The Group was briefed on the various methods used to engage with professionals and the public. Young people could be followed up in a variety of settings which ranged from home visits to meeting in public places like Starbucks. If a referral involved a year 7 or 8 pupil, then the parents would be informed. A pupil from year 9 onwards could self-refer.</p> <p>A full, comprehensive and holistic assessment would be undertaken. Mr Dunkley had streamlined the referral process so that referrals to Bromley Changes could be made in a more direct and straight forward way. Young people would normally receive an appointment within 1-2 weeks.</p> <p>Workshops had been undertaken in schools entitled, 'Your Choice—Your Voice'. These had ended in March 2017 due to a</p>	

cut in funding. It was hoped that these would be able to resume early in 2018 providing the schools were prepared to buy into the programme.

Mr Dunkley explained that the service was confidential. If however, it was felt that a serious danger of harm was likely to be caused either to the client or a third party, or there was a safeguarding concern regarding their level of substance mis-use, then information would be shared as required with relevant partners. This was also the case when working with service users who were subject to court orders at YOS; for example if there was an ongoing police investigation—then information would be shared. Mr Dunkley explained that the sharing of information in health and social care was guided by the Caldicott principles. These principles were reflected in the Data Protection Act.

Victoria Roberts asked if any of the cases that Bromley Changes had looked at involved sexual violence. Mr Dunkley responded that this was not the case, but there were some instances where domestic violence had been involved.

Deidre Bryant wondered how the service retained the interest of young people during the time frame leading up to the assessment. Mr Dunkley explained that Bromley Changes used texting, and various social media platforms such as Twitter, Facebook and Instagram.

The presentation concluded with a summation of key partnerships.

Sharon Baldwin asked what the main issues were for Bromley youth. The Group was informed that the main problem with girls tended to be alcohol and for boys it was cannabis. Some of the alcohol came from shops, and some from home. There was a concern that some shops were not following the rules by asking for ID. In certain schools there was an issue with young people inhaling nitrous oxide (laughing gas).

Mr Dunkley highlighted that increasing numbers of young people (especially A' Level students) were buying Xanax over the internet.

Post Meeting Note:

*Xanax is a brand name for Alprazolam*

*Alprazolam is used to treat anxiety and panic disorders. It belongs to a class of medications called benzodiazepines which act on the brain and nerves (central nervous system) to produce a calming effect. It works by enhancing the effects of a certain natural chemical in the body (GABA).*

	<p><i>It should only be used after being prescribed by a doctor.</i></p> <p>Rob Vale stated that much proactive testing was taking place to prevent the sale of alcohol to young people, and he asked if Bromley Changes ever received intelligence concerning which premises were selling to young people who were under age. Mr Dunkley stated that some information/intelligence was occasionally relayed during drop in sessions which was currently being held at some secondary schools.</p> <p>It was noted that certain premises were selling to young local people that they were familiar with. There was concern around this because of the danger of unhealthy relationships being developed.</p> <p>Terry Belcher asked what the success rate of the service was. Mr Dunkley responded that it depended what the young person wanted from the service and that this was discussed during the assessment stage when developing their recovery care plan. Sometimes the service users just wanted to have a low level intervention which included knowing more about the substances that they were misusing, along with harm reduction advice--to actually wanting a higher level of support in helping them to reduce their substance misuse or to abstain.</p> <p>Philip Powell stated that if the LAS (London Ambulance Service) encountered a young person that had been affected by an overdose of a substance, then there were safeguarding procedures that they would follow, a duty social worker would be informed, and a MASH Team would be involved. (MASH is an abbreviation for Multi Agency Safeguarding Hub). Ms Mumford queried if the data gathered from LAS could be put to good use.</p> <p>The Chairman asked if Bromley Changes needed anything from the SBP. Mr Dunkley responded that Bromley Changes had been commissioned as a three tier service, but he felt that you should not have a tier three service without doing tier two work (tier two work was regarded as low level intervention such as working with young people who were not misusing substances but whose lives may be affected by their parents, carers or older siblings' substance misuse) and that in order that the service could offer full support for the tier two work to take place, the local authority would need to ensure that when they renewed the contract and put it out for tender--they should include two tier work in addition to increasing funding.</p> <p>Ms Roberts stated that she worked occasionally with the Bromley Drug and Alcohol Service, and so was keen to explore any cross over possibilities relating to referral processes.</p>	<p><b>VR/DD</b></p>
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<b>168</b>	<b>PREVENT UPDATE</b>	<b>Action</b>
	<p>An update report on Prevent was presented to the Group from Rob Vale, Head of Community Safety and Trading Standards.</p> <p>The Group heard that Prevent Case Management meetings took place on a monthly basis, and a core membership had now been established. The meetings were chaired by LBB with SO15 in attendance. It was a requirement that councils developed a case management policy and Bromley had done so. The terms of reference for the Prevent Case Management Team were being reviewed by the Adults' Safeguarding Board.</p> <p>Proactive training of staff had been carried out and was ongoing.</p> <p>Mr Vale stated that he would be reporting to the Chief Executive later this month, and for this he required a fresh update from SO15. Mr Vale was hoping to receive updated data from the Schools Audit to ascertain if schools were doing all that they were required to.</p> <p>Mr Vale addressed the issue of referral data from the Home Office. It was explained that the Home Office would only release data at a regional level as they felt that this level of data could be released without compromising individual's anonymity.</p> <p>Mr Vale was attending monthly Prevent networking meetings with other boroughs.</p> <p>Mr Vale appraised the Group concerning the recent march in central London by the 'Football Lads Alliance'. The purpose of the march was allegedly to express sympathy for the victims of terrorism in the UK. However, there were some concerns regarding possible right wing links.</p>	
<b>169</b>	<b>UPDATE FROM THE SAFER NEIGHBOURHOOD BOARD</b>	<b>Action</b>
	<p>The SNB (Safer Neighbourhood Board) update was provided by Sharon Baldwin who further briefed the Group regarding the Crime Summit. Feedback had been positive and Sophie Linden was complimentary. There had been about one hundred members of the public in attendance, and fifty had provided feedback.</p> <p>Ms Baldwin expressed the view that the issue of police public access offices had been overshadowed by the matter of the proposed tri-borough BCU amalgamation with Croydon.</p> <p>Ms Baldwin felt that it was important that the views of SNB panels were not ignored. The matters raised at SNB panels were of a smaller local nature, and dealt with a different type of local policing; a balance was needed. The Borough Commander stated that it was his aim to</p>	

	<p>embed neighbourhood policing before the BCU tri-borough changes took effect.</p> <p>Ms Baldwin highlighted that communication was an issue, and that 101 was not working. Newsletters should be relevant. Proper communication of dates was required for the SNB board and panel meetings. Another matter of concern was the issue of the police not being able to chase bikes. Ms Baldwin declared that this was a policy that should be changed.</p> <p>Mr Belcher expressed disappointment that no Police Cadets attended the Crime Summit, despite assurances to the contrary. The Borough Commander was surprised to hear this, and promised to investigate.</p> <p>Ms Baldwin had attended a meeting in City Hall a week after the Crime Summit. She expressed the view that the meeting was all about compromises due to lack of funding.</p> <p>It was noted that the SNB was no longer led by a Councillor, and was strong and independent.</p>	<b>CH</b>
<b>170</b>	<b>MOPAC UPDATE</b>	<b>Action</b>
	The Group had received apologies from Anne Ball, and so no MOPAC update was received on this occasion.	
<b>171</b>	<b>UPDATE FROM LONDON AMBULANCE SERVICE</b>	<b>Action</b>
	<p>The update from the LAS (London Ambulance Service) was provided by Mr Philip Powell.</p> <p>The main focus now was on preparing for the winter. There had been pressure from NHS England to ensure that A&amp;E departments were as prepared as possible to deal with winter pressures. Mr Powell felt that local plans were well advanced, and that everything that could be done was being done. He expressed the view that the whole of the NHS would suffer significant pressure when winter hit.</p> <p>The group heard that LAS were not far off their numbers in terms of staffing requirements. In the past the LAS had recruited from Australia as their training was similar to that undertaken in the UK.</p>	
<b>172</b>	<b>REPORTS FROM SUB-GROUPS</b>	<b>Action</b>
	<b>172a DOMESTIC ABUSE SUB GROUP UPDATE</b>	<b>Action</b>
	The Domestic Violence and VAWG (Violence Against Women and Girls) report was presented by Victoria Roberts, the VAWG Strategic Partnership Manager. The report was for information only.	



	<p>No statistical data was currently available concerning the performance of the VAWG service provider, but this would be made available for the next meeting.</p> <p>Ms Roberts informed the Group that services were bedding in well using the co-location model. Lots of partnership work was being undertaken with the DWP and Job Centre Plus. Small hubs were being set up in Job Centres. Universal Credit was being rolled out in May with the exception of vulnerable people. The DWP would be attending the DV Forum. Ms Roberts acknowledged the sterling work that had been done previously by Detective Chief Inspector Trevor Lawry, and hoped that the new DCI would be able to take over seamlessly from Mr Lawry.</p> <p>The Group heard that the DV/VAWG Forum met on 27<sup>th</sup> September 2017; representation was good apart from the fact that there was not a representative from the police. The Borough Commander stated that he would look into this and try and get a police representative for the next meeting on 15<sup>th</sup> December.</p> <p>The Group was informed that a MARAC (Multi Agency Risk Assessment Conference) Steering Group would be set up to monitor the performance of Bromley MARAC, and that the Steering Group would be a sub-group of the Safer Bromley Partnership. Ms Roberts would provide updates and MARAC performance data to the SBP on a quarterly basis.</p> <p>The report outlined the functions of the MARAC Steering Group and updated on the DV/VAWG Training and Development Programme for 2016-2019. It was hoped to commission FGM training as part of this. FGM training was likely to be targeted to children's social workers.</p> <p>An update was provided on the IRIS Project. IRIS Training had now been rolled out across 25 GP surgeries, and it was hoped to increase this to 35 surgeries by the end of March.</p> <p>Week commencing Monday 6<sup>th</sup> November was Safeguarding Adults Week, which was being hosted by the Bromley Safeguarding Adults Board. This would be based at the Walnuts in Orpington.</p> <p>Ms Bryant asked if any training was provided for dentists. This was because a victim of domestic abuse may require dental treatment. Ms Roberts responded that there was an Independent Domestic Violence Advisor located at the PRUH. A DV briefing was provided to vets. Talks would be undertaken with possible partners like the Dogs' Trust to see if short term dog fostering could be provided in DV cases.</p>	<p><b>VR</b></p> <p><b>CH</b></p> <p><b>VR</b></p>
	<p><b>172b OFFENDER MANAGEMENT SUB GROUP UPDATE</b></p>	<p><b>Action</b></p>

	<p>The Offender Management Sub Group update was provided by Amanda Mumford.</p> <p>The Group was pleased to hear that a representative from Oxleas Mental Health Services attended the IOM (Integrated Offender Management) Panel meeting in September.</p> <p>Helen Andrews (IOM Support Officer) visited the Living Well Project in Penge on Friday 15<sup>th</sup> September and helped to serve a hot lunch to 120 guests.</p> <p>The Group was also pleased to hear that on 11<sup>th</sup> September, a meeting had taken place with Lucien Spencer from CRC (Community Rehabilitation Company). Amanda Mumford and Dan Jones attended the meeting from LBB, and DI Charles Clare attended from the police. It was noted that the CRC could not commit to attending the SBP meetings on a regular basis. They were in the process of recruiting a Stakeholder Manager.</p> <p>The Group noted that data for breaches and warnings concerning drug/alcohol treatment orders was proving difficult to access. Ms Bryant expressed the view that data around breach of alcohol treatment orders should be easy to get, and she would liaise with Lucien Spencer concerning this.</p> <p><b>RESOLVED that</b></p> <p><b>(1) Deidre Bryant would contact Lucien Spencer to obtain data showing breaches of alcohol treatment orders.</b></p> <p><b>(2) Amanda Mumford would request information from Deidre Bryant at London Probation concerning data showing breaches of alcohol treatment orders.</b></p> <p><i>Also, there were two actions that were going to remain on the minutes from the previous minutes relating to YOS payback arrangements and employment opportunities for young people looking for work with Blue Sky.</i></p> <p><b>(3) The SBP support the progress of youth payback solutions with the YOS.</b></p> <p><b>(4) The SBP identify young offenders (aged almost 18) who may be suitable with Blue Sky.</b></p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p><b>DB/LS</b></p> <p><b>AM/DB</b></p> <p></p> <p><b>BM</b></p> <p><b>BM</b></p>
	<p><b>172c YOUTH OFFENDING AND GANGS SUB GROUP UPDATE</b></p> <p>A Gangs and Serious Youth Violence report was submitted to the Group by Betty Macdonald—Head of Service for YOS.</p>	<p><b>Action</b></p> <p></p>

	<p>The report outlined the approach taken in getting local professionals to work together in developing an understanding of the networks and relationships involved with young people that were at risk of serious youth violence and gang related activities. To this end a new Gangs Partnership Group had been formed and had met once.</p> <p>To develop the project, it would be necessary for each agency involved to agree to share data for the purpose of the project. The developing work would be supported by the analyst from the Atlas Team in Children’s Social Care.</p>	
	<p><b>172d ASB AND ENVIROCRIME SUB GROUP UPDATE</b></p>	<b>Action</b>
	<p>The ASB and Envirocrime update was provided by Mr Peter Sibley—LBB Anti-Social Behaviour Co-ordinator.</p> <p>Mr Sibley updated the Group concerning Community Impact Days, and the membership of the Planning Team. The team was made up from various LBB departments and contractors, the MET, LFB and Affinity Sutton. The police were represented on the planning team by Inspector Gary Byfield and Inspector Phyllis Rooney.</p> <p>The Group heard that arson was a big problem in Bromley. Work was being planned with LFB to factor in operations in the worst affected areas.</p> <p>Moped crime was on the increase but the good news was that recently a senior gang member was arrested in connection with moped crime. The main concern for the public seemed to be moped crime.</p> <p>Dilapidated garages had been identified as a source of ASB and crime. Plans were being developed to neutralise these locations as a site for crime.</p> <p>The report highlighted an extensive list of operational achievements to date.</p> <p>Mr Sibley requested sponsorship for two suitable bikes, a service plan, logos and personal equipment. He asked if enquiries could be made with the Portfolio Holder to cover the cost. The estimated cost was £1600.00. The bikes would be deployed seven days a week in the identified MOPAC areas, and would help in the fight against arson. The bikes would also be used to assist LBB Street Services.</p> <p>Mr Sibley made an additional request for funding to cover the cost of two off road motor bikes. These would be used by MPS officers on MOPAC days and on daily patrols. They had proven effective in the past in dealing with moped crime. If this request could be agreed in principle, then work would begin to identify a suitable motorcycle and</p>	<b>Portfolio Holder</b>

	<p>supplier.</p> <p>Mr Belcher raised the issue of cross border fly tipping. Mr Sibley clarified that the area referred to by Mr Belcher was within the jurisdiction of Kent County Council. Mr Vale gave assurances that LBB did speak to Kent concerning these matters.</p> <p>Councillor Pierce was pleased that the problem of off the road bikes being ridden in parks had largely disappeared in his ward. He was also impressed with police use of social media, and described this as a very effective and useful tool.</p>	
<b>173</b>	<b>ANY OTHER BUSINESS</b>	<b>Action</b>
	<p>Councillor Pierce stated that he had been in contact with a representative from Affinity Sutton who was interested in joining the SBP. Councillor Pierce agreed to forward his details to the Committee Secretary.</p> <p>Ms Bryant stated that at the next meeting she would report back on an HMI Probation inspection.</p> <p><i>Post Meeting Note:</i></p> <p><i>Councillor Pierce has forwarded the information as promised.</i></p>	<b>DB</b>
<b>174</b>	<b>DATE OF NEXT MEETING</b>	<b>Action</b>
	<p>The next meeting is scheduled for 19<sup>th</sup> December 2017 at 10.00am.</p> <p>All meetings take place at Bromley Civic Centre unless otherwise notified.</p>	

The Meeting ended at 12.00 pm

Chairman

Report No.  
ES17084

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:**     **The Executive**

**For Pre-Decision Scrutiny by the Public Protection and Safety  
PDS on Tuesday 21<sup>st</sup> November 2017**

**Date:**                   **6 December 2017**

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

**Title:**                   **PROCUREMENT STRATEGY FOR LBB CCTV SERVICE**

**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:**                   Borough Wide

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1.    Reason for report

- 1.1   The Community Safety CCTV control room is currently located within the Civic Centre complex, at the rear of the St Blaise building. Notice has been given of the proposed Council redevelopment proposals for the Civic Centre site including the likely need to vacate this building. Therefore an alternative location for the CCTV control room may need to be found or an alternative model of service delivery commissioned. The current contract has been extended for a second one year extension, under the delegated Authority of the Executive Director for Environment & Community Services and it expires on the 3<sup>rd</sup> March 2019.
- 1.2   The report to the PPS PDS of September 2016 and to the Executive of March 29<sup>th</sup> 2017 proposed four options for consideration and Members asked for a report with the preferred option to be referred back to this Committee.
- 1.3   This report outlines the proposed strategy for continuance of the Community Safety CCTV service.

