

## TO MEMBERS OF THE COUNCIL

**Notice is hereby given that a meeting of the Council of the London Borough of Bromley is to be held in the Council Chamber at Bromley Civic Centre on Monday 8 April 2019 at 7.00 pm which meeting the Members of the Council are hereby summoned to attend.**

### Prayers

### A G E N D A

- 1 Apologies for absence
- 2 Declarations of Interest
- 3 To confirm the Minutes of the meeting of the Council held on 25th February 2019 (Pages 3 - 38)
- 4 Petitions (Pages 39 - 44)
- 5 Questions

*Questions must be received by 5pm on Tuesday 2nd April 2019*

- (a) Questions from members of the public for oral reply.
  - (b) Questions from members of the public for written reply.
  - (c) Questions from members of the Council for oral reply.
  - (d) Questions from members of the Council for written reply.
- 6 To consider any statements that may be made by the Leader of the Council, Portfolio Holders or Chairmen of Committees.
  - 7 Recommendations from the Executive
    - (a) Budget Monitoring 2018/19 (Pages 45 - 104)
    - (b) Constitution Improvement Working Group - Minor Constitutional Changes (Pages 105 - 118)
    - (c) Special Urgency Decisions 2018/19 (Pages 119 - 122)

- 8 Recommendations from Policy Development and Scrutiny
  - (a) Fourth Report of the Education, Children and Families Select Committee 2018/19 - The Impact of Universal Credit on Families (Pages 123 - 136)
  - (b) Policy Development and Scrutiny Annual Report 2019/19 (Pages 137 - 162)
- 9 Other Reports
  - (a) SACRE Annual Report 2017/18 (Pages 163 - 172)
- 10 To consider Motions of which notice has been given.
- 11 The Mayor's announcements and communications.

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*Ao Adetosoye*

**Ade Adetosoye OBE**  
**Interim Chief Executive**  
**BROMLEY CIVIC CENTRE**  
**BROMLEY BR1 3UH**  
**Friday 29 March 2019**  
**Vol.55 No.7**

## LONDON BOROUGH OF BROMLEY

### MINUTES

of the proceedings of the Meeting of the  
Council of the Borough  
held at 7.00 pm on 25 February 2019

#### Present:

**The Worshipful the Mayor**  
**Councillor Kim Botting FRSA**

**The Deputy Mayor**  
**Councillor David Cartwright QFSM**

#### Councillors

|                       |                     |                     |
|-----------------------|---------------------|---------------------|
| Gareth Allatt         | Peter Fortune       | Peter Morgan        |
| Graham Arthur         | Kira Gabbert        | Keith Onslow        |
| Kathy Bance MBE       | Will Harmer         | Tony Owen           |
| Yvonne Bear           | Christine Harris    | Angela Page         |
| Julian Benington      | Samaris Huntington- | Neil Reddin FCCA    |
| Nicholas Bennett J.P. | Thresher            | Will Rowlands       |
| Mike Botting          | William Huntington- | Richard Scoates     |
| Katy Boughey          | Thresher            | Colin Smith         |
| Mark Brock            | Simon Jeal          | Diane Smith         |
| Kevin Brooks          | David Jefferys      | Gary Stevens        |
| Mary Cooke            | Charles Joel        | Melanie Stevens     |
| Aisha Cuthbert        | Josh King           | Harry Stranger      |
| Peter Dean            | Kate Lymer          | Kieran Terry        |
| Ian Dunn              | Christopher Marlow  | Pauline Tunnicliffe |
| Judi Ellis            | Robert Mcilveen     | Michael Turner      |
| Robert Evans          | Russell Mellor      | Stephen Wells       |
| Simon Fawthrop        | Alexa Michael       | Angela Wilkins      |

The meeting was opened with prayers

In the Chair  
The Mayor  
Councillor Kim Botting FRSA

#### **73 Apologies for absence**

Apologies for absence were received from Councillors Marina Ahmad, Vanessa Allen, Nicky Dykes, Hannah Gray, Colin Hitchins, Chris Pierce, Michael Rutherford and Michael Tickner.

Apologies for lateness were received from Councillor Kieran Terry.

#### **74 Declarations of Interest**

Councillor Nicholas Bennett declared an interest as a user of the Spa Leisure Centre in relation to a question he had submitted.

**75            Petitions**

No petitions had been received.

**76            To confirm the Minutes of the ordinary meeting of the Council held on 10th December 2018 and the special meeting held on 16th January 2019**

**RESOLVED that the minutes of the ordinary meeting of the Council held on 10<sup>th</sup> December 2018, and the special meeting held on 16<sup>th</sup> January 2019 be confirmed.**

**77            Questions**

One question had been received from a member of the public for oral reply. The question, with the answer given, is set out in Appendix A to these minutes.

Ten questions had been received from members of the public for written reply. The questions, with the answers given, are set out in Appendix B to these minutes.

Fourteen questions had been received from members of the Council for oral reply. The questions, with the replies given, are set out in Appendix C to these minutes.

Eight questions had been received from members of the Council for written reply. The questions, with the answers given, are set out in Appendix D to these minutes.

**78            To consider any statements that may be made by the Leader of the Council, Portfolio Holders or Chairmen of Committees.**

No statements were made.

**79            2019/20 Council Tax  
Report CSD19041**

Councillor Colin Smith, seconded by Councillor Graham Arthur, moved acceptance of the recommendations made by the Executive. In moving the recommendations, Councillor Smith confirmed that there were no changes to the final Mayoral precept and the changes to Parking Charges had, since the Executive's meeting, been agreed by the Environment and Community services Portfolio Holder.

The following amendments were moved by Councillor Angela Wilkins and seconded by Councillor Ian Dunn -

“The following amendments are proposed to the recommendations of the Executive set out in the Blue Book on pages 73-124.

The following changes be made to the recommended budget for 2019/20:

**Additional Recommendation (2.1):**

- (l) sets aside the following funding from earmarked reserves:
  - (i) £5,000k from the Investment Fund to provide capital funding for new build social housing over a period of two years;
  - (ii) £5,000k from the Invest to Save Fund for the provision of modular TA housing;
  - (iii) £3,250k from the Growth Fund to support the Local Economy;
  - (iv) £5,000k from Better Care Fund and NHS monies (S75 agreements) for investment in public health/social prescribing and CAMHS (subject to CCG agreement);
  - (v) £700k from a combination of Member Initiatives and Invest to Save to support a range of initiatives including town centre assemblies, debt advisory service and safer streets.
  
- (m) explores opportunities for income generation arising from the sale of out of Borough commercial property investments (capital receipt of £5,000k) and the commercialisation of some council services (revenue income of £500k per annum – assume full year impact from 2020/21);
  
- (n) agrees the following ongoing revenue expenditure to be met from a corresponding reduction of £199k in the central contingency:
  - (i) additional staff to support regulation of private rented sector (£50k per annum);
  - (ii) re-instate air pollution monitoring equipment (£14k per annum);
  - (iii) increase CCTV/lighting in areas affected by ASB / youth violence (£80k);
  - (iv) increased service user involvement in commissioning/contract monitoring (£5k per annum);
  - (v) improved provision of ‘easy to read’ and re-instatement of BSL interpreter service (£30k per annum);
  - (vi) exempt care leavers from council tax (£20k).

Further detail is provided in Appendix 1.

**Amended Recommendation (2.3):**

3. That the following amounts be calculated for the year 2019/20 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended (the Act):
  - (a) £537,264k being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act.
  - (b) £377,413k being the aggregate of the amounts which the Council estimates or the items set out in Section 31A(3) of the Act.”

Further detail was set out in an appendix (attached as Appendix E to these minutes.)

On being put to the vote, this amendment was **LOST**.

Accordingly, the recommendations of the Executive, as moved by Councillor Colin Smith and seconded by Councillor Graham Arthur, were **CARRIED** as follows -

**That Council -**

- (1)
  - (a) **Approves the schools budget of £76.722 million which matches the estimated level of Dedicated Schools Grant (DSG) after academy recoupment (a reduction of £922k - see (b) below);**
  - (b) **Approves the draft revenue budgets (as in Appendix 2) for 2019/20 to include the following updated changes:**
    - (i) **DfE have refused a disapplication request by the Council resulting in increased costs of £1m (£922k reduction in DSG income due to Academy recoupment and £78k to an increase in expenditure for maintained schools). This is offset by a reduction of £788k held in the Central Contingency for additional 2019/20 High Needs (SEN) Funding. The shortfall of £212k will be met from the Government’s additional 2018/19 High Needs Funding which will be reflected in the next Budget Monitoring 2018/19 report to Executive.**
    - (ii) **Parking Income £308k.**
    - (iii) **Other minor variations totalling £65k mainly relating to Business Rate Levy funding and updated collection fund surplus.**
  - (c) **Agrees that Chief Officers identify alternative savings/mitigation within their departmental budgets where it is not possible to realise any savings/mitigation reported to**

the previous meeting of the Executive held on 16<sup>th</sup> January 2019;

- (d) Approves the following provisions for levies for inclusion in the budget for 2019/20:

|   | £'000        |
|---|--------------|
| London Pensions Fund Authority          | 452          |
| London Boroughs Grant Committee         | 249          |
| Environment Agency (flood defence etc.) | 249          |
| Lee Valley Regional Park                | 312          |
| <b>Total</b>                            | <b>1,262</b> |

- (e) Approves a revised Central Contingency sum of £10,943k to reflect the changes in (b) and (d);
- (f) Notes that the 2019/20 Central Contingency sum includes significant costs not yet allocated and there will therefore be further changes to reflect allocations to individual Portfolio budgets prior to publication of the Financial Control Budget;
- (g) Approves the revised draft 2019/20 revenue budgets to reflect the changes detailed above;
- (h) Sets a 4.99% increase in Bromley's council tax for 2019/20 compared with 2018/19 (2.99% general increase plus 2% Adult Social Care Precept) and notes that, based upon their consultation exercise, the GLA are currently assuming a 8.9% increase in the GLA precept;
- (i) Notes the latest position on the GLA precept, as above, which will be finalised in the overall Council Tax figure to be reported to full Council (see section 12);
- (j) Approves the approach to reserves outlined by the Director of Finance (see Appendix 4);
- (k) Executive agree that the Director of Finance be authorised to report any further changes directly to Council on 25<sup>th</sup> February 2019.
- (2) Council Tax 2019/20 – Statutory Calculations and Resolutions (as amended by the Localism Act 2011).