**2. RECOMMENDATION(S)**

**The Portfolio holder and the Executive is recommended to:**

- 2.1 Agree the strategy for the continued delivery of the CCTV service and to go to the market for tender to provide the CCTV Monitoring Contract and CCTV maintenance contract including a price for the option to move the CCTV control room to Central Depot.**

### Impact on Vulnerable Adults and Children

1. Summary of Impact: No significant impact
- 

### Corporate Policy

1. Policy Status: Existing Policy
  2. BBB Priority: Excellent Council Safer Bromley Vibrant, Thriving Town Centres
- 

### Financial

1. Cost of proposal: £4.1m
  2. Ongoing costs: Recurring Cost: within budget
  3. Budget head/performance centre: CCTV service within Environmental Protection
  4. Total current budget for this head: £455k
  5. Source of funding: Existing revenue budget 2017/18
- 

### Personnel

1. Number of staff (current and additional): 1.1 FTE
  2. If from existing staff resources, number of staff hours: 1.1 FTE
- 

### Legal

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

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 310,000
- 

### 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 There are currently two CCTV control rooms located at the Civic Centre, Stockwell Close.
- The Community Safety CCTV monitoring function is operated from the CCTV control room located in the St. Blaise building. The service is operated by a contractor, who supplies two operators 24/7, 365 days per annum, overseen by a day time supervisor. The maintenance of the system is also provided by a third party contractor. LBB employ an officer to oversee the management of both contracts.
  - The Parking Enforcement monitoring control room is located in the Rochester building.
- 3.2 Other systems operated by the CCTV control room located in the St. Blaise building are:-
- The Bromley High Street drop down bollard system and the audio control link;
  - Police Airwave radio;
  - Shop-Safe town centre radio with the Police and about 150 business members.
- 3.3 It is possible that both CCTV control rooms may need to be vacated as part of the Civic Centre redevelopment project and therefore there is the need to consider the future operating model of the CCTV services. The CCTV monitoring room has been included in the Civic Centre redevelopment and in the report to the Executive of 18<sup>th</sup> May 2016, it stated that £500,000 would be allowed for the redeployment of ancillary services as part of the wider office accommodation project, which is assumed to include the CCTV control room.
- 3.4 Whilst the Parking Enforcement monitoring control room may also need to be vacated, Parking Services are currently exploring options for future monitoring of the service with their contractors and are outside the scope of this report.
- 3.5 The CCTV control rooms share cameras and fibre transmission. The systems comprise of: 85 on-street PTZ cameras, three systems monitoring car parks and one in the Civic Centre; up to 20 re-locatable cameras; and recently procured unattended, automated, parking enforcement cameras.
- 3.6 The Deregulation Act 2015 amended the Traffic Management Act 2004 that allows local authorities to undertake enforcement through the use of CCTV cameras. This has reduced the scope of the activities of the Bromley parking enforcement control room, which has, at the same time, adopted a strategy of using automated or unattended cameras which is both more efficient and requires far fewer people to operate than before. In view of this, it would be feasible to co-locate both the parking enforcement and community safety control rooms. The opportunity to utilise the Parking Services contract for the community safety monitoring has been explored but is not viable due to the limitation on the contract scope and specification. However this could be an option in the future or become apparent during market testing.
- 3.7 OCS (previously Legion) provide the 24-hour 365 days a year monitoring of Bromley's extensive network of cameras and Eurovia are responsible for maintaining, updating and repairing the existing camera network and these contracts are due to expire at the end of March 2018. The Executive Director of Environment and Community Services, under his delegated authority has extended the contract for a further year, until 31 March 2019.



## **4. CUSTOMER PROFILE**

- 4.1 The customers include residents and visitors to Bromley and also various enforcement agencies such as the Police.

## **5. MARKET CONSIDERATIONS**

### **Commissioning Strategy**

- 5.1 Given the need to recommission the services and the possible need to relocate the CCTV room officers have considered the options available for continuing the service. Three options have been identified and are outlined below.

### **Options Appraisal**

- Do nothing;
- Retender the provision of a CCTV monitoring service and the management and maintenance of the CCTV system, including the option of relocating to Waldo Road Depot if required;
- Partner with another local authority or public sector organisation, who would be responsible for monitoring and maintenance of the CCTV system on the Council's behalf;
- Outsourcing the provision of the services and the monitoring suite.

### **5.2 Deliverability**

For each option there are some points that must be considered, including:-

- A suitable secure equipment room, accessible at all times, to house the CCTV fibre transmission, network switches and digital recording equipment; and
- The rerouting or diverting of the IT and CCTV fibre cables away from the Civic Centre site and terminating them at a suitable location
- Footage must be accessible to LBB, the police and other partners to be viewed as and when required. All data must be kept securely and shall be the property of the LBB at all times.

### **Overview of options**

#### **Option 1 - Do nothing**

- 5.3 Option one is to do nothing but as the services need to be re-commissioned and as the premises currently housing the service may be demolished and Members have indicated that they wish to continue with the CCTV Service, then doing nothing cannot be considered as a viable option.

#### **Option 2 - Retender the CCTV services**

- 5.4 The service needs to be re-commissioned, therefore there is a need to market test the services via the appropriate procurement route. As there is the possibility of the current location not being available then a costed option to relocate the monitoring suite and the equipment will be included as part of the procurement process. The Council depot in Waldo Road is considered the most viable option as it has the benefit of already being connected to other Council premises via the Council private ducting and the LBB fibre network that both transmits camera images and the Council ITC data. The cost of connection would therefore not prove to be

prohibitive. The premises must also be secure and accessible for the Police and others at all times of the day and night and the Depot fulfils this criteria.

### **Deliverability**

- 5.5 At present, there is suitable, vacant accommodation at the depot to accommodate the secure equipment, review suite and the control room itself. It has separate air conditioned rooms which can operate at different temperatures, as required by the CCTV system.

### **Option 3 – Partnering with another local authority or other public sector organisation**

- 5.6 Rather than the Council owning its own CCTV control room, this option was to seek to establish a partnership with another public sector organisation to operate the services on behalf of Bromley.

The option would involve another Local Authority taking responsibility for the monitoring, management and operation of the Council's camera systems at its own control room. Following discussions with Legal and with Procurement it was established that Bromley cannot move and partner with a neighbouring authority, where that Authority has contracted out its services to a private company. This is viewed as taking a contract from Supplier 1 at Bromley and passing it to Supplier 2 at another Borough, without having gone through an external tender exercise. The favoured control room discussed with Bromley was that of the LB Lewisham and they, as well as most Boroughs, have also contracted out their services to private sector suppliers.

### **Option 4 - Outsourcing the service to a 3rd party provider**

- 5.7 This option proposed to go to the market in order to obtain a price for a private sector supplier to accommodate, manage, maintain and operate the Bromley full CCTV service. This would include the opportunity to operate the monitoring of the cameras from a remote location outside of the borough.

### **Deliverability**

- 5.8 Although there is little experience in the sector for security suppliers owning and operating community safety control rooms, as opposed to facilities management and shopping centre systems, there are major suppliers, who have been approached and shown an interest in providing this service.

- 5.9 Two different approaches were proposed by the Private Sector suppliers.

- The operation services supplier said how it would operate the Council's equipment at one of the control rooms where they already held a contract, relocating all of the Bromley services to that control room. However, subsequently their contract with that particular Local Authority has been curtailed and they stated that they were moving out of this market altogether.
- The second, a maintenance supplier, focused on that side of the services and, in order to reduce its risks to a minimum, proposed renewing all of the Council's CCTV equipment with new items at the commencement of the contract, which would be very expensive for the Council. It also had no control room immediately available to operate the services from and would have to build or rent suitable premises to house the Control room equipment and staff.

## **Conclusion**

- 5.10 The Community Safety CCTV service needs to be recommissioned and there may also be a need to vacate the current location in the St. Blaise building as part of the Civic Centre Site development. Therefore alternative arrangements are needed to be commissioned for the continuation of the service.
- 5.11 The various options were considered by the Board, with Option 2 being chosen as the preferred route.

## **6. SERVICE PROFILE**

### **CCTV service Scope of work**

- 6.1 The London Borough of Bromley (LBB) has a digital, community safety CCTV control room that is staffed, managed and operated 24/7 by an externally contracted company OCS, who employ SIA licensed officers to meet their contractual obligations.
- 6.2 The control room monitors the 85 Town centre cameras, 10 of which are bus lane enforcement cameras; the 75 car park cameras and 20 relocatable cameras. The car park CCTV cameras are provided in order to provide a safe environment for residents and they contribute as one of the necessary criteria for Bromley to achieve the *Park Mark* classification as provided by the Police.
- 6.3 The operators are highly trained and qualified to monitor activity and incidents twenty-four hours a day, seven days a week, and they are experienced in working with the Police and other partner and emergency services, to ensure the right resources are deployed.
- 6.4 As well as CCTV monitoring, additional services are also provided such as traffic and car park security and enforcement, care in the community, DVLA enforcement, special events such as sports and carnivals; an integrated approach to crime management and close liaison with key emergency services.
- 6.5 Bromley Borough already has a strong track record in managing criminal activity through the CCTV control room over many years and it already forms the nerve centre for a comprehensive network of nearly 200 CCTV cameras sited at strategic sites within the borough, including Bromley, Beckenham, Penge, Crystal Palace, Petts Wood and Orpington. Community safety has always been a priority for the Borough and the system will help to further reduce crime and secure the safety of people and places within the borough.
- 6.6 Working in partnership with local businesses, the staff have radio links via the *shopsafe* radio system with local shops and public houses to further monitor criminal activity and public disorder incidents. The operatives also have a live link to the Police via Metcall and can speak directly to officers on the ground when directing them to an incident.
- 6.7 It will also protect the public as they work, socialise and travel whilst respecting privacy and utilising 'privacy zone' software. Working in partnership with local businesses, the staff have radio links with local shops and public houses to further monitor criminal activity and public

## **7. STAKEHOLDER CONSULTATION**

- 7.1 No stakeholder consultations have been carried out at present

## **8. SUSTAINABILITY / IMPACT ASSESSMENT**

8.1 Following the examination of the options for future delivery of each of the services, an Equality Impact Assessment will be completed, the results of which will inform any decisions on the future delivery of these services.

## **9. OUTLINE PROCUREMENT STRATEGY AND CONTRACTING PROPOSALS**

### **9.1 Estimated Contract Value –**

- If a 5 + up to 4 years contract is let then the total contract value based on current budget would be £4.1m.

### **Other Associated Costs –**

- Capital costs of relocating the monitoring suite are detailed in the attached appendix.

### **Proposed Contract Period**

- 9.2 It is proposed to award the contract in 2019 for a period of 5 years plus the option to extend for up to 4 years. This will mean future Environment Services contracts will be co-terminus in 2027 allowing for possible synergies around future commissioning options.
- 9.3 The estimated cost of the Services identified will require that they are placed in line with the e Public Contract Regulations 2015. In this case an EU compliant, Restricted Tender process will be used, which provides for the pre-qualification of those allowed to tender for the intended contract. The Tender Process will be run via the Council's E Procurement Portal "Due North and all tender Information and the receipt of bids will be made via this system.

### **Development of Tender Documentation**

9.3 A Project Board has been established to include:

- Director of Environment – Project Sponsor
- Head of Environmental Protection – Project Owner
- Project Manager
- Project support
- Legal support
- Finance support
- HR support
- ICT support
- Procurement support

9.4 The board is responsible for the review, development and production of the contract documentation and for issuing the OJEU notice and managing the commissioning process, including the production and evaluation of the alternative models of business delivery outlined above.

- 9.5 There is no change to the current terms and conditions or service offer, although the specifications will ask for the delivery options to include for innovation and service improvement and the ability to include the monitoring of CCTV for parking enforcement functions if required by the LBB. This is to allow for future changes to parking enforcement legislation to be accounted for,

### **Evaluation**

- 9.6 In line with the Council's standard policy, it is proposed that a 60/40 price/quality ratio will apply to the tender evaluation for all lots. It is not considered appropriate to increase the percentage allocated to price (say to 70%) as the contracts are for front-line services which are experienced by all residents and visitors on a daily basis and service quality is considered crucial in terms of both service delivery and tender evaluation.
- 9.7 Tender evaluation will be undertaken in line with CIPFA's model, which should ensure that submissions should be neither too high to be affordable nor too low to be financially sustainable.
- 9.8 Tenders will also be assessed in line with the Council's Sustainable Procurement Policy and in particular evaluation will reflect 'whole life costing'.
- 9.9 Minimum scores will apply to ensure that bids which do not adequately address quality issues do not progress to the negotiation stage.
- 9.10 An assessment of both price and quality, in the round, will allow the Council to demonstrate that it is achieving 'best value' over the term of the contract.
- 9.11 The evaluation will also consider any inward or Council investment required for the proposed services as part of the financial assessment.

### **Lotting strategy**

- 9.12 The proposal is to combine all of the functions into one lot.

## **10. POLICY IMPLICATIONS**

- 10.1 The Council's CCTV Strategy was approved in 2002 and has been reviewed in in the context of this and the Council's corporate plan Building a Better Bromley. The CCTV system contributes to the Council's priorities of. Excellent Council, Safe Bromley, and Vibrant, Thriving Town Centres

## **11. FINANCIAL IMPLICATIONS**

- 11.1 The existing budget associated with the CCTV service is £455k pa.
- 11.2 A five year contract with an option to extend for a further four years is estimated to cost £4.1m, excluding any potential cost for moving the control room.

## **12. PERSONNEL IMPLICATIONS**

- 12.1 The current services outlined in this report are already contracted out to private sector organisations. There is currently 1 FTE employed by LBB who is responsible for certain operational functions of the service and some management functions. There is no CCTV Manager and the overall responsibility is with the Head of Environmental Protection.

- 12.2 As part of the review, development and production of the specifications, the functions of the LBB CCTV member of staff have been considered and may be in scope depending on the outcome of the tendering process as set out below:
- 12.3 There has been engagement with staff, trade unions and departmental representatives around the market testing of these services as part of the wider engagement with PP&S staff since 2015.
- 12.4 If Members agree the recommendations in the report, staff and their representatives will be engaged and formally consulted as early as practical at each stage of the process going forward, subject of course to any commercially sensitive information, consistent with the Council's legal obligation pursuant to the Collective Redundancies Consultation Regulations and the Employment Rights Act. There will also be engagement with representatives and stakeholders who might be affected by the proposals.
- 12.5 Any staffing implications arising from the recommendations in this report will need to be carefully planned for and managed in accordance with Council policies and procedures and with due regard for the existing framework of employment law. Subject to the outcome of the process the staffing considerations are likely to include the application of TUPE or not and possible redundancy implications.

### 13. LEGAL CONSIDERATIONS

- 13.1 The Council has powers to introduce CCTV under a range of legislation including the power of competence contained in section 1 Localism Act 2011. This enables CCTV to be installed and used not only to the prevention and detection of crime and securing the welfare of the victims of crime but also assisting the Council perform other statutory duties such as highway management and the effective control of traffic.
- 13.2 In operating the system it must have regard to the private rights of the citizen as in such legislation as the Data Protection Act 1998, Human Rights Act 1998, Freedom of Information Act 2000 and the Regulation of Investigatory Powers Act 2000. The system is operated in accordance with a Code of Practice designed to ensure these rights of the individual are balanced against the need to secure the public interest and all control room operatives are all licensed under the SIA.
- 13.2 Any procurement would need to comply with the Public services Regulations 2015. However, as is outlined in the report the present contract can be lawfully extended if necessary.

<b>Non-Applicable Sections:</b>	None
Background Documents: (Access via Contact Officer)	N/A

Report No.  
FSD17087

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:** 21<sup>st</sup> November 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

---

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 30 September 2017. This shows an over spend of £30k.

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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: £2.5m
  5. Source of funding: Existing revenue budgets 2017/18
- 

### Staff

1. Number of staff (current and additional): 48.8 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 £30k expected for the Public Protection and Safety Portfolio for 2017/18 based on financial information available to 30 September 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 £121k 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 £40k 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 Other variances include an underspend of £16k as a result of part year vacancies.

6.5 The table below summarises the main variances: -

<b>Summary of Main Variances</b>	<b>£'000</b>
Coroners Service	121
Mortuary Service	Cr 35
Release of provision no longer required	Cr 40
Staff vacancies	Cr 16
	<u><b>30</b></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
	<b>Public Protection</b>							
108	Community Safety	142	138	138	0		0	0
77	Emergency Planning	83	102	102	0		0	0
508	Mortuary & Coroners Service	403	403	449	46	1	66	56
1,187	Public Protection	1,335	1,479	1,463	Cr 16	2	0	0
<b>1,880</b>	<b>TOTAL CONTROLLABLE</b>	<b>1,963</b>	<b>2,122</b>	<b>2,152</b>	<b>30</b>		<b>66</b>	<b>56</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>2,499</b>	<b>2,529</b>	<b>30</b>		<b>66</b>	<b>56</b>

## Reconciliation of Latest Approved Budget

£'000

## Original Budget 2017/18

2,340

Additional resources for staffing (Exec 9.8.17)

159

## Latest Approved Budget for 2017/18

2,499

**REASONS FOR VARIATIONS****1. Mortuary and Coroners Service Dr £46k**

The Coroner's consortium costs escalated in 2016/17. A total provision of £466k was provided for in 2016/17, which included the estimated costs of £128k for the refurbishment of the new offices for the Coroner's service in Davis House. The final cost for 2016/17 was £426k, which included Bromley's share of the Davis House refurbishment costs of £114k. As a result, £40k of the provision is no longer required.