Subject to 2.1 (a) to (k) above, if the formal Council Tax Resolution as detailed below is approved, the total Band D Council Tax will be as follows:

|                              | 2018/19<br>£    | 2019/20<br>£    | Increase<br>£ | Increase<br>%<br>(note #) |
|------------------------------|-----------------|-----------------|---------------|---------------------------|
| <b>Bromley (general)</b>     | <b>1,094.18</b> | <b>1,128.80</b> | <b>34.62</b>  | <b>2.99</b>               |
| <b>Bromley (ASC precept)</b> | <b>64.30</b>    | <b>87.46</b>    | <b>23.16</b>  | <b>2.00</b>               |
| <b>Bromley (total)</b>       | <b>1,158.48</b> | <b>1,216.26</b> | <b>57.78</b>  | <b>4.99</b>               |
| <b>GLA *</b>                 | <b>294.23</b>   | <b>320.51</b>   | <b>26.28</b>  | <b>8.93</b>               |
| <b>Total</b>                 | <b>1,452.71</b> | <b>1,536.77</b> | <b>84.06</b>  | <b>5.79</b>               |

\* The GLA Precept may need to be amended once the actual GLA budget is set.

(#) in line with the 2019/20 Council Tax Referendum Principles, the % increase applied is based on an authority's "relevant basic amount of Council Tax" (£1,158.48 for Bromley) – see paragraph 6 below. Any further changes arising from these Principles will be reported directly to Council on 25<sup>th</sup> February 2019.

**(3) Council formally resolves as follows:**

- 1. It be noted that the Council Tax Base for 2019/20 is 131,428 'Band D' equivalent properties.**
- 2. Calculate that the Council Tax requirement for the Council's own purposes for 2019/2020 is £159,851k.**
- 3. That the following amounts be calculated for the year 2019/20 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended (the Act):**
  - (a) £531,584k being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act.**
  - (b) £371,733k being the aggregate of the amounts which the Council estimates or the items set out in Section 31A(3) of the Act.**
  - (c) £159,851k being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year.**
  - (d) £1,216.26 being the amount at 3(c) above, divided by (1) above, calculated by the Council in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year.**
- (4) It is noted that the Greater London Authority (GLA) has issued a precept to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table below.**



- (5) That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the table below as the amounts of Council Tax for 2019/20 for each part of its area and for each of the categories of dwellings.

| <b>Valuation Bands</b> | <b>London Borough of Bromley<br/>£</b> | <b>Greater London Authority<br/>£</b> | <b>Aggregate of Council Tax Requirements<br/>£</b> |
|------------------------|--|---------------------------------------|--|
| <b>A</b>               | <b>810.84</b>                          | <b>213.67</b>                         | <b>1,024.51</b>                                    |
| <b>B</b>               | <b>945.98</b>                          | <b>249.29</b>                         | <b>1,195.27</b>                                    |
| <b>C</b>               | <b>1,081.12</b>                        | <b>284.90</b>                         | <b>1,366.02</b>                                    |
| <b>D</b>               | <b>1,216.26</b>                        | <b>320.51</b>                         | <b>1,536.77</b>                                    |
| <b>E</b>               | <b>1,486.54</b>                        | <b>391.73</b>                         | <b>1,878.27</b>                                    |
| <b>F</b>               | <b>1,756.82</b>                        | <b>462.96</b>                         | <b>2,219.78</b>                                    |
| <b>G</b>               | <b>2,027.10</b>                        | <b>534.18</b>                         | <b>2,561.28</b>                                    |
| <b>H</b>               | <b>2,432.52</b>                        | <b>641.02</b>                         | <b>3,073.54</b>                                    |

- (6) That the Council hereby determines that its relevant basic amount of council tax for the financial year 2019/20, which reflects a 4.99% increase (including Adult Social Care Precept of 2%), is not excessive. The Referendums Relating to Council Tax Increases (Principles) (England) Report 2019/20 sets out the principles which the Secretary of State has determined will apply to local authorities in England in 2019/20. Any further changes arising from these Principles will be reported directly to Council on 25<sup>th</sup> February 2019. The Council is required to determine whether its relevant basic amount of Council Tax is excessive in accordance with the principles approved under Section 52ZB of the Local Government Finance Act 1992.

The following Members voted in favour of the motion -

Councillors Gareth Allatt, Graham Arthur, Yvonne Bear, Julian Benington, Nicholas Bennett, Mike Botting, Katy Boughey, Mark Brock, Mary Cooke, Aisha Cuthbert, Peter Dean, Judi Ellis, Robert Evans, Simon Fawthrop, Peter Fortune, Kira Gabbert, Will Harmer, Christine Harris, Samaris Huntington-Thresher, William Huntington-Thresher, David Jefferys, Charles Joel, Kate Lymer, Christopher Marlow, Robert Mcilveen, Russell Mellor, Alexa Michael, Peter Morgan, Keith Onslow, Tony Owen, Angela Page, Neil Reddin, Will Rowlands, Richard Scoates, Colin Smith, Diane Smith, Gary Stevens, Melanie Stevens, Harry Stranger, Kieran Terry, Pauline Tunnicliffe, Michael Turner and Stephen Wells.

The following Members voted against the motion -

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Councillors Kathy Bance, Kevin Brooks, Ian Dunn, Simon Jeal, Josh King and Angela Wilkins.

The following Members abstained -  
Councillors Kim Botting and David Cartwright.

**80 Capital Programme Monitoring Q3 2018/19 and Capital Strategy**  
Report CSD19042

A motion to agree the inclusion of the new scheme proposals listed in Appendix C to the report in the capital programme and to approve the inclusion of £1,208k of Special Provision Fund capital grant in the 2019/20 capital programme, under the Basic Need scheme was moved by councillor Graham Arthur, seconded by Councillor Colin Smith and **CARRIED**.

**81 Treasury Management - Annual Investment Strategy 2019/20 and Quarter 3 Performance 2018/19**  
Report CSD19043

A motion to approve an increase in the limit to £50 million for investments with Housing Associations (section 3.4.6 of the report), agree that the Treasury Management Strategy be amended to clarify that only the ring fenced components of the Royal Bank of Scotland be included for future investments (section 3.4.6 of the report) and agree to adopt the Treasury Management Statement and the Annual Investment Strategy for 2019/20 (Appendix 4, pages 17-43 of the report), including the prudential indicators (summarised on page 43 of the report) and the Minimum Revenue Provision (MRP) policy statement (page 22 of the report) , was moved by Councillor Graham Arthur, seconded by Councillor Colin Smith and **CARRIED**.

**82 Third Report of the Education, Children and Families Select Committee 2018/19 - Sustainability of the Education Budget**  
Report CSD19033

Councillor Nicholas Bennett asked Members to note that in recommendation 2.1 (page 2) of the report the words “special needs” should be inserted between the words “new” and “provision.”

A motion to invite the Leader and appropriate Portfolio Holders to consider the recommendations in the report and (a) refer the recommendations to service Directors and Partners where appropriate and (b) provide a written response to the Education, Children and Families Select Committee for consideration at a future meeting of the Select Committee was moved by Councillor Nicholas Bennett, seconded by Councillor Neil Reddin and **CARRIED**.

**83 2019/20 Pay Award**  
Report CSD19044

A motion to approve the following -

- (i) a flat 2.25% pay increase for all staff (excluding teachers who are covered by a separate statutory pay negotiating process;)
- (ii) a further increase for lower paid staff as follows inclusive of the flat rate 2.25% increase -

| Spinal Points | Proposed increase inclusive of the flat rate pay award of 2.25% |
|---------------|---|
| 4-17          | 6%  |
| 18            | 5%  |
| 19-22         | 4%  |
| 23-30         | 3%  |

- (iii) that the Trade Union's pay claim for staff be rejected (paragraph 3.7 and appendices to the report.)

and to note that, as in the previous years since coming out of the nationally/regionally negotiated frameworks, Bromley staff would receive the 2019/20 pay increase in time for the April pay, was moved by Councillor Pauline Tunncliffe, seconded by Councillor Michael Turner and **CARRIED**.

**84 Pay Policy Statement**  
Report CSD19045

A motion to approve the 2019/20 Pay Policy Statement was moved by Councillor Pauline Tunncliffe, seconded by Councillor Michael Turner and **CARRIED**.

**85 Members Allowances Scheme 2019/20**  
Report CSD19046

An amendment to the proposed scheme to require that an allowance of £52 per meeting should be paid to members of Plans Sub-Committees in place of the fixed annual allowance was moved by Councillor Simon Fawthrop, seconded by Councillor Nicholas Bennett and **CARRIED**.

A motion to approve the Members Allowances Scheme 2019/20 as set out in Appendix 2 to the report and as amended, and to approve the Mayoral and Deputy Mayoral Allowances for 2019/20, with an increase in all allowances in line with the increase in officer salaries of 2.25%, was moved by Councillor Pauline Tunncliffe, seconded by Councillor Michael Turner and **CARRIED**.