Following recent meetings with Croydon, who are the lead authority on the Coroner's service, Bromley's share of the revised 2017/18 budget set by Croydon is £326k, an on-going shortfall of £56k against budget. It is likely that there will be a further one-off cost of £65k resulting from the large inquests being undertaken during 2017/18.

The Mortuary contract is anticipated to be at a similar level as 2016/17, and is likely to underspend by £35k. This will help to offset the increase in costs of the coroners service.

<b>Summary of variations within Mortuary and Coroners:</b>	<b>£'000</b>
Release of provision no longer required	Cr 40
Overspend on Coroners service - increased costs	56
Estimated cost of large inquests	65
Potential underspend on Mortuary	Cr 35
<b>Total variations within Mortuary and Coroners</b>	<b><u>46</u></b>

**2. Public Protection Cr £16k**

There is a net underspend of £16k within Public Protection mainly due to staff vacancies.

**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.  
ES17085

London Borough of Bromley

PART ONE - PUBLIC

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

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

**Date: Tuesday 21 November 2017**

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

**Title: GUIDANCE FOR CONSTRUCTION SITES CONTROLLED UNDER THE CONTROL OF POLLUTION ACT**

**Contact Officer:** Dr Hedley Pugh, Chartered Environmental Health Officer  
Tel: 020 8313 4764    E-mail: Hedley.Pugh@bromley.gov.uk

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

**Ward:** All

---

**1. Reason for report**

The current Bromley guidance for construction sites, having been issued over a decade ago, requires updating to take account of both legislative changes and technological improvements. A revised guidance for consideration is attached.

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**2. RECOMMENDATION(S)**

2.1 The Portfolio Holder is recommended to review and agree on the proposal to adopt the revised local guidance for construction sites controlled under the Control of Pollution Act 1974.

### Impact on Vulnerable Adults and Children

1. Summary of Impact: The adoption of the new guidance would not impact on vulnerable adults and children
- 

### Corporate Policy

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

### Financial

1. Cost of proposal: Within existing resources
  2. Ongoing costs: Recurring Cost: N/a
  3. Budget head/performance centre: Environmental Protection
  4. Total current budget for this head: £143,790
  5. Source of funding: Existing controllable revenue budget 2017/18
- 

### Personnel

1. Number of staff (current and additional): Work will be undertaken under existing staff arrangements
  2. If from existing staff resources, number of staff hours: N/A
- 

### Legal

1. Legal Requirement: Statutory Requirement
  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 residents in the Borough
- 

### Ward Councillor Views

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

### **3. COMMENTARY**

- 3.1 Over the last decade Greater London has seen an unprecedented level of construction including a number of significant projects in Bromley, with particular reference to the Bromley Town Centre. Many of these are in close proximity to neighbouring properties sensitive to both noise and vibration.
- 3.2 It will come as no surprise to Members that the adverse impact of the scale, volume and duration of construction works in the Borough continues to be a significant source of complaints to the Council.
- 3.3 Complaints relate not just to the type and level of noise but the perceived unrelenting nature of development where construction is routinely occurring in a parallel and consecutive fashion.

### **CURRENT POSITION**

- 3.4 Contrary to resident expectations Planning permission cannot be refused on the basis of the impact of the construction. Instead, the Council has to rely on using its various powers to reduce the impact of the construction process in individual applications for development. This includes using the control measures powers under the Control of Pollution Act 1974.
- 3.5 For information, for the purposes of the Act, "Noise" is defined as including vibration. Officers regularly use the power to serve construction sites with Notices under section (60) of the Act (or the contractor can apply under section (61), specifying the steps to minimise disturbance in terms of both noise and vibration).
- 3.6 The Act also requires the Council to have regard to the relevant provisions of any code of practice issued under the Act. For Bromley a local code of practice titled 'Control of pollution and noise from demolition and construction sites - code of practice' remains in force.
- 3.7 The existing code has served well and has not prohibited construction but on the contrary, provided a level playing field for developers where there is a clearly defined expectation that the best site management and technical methods of construction is employed consistently for all development sites.

### **ISSUES**

- 3.8 The current code, having been issued over a decade ago, requires updating to take account of both legislative changes and improvements in construction technology. A revised code is attached.
- 3.9 To ensure consistency with neighbouring Authorities the revised code was produced in collaboration with members of the South London Cluster Group for use by all.
- 3.10 The revised code sets out various criteria including:
- A requirement to adhere to the code;
  - Re enforcement of the permitted hours of noisy works: 8am – 6pm Monday – Friday, Saturday 8am – 1pm, no noisy works on Sunday and Bank Holidays or days of public mourning;
  - Communication requirements with surrounding residents before and throughout the life of the development;
  - Location of noisy equipment and mitigation;

- Drainage requirements following demolition;
- Site access:
- Supply change management;
- Monitoring requirements.

#### **4. POLICY IMPLICATIONS**

- 4.1 The proposal to adopt the revised local guidance for construction sites contributes to the Council priority of being an excellent Council.
- 4.2 The Council may be at risk of damaging its reputation if it fails to mitigate adequately the impact of construction activities on its residents.

#### **5. FINANCIAL IMPLICATIONS**

- 5.1 The design and print costs of the Code of Practice were covered by a GLA grant to one of the Cluster Group Authorities. There are no additional revenue costs entailed with the adoption and future application of the Code of Practice.

#### **6. LEGAL IMPLICATIONS**

- 6.1 The legal implications are explained in the report at the relevant points.

Part III of the Control of Pollution Act 1974 (CoPA) provides a statutory code for controlling construction site noise. "Noise" is defined as including vibration for these purposes. The Act sets out the relevant considerations that the Council needs to take into account and specifically under Section 60(4), the Council has to have regard to:

- the relevant provisions of any code of practice issued under this part of the CoPA;
- the need for ensuring that the best practicable means are employed to minimise noise;
- before specifying any particular methods or plant or machinery, to the desirability in the interests of any recipients of the notice of specifying other methods or plant or machinery which would be substantially as effective in minimising noise and more acceptable to them; and
- the need to protect any persons in the locality in which the premises in question are situated from the effects of noise.

- 6.2 The Council serves construction sites with notices under section 60 of the CoPA (or the contractor can apply under section (61)), which specifies steps to minimise disturbance including:

- Hours of work;
- Methods of work;
- Plant to be used and its noise emissions;
- Estimates of noise to be produced;



- Likely duration of each phase; and
- steps to mitigate disturbance.

6.3 For work that is audible at the boundary the Council normally expects contractors in Bromley to work between the hours of:

- 8am - 6.00pm, Monday to Friday
- 8am - 1pm, Saturday

6.4 Work which is audible beyond the site boundary is not usually permitted on Sundays, public holidays or days of public mourning (some exclusions apply such as emergency works and those being undertaken by statutory undertakers).

6.5 A Section 60 notice can be enforced by way of a prosecution (maximum fine £5,000 per offence) and, if necessary, by injunction. These provisions can be used even though a legal “nuisance” has not been caused.

<b>Non-Applicable Sections:</b>	Procurement Impact on vulnerable adults and children Personnel implications
Background Documents: (Access via Contact Officer)	

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CONTROL OF

# Pollution & Noise from Demolition & Construction Sites

Demolition

Noise

Construction

Pollution

JUNE 2007

**CODE OF PRACTICE**

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## PART 1 INTRODUCTION

### 1. Background

- 1.1 There is a need to ensure that residents and businesses are protected from environmental disturbance during the construction of both major and smaller developments.
- 1.2 This Code of Practice has been prepared to help developers and their contractors ensure that they undertake their works in the most considerate manner, in order to reduce the impact of the work on local communities.
- 1.3 This document has been prepared by the Environmental Health Departments of the London Boroughs of Bromley, Croydon, Merton, Sutton and Wandsworth, who have long experience dealing with environmental problems arising from demolition and construction sites. The Code of Practice is the policy of these authorities' Environmental Health Departments and will be attached to relevant planning approvals and building control applications and circulated to contractors working in the respective boroughs.
- 1.4 Noise and environmental nuisance can also be controlled through the prior consent principle under the Control of Pollution Act 1974 Sections 60 & 61 and also through the Environmental Protection Act 1990 Section 80.
- 1.5 A local authority may serve a legal notice imposing noise requirements (including vibration) as to the way in which the works are to be carried out. The person served with a notice is guilty of an offence under the relevant Act if, without reasonable excuse, any requirement of the notice is contravened.
- 1.6 Adherence to this Code will demonstrate a positive attitude and commitment towards minimising environmental disturbance to local residents.
- 1.7 The contractor should always comply with the provisions of:-
  - The Control of Pollution Act 1974 Part IV
  - The Health & Safety at Work Act 1974
  - The Clean Air Act 1993
  - The Environmental Protection Act 1990

### 2. Purpose of Code

- 2.1 The purpose of this Code of Practice is to ensure that disturbances due to noise, vibration, dust and smoke arising from demolition and construction works on all building sites, including the Public Highway, are kept to an acceptable level without the imposition of unnecessary or unduly onerous restrictions on contractors.

- 2.2** The Code is also intended to provide guidance to contractors in circumstances where there is not a need to implement the formal procedure detailed in Sections 60 and 61 of the Control of Pollution Act 1974. It is not intended to supersede any other published guidance.
- 2.3** The term “construction works” in this Code applies to site activities, preparation, demolition, excavation, tunnelling works, building operations, structural alteration and maintenance and transportation of materials and spoil to or from the site. Contact your borough Environmental Health Department for advice on their requirements for the demolition of buildings (see list of contacts in Appendix 2).
- 2.4** Although all contractors are expected to adopt the full provisions of the Code, it may not be appropriate to apply all the provisions to some smaller developments. However, all developers should comply with the spirit of the Code.
- 2.5** If contractors seek to vary the provisions of the Code, this must be done in consultation with the local Environmental Health Department prior to implementation. Details of the procedure are included within the Code.

### **3. General**

- 3.1** The contractor will be held responsible for ensuring that all plant and equipment, including any which may be on hire, is well maintained, properly silenced and used in accordance with the manufacturers instructions and BS 5228.

### **4. Protection of The Public and Buildings**

- 4.1** The contractor should ensure that measures are taken to:
- (i) Protect residents, users of buildings close by and passers by from nuisance or harm and
  - (ii) Protect buildings from physical damage caused by vibration.
- 4.2** Contractors should be aware that the Health and Safety Executive are responsible for enforcing safety legislation on demolition and construction sites. For advice contact the Health and Safety Executive (see list of contacts in Appendix 2).
- 4.3** Contractors should be aware that Building Control officers are responsible for enforcing safety legislation in relation to dangerous structures. They operate a 24 hour service and if called to a site to investigate, remove and or make good what may be considered to be a danger to the public e.g. unsafe hoardings, the owner of the site will be responsible for the payment of costs in relation to the service. For advice phone your local Building Control section (see list of contacts in Appendix 2).

## 5. Hours of Work

**5.1** Where residential occupiers are likely to be affected by noise, the hours of noisy works shall normally be restricted to:-

Monday – Friday	8.00 a.m. - 6.00 p.m.
Saturday	8.00 a.m. - 1.00 p.m.
Sunday and Bank Holidays	No noisy activities on site

**5.2** However you must check with your local authority as there may be additional conditions set e.g. planning conditions specifying hours of work.

**5.3** Instructions should be given to ensure that vehicles and plant arriving at and leaving the site comply with the stated hours of work. (See 5.1).

## 6. Publicity

**6.1** Prior to any works starting, the contractor shall inform occupiers of all properties which may be affected by noise, dust or vibration arising from construction works of the nature of the works, proposed hours of work and their expected duration. In particular, it is recommended that a notice be placed in a conspicuous position, agreed with local residents, informing them of the agreed hours of work.

**6.2** In all instances publicity should include the name and telephone number of a main contact within the contractor's organisation who is able to give further information and deal with any complaints or emergencies that may arise at any time.

## 7. Variation from Normal Working Hours

**7.1** It is recognised that there may be circumstances where the restriction on hours of work in 5.1 cannot be adhered to. In these circumstances the contractor will be required to justify fully any proposed deviation from this Code of Practice and provide written justification to the local authority before any works start outside normal hours.

**7.2** Provided the contractor has been able to justify the case to the local authority, works may be allowed to proceed in accordance with appropriate alternative conditions.

**7.3** The local authority will confirm all agreed variations in writing to the contractor.

**7.4** In any instance where it is necessary or desirable to deviate from this Code of Practice the contractor should be able to demonstrate that all reasonable steps have been taken to minimise disturbance from the works. Where appropriate, consideration shall be given to:



- (i) Screening to reduce noise levels.
  - (ii) The offering of temporary accommodation to residents likely to experience severe and prolonged disturbance.
  - (iii) Publicised “rest periods” during which noisy operations are temporarily ceased.
  - (iv) The provision of public refuges away from severe noisy works.
- 7.5** Prior agreement for works involving any deviation from this Code of Practice should be sought from your local authority, preferably at least 3 days prior to the works commencing, on form A in this document (see Appendix 1).
- 7.6** In the absence of prior agreement for noisy works, the Council may serve a notice under Section 60 of the Control of Pollution Act 1974 to prohibit or restrict works in accordance with this Code of Practice.
- 7.7** In exceptional circumstances, where works being carried out on the Public Highway would cause severe disruption to traffic, permission to work outside the hours stated in 5.1 may be given by the Highways Engineer/Transportation Group in conjunction with the Environmental Health Department (see list of contacts in Appendix 2).



## PART 2 NOISE AND VIBRATION

### 8. Plant and Equipment

- 8.1** Noisy plant or equipment shall be situated as far as possible from noise sensitive buildings. Barriers (e.g. site huts, acoustic sheds or partitions) to reduce noise reaching noise sensitive buildings shall be employed where practicable. Old buildings around the site perimeter waiting to be demolished can provide effective noise screening.
- 8.2** The following provisions should be adhered to wherever practicable:-
- (i) Vehicles and mechanical plant used for the purpose of the works shall be fitted with effective exhaust silencers, maintained in good and efficient working order and operated in such a manner as to minimise noise emissions. The contractor shall ensure that all plant complies with the relevant statutory requirements.
  - (ii) Machines in intermittent use should be shut down or throttled down to a minimum when not in use.
  - (iii) Compressors should be fitted with properly lined and sealed acoustic covers which should be kept closed whenever in use. Pneumatic percussive tools should be fitted with mufflers or silencers of the type recommended by the manufacturers.
  - (iv) Equipment which breaks concrete, brickwork or masonry by bending or bursting or "nibbling" shall be used in preference to percussive tools where practicable. Avoid the use of impact tools where the site is close to occupied premises.
  - (v) Where practicable, rotary drills and bursters activated by hydraulic, chemical or electrical power shall be used for excavating hard or extrusive material.
  - (vi) Where practicable, equipment powered by mains electricity shall be used in preference to equipment powered by internal combustion engine or locally generated electricity.
  - (vii) Neither any part of the works nor any maintenance of plant shall be carried out in such a manner as to cause unnecessary noise or vibration except in the case of an emergency when the work is absolutely necessary for the saving of life or property or the safety of the works.
  - (viii) Plant shall be maintained in good working order so that extraneous noise from mechanical vibration, creaking and squeaking is kept to a minimum.
  - (ix) Noise emitting machinery which is required to run continuously shall be housed in a suitable acoustic lined enclosure wherever practicable.

- 8.3** Care should be taken to reduce noise when loading or unloading vehicles or dismantling scaffolding or moving materials etc.

## 9. Piling

- 9.1** The noise sensitivity of the area should be considered when determining the method of piling to be used. Building Control and the Environmental Health Departments should be consulted on the chosen method.
- 9.2** Sheet piling should, wherever practicable, be carried out using hydraulically operated or vibratory hammers.
- 9.3** The use of conventional impact hammers should, wherever possible, be avoided. Where practicable, jacked piles shall be used in preference to piles driven using other methods. Any pile driving shall be carried out by plant equipped with a recognised noise reducing system.
- 9.4** Where surface contamination is present on site, appropriate piling techniques should be adopted. (See also Section 13).
- 9.5** In some circumstances the Environmental Health Department may limit the hours of piling further than those quoted in 5.1.

## 10. Sandblasting

- 10.1** The work area will be close sheeted to reduce dust nuisance from grit. Routine checking is required to ensure that the sheeting remains sound or sealed during the operation. Particular attention shall also be given to the working platform to ensure that it is properly sheeted or sealed to contain dust.
- 10.2** Non siliceous grit will be used to avoid long term irreversible lung damage from silica dust.
- 10.3** Proper protection will be provided for any structure painted with lead based paint.
- 10.4** In cases where water is used for large scale cleaning and blasting the requirements of the Environment Agency should be followed.

## PART 3 DUST AND AIR POLLUTION AND SOIL CONTAMINATION

### 11. Dust and Air Pollution

- 11.1** Burning of materials on site shall not be permitted.
- 11.2** Emphasis should be placed on the following to minimise the risk of air pollution:-
- (i) Using processes which do not generate hazardous fumes and hazardous dust
  - (ii) Ensuring that airborne hazards do not escape from the site to affect members of the public and surrounding environment.
- 11.3** Dust pollution will be minimised during demolition by the complete screening, if practicable, of the building or structure to be demolished with debris screens or sheets. Old buildings around the site perimeter waiting to be demolished can provide effective air pollution screening.
- 11.4** The watering down of the area should be carried out where necessary to minimise dust transfer into neighbouring premises. Wheel wash facilities should be provided on larger sites. Contact your Environmental Health Department for their requirements (see list of contacts in Appendix 2).
- 11.5** Stockpiles of earth shall be damped down or otherwise suitably treated to prevent the emission of dust from the site. Stockpiles should be planned and sited to minimise the potential for dust generation. The handling of spoil should be kept to a minimum and when materials are deposited onto a stockpile it should be from the minimum possible height.
- 11.6** The contractor shall ensure that the area around the site, including the public highway, is regularly and adequately swept to prevent any accumulation of dust and dirt.
- 11.7** Skips and removal vehicles shall be properly covered when leaving the site. Spoil should be handled in such a way so that it does not give rise to excessive dust. Watering of rubble chutes shall be undertaken where necessary to prevent dust emission.
- 11.8** The contractor should take all necessary precautions to prevent smoke emissions or fumes from plant or stored fuel oils from drifting into residential areas. In particular, measures should be taken to ensure that all plant is well maintained and not left running for long periods when not in use.
- 11.9** General advice can be obtained from the "Control of dust from construction and demolition activities", February 2003 published by the Building Research Establishment (see list of contacts in Appendix 2).

## 12. Asbestos

- 12.1 The contractor shall consult with the Health and Safety Executive when removing asbestos materials (see list of contacts in Appendix 2).

## 13. Contaminated Land

- 13.1 The contractor shall consult with the Environment Agency and the Environmental Health Department when dealing with any contaminated soil or contaminated groundwater on the site.
- 13.2 Certain contaminants may affect construction materials and advice should be sought at an early stage. Contact Building Control and the Environmental Health Departments for further advice (see list of contacts in Appendix 2).

## 14. Crushing Machines

- 14.1 Any plant used for the crushing of materials should be issued with a Permit by a Local Authority under the Pollution Prevention and Control Regulations 2000. All work should be carried out in accordance with the conditions of the Permit. Where plant is used to recycle materials, the appropriate licence from the Environment Agency shall be obtained. The process operator should notify the local authority in whose area the process is proposed prior to operation.

## 15. Monitoring

- 15.1 The developer and contractor should conduct a regular air monitoring programme where there is evidence of volatile or airborne hazardous materials or there is a risk of fumes or dust affecting the local area and take any necessary corrective action. They should also contact the Environmental Health Department (see list of contacts in Appendix 2) for advice, further information and any additional requirements.

## PART 4 DRAINAGE FOLLOWING DEMOLITION OF BUILDINGS

### 16. Drainage

- 16.1** Following the demolition of a building the disused drains must be “sealed off” at the junction with the sewer under the public road. Generally the local authority will not allow you to re-use old drainage systems for new buildings. However in certain cases this may be permitted subject to a satisfactory closed circuit television (CCTV) survey.
- 16.2** The Environmental Health Department may require you to provide a CCTV survey and may itself be able to provide a CCTV service. Additional services may be available such as carrying out a drain seal off service by remote control without the unnecessary expense and disruption of digging up the public road. These services are chargeable.
- 16.3** For further details on these or other technical services available please contact your local authority (see list of contacts in Appendix 2).

# Appendix 1

## Form A

### **LONDON BOROUGH OF ..... ENVIRONMENTAL HEALTH DEPARTMENT**

Application for works not conforming with the **“Control of Pollution and Noise from Demolition and Construction sites” Code of Practice.**

When completed please send and/or fax to the relevant Environmental Health Department (see list of contacts in Appendix 2), together with any supporting documents

Applicant .....

Registered Office:.....

Telephone..... Mobile.....

Fax..... Email .....

Contact Name/s.....

.....

Address for correspondence (if different from above)

.....

.....

Telephone..... Mobile .....

Fax..... Email .....

Contact Name/s.....

.....

Location of works.....

.....

Proposed start date.....

Estimated duration of works.....

Proposed hours of work – (where not in accordance with Code of Practice)

.....  
.....

Full details of proposed works – Please give full details of plant and machinery to be used and any other proposed deviations from the Code of Practice

.....  
.....

Reasons for not adhering to Code of Practice.....

.....  
.....

Details of advance publicity, consultation and measures taken/proposed to minimise noise, dust and pollution

.....  
.....

Signed..... Date.....

Designation.....

## For use by Environmental Health Department

Comments:

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

Signed ..... Date .....

## Appendix 2

### LIST OF CONTACTS

#### LONDON BOROUGH OF BROMLEY

Civic Centre,  
Stockwell Close,  
Bromley BR1 3UH

##### ■ Environmental Services Department

☎ 020 8313 4830  
☎ 020 8313 4450 (Fax)

email:  
pollution@bromley.gov.uk

##### ■ Building Control

☎ 020 8313 4313  
☎ 020 8313 4604 (Fax)

email:  
buildingcontrol@bromley.gov.uk

##### ■ Highways (Skip, scaffolding and licences etc.)

☎ 020 8313 4621  
☎ 020 8313 4478

email:  
street.services@bromley.gov.uk

#### LONDON BOROUGH OF CROYDON

Taberner House,  
Park Lane,  
Croydon CR9 3BT

##### ■ Pollution

☎ 020 8760 5483  
☎ 020 8760 5630 (Fax)

email:  
pollution@croydon.gov.uk

##### ■ Drainage

☎ 020 8760 5503  
☎ 020 8760 5724 (Fax)

##### ■ Building Control

☎ 020 8760 5637  
☎ 020 8407 1321 (Fax)

#### LONDON BOROUGH OF MERTON

Civic Centre,  
London Road, Morden,  
Surrey SM4 5DX

##### ■ Environmental Health Service

☎ 020 8545 3025  
☎ 020 8545 4025 (Fax)

##### ■ Building Control

☎ 020 8545 3123  
☎ 020 8545 6085 (Fax)

##### ■ Highways Team

☎ 020 8545 3038  
☎ 020 8545 3099 (Fax)

#### LONDON BOROUGH OF SUTTON

Environmental Health,  
24 Denmark Road,  
Carshalton,  
Surrey SM5 2JG

##### ■ Environmental Health Department

☎ 020 8770 5527  
☎ 020 8770 5540 (Fax)

##### ■ Building Control

☎ 020 8770 6267/8  
☎ 020 8770 6270 (Fax)

##### ■ Transportation Group (Road Closures)

☎ 020 8770 6455  
☎ 020 8770 6298 (Fax)

##### ■ Highways (Skip, scaffolding and building material licences)

☎ 020 8770 6055/6060

##### ■ Parking Services (Suspension of parking bays)

☎ 020 8770 5341

#### LONDON BOROUGH OF WANDSWORTH

PO Box 47095  
London SW18 9AQ

##### ■ Environmental Services Division

☎ 020 8871 6170  
☎ 020 8871 7661 (Fax)

##### ■ Building Control

☎ 020 8871 7620

##### ■ Highways Engineer

☎ 020 8871 6542

#### HEALTH AND SAFETY EXECUTIVE

☎ 020 7556 2100

#### ENVIRONMENT AGENCY

##### ■ Emergency Hotline

☎ 0800 807060

##### ■ Thames Region & South East Area Office

☎ 08708 506 506  
☎ 01276 454301 (Fax)

##### ■ Contaminated Land

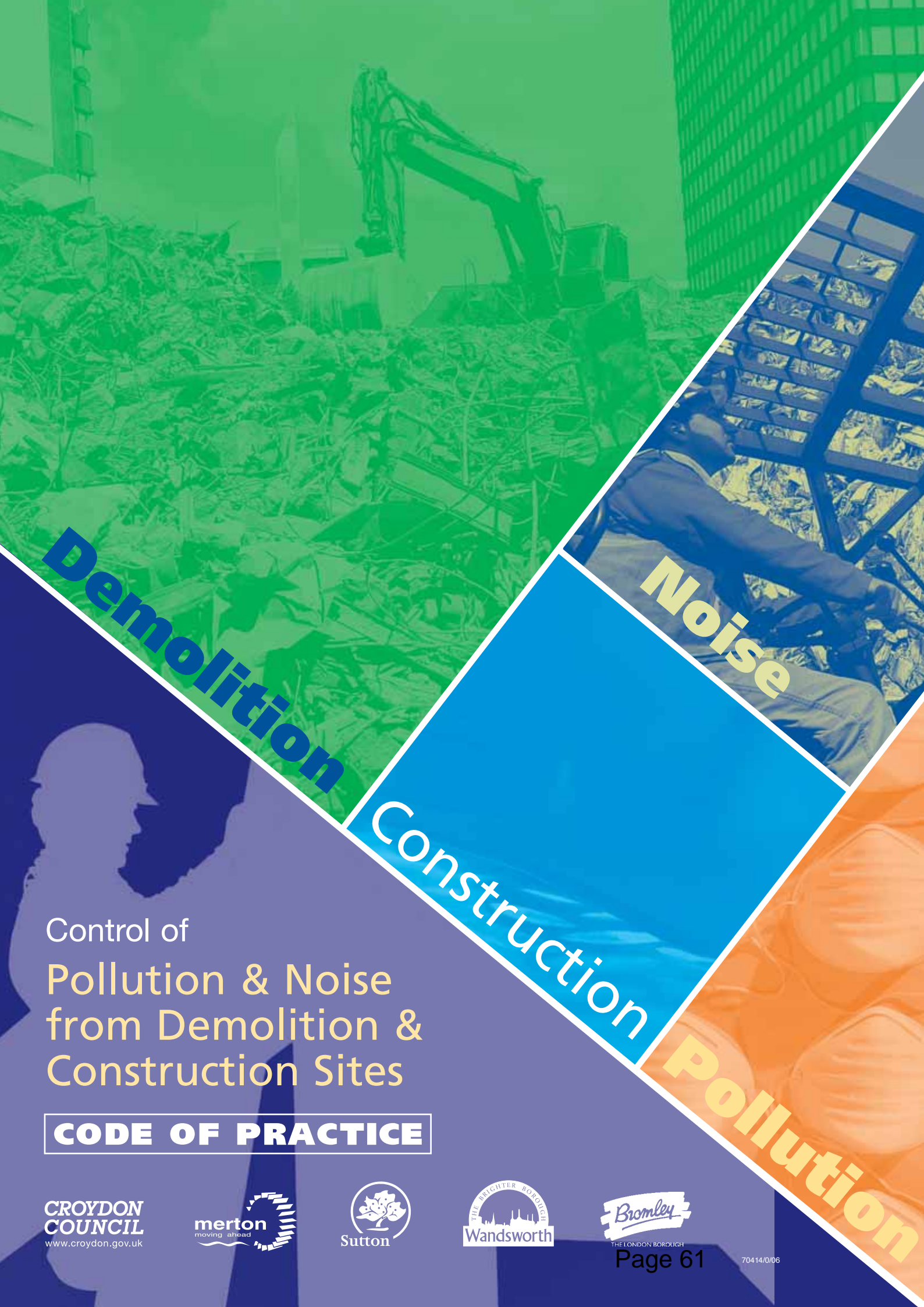
☎ 01276 454370

#### BUILDING RESEARCH ESTABLISHMENT

☎ 01923 664000

e-mail:  
enquiries@bre.co.uk





**Demolition**

**Noise**

**Construction**

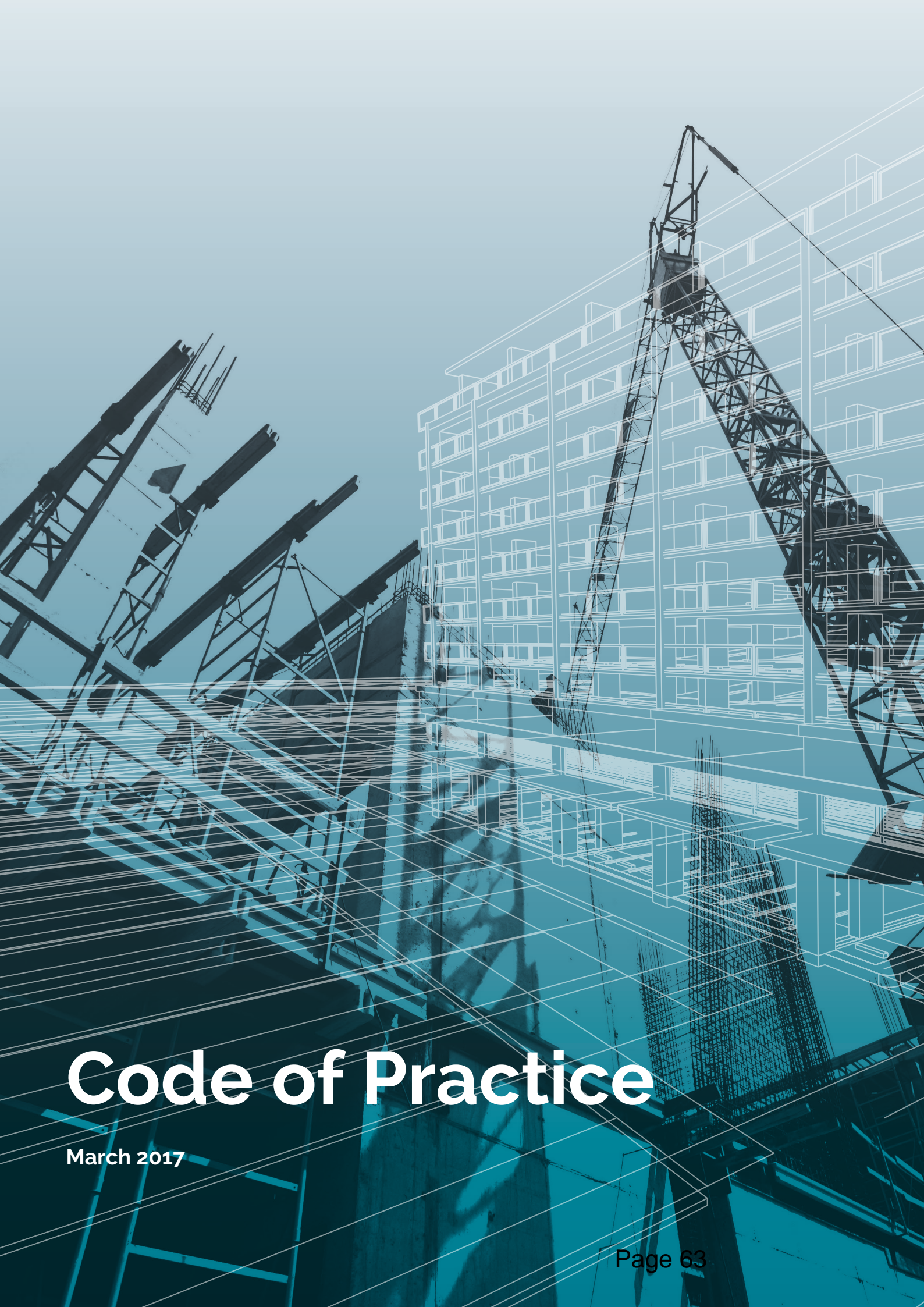
**Pollution**

Control of  
**Pollution & Noise**  
from Demolition &  
Construction Sites

**CODE OF PRACTICE**

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# Code of Practice

March 2017



# Code of Practice

March 2017

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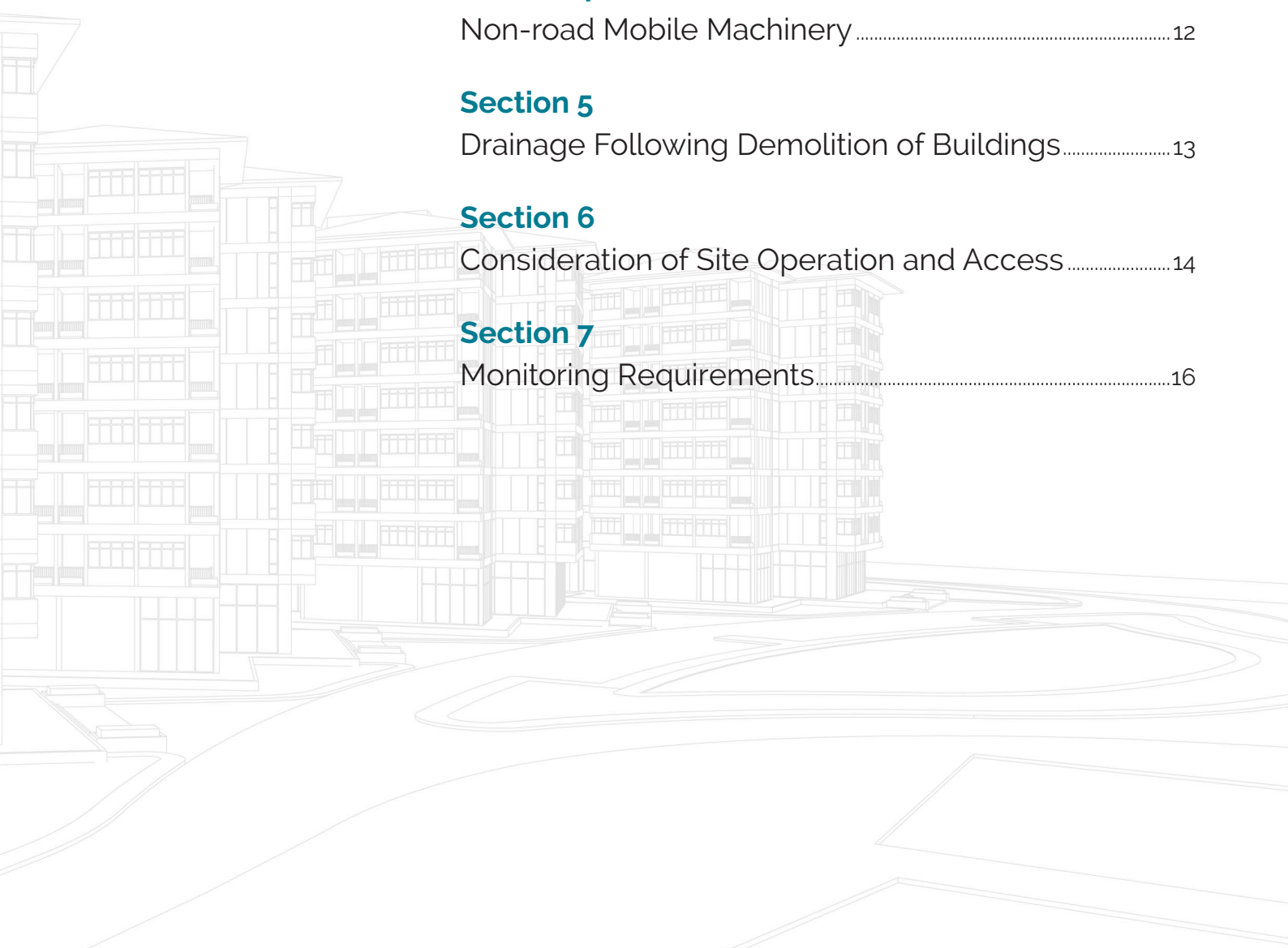
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# Section 1 Introduction