The following Members voted in favour of the motion -

Councillors Gareth Allatt, Graham Arthur, Yvonne Bear, Julian Benington, Nicholas Bennett, Mike Botting, Katy Boughey, Mark Brock, Mary Cooke, Aisha Cuthbert, Peter Dean, Judi Ellis, Robert Evans, Simon Fawthrop, Peter Fortune, Kira Gabbert, Will Harmer, Christine Harris, Samaris Huntington-Thresher, William Huntington-Thresher, David Jefferys, Charles Joel, Kate

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Lymer, Christopher Marlow, Robert Mcilveen, Russell Mellor, Alexa Michael, Peter Morgan, Keith Onslow, Tony Owen, Angela Page, Neil Reddin, Will Rowlands, Richard Scoates, Colin Smith, Diane Smith, Gary Stevens, Melanie Stevens, Harry Stranger, Kieran Terry, Pauline Tunncliffe, Michael Turner and Stephen Wells.

The following Members voted against the motion -

Councillors Kathy Bance, Kevin Brooks, Ian Dunn, Simon Jeal, Josh King and Angela Wilkins.

The following Members abstained -

Councillors Kim Botting and David Cartwright.

**86 To consider Motions of which notice has been given.**

No motions were received.

**87 The Mayor's announcements and communications.**

The Mayor thanked all the Members who had attended her Charity Dinner at Tamasha in January.

The annual Quiz, held on 8<sup>th</sup> February had been another great success - the Mayor thanked the quizmaster, Ian Payne, his wife, Judith and their family, for giving their time over the last fifteen years.

On Friday 22<sup>nd</sup> February the Looked after Children awards had been held, and the Mayor thanked the many Members who had attended.

The signing of the Friendship Agreement with Thunder Bay was being held on Thursday 7<sup>th</sup> March at 12 noon and the following day, on Friday 8<sup>th</sup> March at 10am there would be a visit to Canadian Corner in All Saints Church for a short service and then on to Orpington Hospital at 12pm where the Mayor, with the Mayor of Thunder Bay, would unveil a plaque marking the signing of the friendship Agreement. All Members were very welcome to attend these two events.

Later in the day, the Mayor had arranged to take the visitors to Biggin Hill Airport, as well as to the Museum and Chapel.

The Mayor's final charity event would be on Friday 5<sup>th</sup> April - a dinner at the East India Club with a wonderful speaker - Sir Alistair MacDuff, a retired High Court Judge. The Lord Mayor of Neuwied, Jan Einig and his wife would be visiting Bromley that weekend and would be attending the dinner. With sixteen Mayors already booked to attend tickets were selling very fast, so if Members wanted tickets they should contact the office as soon as possible.

The Meeting ended at 10.05 pm.

Mayor

**COUNCIL MEETING**

**25<sup>TH</sup> FEBRUARY 2019**

**QUESTIONS FROM MEMBERS OF THE PUBLIC FOR ORAL REPLY**

**1. From Taylor Matthews to the Leader of the Council**

Can the Leader of the Council explain why Bromley (the first London Council to debate and vote in favour of Brexit) is the last to put contingency plans in place, and when rate payers will be advised of said plans?"

**Reply:**

The Council has undertaken no independent analysis on the possible effects or otherwise of Brexit. Senior staff within Bromley Council continue to hold no reported concerns as to staffing or service issues.

In the unlikelyhood any unforeseen operational or financial liabilities were to arise to the downside, the Council carries sufficient contingency reserves to ensure there will be no disruption to valued local services.

The latest general thoughts on related matters pan-London can be found on the following link from a recent London Councils Leaders Committee agenda:

<https://www.londoncouncils.gov.uk/node/35057>

**Supplementary Question:**

Has the Council considered the impact on services that are particularly vulnerable if EU nationals do not secure a good deal, such as adult social services?

**Reply:**

Officers see no problems around staffing levels, particularly around services to vulnerable people of any nationality.

**Additional Supplementary Question from Cllr Ian Dunn:**

Has Cllr Smith read the Ernst & Young Local Government Audit Committee Briefing dated December 2018 where the briefing discusses the impact on social care provision and states that the social care workforce is particularly susceptible to the impact of Brexit?

**Reply:**

I did not hear which august body wrote the report in question, but what I can tell you with certainty is that those of us in this chamber, certainly on this side, know more about social services in Bromley than whoever wrote that report.

**Additional Supplementary Question from Cllr Simon Fawthrop:**

Is the Leader aware that the Government has given every assurance to EU nationals that after Brexit they will be welcome to remain, and we also welcome those of them living and working in this country to remain here after Brexit.

**Additional Supplementary Question from Cllr Nicholas Bennett:**

Would the Leader agree with me that the proposal by the Leader of the Opposition tonight to support a second referendum, which would cost this borough half a million pounds, is a complete and utter waste of money?

**Reply:**

I would say in the first part to Councillor Bennett's question - absolutely. It would also be an insult to democracy across this country following the referendum and a failure to deliver it.

In answer to Cllr Fawthrop, I have temporarily forgotten his question, but the answer was definitely yes.

**COUNCIL MEETING**

**25<sup>TH</sup> FEBRUARY 2019**

**QUESTIONS FROM MEMBERS OF THE PUBLIC FOR WRITTEN REPLY**

**1. From Julie Ireland to the Renewal, Recreation & Housing Portfolio Holder**

Given the Planning Inspector's refusal of the application in respect of the multi storey school at 1 Westmoreland Road, will the Council now amend the Bromley Local Plan to change the designated use of this site?

**Reply:**

The planning appeal process does not alter the Bromley Local Plan designation of this site but a future planning application for any use should take into account the latest appeal decision and in particular the reasons for dismissal.

**2. From Julie Ireland to the Environment & Community Services Portfolio Holder**

In view of the Planning Inspector's refusal of the application in respect of the multi storey school at 1 Westmoreland Road, what are the Council's plans for the much needed pedestrian and cycling improvements to this junction including plans for the safeguarded land on the corner of Masons Hill and Westmoreland Road?

**Reply:**

The application was not dismissed on Highway grounds. At paragraph 56 the Inspector concluded: - '*I have also found that highway safety concerns have not been borne out*'. There are not therefore direct consequences arising from the decision, as would have been the case had it been allowed.

**3. From Julie Ireland to the Renewal, Recreation & Housing Portfolio Holder**

What costs were incurred by the Council in the Bullers Wood School for Boys appeal in respect of St Hugh's Playing Fields?

**Reply:**

The Council spent £49825 on external Transport consultants; this excludes Legal costs which are subject to confidentiality of commercial information.

**4. From Sam Webber to the Environment & Community Services Portfolio Holder**

Following a written answer to me in December 2017 stating that the Council would "give this matter some consideration subject to available budgets and practicalities" can I ask for an update on erecting a small plaque or sign to mark the grave of Captain George Allan Maling VC in Chislehurst Cemetery?

**Reply:**

The parks and greenspace service provider's Director, Mr Frank Kleinhans ([Frank.Kleinhans@idverde.co.uk](mailto:Frank.Kleinhans@idverde.co.uk)), is aware of the desire to erect a small plaque at this location. He would welcome your thoughts, including any further historic background, in order to ascertain how this is best delivered at the location.

**5. From Sam Webber to the Environment & Community Services Portfolio Holder**

I have been advised that grave ownership 'in perpetuity' in reality lasts only for 25 years under the 1972 Local Government Act.

In light of this would LBB consider issuing a public notice of intent to transfer ownership of grave number A2017 at Chislehurst Cemetery from the executor of the estate of the grave owner to the Victoria Cross Trust which would like to take over ownership and restore the gravestone of Captain Maling VC?

**Reply:**

Before the Local Authorities' Cemeteries Order 1977, the main legislation relating to burial was governed by the Burial Acts 1852 – 1906 (15 in total), and the Cemeteries Clauses Act 1847. Many of these Acts have now been repealed.

With regards to defining the period of rights to a grave, the issue of perpetuity is covered in the Local Authorities' Cemeteries Order 1977 – the Order allows an authority to determine a right of burial if the grave has never been used and 75 years has elapsed since the date of the grants. The Order also allows agreements to maintain a grave to be determined (returned to the council) after 100 years, even if these were made in perpetuity. The Order limits the time that any new grants of exclusive right of burial can be made for to a maximum of 100 years. It does not, however, give any provision for limiting grants made in perpetuity prior to the order or provide a mechanism for reclaiming or shortening those rights where they have been exercised. The implication therefore is that any rights that were granted in perpetuity under any previous legislation remain in perpetuity.

We would be pleased to engage with the Victoria Cross Trust regarding the potential of restoring the gravestone of Captain Maling VC.



**6. From Chloe-Jane Ross to the Portfolio Holder for Renewal, Recreation & Housing**

What are the latest estimates of homeless people in the borough, including counts of those living on the streets? Is data available for area (Beckenham, Bromley, Orpington etc)?

**Reply:**

Bromley's Homeless Strategy sets out detailed data regarding homeless trends and estimates. However in summary there are currently estimated to be approximately 3,500 households who are homeless or in insecure accommodation in Bromley. The vast majority of these households are currently accommodated in forms of temporary accommodation or under interim arrangements and as such are not 'roofless'.

The last rough sleeper head count was held in November 2018. A total of 6 people were found; 3 in Bromley, 2 in Orpington and 1 in Penge. Contact was made with all of these rough sleepers to offer support and assistance with rehousing.

**7. From Chloe-Jane Ross to the Portfolio Holder for Renewal, Recreation & Housing**

What support did the Council provide to shelters and homeless charities over the Christmas period?

**Reply:**

Bromley's rough sleeper outreach services are funded by central government alongside the no second night out programme and emergency accommodation hubs. Support was offered by these services throughout the Christmas period. Bromley also provides dedicated caseworkers and housing advice surgery support across the borough including through churches, charities and the shelter. This includes 24/7 365 day access to emergency advice and temporary accommodation provision. In addition, in line with the severe weather emergency provision requirements (SWEP), the Council has directly provided accommodation during the Christmas and cold weather periods for anyone found to be homeless and sleeping rough, with referrals able to be made directly by shelters and homeless charities for support. Funding support is then provided to assist directly with move-on to settled accommodation secured.

**8. From Chloe-Jane Ross to the Portfolio Holder for Environment & Community Services**

When will the 2010 Air Quality Action Plan be updated?

**Reply:**

The Mayor of London's revised draft Air Quality Action Matrix was only received by the Council in October 2018, with the consultation period closing in November 2018 and now that this has been agreed by the Mayor (we're checking the date), the Council is now refining its draft Air Quality Action Plan for consultation in due course.

**9. From Rich Wilsher to the Portfolio Holder for Children, Education & Families**

How many children in the care of the Council care are currently placed outside of the borough?

**Reply:**

We currently have 61 children placed at distance out of the borough –31 of these children are in specialist placements.

**10. From Rich Wilsher to the Portfolio Holder for Children, Education & Families**

Are the Council planning to review casework and policies in light of the recent media attention of a Bromley parent and the use of out-of-borough placements of children in care?

**Reply:**

The Council are not planning on reviewing casework policies.

**COUNCIL MEETING**

**25<sup>TH</sup> FEBRUARY 2019**

**QUESTIONS FROM MEMBERS OF THE COUNCIL FOR ORAL REPLY**

**1. From Cllr Tony Owen to the Environment & Community Services Portfolio Holder**

The report recommending cycle lanes between Orpington station and Crofton Lane mini roundabout reported that 91 cycle journeys were made along this stretch of Crofton Road during a 12 hour period on a sunny summer day.

TfL reported that they have identified 21,000 potential journeys that could be made if there were cycle lanes.

How many journeys need to be made for you to consider the scheme a success and worthwhile spending of £673,000 taxpayers' money?

**Reply:**

TfL have identified 21,000 potentially cycle-able journeys to/from Orpington Station and Town Centre from all directions, not just on that road, if the facilities are improved. This scheme represents part of the improvements. The project you refer to both offers improved cycling and walking facilities, including improved crossings and will link up with the cycle hub at Orpington Station. Here in Bromley we have always looked at providing residents with travel options rather than compulsion. The improvements will also address an accident history at the Crofton Lane/Road roundabout.

How should we measure the success of a walking and cycle route? Reduced or no further increase in congestion past Orpington Station as our population grows? Reduced peak hour congestion around the Darrick Wood schools? Reduced on street parking and resident dissatisfaction around destinations in the area? Whilst speaking with residents regarding cycling they have commented that narrow painted lanes on busy roads are not conducive to them taking up cycling. Aspects of this scheme are therefore more of a trial to assess the degree that quality of cycle routes is limiting residents' travel options. I therefore do not, at the current time, have a precise number in mind; I would expect numbers to increase over time, particularly as these cycle lanes here become a cycle route. We will monitor the progress of this scheme.

**Supplementary Question:**

I am surprised that I cannot be told what constitutes success. I have also had an answer to my first written question, from which I learn that there is going to be a consultation and an exhibition on this scheme. Will that be telling the emergency services and the public what is going to happen, or will it be a genuine consultation with the possible cancellation of this folly?

**Reply:**

Two aspects to that. In the first case, it will be an exhibition in terms of the intention of the scheme. As with all works, when they are advertised, that is the point for the emergency services to respond with their concerns, and for the scheme to be

updated to address those concerns that the emergency services and other statutory consultees might have.

**Additional supplementary question from Cllr Simon Fawthrop**

Given that we are not entirely sure what success looks like, can he tell us what failure looks like?

**Reply:**

I thought that I did indicate what success looks like. Success looks like not seeing gridlock around Orpington Station, looking to see reduced peak hour congestion around the schools and other issues regarding on-street parking as more people cycle. We are not like central London, imposing things like the Ultra-Low Emission Zone that might be designed to compel people to do certain things; we are giving residents the options. We do need to give residents options as they pay their Council taxes.

**Additional supplementary question from Cllr Robert Mcilveen**

Would the Portfolio Holder agree that it is very important to give people options to cycle where there is good potential for greater journeys, but also that failure would look like a badly delivered cycle path, and I am thinking here particularly of Bromley Common on the A21, which is, I think, the worst designed cycle path that I have ever seen. If he ever has any moneys going for it I would very much appreciate it.

**Reply:**

The A21 is a TfL road and therefore TfL are responsible for the cycle lane along there. Speaking to residents and asking what they see as the barriers to them cycling, that is, those who own a bike and would like to cycle, it is in terms of the quality of the infrastructure that we offer to our residents to make an informed choice about what they want to do. Although we seem to be focussed on cycling, walking is obviously a key component here and is also part of the scheme. Obviously, active lifestyles starting at school is something we should be encouraging.

**2. From Cllr Josh King to the Portfolio Holder for Renewal, Recreation & Housing (to be answered by the Leader)**

Many of us will have seen the plight of residents and leaseholders in the Northpoint block recently on national TV news. What is the Council doing to resolve the situation given the announced by the Secretary of State for Housing the Communities and Local Government in November last year?

**Reply:**

The Council remains in an position of advanced lobbying with the Minister of State and his team, along with and supporting Bob Neill MP and the three local Ward Councillors, each of whom have expended a significant amount of time and effort seeking to move this matter forward for their residents over a number of months.

**Supplementary Question:**

Given that the statement I referred to in the question stated that (talking about the financial support) this would include financial support where this is necessary for local authorities to carry out emergency remedial work, how is this stopping the Council from proceeding?

**Reply:**

I can confirm that the Council has had no promise of financial assistance to take the works forward and be refunded.

**3. From Cllr Kathy Bance MBE to the Portfolio Holder for Renewal, Recreation & Housing**

Is there a process for identifying and mapping historic signage or cultural artefacts in Bromley?

**Reply:**

Cultural artefacts that are identified as meeting Bromley Historic Collection's collecting policy are accessioned and recorded on CALM, which is an online catalogue.

**Supplementary Question:**

Can you send that information to me?

**Reply:**

I shall be delighted.

**4. From Cllr Ian Dunn to the Portfolio Holder for Public Protection & Enforcement**

The minutes of the November meeting of the Safer Bromley Partnership state that you would be meeting with the Leader & Deputy Chief Executive to discuss the Home Office Locality Review on Serious Violence & Gangs in Bromley. Can you please inform us of the actions which came out of that meeting.

**Reply:**

Following the numerous meetings that I have had with the Leader, the Chief Executive and the Cabinet, the Chief Executive chaired a round table discussion regarding gangs on Friday, 8<sup>th</sup> February 2019.

Key actions from the meeting were as follows:

- A Strategic multi-disciplinary group similar to MEGA to be set up to consider gang and serious youth violence related issues for residents above the age of 18. Terms of reference for this new group are to be drafted and, additionally, an information sharing protocol is to be drafted and signed by all agencies.
- The new group will report directly to the Bromley Safer Partnership Board, and the Executive Director will brief the Executive Portfolio Holder with updates.
- The new group will also undertake resource mapping and a local authority single point of contact will be identified for gangs and serious youth violence.
- The Chief Executive will update the Leader on all the above actions.

**Supplementary Question:**

The original report into serious violence and gangs in Bromley stated that there was a perceived lack of governance and over-arching strategy. Could you explain where the over-arching governance and strategy will come from? Will it come from this Council?

**Reply:**

The over-arching governance is the Safer Bromley Partnership Board, which I am the chairman of, and we are in the process of identifying a single point of contact at officer level, so that they will be the go-to person or officer at the Council to hold all the different strands and all the different things we do here at the Council and with our third parties and residents. So, we will have a strategic officer in place and that officer and the rest of the MEGA type panel which is lots of agencies will report into the Safer Bromley partnership.

**Additional supplementary question from Cllr Kevin Brooks**

It is very welcoming to hear that there have been some meetings. However, over here we represent some of the wards which are most affected by gangs and I would like to ask what meetings has the Portfolio Holder had, or is planning to have, with the local MP in Lewisham West and Penge, considering that there is a problem with Lewisham and Bromley. Can she update us on any meetings that have been held or are coming up?

**Reply:**

I have not had any meetings with Ellie Reeves, and she has not requested one with me either. I am very happy to meet with her. We are still in the process of trying to arrange a Safer Neighbourhood Board meeting in the Penge, Anerley and Crystal Palace area. We were hoping to twin-up with the Safer Neighbourhood Panel who have got one at the St Hugh's Community Hall on Thursday this week, but after several weeks of going round in circles they have decided that it was not appropriate. Unfortunately that has not been organised yet, but we will be organising one of our Safer Neighbourhood Board Panel meetings in your area.

**5. From Cllr Angela Wilkins to the Portfolio Holder for Environment & Community Services**

Is it correct that the fees charged for events on Bromley's parks and open spaces have been/will be increased by 20% this year?

**Reply:**

The fees and charges for events in Bromley's parks and open spaces have not increased by 20%.

Subject to the size and type of event, fees in 2019/20 have increased an average of 5% factoring in little change the previous year with administration fees associated with event activities remaining unchanged. Some fees have in fact been reduced due to a simplification of the fees process. As an example, market traders have had the fee structure removed completely and now only pay a basic fee and not a fee on the amount of stalls. There is a biannual meeting with all other London Boroughs, "The Events Forum", which looks at pricing mechanisms, along with other aspects of enabling events and activities in parks, as well as how improvements in the service and quality for organisers and the public can be achieved. Idverde represents the Council as a member of the Forum. Pricing for events is benchmarked against other outer London Boroughs that include Bexley, Croydon, Hounslow and Barnet. The

Council's fees generally continue to be substantially in the lower quartile than the surrounding boroughs that can be up to 20% higher.