This Code of Practice provides advice to assist developers and their contractors to ensure that they undertake their works using best practice and thereby reducing their impact on local communities.

## 1. Background

- 1.1** There is a need to ensure that residents and businesses are protected from environmental disturbance during the construction of both major and smaller developments.
- 1.2** This Code of Practice provides advice to assist developers and their contractors to ensure that they undertake their works using best practice and thereby reducing their impact on local communities.
- 1.3** The Code of Practice (Code) is the policy of this local authority and will be attached to relevant planning approvals and building control applications and circulated to contractors working within the borough.
- 1.4** Noise and environmental nuisance, can also be controlled through the Control of Pollution Act 1974 Sections 60 & 61 and also through the Environmental Protection Act 1990 Section 80.
- 1.5** The Code is also intended to provide guidance to contractors in circumstances where there is no need to implement the formal procedure detailed in Section 61 of the Control of Pollution Act 1974. It is also not intended to supersede any other published guidance.
- 1.6** A local authority may serve a legal notice imposing noise requirements (including vibration) as to the way in which the works are to be carried out. The person served with a notice is guilty of an offence under the relevant act if, without reasonable excuse, any requirement of the notice is contravened.
- 1.7** Adherence to this Code will demonstrate a positive attitude and commitment towards minimising environmental disturbance to local residents.
- 1.8** The contractor should always comply with statutory provisions.

## 2. Purpose of the Code

- 2.1** The purpose of this Code of Practice is to ensure that disturbances due to noise, vibration, dust, smoke and other pollutants arising from demolition and construction works on all building sites, including the public highway, are kept to an acceptable level without the imposition of unnecessary or unduly onerous restrictions on contractors.
- 2.2** It is also intended to provide guidance on the development of a Construction Logistics Plan (CLP), to ensure that the negative effects of vehicle movements are minimised and safety considerations, particularly relating to the safety of vulnerable road users, are addressed.
- 2.3** The formal requirement for CLPs will be undertaken through the planning process. This Code does not aim to replace this requirement, but to supplement it by providing clear, additional guidance to developers and contractors.
- 2.4** Some sites, depending upon their location and sensitivity, will be expected to submit a CLP for formal planning approval for a development within the borough. Where a CLP is requested, failure to comply could lead to an enforcement notice being served on the development. Sites without a formal CLP should adhere to the principles within this Code.
- 2.5** This code also outlines emissions controls for Non-Road Mobile Machinery (NRMM), introduced by the Greater London Authority (GLA) to help mitigate the significant contribution by developments and their NRMM on poor air quality.
- 2.6** The term "construction works" in this Code applies to site activities; preparation, demolition, excavation, tunnelling works, building operations, structural alteration and maintenance and transportation of materials and spoil to, or from the site. Contact your Council for advice on their requirements for the demolition of buildings.
- 2.7** If contractors seek to vary the provisions of the Code, this must be done in consultation with the local authority prior to implementation.
- 2.8** Although all contractors are expected to adopt the full provisions of the Code, it may not be appropriate to apply all the provisions to some smaller developments. However, all developers should adopt best practice.
- 2.9** In addition it is vital that sites consider the combined impact of other developments, please see the guidance document on Construction Logistics Plan for further details.

The purpose of this Code of Practice is to ensure that disturbances due to noise, vibration, dust and smoke arising from demolition and construction works are kept to an acceptable level.

Prior to any works starting, the contractor shall inform occupiers of all properties which may be affected by noise, dust or vibration arising from construction works.

### 3. Protection of the Public and Buildings

- 3.1** The contractor should ensure that measures are taken to protect residents, users of buildings close by and passers by from nuisance or harm.
- 3.2** Contractors should be aware that the Health and Safety Executive (HSE) are responsible for enforcing safety legislation on demolition and construction sites. For advice contact the HSE.
- 3.3** Contractors should be aware that Building Control officers are responsible for enforcing safety legislation in relation to dangerous structures. If called to a site to investigate, remove and or make good what may be considered to be a danger to the public e.g. unsafe hoardings, the owner of the site will be responsible for the payment of costs in relation to the service. For advice phone your local Building Control section.

### 4. Publicity

- 4.1** Prior to any works starting, the contractor shall inform occupiers of all properties which may be affected by noise, dust or vibration arising from construction works of the nature of the works, proposed hours of work and their expected duration. In particular, it is recommended that a notice be placed in a conspicuous position, informing local residents of the hours of work.
- 4.2** In all instances publicity should include the name and telephone number of a main contact within the contractor's organisation who is able to give further information and deal with any complaints or emergencies that may arise at any time.



## 5. Hours of Work

**5.1** Where residential occupiers are likely to be affected by noise, the hours of noisy works shall normally be restricted to:

**Monday-Friday:** 8.00a.m.-6.00p.m.

**Saturday:** 8.00a.m.-1.00p.m.

**Sunday and Bank Holidays:** No noisy activities on site

**5.2** Check with the local authority as there may be additional conditions set e.g. planning conditions further limiting hours of work. Sites wishing to explore the option to request that some deliveries are made outside these times using quiet delivery techniques to avoid contributing to peak hour congestion should contact your council to discuss the circumstances where this is permissible.

**5.3** Instructions should be given to ensure that vehicles and plant arriving at and leaving the site comply with the stated hours of work, unless a specific alternative agreement has been reached.

**5.4** For any noisy works where there is a direct impact upon surrounding properties within the specified times, the site manager should make contact with the neighbour to consult on the duration, extent and impact of the works to see if an informal agreement can be reached to minimise the duration of these works or carry them out at specific times.

Prior agreement for works involving any deviation from this Code of Practice should be sought from your local authority, prior to the works commencing.



## Section 2 Noise and Vibration

Plant shall be maintained in good working order so that extraneous noise from mechanical vibration, creaking and squeaking is kept to a minimum.

### 6. Variation from Normal Working Hours

- 6.1** It is recognised that there may be circumstances where the restriction on hours of work in 6.1 cannot be adhered to. In these circumstances the contractor will be required to justify fully any proposed deviation from this Code of Practice and provide written justification to the local authority before any works start outside normal hours.
- 6.2** The local authority will confirm all agreed variations in writing to the contractor.
- 6.3** Further mitigation measures may be required for out-of-hours noise control.
- 6.4** Prior agreement for works involving any deviation from this Code of Practice should be sought from your local authority, prior to the works commencing.

### 7. Plant and Equipment

- 7.1** Noisy plant or equipment shall be situated as far as possible from noise sensitive buildings. Barriers (e.g. site huts, acoustic sheds or partitions) to reduce noise reaching noise sensitive buildings shall be employed where practicable. Old buildings around the site perimeter waiting to be demolished can provide effective noise screening.
- 7.2** The following provisions should be adhered to wherever practicable:-
- Vehicles and mechanical plant used for the purpose of the works shall be fitted with effective exhaust silencers, maintained in good and efficient working order and operated in such a manner as to minimise noise emissions. The contractor shall ensure that all plant complies with the relevant statutory requirements.
  - Machines in intermittent use should be shut down or throttled down to a minimum when not in use.
  - Compressors should be fitted with properly lined and sealed acoustic covers which should be kept closed whenever in use. Pneumatic percussive tools should be fitted with mufflers or silencers of the type recommended by the manufacturers.
  - Equipment which breaks concrete, brickwork or masonry by bending or bursting or "nibbling" shall be used in preference to percussive tools where practicable. Avoid the use of impact tools where the site is close to occupied premises.

- Where practicable, rotary drills and bursters activated by hydraulic, chemical or electrical power shall be used for excavating hard or extrusive material.
- Where practicable, equipment powered by mains electricity shall be used in preference to equipment powered by internal combustion engine or locally generated electricity.
- Neither any part of the works nor any maintenance of plant shall be carried out in such a manner as to cause unnecessary noise or vibration except in the case of an emergency when the work is absolutely necessary for the saving of life or property or the safety of the works.
- Plant shall be maintained in good working order so that extraneous noise from mechanical vibration, creaking and squeaking is kept to a minimum.
- Noise emitting machinery which is required to run continuously shall be housed in a suitable acoustic lined enclosure wherever practicable.
- Communication with neighbouring residents is essential to ensure any noise impacts are reduced as far as is practicable.

Care should be taken to reduce noise when loading or unloading vehicles or dismantling scaffolding or moving materials etc.

**7.3** Care should be taken to reduce noise when loading or unloading vehicles or dismantling scaffolding or moving materials etc.

## 8. Piling

- 8.1** The noise sensitivity of the area should be considered when determining the method of piling to be used. The local authority should be consulted on the chosen method.
- 8.2** Sheet piling should, wherever practicable, be carried out using hydraulically operated or vibratory hammers.
- 8.3** The use of conventional impact hammers should, wherever possible, be avoided.
- 8.4** Where surface contamination is present on site, appropriate piling techniques should be adopted.

## 9. Monitoring

- 9.1** Dependent on the nature and works on the site the Local Authority may require monitoring of noise and vibration. These arrangements will need to be discussed and agreed prior to the commencement of any work carried out on site.

## Section 3 Dust and Air Pollution

The contractor shall ensure that the area around the site, including the public highway, is regularly and adequately swept to prevent any accumulation of dust and dirt.

### 10. Dust and Air Pollution

- 10.1** Burning of materials on site shall not be permitted.
- 10.2** Emphasis should be placed on using methods that do not cause unnecessary emissions (e.g. dust smoke).
- 10.3** Dust pollution will be minimised during demolition by the complete screening, if practicable, of the building or structure to be demolished with debris screens or sheets.
- 10.4** A dust suppression system should be operated where necessary to minimise dust transfer into neighbouring premises. Wheel wash facilities should be provided on larger sites. Contact the local authority for their requirements.
- 10.5** Stockpiles of earth shall be damped down or otherwise suitably treated to prevent the emission of dust from the site. Stockpiles should be planned and sited to minimise the potential for dust generation. The handling of spoil should be kept to a minimum and when materials are deposited onto a stockpile it should be from the minimum possible height.
- 10.6** The contractor shall ensure that the area around the site, including the public highway, is regularly and adequately swept to prevent any accumulation of dust and dirt.
- 10.7** Where possible, skips and removal vehicles shall be properly sheeted when leaving the site. Watering of rubble chutes shall be undertaken where necessary to prevent dust emissions.
- 10.8** The contractor should take all necessary precautions to prevent smoke emissions or fumes from plant or stored fuel oils. In particular, measures should be taken to ensure that all plant is well maintained and not left running for long periods when not in use.

## 11. Asbestos

- 11.1** The contractor shall consult with the Health and Safety Executive when removing asbestos materials.

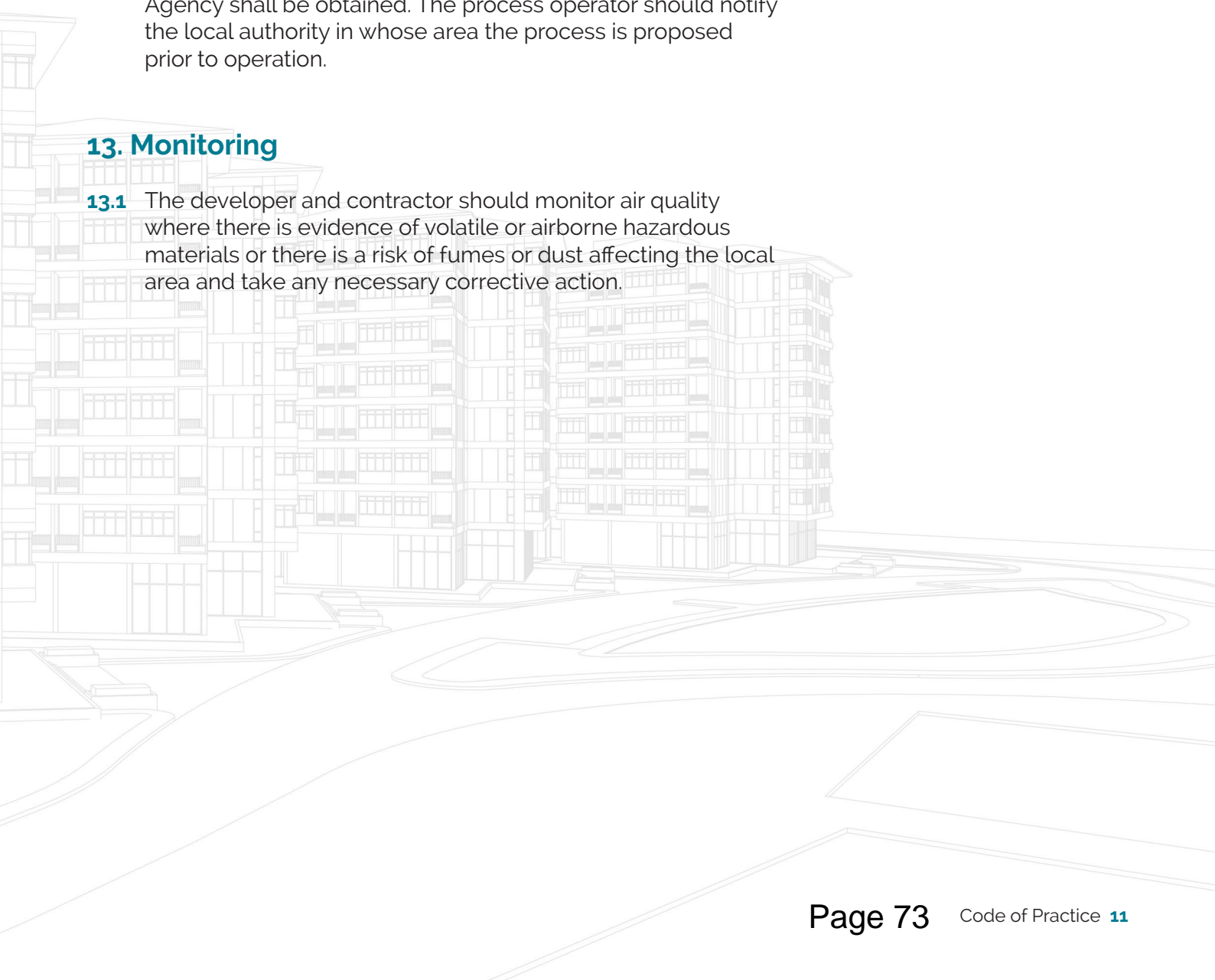
## 12. Crushing Machines

- 12.1** Reuse and recycling of materials on site or for neighbouring sites is encouraged where it can reduce the amount of logistics activity. Where this is planned it should be referenced in the Construction Logistics Plan.
- 12.2** Any plant used for the crushing of materials should be issued with an Environmental Permit by a local authority. All work should be carried out in accordance with the conditions of the Permit. Where plant is used to recycle materials, the appropriate Environmental Permit from the Environment Agency shall be obtained. The process operator should notify the local authority in whose area the process is proposed prior to operation.