**Supplementary Question:**

Can you clarify please where the final decision is made on increase - whether it is made by idverde or whether it is made by the Council?

**Reply:**

I am not completely sure whether this is part of the delegated authority to idverde or it is between idverde and council officers. It does not at the moment come to me, but I can get more information to clarify that. Obviously there is an agreed structure to how we go about setting fees.

**6. From Cllr Kevin Brooks to the Portfolio Holder for Renewal, Recreation & Housing**

How much did the Council spend on external advisers for the various Bullers Wood School planning appeals?

**Reply:**

The Council spent £49,825 on external Transport consultants; that does not include the legal costs which are subject to a confidentiality agreement.

**Supplementary Question:**

Considering the budget cuts we are asked to consider tonight, do you believe that the money that has been spent (both what you are able to tell us and what you are not able to tell us) has been the best use of Bromley taxpayers' money?

**Reply:**

I am sure that everybody in this room can think of a better way to spend this money than on consultants, but nevertheless these planning appeals have to be faced and we have to use the best advice we can get in every particular occasion in order to either defend or propose our cause whatever it is, so we have little choice.

**7. From Cllr Nicholas Bennett JP to the Leader of the Council**

What has been the increase or decrease in the London Mayoral precept in the following Mayoralties?

Ken Livingstone 2000-8

Boris Johnson 2008-16

Sadiq Khan 2016-

**Reply:**

During his period in charge, if that is the right term, of London, Mayor Livingstone increased by 152%; during his time in charge, Boris Johnson reduced his cumulative increase by 10% and thus far during his term in charge Mr Khan has increased his precept by 16%.

**Supplementary Question:**

What conclusions does the Leader draw from that question and answer?

**Reply:**

I wish very strongly to include TfL in this response, who are responsible for a good tranche of this. I think it proves, as conclusively as numbers ever can, that whether it is at government level, council level or mayoral London level, that if you want good value for money, high quality low cost services you would be better off supporting the Conservatives.

**Additional Supplementary Question from Cllr Angela Wilkins:**

Does the Leader remember how much Boris Johnson spent when he was Mayor on (a) the water cannon and (b) the garden bridge?

**Reply:**

No, I have no idea whatsoever, but I do know that he save Council Tax payers across London 11% during his time in charge, that Mayor Livingstone increased costs by 152% and thus far Sadiq Khan has increased his by 16% and he appears to have some way to go to fix his budget deficit.

**Additional Supplementary Question from Cllr Simon Fawthrop:**

Is Cllr Smith aware that Sadiq Khan continues to spend money on his Press Office and in-house stuff rather than on front line policing, and that had he supported the Conservative budget at the GLA we would now be having more police officers on our streets.

**Reply:**

I am aware of that, and it is very regrettable in my view that the Conservative Group on the GLA did not have their budget amendments taken seriously because it would, as Cllr Fawthrop correctly says, have resulted in more police on the street in short order, which has already been mentioned in this evening's debate and may very well be mentioned again as a pressing priority for this borough.

**8. From Cllr Tony Owen to the Chairman of Development Control Committee**

What progress has been made in attempting to have a meeting and discussion with a member of the planning inspectorate to consider a common approach to determining planning decisions in the Petts Wood Area of Special Residential Character? (question 11 - last Council meeting.)

Planning appeal verdicts have been so inconsistent that it is impossible for planning sub-committees to make logical and informed decisions.

**Reply:**

I am very much aware of your concerns about a series of inconsistent and illogical planning appeal decisions that have been taken on several Petts Wood appeals, including those relating to the Area of Special Residential Character. To this end, I have now written to Phil Hammond, the Director of Casework at the Planning Inspectorate to ask him to consider the matter and to come up with a more sensible and consistent method of decision making on local appeals in your ward. I have also requested that he comes to pay a visit to Petts Wood in person to meet you and your ward colleagues to discuss a better way forward. I await his reply with interest.

**Supplementary Question:**

No further question, but I have seen a copy of Cllr Michael's letter and I thank her for what she has done so far.



**9. From Cllr Josh King to the Portfolio Holder for Environment & Community**

Will the portfolio holder please supply the numbers of vehicles owned and leased by the Council, including those allocated to car clubs, in the following categories: petrol, diesel, hybrid and electric only?

**Reply:**

Under the lease car scheme, there are 147 vehicles, none of which are owned by the Council; 83 are petrol, 44 are diesel, 19 are hybrid and 1 is electric. The allocated commercial fleet, which includes car, vans, gritters, school minibuses etc, 12 vehicles are leased, 40 vehicles are owned by the Council; there are no petrol vehicles, 50 are diesel, 1 is hybrid with 4 hybrid vehicles on order to replace diesel vehicles, and there is 1 electric vehicle, which is a works truck.

**Supplementary Question:**

Given that a recent report has shown that electric and hybrid vehicles are now cheaper to run and own than fossil fuel powered vehicles, what is the Council's policy on moving towards these cheaper and more environmentally friendly vehicles?

**Reply:**

In summary, the policy was consulted on in our LIP, which is a progressive move towards electric and hybrid vehicles. As with all environmental aspects it is also worthwhile considering the remaining economic life, rather than jumping to a particular aspect. Whilst running costs is a considerable element, there is also the environmental cost of building the battery and mining the battery that needs to be considered. We are taking a cost-based approach in terms of running out the remaining life in vehicles rather than just looking at the current cost. We have also got to include the capital cost and assessing when it is best to update those vehicles, and the regulatory costs as well.

**10. From Cllr Kathy Bance MBE to the Leader of the Council**

Given that many of the reports for PDS Meetings are appropriately very detailed but very lengthy, would it be helpful to Councillors to include an Executive Summary at the beginning of each report?

**Reply:**

Although it is only a matter of personal opinion, I tend to respectfully take a different point of view on this particular question.

Whilst an Executive Summary at the head of a report would clearly offer both a firm steer and the conclusion which any report's author could choose to present 'differently', there surely has to be a danger that it would also reduce the amount of highly necessary in depth scrutiny and challenge required by Members into the grinding points of detail which sit below, particularly in cases where an Executive Summary broadly reaffirms a Member's own views and preferred way forward on a given subject.

In addition, I am reminded by officers that the Council's report template starts with a section titled "Reason for Report," the recommendations and then a page where various implications can be summarised – financial, legal, staffing implications etc.

Although anything can of course be changed and challenged in terms of format, their suggestion is that this lead-in already acts as something of an executive summary in

itself, as well, that if officers are not providing the summary information Members require in the “Reason for Report” section, that we as Members need to make Officers aware of that fact.

For historic context for those colleagues in the Chamber not here at the time and others who were who might perhaps have forgotten, I am further reminded that the current report template was designed by a Member Working Group approximately ten years ago, although it has been updated as necessary since that time.

The aim of Members at that time was for the first two pages of any report to contain enough summary information for them to know whether they needed to read the whole report.

Committee Services did briefly print these first pages on blue paper just to make them stand out, and some Members opted to receive just these “blue sheets” rather than whole reports and it is over this last point in particular, that I personally hold the concern I raised above, which is why I tend to believe that what we have today continues to adequately serve the purpose it is intended to.

**Supplementary Question:**

I believe it is every Councillor’s duty to read the whole of every report that they receive. Do you not agree that having an executive summary may have flagged up the problem that we had with the Schools Forum recently?

**Reply:**

I see no reason why it should have.

**11. From Cllr Ian Dunn to the Leader of the Council**

The report from the House of Commons Public Accounts Committee into Local Government Spending dated 6 February 2019 states that “there is still no sign that the Ministry of Housing, Communities and Local Government has a clear plan to secure the financial stability of Local Government in the long term”. How is the Leader ensuring that this uncertainty from Central Government is fully taken into account in the Transformation Programme?

**Reply:**

The Council produces a four year financial forecast which is included within the 2019/20 Council tax report sitting before Members this evening. Against the backdrop of future uncertainty, medium term financial planning becomes even more important. The 2019/20 Council Tax report refers to measures in place to deal with the medium term financial position between 2020/21 and 2022/23.

We continue to lobby hard to secure a fair deal for Bromley and recent successes include the removal of the negative revenue support grant in 2019/20 (benefitting the borough to the tune of £2.3m) and receiving one of the highest levels of transitional fund in 2016/17 and 2017/18 of an additional £4m. I readily recognise, as will every other Council leader of any political hue, presenting this year’s budget, that the long awaited Spending Review, Fair Funding Review, devolution of business rates and the emerging Green Paper on Adult Social Care, whenever that might eventually surface, adds to the extremely difficult and complicated financial uncertainty that we do currently face.

However, thanks in large part to this Council's strong financial management since 2001, as well as remaining the only debt free Council in London whilst maintaining adequate levels of reserves meaning that we don't have debts or interest payments to make to lenders and can instead benefit from revenue income from our assets, we remain relatively well placed to face the threatened financial challenges which unquestionably lie ahead.

All of these factors feed in to the Council's evolving Transformation Programme as will become ever clearer to Members over coming months as policies are honed and papers appear before the relevant Committees.

**Supplementary Question:**

Yes, I agree about the amount of uncertainty about what lies ahead, and it is cross party. I would like to repeat the last sentence of my question, which is how is the Leader ensuring that this uncertainty from Central Government is fully taken into account in the Transformation Programme and the various work-streams within it?

**Reply:**

I can understand why Cllr Dunn would probably like me to tell him how we are going about forming and drawing together the Transformation projects. I am not going to do that at this point in time, because it is work in progress but what Members on all sides of the chamber will see over the course of the coming months is how these policies are being drawn together and how they are capturing all the various aspects of current service and current spend versus projected income and projected reduced income. It is at that point that there will be a big debate to be had and there will be some very difficult decisions made.

**12. From Cllr Angela Wilkins to the Portfolio Holder for Renewal, Recreation & Housing**

On what terms were Bromley's housing stocks handed over to housing associations?

**Reply:**

The ownership of Bromley's social housing stock was transferred in full to Broomleigh Housing Association (now Clarion Housing) in 1992 in compliance with the terms of a large scale voluntary stock transfer (LSVT). The Legal documents setting out the full terms and conditions run to many hundreds of pages. If Councillor Wilkins has a specific question I will instruct the legal officers to get the documents out of the Archive and clarify for you.

**Supplementary Question:**

My concern arises from whether or not extremely large maintenance costs, such as the replacement of a roof, should be passed on to tenants? It is pretty much unaffordable for some of them.

**Reply:**

I understand that concern - I will look into that for you.

**13. From Cllr Nicholas Bennett JP to the Portfolio Holder for Renewal, Recreation and Housing**

How many lockers there are in the wet changing area of the Spa Leisure Centre and how many are available for customer use?

**Reply:**

There are apparently 406 lockers (I have not counted them myself, but that is what I am assured) in the wet changing area of the Spa, out of this currently approximately 151 are out of operation.

**Supplementary Question:**

Unfortunately, this is not accurate. I did a survey last night when I was at the pool. There are 140 lockers which are broken, there are 19 that do not have a door on them, and there are 74 that do not have a key. As I did the survey after the last member of the public had left I think we can be sure that the keys were there. That is 233 lockers, which is 57% of all the lockers in the changing room. Given that he gave me an answer on 16<sup>th</sup> July last year, when he told me that there were something like 60 lockers that were broken, and that Mytime were working on it, can he tell me why, today, they have a notice on the lockers saying that they are working on solutions? Either they have locks or they have new lockers. It is not Brexit, and they are not looking at the Irish backstop.

**Reply:**

This is a mystery, isn't it? I am advised that an order has been placed to replace lockers. It was placed on 5<sup>th</sup> February, with a five week delivery time. We shall see whether that is met and I shall certainly speak with the Managing Director of Mytime about this on a personal basis to find out what is going on. Apparently a contributory factor to the current high incidence of faulty lockers is due to break-ins and vandalism, and although CCTV is available I don't know if they spotted you there, Councillor Bennett and what you were wearing at the time, but apparently it appears not to be a deterrent. There are people in Beckenham who like performing before the cameras and breaking into lockers. In all seriousness, it is a serious problem and I will speak to Mytime about it to see if we can rectify it.

**14. From Cllr Nicholas Bennett JP to the Portfolio Holder for Renewal, Recreation and Housing**

Whether Bromley will be participating in the Open House weekend in 2019?

**Reply:**

Yes.

**Supplementary Question:**

Thank you.

**COUNCIL MEETING**

**25<sup>TH</sup> FEBRUARY 2019**

**QUESTIONS FROM MEMBERS OF THE COUNCIL FOR WRITTEN REPLY**

**1. From Cllr Tony Owen to the Environment & Community Services Portfolio Holder**

The report for the proposed Crofton Road cycle lanes between Orpington Station and the Crofton Lane mini roundabout indicated that the emergency services had not been consulted.

An officer email tells me that this would be done once the scheme was approved. Will you please publish the replies received from each service for the Council meeting, ready for inclusion in the minutes?

**Reply:**

Once we have a detailed design that has gone through the Stage 2 RSA we will consult with the emergency services as part of the normal consultation process. Additionally, because of the scale of the Project, we will also be holding a public exhibition.

**2. From Cllr Ian Dunn to the Leader of Council**

Please provide an organisation chart showing the direct reports of the Chief Executive with their direct reports, including a summary of each post holder's main responsibilities. Please show on the chart where a post is vacant or occupied by an interim post-holder.

**Reply:**

(See appendix 1 attached. Further details are available to all Members on the Council's intranet.)

**3. From Cllr Ian Dunn to the Leader of the Council**

Please provide the number of staff who have left the Council's employment since 1 January 2014, broken down by calendar year, department and reason for leaving (Retirement, redundancy, resignation, other.) How much has been spent on redundancies since 1 January 2014, broken down by calendar year and department?

**Reply:**

(A) The number of staff who have left the Council's employment since January 2014, broken down by calendar year.

| <b>From 01/01/2018 to 31/12/2018</b> | <b>Department</b> |                                   |                                  |
|--------------------------------------|-------------------|-----------------------------------|----------------------------------|
| <b>Leaver Reason</b>                 | Chief Executives  | Education, Care & Health Services | Environment & Community Services |
| Other                                | 4                 | 17                                | 6                                |
| Redundancies                         | 3                 | 5                                 | 1                                |
| Resignations                         | 13                | 118                               | 32                               |
| Retirements                          | 5                 | 15                                | 4                                |
| <b>Total</b>                         | <b>25</b>         | <b>155</b>                        | <b>43</b>                        |

| <b>From 01/01/2017 to 31/12/2017</b> | <b>Department</b> |                                   |                                  |
|--------------------------------------|-------------------|-----------------------------------|----------------------------------|
| <b>Leaver Reason</b>                 | Chief Executives  | Education, Care & Health Services | Environment & Community Services |
| Other                                | 12                | 58                                | 136                              |
| Redundancies                         | 1                 | 5                                 | 3                                |
| Resignations                         | 12                | 102                               | 23                               |
| Retirements                          | 4                 | 15                                | 8                                |
| <b>Total</b>                         | <b>29</b>         | <b>180</b>                        | <b>170</b>                       |

| <b>From 01/01/2016 to 31/12/2016</b> | <b>Department</b> |                                   |                                  |
|--------------------------------------|-------------------|-----------------------------------|----------------------------------|
| <b>Leaver Reason</b>                 | Chief Executives  | Education, Care & Health Services | Environment & Community Services |
| Other                                | 7                 | 13                                | 15                               |
| Redundancies                         | 4                 | 101                               | 9                                |
| Resignations                         | 10                | 120                               | 24                               |
| Retirement                           |                   | 16                                | 9                                |
| <b>Total</b>                         | <b>21</b>         | <b>250</b>                        | <b>57</b>                        |

| <b>From 01/01/2015 to 31/12/2015</b> | <b>Department</b> |                                   |                                  |
|--------------------------------------|-------------------|-----------------------------------|----------------------------------|
| <b>Leaver Reason</b>                 | Chief Executives  | Education, Care & Health Services | Environment & Community Services |
| Other                                | 6                 | 127                               | 30                               |
| Redundancies                         | 5                 | 18                                | 16                               |
| Resignations                         | 12                | 118                               | 32                               |
| Retirement                           | 3                 | 31                                | 7                                |
| <b>Total</b>                         | <b>26</b>         | <b>294</b>                        | <b>85</b>                        |

| From 01/01/2014 to 31/12/2014 | Department       |                                   |                                  |
|-------------------------------|------------------|-----------------------------------|----------------------------------|
|                               | Chief Executives | Education, Care & Health Services | Environment & Community Services |
| <b>Leaver Reason</b>          |                  |                                   |                                  |
| Other                         | 31               | 11                                | 8                                |
| Redundancies                  | 6                | 9                                 | 5                                |
| Resignations                  | 8                | 117                               | 33                               |
| Retirements                   | 6                | 15                                | 6                                |
| <b>Total</b>                  | <b>51</b>        | <b>152</b>                        | <b>52</b>                        |

(B) Redundancy costs By Department - Financial Years 2014/15 to 31/12/18  
(The redundancy payment information is only available by financial year)

**Total from 1 April 2014 to 31 December 2018**

|              |                     |
|--------------|---------------------|
| <b>ECHS</b>  | 453,614.82          |
| <b>ECS</b>   | 442,502.00          |
| <b>CEX</b>   | 464,746.73          |
| <b>TOTAL</b> | <b>1,360,863.55</b> |

|                |                   |
|----------------|-------------------|
| <b>2014/15</b> |                   |
| ECHS           | 56,204.00         |
| ECS            | 33,590.00         |
| CEX            | 94,916.00         |
| <b>TOTAL</b>   | <b>184,710.00</b> |

|                |                   |
|----------------|-------------------|
| <b>2015/16</b> |                   |
| ECHS           | 178,169.00        |
| ECS            | 157,993.00        |
| CEX            | 143,851.00        |
| <b>TOTAL</b>   | <b>480,013.00</b> |

|                |                     |
|----------------|---------------------|
| <b>2016/17</b> |                     |
| ECHS           | 911,497.00          |
| ECS            | 213,859.00          |
| CEX            | 130,526.00          |
| <b>TOTAL</b>   | <b>1,255,882.00</b> |

|                |                   |
|----------------|-------------------|
| <b>2017/18</b> |                   |
| ECHS           | 191,140.00        |
| ECS            | 37,060.00         |
| CEX            | 19,446.00         |
| <b>TOTAL</b>   | <b>247,646.00</b> |

|                |                   |
|----------------|-------------------|
| <b>2018/19</b> | up to 31/12/18    |
| ECHS           | 28,101.82         |
| ECS            | -                 |
| CEX            | 76,007.73         |
| <b>TOTAL</b>   | <b>104,109.55</b> |

**4. From Cllr Ian Dunn to the Leader of the Council**

Please provide the number of current vacancies, broken down by department.

**Reply:**

| <b>Department</b>                 | <b>Current Number of Vacancies</b> |
|-----------------------------------|------------------------------------|
| Chief Executives                  | 27                                 |
| Education, Care & Health Services | 175                                |
| Environment & Community Services  | 39                                 |
| Total                             | 241                                |

**5. From Cllr Angela Wilkins to the Portfolio Holder for Resources, Commissioning and Contract Management**

How much has been spent in the last 2 years on refurbishing the toilets used by Children's Social Care staff?