## 13. Monitoring

- 13.1** The developer and contractor should monitor air quality where there is evidence of volatile or airborne hazardous materials or there is a risk of fumes or dust affecting the local area and take any necessary corrective action.

Any plant used for the crushing of materials should be issued with an Environmental Permit by a local authority.





# Section 4 Non-road Mobile Machinery

Although the requirements do not apply to all sites, and only to NRMM of net power between 37kW and 560kW, it is good practice to apply the same standard to all sites and all categories of NRMM.

## 14. Scope

- 14.1** Non-road mobile machinery (NRMM) is defined as any mobile machine or vehicle that is not intended for carrying passengers or goods on the road. Examples of non-road mobile machinery include, but are not limited to; generators, bulldozers, pumps, mobile cranes, fork lifts and other construction machinery.
- 14.2** NRMM of net power between 37kW and 560kW used in London will be required to meet the standards set out below.
- 14.3** Major development sites are defined in the London Plan as a residential development of 10 or more dwellings, or having an area of 0.5 hectares or more where number of dwellings is not known; or any development carried out on a site having an area of 1 hectare or more, or floor space of 1000 square metres or more.

## 15. Requirements

- 15.1** NRMM used on major construction sites within Greater London are required to meet at least Stage IIIA of EU Directive 97/68/EC and NRMM on all sites within either the Central Activity Zone or Canary Wharf (CAZ/CW) are required to meet Stage IIIB.
- 15.2** All major development sites in Greater London and all sites within either the Central Activity Zone or Canary Wharf (CAZ/CW) must keep an inventory on site of all NRMM between 37kW and 560kW in use on site.
- 15.3** Further information on how to comply with these standards is available at <http://nrmm.london/>

# Section 5

## Drainage Following Demolition of Buildings

### 16. Drainage

- 16.1** Following the demolition of a building the disused drains must be “sealed off” at the junction with the sewer under the public road. Generally the local authority will not allow you to re-use old drainage systems for new buildings. However in certain cases this may be permitted subject to a satisfactory closed circuit television (CCTV) survey.
- 16.2** The local authority may require you to conduct a CCTV survey and may itself be able to provide a CCTV service. Additional services may be available such as carrying out a drain seal off service by remote control without the unnecessary expense and disruption of digging up the public road. These services are chargeable.

Following the demolition of a building the disused drains must be “sealed off” at the junction with the sewer under the public road.



# Section 6 Consideration of Site Operation and Access

Delivery vehicles will be required to travel using the appropriate road network which is best suited to this type of heavy traffic. Specified routes and timings should be agreed with the local authority.

## 17. Site Access

- 17.1** Delivery vehicles will be required to travel to site using the roads on the network which are best suited to this type of heavy traffic. Specified routes and timings should be agreed with the local authority.
- 17.2** The following issues must be addressed:
- Avoid negative impacts to traffic flows to minimise associated congestion in the surrounding area.
  - Provide location of site access points, unloading points, any storage areas within site, the locations of hoists, cranes and location of noise sensitive adjacent properties in advance to contractors and delivery drivers.
  - Provision of appropriately trained traffic marshals and banksmen to implement all necessary safety precautions on site and at the recognised access / exit points.

## 18. Design

- 18.1** Ensure new developments include appropriate servicing facilities and off-street loading bays, where practicable.
- 18.2** Make sure collection and delivery will take place away from main roads and bus and tram routes. Assess the physical constraints of the site, including:
- On-site turning space allocation
  - Size of loading bays
  - Queuing facilities
  - Complete a swept path analysis showing how freight vehicles will access the site
  - Conduct a risk assessment of loading points
  - Audit local traffic management regulations and consider the likely impacts for freight.
- 18.3** Other design factors you could consider:
- Interior design factors e.g. is sufficient storage provided?
  - What security measures are needed? E.g. staff presence, CCTV, barrier control, advance booking system etc.



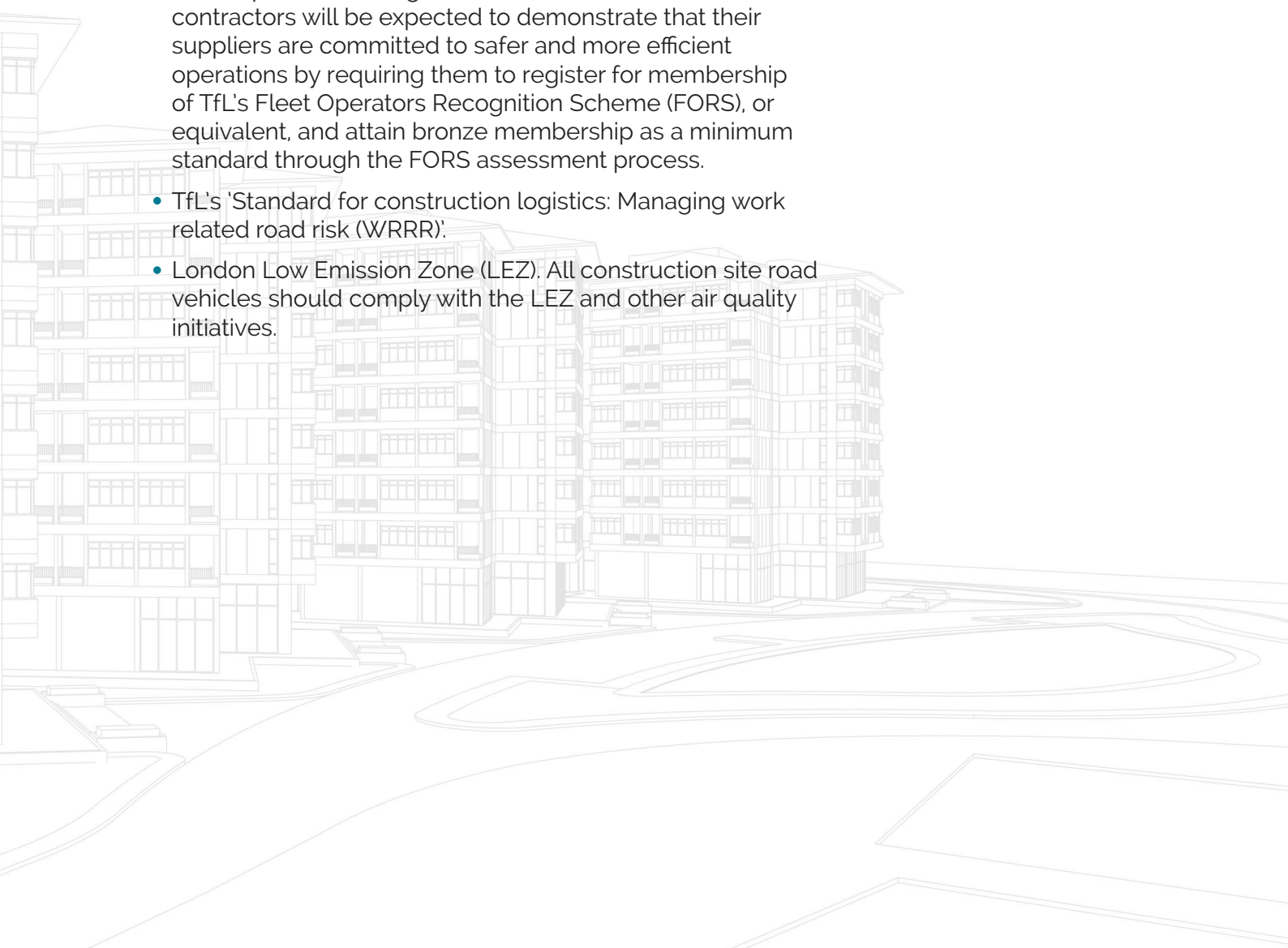
## 19. Staff Travel Plan

- 19.1** A travel plan for all staff on site should be included in any CLP, this should include specific measures to encourage use of sustainable modes of transport and an appropriate monitoring regime with set targets.

## 20. Supply Chain Management

- 20.1** Large or sensitive sites may be required to submit details of the supply chain and its management within the CLP as part of the planning process.
- 20.2** Various standards and tools are available to help developers and contractors demonstrate their commitment to good practice. For example:
- Fleet Operators Recognition Scheme (FORS) Main contractors will be expected to demonstrate that their suppliers are committed to safer and more efficient operations by requiring them to register for membership of TfL's Fleet Operators Recognition Scheme (FORS), or equivalent, and attain bronze membership as a minimum standard through the FORS assessment process.
  - TfL's 'Standard for construction logistics: Managing work related road risk (WRRR)'
  - London Low Emission Zone (LEZ). All construction site road vehicles should comply with the LEZ and other air quality initiatives.

Large or sensitive sites may be required to submit details of the supply chain and its management within the CLP as part of the planning process.



# Section 7 Monitoring Requirements

We recommend that a delivery booking and tracking system is used to provide detailed evidence about the number and type of delivery vehicles and the efficiency and accuracy of the deliveries carried.

## 21. Monitoring Framework

- 21.1** Ongoing monitoring of the CLP is a requirement throughout the development and the data collection is the responsibility of each individual site.
- 21.2** Data should be collected on a continual basis to allow interim reporting.
- 21.3** We recommend that a delivery booking and tracking system is used to provide detailed evidence about the number and type of delivery vehicles and the efficiency and accuracy of the deliveries carried. The booking-in system used on site will need to be maintained and be open to review by the council and any other authority wishing to scrutinise it. It is important that a record of the vehicle movements to and from site for the full duration of the development is kept. If you are unsure of the type of information required please contact The Council prior to the submission of the actual CLP for approval.
- 21.4** Reporting should be at regular intervals as agreed by the local authority and backed up by agreed regular meetings.
- 21.5** Matters concerning transportation, deliveries and parking should be raised during consultation with neighbouring residents.

# Contacts



# Notes







Report No.  
ES17062

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**

**Date:** 21st November 2017

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

**Title:** **GATE REVIEW FOR MORTUARY SERVICE**

**Contact Officer:** Jim McGowan, Head of Environmental Protection  
Tel: 020 80208 313 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

The joint contract with Bexley for the provision of the Public Mortuary Service comes to an end in October 2018 and it is therefore necessary to recommission the service.

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2. **RECOMMENDATION(S)**

The Portfolio Holder is recommended to:

- (i) Agree to procure a new contract to provide a Public Mortuary Service for the London Borough of Bromley for a period of 3 + 3 years;
- (ii) Agree to a limited tender list of suitable mortuaries, acceptable to the HM South London Coroner, having regard to the limitations of HM South London Coronial district.

## Impact on Vulnerable Adults and Children

1. Summary of Impact: No impact
- 

## Corporate Policy

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

## Financial

1. Cost of proposal: £576k
  2. Ongoing costs: £96k
  3. Budget head/performance centre: Mortuary Budget
  4. Total current budget for this head: £96k
  5. Source of funding: Existing controllable revenue budget 2017/18
- 

## Personnel

1. Number of staff (current and additional): 0.1 FTE
  2. If from existing staff resources, number of staff hours:
- 

## Legal

1. Legal Requirement: Statutory Requirement: see paragraph 10.
  2. Call-in: Applicable:
- 

## Procurement

1. NA.
- 

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): There are approximately one million residents within the HM Coroner Southern District. The Public Mortuary for Bromley processes an average 360 of bodies per annum
- 

## Ward Councillor Views

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



### **3. COMMENTARY**

#### **The Coroners Service**

- 3.1 The London Borough of Bromley forms part of HM South London Coronial district along with the London Boroughs of Bexley, Croydon and Sutton. The Coroner is responsible for all of the Statutory Coronial duties within these four boroughs.
- 3.2 The funding and resources for the Coroner Service are the statutory responsibility of these four Local Authorities within the HM South London Coronial district (see sec 5 Legal Implications). The budget for this service is currently managed by the financial services team at the London Borough of Croydon and contributed to by each of the four Boroughs proportionally based on population and the London Borough of Bromley proportion is 28.3%.
- 3.3 However, the provision of the Public Mortuary Service remains the statutory responsibility of the individual Local Authorities.

#### **The Public Mortuary Service**

- 3.4 The provision of mortuary facilities was historically provided under the 1936 Public Health Act within the Borough of Bromley in its own Public Mortuary in Beckenham. However, in 2004/5 the Bromley Public mortuary, which was owned and operated by LB Bromley, developed serious structural building faults and had to be partially demolished.
- 3.5 The public mortuary facilities were moved on a temporary, informal basis to the Princess Royal University Hospital (PRUH). The decision was subsequently taken not to return and the building was returned to the LBB property portfolio. At this time it was agreed to continue using the PRUH for the Borough's mortuary services and these arrangements with the PRUH were subsequently formalised through an SLA, which expired in March 2013; since this time the Mortuary service has continued to be provided by the PRUH, and it is currently as part of a joint contract with the London Borough of Bexley.
- 3.6 The current mortuary is based centrally within HM South London Coronial district and the Coroner is will not to agree to Bromley's mortuary services being located outside of the Coroner district and the legislation does not allow for the positioning of Bromley's public mortuary facilities further than an adjacent District. This is primarily to avoid the family and friends of the deceased having to travel great distances to see and advise on the deceased person.
- 3.7 The services provided by the PRUH mortuary service currently include the following:
- 24/7 access to the Mortuary facility and Mortician call-out outside normal working hours
  - Use of the refrigerated body stores and the body freezers for the storage of up to 450 deceased persons in any year, under the jurisdiction of HMC South London
  - Access to Post Mortem facilities and the use of hospital mortuary staff to support Post Mortem examinations carried out on behalf of HMC South London
  - Provision of all post mortems as directed by the Coroner or their staff
  - Provision of all necessary licensing e.g the Human Tissue Authority.
  - Provision of all consumables and overspill nutwell cube supplementary systems
  - Provision of specialist Home Office Post Mortems

#### **4. MARKET CONSIDERATIONS**

- 4.1 There are restrictions on the geographical location of a Bromley Mortuary, which limits the market.
- 4.2 The incumbent (Princess Royal University Hospital (PRUH)) ran out of space completely last winter and, after using up all of their overspill spaces, they set up a Board level "gold" group to authorise the use of distant mortuaries, for which they were obliged to cover the additional costs as part of the contract stipulations. They are currently reviewing their contracts and have stated that they may not be in a position to bid for Bromley and Bexley next year, without investment from their trust to increase the capacity on the PRUH site. Other mortuaries in the vicinity were also in the same position last year and this may further restrict the numbers of interested providers.
- 4.3 In contacting Mortuaries within and adjacent to the South London Coronial district, it is clear there is very limited capacity for them to take on an additional contract the size of Bromley's.
- 4.4 Discussions have taken place with LB Bexley procurement regarding the future of a joint tender exercise and in view of limited local capacity it is proposed not to enter into a joint contract but to go to the market as a single entity.

#### **Provision of public mortuaries**

- 4.5 There is only one public mortuary provided within the South London Coroner's jurisdiction:

- Croydon Mortuary – London Borough of Croydon;

The remaining are accommodated in local hospitals:-

- Bromley Mortuary – The Princess Royal University Hospital
- Bexley Mortuary – The Princess Royal University Hospital
- Sutton Mortuary – St Helier Hospital.

- 4.6 Bexley closed their public mortuary in Queen Mary's hospital (QMH) and has moved all of their mortuary work to the PRUH and use of the QMH public mortuary is no longer possible.
- 4.7 Sutton has a public mortuary provision in St. Helier Hospital and due primarily to the size and the relatively large number of cadavers from LB Bromley and Bexley annually, would not be able to take on the Bromley mortuary services.
- 4.8 Croydon would consider taking on additional mortuary services but would first need to extend their buildings significantly, building in more capacity for body storage and taking on more staff.
- 4.9 Initial discussions have taken place with all three Boroughs with a view to building a single Public Mortuary for all four Consortium members. To assess the viability of this an option would need a feasibility study including a full costing to assess if this is an option that would provide security and value for money for the Mortuary service for Bromley in the long term.

#### **Alternative provision**

- 4.10 There are other hospitals in districts neighbouring HM South London district that the Coroner might consider, e.g. The Queen Elizabeth at Woolwich, Greenwich Public Mortuary and Darenth Valley Mortuary and it is intended that we contact all public mortuaries geographically acceptable to HM Coroner and ask them if they are prepared to submit a tender.

- 4.11 Permission to use hospital mortuary outside the HM Coroner's district would also mean varying the body transportation contract such that the Service Provider would no longer be limited to the Coronial District and this would then incur additional costs for Bromley to transfer bodies outside of the District. For example, if an Inner London mortuary were to be awarded this contract then this would involve a congestion charge for each cadaver in as well as the additional movement charge by the contractor.
- 4.12 These additional charges would also need to be factored in if an open tender to involve the Inner London Hospital mortuaries and other mortuaries outside of the Coronial District was to be considered.

### **Summary**

- 4.13 The current Contract for the Mortuary provisions with the PRUH expires in October 2018 and a new contract needs to be in place by that time.
- 4.14 There is a very limited market, and those Mortuaries who were contacted, including those in and adjacent to Bromley, stated that they would not have the capacity to take on an additional contract of up to 400 bodies pa. This is a particular concern as Bexley are also currently going to the market to re tender their contract for the Mortuary services, which is of a similar size.

### **Options appraisal.**

- 4.15 Having given consideration to the Market and the restrictions upon the location of the Mortuary Service, the options for the provision of a mortuary service for Bromley were considered to be as follows:

#### **Option 1. Do nothing/decommission the service**

- 4.16 The service is a statutory service and as such, ceasing to provide a service is not an option. Entering into a contract as a single negotiated contract with the incumbent would not satisfy the Contract Procedure Rules and the Financial Regulations of the Council.

#### **Option 2. To tender the existing service for a 3 + 3 year contract to a restricted list of Mortuaries, as agreed with the HM Coroner South London**

- 4.17 This option proposes to tender the service to a limited list of Mortuaries, being suitable and acceptable to the South London Coroner, having regard to the limitations of the Legislation and the impact on local residents.

#### **Option 3. To partner with the 3 other boroughs within the South London Coroners district**

- 4.18 The proposal to work collaboratively with the partner boroughs to consider the design and build of a new Public Mortuary, owned and operated jointly, has not yet been explored in sufficient detail to warrant consideration at this stage but it is recommended that discussions continue with Sutton, Croydon and Bexley and a further report be brought back to members, if considered viable as a future option for 2021.

## **5. CONTRACTING PROPOSALS**

**Estimated Contract Value – £576k (£96k pa)**

**Other Associated Costs – Nil**

**Proposed Contract Period.** The contract is proposed to be for 3 years with an option to extend for up to a further 3 years.

- 5.1 It was considered that a joint contract with the LB of Bexley, in continuation of the existing would not be viable and that it would only afford very minor savings e.g joint purchase of Human Tissue Authority licence for the mortuary. However, the contract relates primarily to the number of bodies processed each year by the Mortuary and the number of Post Mortems and an increase in the number of bodies, as would happen with a joint contract, is actually likely to increase the costs for the contract.

## **6. POLICY IMPLICATIONS**

- 6.1 There is no specific policy in relation to this service as it is driven by Statute and Government guidance.

## **7. COMMISSIONING AND PROCUREMENT IMPLICATIONS**

### **Summary of Procurement Implications:**

- 7.1 The available service requirements can only be provided by a limited number of Mortuaries situated around, or near to the Boundaries of the Four Boroughs in the HM Coronial District or an adjacent authority.
- 7.2 The viable mortuaries will be contacted in advance and asked if they are prepared to bid and three to six mortuaries that meet the criteria will be invited to submit a tender
- 7.3 The Contracting arrangements will be completed under Part 4 of the Public Contracts regulation 2015 and the tendering arrangements it provides for , including the issue of an advert within Contract Finder etc. Otherwise it falls in to the “Light touch” requirement Contained in Chapter 3 of the Procurement Regulations as the service relates to a health related activity.

## **8. FINANCIAL IMPLICATIONS**

- 8.1 The existing Mortuary Service is provided at the Princess Royal University Hospital as a joint contract with LB of Bexley and the current budget is £96k. The contract is made up of a fixed sum of £84k and a variable sum of £12k which is set aside the cost of special post mortems and Home Office post mortems.
- 8.2 A three year contract with an optional three year extension is estimated to cost £576k.

## **9. PERSONNEL IMPLICATIONS**

- 9.1 Should the contract move to a different supplier then TUPE is likely to apply to the staff who operate this current contract, within the PRUH hospital mortuary .

## **10. LEGAL CONSIDERATIONS**

- 10.1 There is an existing duty on Local Authorities to provide local mortuary facilities (sec 198 Public Health Act 1936) as amended by the Local Government Act 2000 power of well-being.
- 10.2 This report seeks approval to carry out a tendering exercise to appoint a provider for providing mortuary services. The current contract is jointly held with London Borough of Bexley, the portfolio holder is also requested to authorise for LBB to proceed without London Borough of Bexley as a joint party.

- 10.3 The estimated value of the contract over the three years plus the 3 year extension is £576,000.
- 10.4 When carrying out the consultation the Council should have regard to its duties under the Equalities Act 2010 and the Public Sector (Social Value) Act 2012.
- 10.5 The Public Contracts Regulations 2015 apply to this contract but it is a contract which falls under the light touch regime and is under the financial threshold for that regime so the procurement procedures under Part 2 of the Regulations do not apply.
- 10.6 Rule 8 of the Contract Procedure Rules provides that contracts with an estimated value of £100,000 up to EU Threshold, the 'Invitation to Tender' process should be followed, making use of the Public advertisement and Contracts Finder and the Council's eProcurement System.
- 10.7 In accordance with the Council's constitution, contracts with values over £500k, to be authorised by a Portfolio Holder.
- 10.8 The report author will need to consult with the Legal Department regarding the contract terms and conditions.

<b>Non-Applicable Sections:</b>	N/A

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Report No.  
ES 17090

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** Public Protection & Safety Policy, Development and Scrutiny Committee

**Date:** 21<sup>st</sup> November 2017

**Decision Type:** Non-Urgent

**Title:** Domestic Violence and Violence against Women and Girls

**Contact Officer:** Victoria Roberts, VAWG Strategic Partnership Manager  
Tel: 020 8313 4290 E-mail: [victoria.roberts@bromley.gov.uk](mailto:victoria.roberts@bromley.gov.uk)

**Chief Officer:** Naheed Chaudhry, Assistant Director Strategy, Performance and Business Support E-mail: [naheed.chaudhry@bromley.gov.uk](mailto:naheed.chaudhry@bromley.gov.uk)

**Ward:** Borough Wide

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## 1. REASON FOR REPORT

- 1.1 A briefing report on the Domestic Violence and Violence against Women and Girls (VAWG) contracted services and project work.
  - 1.2 To provide background and performance information for the services in 2016-2017 and update of the recently commissioned DV/VAWG Service.
- 

## 2. RECOMMENDATION(S)

The Committee is asked to note the contents of the report for information.

## Impact on Vulnerable Adults and Children

### 1. Summary of Impact:

The reported domestic abuse and sexual violence incident rate in Bromley from June 2016 to June 2017 was 14 victims per 1000 of the local population, this equates to roughly 4541 victims and of these 2580 were domestic abuse offences. Women are more commonly affected by domestic violence than men with an estimated 1 in 4 women in England and Wales experiencing domestic violence in their lifetime.

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## Corporate Policy

### 1. Policy Status: Existing Policy

LBB VAWG Strategy 2016-2019  
The Safer Bromley Partnership Strategic Assessment 2016-2019  
Domestic Violence and VAWG Training Programme 2016-2019  
HM Government Ending Violence against Women and Girls 2016-2020

### 2. BBB Priority: Safer Bromley:

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## Financial

1. Cost of proposal: Not Applicable:
  2. Ongoing costs: Not Applicable:
  3. Budget head/performance centre: 805011 2001/805000 0180
  4. Total current budget for this head: £199k (2017/18) & £194k (2018/19)
  5. Source of funding: Mayors Office for Police and Crime (MOPAC)
- 

## Personnel

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

## Legal

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

## Ward Councillor Views

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



### **3. COMMENTARY**

- 3.1 LBB has a long history of committing to tackling domestic violence/abuse and has agreed that domestic violence/abuse as one of the key priority areas outlined in the Safer Bromley Partnership Strategic Assessment Report 2016-2019.
- 3.2 For the year ending March 2016 the Crime Survey for England and Wales estimated 2.0 million adults aged 16 to 59 experienced domestic abuse in the last year, equating to a prevalence rate of 6 in 100 adults. Women were more likely to say they have experienced domestic abuse than men, with an estimated 1.3 million female victims compared to 716,000 male victims. On average two women are killed by their partner or ex-partner every week in England and Wales. Domestic homicides represent a third of all murders in England and Wales.
- 3.3 The Crime and Disorder Act 1998 places a statutory requirement on local authorities to monitor the level of domestic abuse in their communities and establish partnerships in order to reduce the problem as well as work together with other agencies to highlight the issue and coordinate a response.
- 3.4 Domestic Homicide Reviews (DHRs) came into effect on 13 April 2011. They were established on a statutory basis under Section 9 of the Domestic Violence, Crime and Victims Act (2004). The Safer Bromley Partnership has the responsibility for establishing domestic homicide reviews within Bromley. Bromley to date has conducted one domestic homicide review that dates back to 2013.
- 3.5 Domestic abuse costs society an estimated £15.7 bn per year. Domestic abuse has a significant impact on a wide range of services including housing, criminal justice, and social services provision. In England the estimated total costs of domestic violence are £5.419bn which comprises of:
- £1.6bn for physical and mental health costs
  - £1.2bn in criminal justice costs
  - £268m in social services costs
  - £185.7m in housing and refuge costs
  - £366.7 in civil legal costs
  - £1.8bn in lost economic output

#### **MOPAC SUPPORTED PROJECT PERFORMANCE 2016-2017**

##### **3.6 The Domestic Abuse Advocacy Project**

- 342 victims of domestic abuse were supported by the project
- 36.5% of victims were aged between 26-35 years old
- Service User demographics show that the victims of domestic abuse in Bromley had 212 dependants, further reaffirming the need for CYP specialist support services
- 13.7% of victims supported by the service were male from various types of relationships
- The Community IDSVA delivered Healthy Relationships Workshops to students at various colleges across the borough.

### 3.7 The One Stop Shop

- 324 service users attended the One Stop Shop
- 219 of those attending sought advice from a solicitor;
- 102 from housing
- 51 sought advice from the police
- 147 from specialist domestic violence/abuse services

### 3.8 Victim/survivor support groups

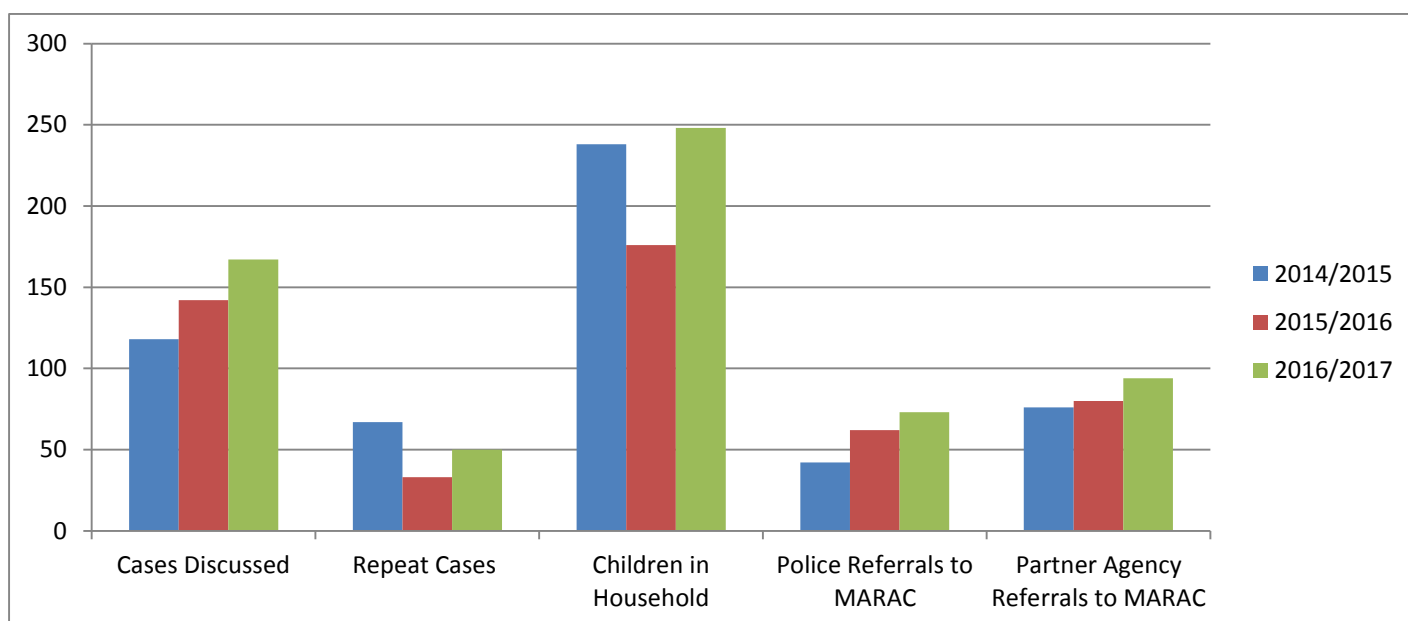
- Received 109 referrals
- 21 referred from Bromley Children’s Social Care
- 23 clients self-referred
- 11 referrals the Bromley Children’s Project
- 93% of service users reported understanding the effects of domestic abuse on children
- 96% of service users had an increased ability to spot and deal with abusive behaviour

### 3.9 Perpetrator Programme: (2015-2017)

- 80 Perpetrators were referred to the project
- There were 7 self-referrals in a two year period
- 42 of the referred perpetrators attended assessment meetings
- 38 perpetrators were assessed as suitable for the programme
- 17 men completed 30 hours of treatment

## 4. THE MULTI-AGENCY RISK ASSESSMENT CONFERENCE – MARAC PERFORMANCE

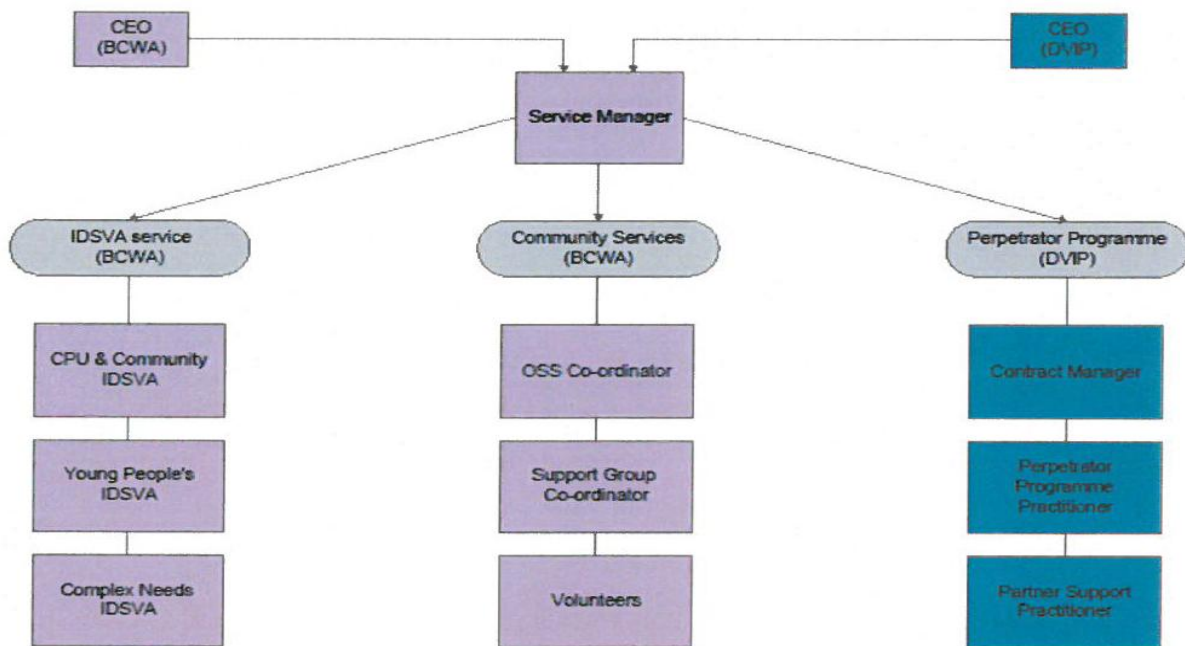
4.1 The Multi-Agency Risk Assessment Conference (MARAC) is a process which aims to allow statutory and voluntary agencies to give a consistent and structured response to managing the risk in cases of domestic abuse. MARAC is used to consider cases of domestic abuse that are categorised as high risk. The Bromley MARAC is held on a monthly basis by the Bromley Police where the relevant agencies are able to share up to date risk information, with a comprehensive assessment of a victim’s needs and decide upon the most appropriate way to lower or manage the identified risks. Overall there has been an increase in activity 2016-17.