**Reply:**

The toilets on the ground floor St Blaise were refurbished in 2017 at a cost of £36k. The building is predominantly, but not exclusively used by Children's Social Care staff and the toilets serve all staff in the building.

**6. From Cllr Angela Wilkins to the Portfolio Holder for Renewal, Recreation & Housing**

Please provide detailed plans for how the £3.3m of s106 monies available for housing are actually going to be spent and when.

**Reply:**

Spending plans are more detailed where the s106 obligations approach short to medium term spending deadlines. In the case of Housing the Executive approved detailed expenditure plans close to the end of 2018, mainly comprising grants to Clarion for Affordable Housing provision in the Borough. These are subject to regular scrutiny by the E&RC PDS. The uses of s106 Affordable Housing funds are subject to approval in the usual way as for other Council expenditure.



**7. From Cllr Angela Wilkins to the Portfolio Holder for Environment & Community Services**

What is the Council's policy in relation to advertising erected on Council owned properties, including fences to parks etc?

**Reply:**

The Council's policy is that all advertising erected on Council property should comply with the relevant Town Planning Acts with regard to size and duration of display. To ensure the content of any advertisements are acceptable, the Council has an advertising policy which is available online -

[https://www.bromley.gov.uk/info/200116/websites/617/advertising\\_policy](https://www.bromley.gov.uk/info/200116/websites/617/advertising_policy).

Specifically to Parks, all events through the application process require any advertisements to comply with all applicable planning requirements and this is further qualified with specific reference to the precise legislative requirements in the application information.

The Council also needs to receive a benefit, either through our advertising contracts, a paid for event in our parks or on behalf of a Friends Group. Friends Groups provide an extensive number of volunteer hours in our Parks, Greenspaces, Streets and Snow clearance.

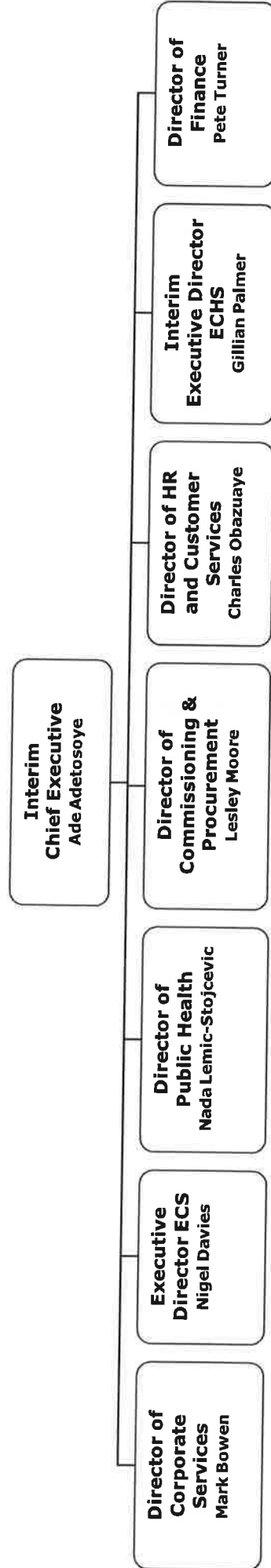
**8. From Cllr Nicholas Bennett JP to the Portfolio Holder for Renewal, Recreation and Housing**

If he has seen the article in the Times of February 14<sup>th</sup> 2019 by David Aaronovitch and the subsequent correspondence on Feb 15<sup>th</sup>, 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup> regarding a statue for Richmal Crompton and her creation Just William and whether he will consider approaching Macmillan, the publishers of the William books and Wetherspoons, the owner of the Richmal Crompton pub at Bromley South to see whether they would be prepared to help sponsor a statue at this location?

**Reply:**

In short no, but I would be willing to endorse you in your role as the borough's Heritage Champion in pursuing your idea of attracting sponsorship for the creation of a statue.

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**Labour Budget Amendment - Appendix 1**

**Appendix E**

| <b>Theme</b>             | <b>Action</b>   | <b>Cost 000s</b> | <b>Notes /Sources</b>   | <b>Funding source</b>             |
|--------------------------|---|------------------|---|-----------------------------------|
| <b>Housing</b>           |   |                  |   |                                   |
|                          | Additional staff to support regulation of private rented sector                 | £50              |   | General Fund                      |
|                          | Capital funding for new build social housing                                    | £5,000           | Over two years  | Investment Fund                   |
|                          | Provision of modular TA housing   | £5,000           |   | Invest to Save                    |
| <b>Safer streets</b>     |   |                  |   |                                   |
|                          | Reinstate air pollution monitoring equipment                                    | £14              | 2010 action plan suggested less than £10k pa.<br>2006 paper gives est costs.<br>Add say 40% for RPI growth. | General Fund                      |
|                          | Lower speed limits plus increased enforcement /signage / use of IT              | £300             |   | Member Initiatives/Invest to Save |
|                          | Set up Youth Violence Commission  | £100             |   | Member Initiatives/Invest to Save |
|                          | Increase CCTV / lighting in areas affected by ASB / youth violence              | £80              |   | General Fund                      |
| <b>People</b>            |   |                  |   |                                   |
|                          | Investment in public health / social prescribing                                | £2,000           |   | BCF                               |
|                          | Investment in CAMHS   | £3,000           | over 2 years  | NHS                               |
|                          | Increased service user involvement in commissioning/contract monitoring         | £5               |   | General Fund                      |
|                          | Improved provision of 'easy to read' & reinstatement of BSL interpreter service | £30              |   | General Fund                      |
|                          | Town Centre Assemblies  | £100             |   | Member Initiatives                |
|                          | Debt advisory service   | £200             |   | Invest to Save                    |
|                          | Exempt care leavers from council tax  | £20              |   | General Fund                      |
| <b>Local Economy</b>     |   |                  |   |                                   |
|                          | Purchase of existing profitable Bromley business(es)                            | £3,000           |   | Growth Fund                       |
|                          | Support for new & small businesses / small parades                              | £250             |   | Growth Fund                       |
| <b>Income generation</b> |   |                  |   |                                   |
|                          | Sale of out of Borough commercial property investments                          | £5,000           |   |                                   |
|                          | Commercialisation of some council services eg. Step up to care                  | £500             |   |                                   |

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Report No.  
CSD19067

## London Borough of Bromley

### PART ONE - PUBLIC

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**Decision Maker:** COUNCIL

**Date:** Monday 8 April 2019

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

**Title:** PETITION

**Contact Officer:** Graham Walton, Democratic Services Manager  
Tel: 0208 461 7743 E-mail: graham.walton@bromley.gov.uk

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

**Ward:** (All Wards);

---

#### 1. Reason for report

- 1.1 Under the Council's Petition Scheme, if petitioners are dissatisfied with the Council's response to their petition they can present their case to full Council, provided that the number of verified signatures exceeds the threshold of 500 signatures. The lead petitioner or their nominee can address the Council for up to five minutes, after which Members can debate the issues raised. Council can resolve to recommend the Executive, or the relevant Portfolio holder, to take action, or it can decide that no further action be taken.
- 1.2 A petition has been received meeting the threshold for the lead petitioner to address full Council from Ms Ruth Fabricant, calling for the Council to introduce more 20mph speed traffic restriction zones outside schools and along smaller shopping parades where shops or parking take up both sides of the road or in locally identified "risk areas." Further details of the petition are set out in section 3 of this report.
- 

#### 2. RECOMMENDATION

**The Council is requested to consider the case made by the petitioners and, if necessary, recommend action to be taken by the Executive or the Portfolio Holder for Environment and Community Services.**

## Impact on Vulnerable Adults and Children

1. Summary of Impact:
- 

## Corporate Policy

1. Policy Status: Existing Policy: Petitions are dealt with in accordance with the Council's Petition Scheme.
  2. BBB Priority: Children and Young People Quality Environment Safe Bromley:
- 

## Financial

1. Cost of proposal: Not Applicable:
  2. Ongoing costs: Not Applicable:
  3. Budget head/performance centre: Democratic Services
  4. Total current budget for this head: £350,650
  5. Source of funding: 2018/19 Revenue Budget
- 

## Personnel

1. Number of staff (current and additional): 8 (6.79fte)
  2. If from existing staff resources, number of staff hours: Not Applicable
- 

## Legal

1. Legal Requirement: None:
  2. Call-in: Not Applicable: Decisions by full Council are not subject to call-in.
- 

## Procurement

1. Summary of Procurement Implications: Not Applicable
- 

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Not Applicable
- 

## Ward Councillor Views

1. Have Ward Councillors been asked for comments? No
2. Summary of Ward Councillors comments: Not Applicable



### 3. COMMENTARY

3.1 The Council's Petition Scheme allows for petitioners to present their case to full Council if they are dissatisfied with the Council's response to their petition, provided that the number of verified signatures exceeds the threshold of 500 signatures. The lead petitioner or their nominee can address the Council for up to five minutes. Once Members have considered the matter, they can choose whether or not to recommend any further action. One petition has been received that meets the threshold where the petitioner is dissatisfied with the Council's response.