## **5. THE TENDER OF THE NEW SERVICE**

- 5.1 The proposal was for one organisation to deliver the whole DV/VAWG Service either by forming a consortium with other providers or by undertaking delivery of all the services. The benefits to LBB would be one lead service provider taking responsibility for all data collection ensuring streamlined contract and performance monitoring and improved referral pathways between the various strands of the contract.
- 5.2 In accordance with the Council's financial and contractual requirements and following Executive approval on the 14<sup>th</sup> September 2016, the services were subject to a full tender process.
- 5.3 The tender submissions were assessed on a 60% finance and 40% quality split. The overall weightings for this contract evaluation were set to identify the Most Economically Advantageous Tender (MEAT) and deliver the best possible combination of whole-life cost and quality to meet the Council's requirement. Evaluation by a panel consisting of representation from the Children's Early Intervention Service, Adult Safeguarding & Quality Assurance and Interim VAWG Commissioner. Of the bids that were evaluated at ITT stage, Bromley and Croydon Women's Aid (BCWA) had scored the highest and were considered suitable to deliver the contract. BCWA submission was of a high standard and they scored well in all domains of operational competence, workforce and service transfer and TUPE arrangements.
- 5.4 BCWA formed a partnership agreement with DVIP (The Perpetrator Programme) to deliver the services outlined in the Service Specification. 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. 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
- 5.5 BCWA has a long standing working relationships with the previous Independent domestic and sexual violence advisors (Victim Support) and as such TUPE legislation for the eligible staff was smooth and largely without incident. However it should be noted that one member of staff decided not to transfer with the service at the last minute and left BCWA without a full complement of staff at the project start date and as such they needed to go through the recruitment process for a replacement. Below is the staff/project structure chart for the newly commissioned service:

**Structure Chart  
BCWA & DVIP**



**6. THE SERVICE DELIVERY MODEL**

- 6.1 In 2016 LBB mapped the way domestic violence services were being delivered and recognised the benefits of co-location model prior to the domestic violence services being retendered, the service specification for the new service was built around the co-location model. This will ensure that we are providing all victims of domestic abuse access to essential services. On the 19<sup>th</sup> September 2017 the Care Quality Commission, OFSTED and HM Inspectorate of Probation published a report, 'The multi-agency response to children living with domestic abuse'. The report identified strengths where domestic violence services were co-located.
- 6.2 Having monitored the referral pathways from the previous IDSVAs service providers 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.
- 6.3 The co-location model 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.

**THE SERVICE PROVISION**

The IDVA project

- 6.4 Young Person (YP) IDSVAs supports young victims of domestic abuse. The YP IDSVAs is co-located with the Looked after Children/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.

- 6.5 The Complex needs IDSVAs provide specialist support to elderly victims of domestic violence. The IDSVAs will also link in and be a single point of contact for the Adult Early Intervention / Initial Response Team and Substance Misuse Teams (BDAS) to support service users with complex additional needs.
- 6.6 Community Safety Unit/Community IDSVAs are co-located with the Bromley Police Community Safety Unit (CSU) offering a specialist support service to police staff. The IDSVAs also support self-referrals and referrals from other local organisations making contact via telephone and secure email.

#### Community Domestic Abuse projects – One Stop Shop and Domestic Abuse Support Groups

- 6.7 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.
- 6.8 Victim/survivor support groups programme is approximately a 12 week course with the overarching aim to:
- To help women who have experienced domestic violence make sense of and understand what has happened to them.
  - To recognise potential future abusers.
  - To help women gain self-esteem and the confidence to improve their lives.

#### Domestic Violence Perpetrator Programme (DVIP)

- 6.9 The programme provides 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. DVIP'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.

#### **ADDITIONAL SERVICE PROVISION**

- 6.10 Young People's Outreach Officer provides specialist 1:1 support for young women who have been affected by domestic abuse. We can support a young person over the telephone or meet with them privately in a safe location to offer confidential advice on a range of practical and emotional issues.
- 6.11 A Young People's Outreach Officer that facilitates a peer support programme for young women and girls who have experienced domestic abuse, or who are vulnerable to entering abusive relationships. Over the course of six weekly sessions, participants will explore topics such as: healthy and unhealthy relationships, consent, digital abuse, gender roles, body image and self-esteem.
- 6.12 BCWA are currently commissioned to deliver the LBB VAWG training and development programme on behalf of both the safeguarding children and safeguarding adult's board. The programme currently includes training sessions covering foundation, intermediate and advanced level domestic abuse training programmes for 2017/2018. The training covers signs of DV, awareness about the types of abuse and myths of DV, safe enquiry and appropriate responses to disclosure, risk assessments, MARAC, how to support service users with complex needs etc.

## **7. POLICY IMPLICATIONS**

- 7.1 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.

## **8. FINANCIAL IMPLICATIONS**

- 8.1 The expenditure on the service is fully funded from MOPAC grant in 2017/18 and 2018/19.
- 8.2 In 2019/20 and 2020/21 the MOPAC funding is being reviewed and it is expected that there will be reductions in funding. If funding is reduced officers will have to consider how these services can be scaled down in order to meet the reduction, alternative funding put in place or the service ceasing.
- 8.3 The contract ends in 2018/19 but there is the option of an extension for a further two years (1 plus 1).

## **9. PROCUREMENT IMPLICATIONS**

- 9.1 This is contained within the report.

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

- 10.1 When thinking about the consequences of domestic abuse, it is important to consider the impact (mental, emotional, physical, social and financial) on the individual survivor, family and children, and also the wider societal costs including the costs of police, health and other service responses, and time off having to be taken by survivors from paid employment and caring responsibilities. It is also important to bear in mind the additional barriers particular social groups might face in escaping domestic abuse or in accessing support or justice. Women's Aid found that:

Poverty: Women in poverty are particularly likely to experience the most extensive violence and abuse in their lives. One research report found that 14% of women in poverty have faced extensive violence and abuse, compared to women not in poverty (6%).

Disability: The full range of mental, physical and sexual cruelty can also be inflicted on individuals with learning disabilities. Disabled women can experience additional barriers to accessing justice and support. One study found that women with physical and learning disabilities were often not believed or are ignored when they disclosed abuse. Women with a long-term illness or disability were more likely to be victims of any domestic abuse in the last year (15.7%), compared with those without a long-term illness or disability (6.2%).

Pregnancy: 40%-60% of women experiencing domestic violence are abused while pregnant.

- 10.2 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. SafeLives estimate that 62% of children living with domestic abuse are directly harmed by the perpetrator of the abuse, in addition to the harm caused by witnessing the abuse of others. There is a growing amount of research that highlights the long term effects of domestic abuse on children, this includes aggressive, anti-social, fearful and/or inhibited behavior. As a result, young people that witness abuse in the home are more likely to develop long term problems such as depression; trauma related symptoms and is violent in their own adolescent and adult relationships.

- 10.3 The abuse of children often starts prior to them even being born. The Department of Health in 2004 reported that in 30% of cases domestic violence either starts or will intensify during pregnancy. Domestic abuse has been identified as a prime cause of miscarriage or still birth.
- 10.4 In March 2013 the Home Office introduced a new official definition of domestic violence, this was expanded to include 16 to 17-year-olds.
- 10.5 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. In research conducted by SafeLives they found that older victims are less likely to attempt to leave in the year before accessing help and more likely to be living with the perpetrator after getting support. Research shows that:
- 10.6 Only 27% of older victims will attempt to leave in the year before accessing help compared to the 68% of those under 60 years old.
- 10.7 32% of older victims will continue to live with the perpetrator after getting support compared to 9% of those under 60's. 48% of older victims also have a disability for a third of those, this is a physical disability. Victims aged 61 years old and over are far more likely to experience abuse from an adult family member (44%) than those less than 60 years old (6%)

<b>Non-Applicable Sections:</b>	Personnel & Legal Implications
Background Documents: (Access via Contact Officer)	LBB VAWG Strategy 2016-2019 <a href="https://bromley.mylifeportal.co.uk/media/20655/vawgstrategy2016to2019.pdf">https://bromley.mylifeportal.co.uk/media/20655/vawgstrategy2016to2019.pdf</a> VAWG Training Programme 2016-2019 <a href="https://bromley.mylifeportal.co.uk/media/20986/dvvawgtraining-programme2016-19.pdf">https://bromley.mylifeportal.co.uk/media/20986/dvvawgtraining-programme2016-19.pdf</a>

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Report No.  
ES17082

London Borough of Bromley

PART ONE - PUBLIC

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

**Date:** Tuesday 21 November 2017

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

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1. Reason for report

- 1.1 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), in particular the progress of the Community Impact Days.
- 1.2 A separate report for the Violence Against Women and Girls element of the Fund has been produced and is listed as another agenda item.

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2. **RECOMMENDATION(S)**

- 2.1 Members of the Public Protection and Safety Policy Development and Scrutiny Committee are asked to note and comment on the content of this report.
- 2.2 To note that a further report will be submitted to the January PDS meeting with proposals for a reduction in service to match the funding available for 2018/19.

### 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 Vibrant, Thriving Town Centres Healthy Bromley
- 

### 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 (2017/182018/19).
  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: Statutory Requirement: Further Details: noise service only
  2. Call-in: Not Applicable:
- 

### Procurement

1. NA.
- 

### 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. Details of the full project were provided to this committee on 29<sup>th</sup> June 2017 and are attached as Appendix 1.
- 

### Ward Councillor Views

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

### 3. COMMENTARY

3.1 A report to this committee in June 2017 gave details of the LCPF grant funded projects. 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.

3.2 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

3.3 This report updates the committee on the progress of Community Impact Days, Bromley Mentoring Service, Integrated Offender Management and the Out of Hours Noise Service. Appendix 1 sets out the details of the projects.

3.4 There is a separate report with an update on the VAWG services funded by MOPAC, elsewhere on this agenda.

#### Community Impact Days

3.5 Community impact days are LBB lead MOPAC funded operations focusing on areas of the Borough which have been identified as areas where there is a high instance of antisocial behaviour (ASB), environmental crime, arson and other crime. In addition to various LBB Departments and Contractors the operation is in partnership with the Metropolitan Police, London Fire Brigade and Affinity Sutton.

3.6 The planning hub is chaired by the ASB Coordinator who is responsible for the overall delivery of all elements of the plan. The planning team consists of the designated MPS Officer who is responsible for the delivery of the Police Element of the plan. The LFB Commander is responsible for the LFB Operational Plan. An LBB analyst carries out detailed analysis of statistics and monitors the designated areas. Affinity Sutton is in the process of nominating a member to join the planning.

3.7 There have been seven Community Impact Days since April 2017. Operations are centred on the four main Crime and ASB areas of the Borough. Highlights so far are:

- 11 Crime arrests have been made
- 2 Firearms recovered
- 50 tons of rubbish cleared (the total is going down at each location )
- 803 square metres of graffiti cleared
- 60 targeted stops
- 13 stolen vehicles seized or recovered.(mainly by the off road motorcycle team)
- Arson reduced by 50%
- 4 warrants executed and a substantial amount of drugs recovered.
- 25 FPNs issued for various Offences
- 83 vehicles stopped for various offences, 8 seized

- 2 Section 59 seizures (mopeds)
  - 2500 MOPAC Day leaflets delivered to households in MOPAC areas
  - 43 High Profile offenders visited about ASB and Nuisance
  - 6 ABCs issued to High Profile ASB nominals.
  - 22 abandoned vehicles dealt with.
  - Considerable interaction with the local community in the four areas.
- 3.8 Prior to Community Impact Days commencing the LFB highlighted concerns with the level amount of arson in the Borough. Arson reports recorded by the LFB are currently down by 50% as a result of prompt removal of rubbish identified as suitable for arson alongside other collaborative work.
- 3.9 Dilapidated Garages are becoming a focal point for ASB/drugs and arson and MOPED Crime. Work is underway to identify garages where action can be taken to neutralise the location as a site of crime, ASB and arson.
- 3.10 The ASB Unit continue to undertake actions under the ASB Crime and Policing Act 2014. 13 Acceptable Behaviour Contracts (ABCs) and 2 Criminal Behaviour Order notices were served during this time. One ABC has been put on hold as the individual concerned was moved out of the borough by social services.
- 3.11 A multiagency ASB panel has been established, previously the Registered Social Landlord panel, in order that issues around persistent anti-social behaviour is discussed, shared and targeted.

#### Bromley Mentoring Service

- 3.12 The Bromley Mentoring Initiative continues to match mentors with young people. Currently 78 young people are receiving one to one support from Mentors. 36 new mentors have been recruited since April 2017.
- 3.13 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 or perpetrator), behavioural or anger issues, fixed/permanent school exclusion, 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, YOS Triage attendees and those involved or at risk of gang activity.

#### Integrated Offender Management

- 3.14 The Integrated Offender Management working group has received improved attendance from essential partners such as Oxleas to ensure opportunities to reoffend are minimised. The IOM Coordinator has led on planning a mini jobs fair. This involves the CRC, Education and Training Coordinator, Blue Sky organisation and Go Train and is organised for the 16<sup>th</sup> November 2017. This will be a drop in event to offer advice on training and employment opportunities for ex-offenders.

#### Out Of Hours Noise Service

- 3.15 The service remains at the vanguard of public protection outside of normal working hours when day time Environmental Health Officers are unavailable for residents to contact. Since the start of this financial year just under 600 enquiries have been dealt with by the duty out of hours Officer.
- 3.16 The service is instrumental in providing a swift resolution to numerous issues, including witnessing construction noise outside of permitted hours, witnessing breaches of formal Notices and complementing day time officer work as required.

3.17 A number of successful prosecutions have resulted from the Service when it would not have been possible to witness the perpetrator during office hours. This has led to a reduction in resource required to resolve a number of complex cases.

#### 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.

#### 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>	<b><u>257,000</u></b>	<b><u>234,830</u></b>	<b><u>491,830</u></b>
<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>	<b><u>93,000</u></b>	<b><u>58,600</u></b>	<b><u>151,600</u></b>
<b>Total</b>	<b><u>350,000</u></b>	<b><u>293,430</u></b>	<b><u>643,430</u></b>

6.2 A further report will be brought back to Members in January with proposals for reducing services to meet the decreased level of funding that is available for 2018/19.

#### 7. PERSONNEL IMPLICATIONS

7.1 The ASB Co-ordinator Post is dependent on continued funding. There is a reduction of £34,400 from April 2018 the Portfolio Holder will be supplied a report once the financial position has been confirmed. 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 There is a statutory requirement under the Environmental Protection Act 1990 to investigate noise complaints.

<b>Non-Applicable Sections:</b>	Procurement Implications
Background Documents: (Access via Contact Officer)	The MOPAC Update ES17039, 29 <sup>th</sup> June 2017

## **Appendix 1**

### Programme Activity

<b>Programme</b>	<b>Detail</b>
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 2123 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 2123 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 2123 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 2123 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 2123 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 1991 1238"><b><u>THE COMMUNITY DOMESTIC ABUSE PROJECTS – ONE STOP SHOP AND DOMESTIC ABUSE SUPPORT GROUPS</u></b></p> <p data-bbox="539 1275 2123 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:  
CSD17159

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** PUBLIC PROTECTION AND SAFETY PDS COMMITTEE

**Date:** 21<sup>st</sup> November 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 and to consider the contracts summary for the Public Protection and Safety Portfolio.
- 1.2 Members should note that the Work Programme is fluid and subject to change as required.
- 

2. **RECOMMENDATIONS**

2.1 **That the Committee:**

- (1) **Notes the current Work Programme.**
- (2) **Comments on the Corporate Contract Register extract and commentary relating to the Public Protection and Safety Portfolio Contracts.**
- (3) **The Committee comments on any matters that it thinks should be incorporated into the Work Programme.**
- (4) **The Committee puts forward suggestions for Member visits.**

### 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 (6.87fte)
  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. The Committee is also invited to make suggestions with regard to Member visits.
- 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.
- 3.5 The Public Protection & Safety Portfolio's contracts follow as a separate document and report (total contract value of more than £50k). Report ES 17077.
- 3.6 The Contract Monitoring Summaries pioneered by E&CS and the Corporate Contract Register have been merged to form a Corporate Contract Database. This Contract Database will be at the heart of the Council's future Commissioning and Procurement activity and will generate alerts and reports, as required, to ensure timely procurement and consistent Member reporting.

### 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—27<sup>th</sup> September 2017</b>
Matters Arising
Chairman's Update
Police Update
Portfolio Holder Update
Presentation from a representative of the Borough Gangs' Team--Acting DCI Charles Clare
Presentation from Sarah Armstrong (Say No 2 Knives) on Knife Crime and Stop and Search.
Discussion around the London Assembly Police and Crime Commission Report
Food Safety Service Plan—2017-2018
Capital Programme Monitoring Report-1 <sup>st</sup> Quarter—2017-2018
Trading Standards Service Plan
Dogs and Pest Control Contracts
Expenditure on Consultants
Work Programme, Contracts Register, and Risk Register
<b>PUBLIC PROTECTION AND SAFETY PDS—21st November 2017</b>
Matters Arising
Chairman's Update
Police Update
Budget Monitoring
Portfolio Holder Update
Guidance for Noise Control on Construction Sites Controlled Under the Control of Pollution Act
MOPAC Update
Counter Terrorism/Prevent Update
Presentation from London Fire Brigade—including Impact Factor and Tower Blocks
Report on CCTV Procurement Strategy
Report on Domestic Violence and VAWG Services
Report on Gate Review for Mortuary Service
Work Programme, Contracts Register and Risk Register
<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 on Town Centre Policing and Public Safety, including the Night Time Economy.
Enforcement Activity Update
Presentation from London Probation Services



<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
Update Report on Drug and Alcohol Abuse
LAS Presentation
Presentation from Bromley Youth Council
Environmental Protection Update
SLaM Update
Work Programme, Contracts Register and Risk Register
<b>POSSIBLE FUTURE PRESENTATIONS and AGENDA ITEMS</b>
Presentation on the RSA's New Futures Network
Ministry of Justice's New Employment Programme
Prison Reform
<b>POSSIBLE FUTURE VISITS</b>
Victim Support-Waiting for confirmation from Joanna Davidson

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