3.2 A petition was received on 28<sup>th</sup> February 2019 from Ruth Fabricant with the following request -

*"Bromley is a large and varied borough and enforcing a 20 mph zone in all residential roads could prove impossible. However, there are certain places, outside schools and in shopping areas, where better road safety measures - like reducing traffic speed - could help pedestrians and road users. This slower speed would help reduce road traffic accidents to pedestrians, motor cyclists and cyclists as well as car drivers and other road traffic. Figures show slower traffic speeds significantly reduce harm to those injured in collisions. Speed restrictions also slow down the rate of vehicle exhaust emissions by burning fuels more efficiently. There are already several 20 mph schemes in action, along Turpington Lane, Bromley, outside Perry Hall Primary School in Perry hall Road, Orpington and in other parts of the Borough. Bromley Green Party will be conducting surveys to ask local residents to identify schools, or areas of concern, used regularly by children or by vulnerable adults, who may or may not be accompanied while crossing the road and where speed of passing traffic could endanger pedestrians and other road users. The signatories below ask the Council to take action on the sites identified in the survey results. We, the undersigned, ask that Bromley Council introduce more 20mph speed traffic restriction zones outside schools and along smaller shopping parades where shops or parking take up both sides of the road, or in locally-identified "risk areas.""*

3.3 The petition contained 565 valid signatures from people who live, work or study in the borough. A letter addressed to Councillors accompanied the petition and is attached at [Appendix A](#) to this report.

3.4 The Council's response to the lead petitioner, Ruth Fabricant, was as follows -

*"We welcome support for the Bromley LIP policy of targeted 20 mph zones and your recognition of the past successes of Bromley's polices in making our roads safer.*

*Targeted full-time or part-time 20 mph zones are one part of a prioritised road safety programme that includes road safety education and engineering works to address causes of accidents and provide additional facilities for travel, such as traffic islands and cycling and walking schemes. We note your comments that one aim of 20mph zones is that active modes of travel become a realistic choice for visitors.*

*We are of the view that particularly around schools 20 mph zones will not achieve a mode change in isolation and that any changes should be in conjunction with schools enhancing their travel plans to the gold standard and then implementing them."*

|   |   |
|---|---|
| <b>Non-Applicable Sections:</b>                       | Impact on Vulnerable Adults and Children/Policy/Financial/Personnel/Legal/Procurement |
| Background Documents:<br>(Access via Contact Officer) | Petition submitted by Ruth Fabricant  |

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**LETTER ACCOMPANYING OUR PETITION REQUESTING 20 MPH SPEED LIMIT ZONES OUTSIDE BROMLEY SCHOOLS AND IN PLACES OF NEED.**

Dear Councillors,

Our petition is backed by research and by comments from residents in the Bromley Borough.

'Plan Zero For London' states that lowering speeds is one of the most important things that we can do to make our streets safer.

A person is about five times less likely to be fatally injured if hit at 20 mph than at 30mph, a fact which seemed common sense to the signatories.

Although statistically Bromley may have a low number of road accidents, this is most likely because residents are too scared to walk! We would like to see children walking to school, to start them off on a healthy lifestyle; this would also save NHS money in the future. More children walking to school would also decrease both congestion on the roads and cars parking dangerously near to school gates.

Although many residents would not advocate a 20 mph speed limit throughout the borough, at least 95% said it makes sense to have 20 mph speed limit zones outside all schools. Heads of various schools strongly supported this, as did all lollypop ladies/ men who we spoke to.

In boroughs which introduced 20 mph throughout, interestingly there has never been a campaign to bring speeds up again!

There is a comparatively small budget for road safety in Bromley; we feel health and safety should be a priority. Prevention is better than cure. New road surfacing has caused higher speeds, so we urge councillors to take more action on road safety, and particularly our petition which has been supported by so many residents. We appreciate that councillors have been in negotiation with some schools over road safety.

Lollypop ladies/men are no longer fully funded by the council, but receive a small grant which then needs to be supplemented; schools in more affluent areas of the borough raise money from the Parents/ Teachers Association-PTA. Some schools are lucky enough to gain a sponsor, but many no longer have the 'luxury' of a lollypop lady/man, which should be statutory, and fully funded by the council, money coming from council tax paid by residents.

Regarding pollution, Imperial College research shows that 20 mph decreases emissions. Changing from 20 to 30 mph involves little acceleration and no gear change.

**PARTICULAR AREAS OF CONCERN IDENTIFIED BY RESIDENTS AND HEADTEACHERS WHO SIGNED THIS PETITION:-**

Worsley Bridge Primary School -Comment written by head of school on petition paper "As headteacher and parent I would really like to see restrictions for the safety of my pupils and so that I can feel confident in letting my children walk around my local area. I would like to see more families walk to school but they are fearful of the traffic"

Raglan Primary school- First alerted to dangers around this school by many residents in the local park during half term. Cars are whizzing round from Southlands Rd into Raglan Rd, where children come out of their school gates. (See further comments on petition paper)

Marian Vian- Goddard Road

Balgowan Primary school- Signatures from parents with comments

Harris Primary Academy Kent House- signed by caretaker, PTA leader and parents

Farnborough Primary school-Farnborough Hill- 'cut through' road from A21

St Mary Cray Primary School \* This school has a 20 mph zone, but only two speed signs at each end of zone, so cars emerging from cul de sacs onto main road would be unaware of speed limit. There are bus stops very close to school gates and zebra crossing is some distance from school, and parents pointed out that this crossing is in an unsuitable place as it is on a bend. Two or three 20 mph signs painted on the road would help. The Head of school signed the petition and wrote a comment.

Harris Primary Academy Shortlands- Signatures from parents requesting 20mph outside all Bromley Borough schools.

Churchfields Primary School-Their lollypop lady was in favour of a 20 mph zone, for the safety of both the children and herself. Many parents signed.

Schools such as Perry Hall Primary school which already have a 20 mph zone, speak highly of the safety benefits.

#### RESIDENTIAL ROADS:-

Beckenham Grove, Shortlands.

In spite of parked cars on both sides of the road, cars speed down this road which is also a bus route for the 367 bus. Frequent hooting can be heard! There are now a considerable number of children and elderly residents in this road; many cats have been killed by cars over the last few years. (See residents' comments on petition form)

Petts Wood Road in Petts Wood- comment from Rob

"This is a heavily used route connecting Orpington and Chislehurst to Bromley and living on the road I am only too aware of the frightening speeds at which cars travel on a regular basis. We noticed some traffic officers taking speed checks some weeks ago, but I am unaware of what came of this, if anything."

---

Thank you for accepting our petition and this accompanying letter.

We hope you will look carefully at comments on this paper petition and implement some/all of our requests, particularly for 20 mph speed limit zones outside Bromley Borough schools.

Best wishes,

Members of Bromley Green Party

Report No.  
CSD065

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** COUNCIL

**Date:** Monday 8 April 2019

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

**Title:** BUDGET MONITORING 2018/19

**Contact Officer:** Graham Walton, Democratic Services Manager  
Tel: 0208 461 7743 E-mail: graham.walton@bromley.gov.uk

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

**Ward:** (All Wards);

---

1. Reason for report

- 1.1 At its meeting on 27<sup>th</sup> March 2019 the Executive considered the attached report on the budget monitoring position for 2018/19 based on expenditure and activity levels up to the end of December 2018. The Executive agreed, in line with recommendation (p) and paragraph 3.2.12 in the report, to recommend to Council that £7.5m be set aside for the Council's Housing transformation strategy.
- 1.2 The Executive also received some supplementary information about a proposal to set aside a further £1.1m (total £2m) from Bromley CCG as an earmarked reserve for transformation funding which provides a benefit to healthcare with a positive impact on social care (recommendation (w).) The Executive recommends that this be approved.
- 

2. **RECOMMENDATION**

**Council is recommended by the Executive to -**

**(1) Set aside £7.5m in the Housing Investment Fund earmarked reserve from underspends in the 2018/19 Central Contingency for the Council's Housing transformation strategy as detailed in paragraph 3.2.12 of the attached report.**

**(2) Set aside £2m of Bromley CCG funding to support health and social care as an earmarked reserve.**

### Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable
- 

### Corporate Policy

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

### Financial

1. Cost of proposal: Not Applicable
  2. Ongoing costs: Recurring Cost
  3. Budget head/performance centre: Council wide
  4. Total current budget for this head: £205.6m
  5. Source of funding: See Appendix 1 for overall funding of Council's budget
- 

### Personnel

1. Number of staff (current and additional): 2,038 fte posts (per 2018/19 budget which includes 504 for budgets delegated to schools.
  2. If from existing staff resources, number of staff hours: Not Applicable
- 

### Legal

1. Legal Requirement: Statutory Requirement: The statutory duties relating to financial reporting are covered within the Local Government Act 1972, the Local Government and Finance Act 1998, the Local Government Act 2000, the Local Government Act 2002 and the Accounts and Audit Regulations 2015.
  2. Call-in: Not Applicable: Full Council decisions are not subject to call-in.
- 

### Procurement

1. Summary of Procurement Implications: Not applicable
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All residents and Council customers.
- 

### Ward Councillor Views

1. Have Ward Councillors been asked for comments? No
2. Summary of Ward Councillors comments: Not Applicable

|   |                     |
|---|---------------------|
| <b>Non-Applicable Sections:</b>                       | See attached report |
| Background Documents:<br>(Access via Contact Officer) | See attached report |

## EXECUTIVE

27<sup>th</sup> March 2019**5. BUDGET MONITORING - SUPPLEMENTARY INFORMATION & RECOMMENDATIONS****Supplementary Information**

Members will note that the Council has previously received NHS monies, as part of a Section 75 agreement, which have been partly earmarked for invest to save schemes. As part of the ongoing agenda of joint working with Bromley CCG and future arrangements for integration of health and social care, Members are requested to set aside a further sum of £1.1m (total £2m - see (t) above) from Bromley CCG as an earmarked reserve. The primary purpose of the set aside earmarked reserve is for transformation funding which provides a benefit to health care with a positive impact on social care. The social care impact is one of the determinants for the release of such funds. Any proposal for the use of the monies requires the approval of Executive or even full Council, depending on the amount requested.

**(w) Agree to recommend to Council setting aside £2m of Bromley CCG funding to support health and social care as an earmarked reserve**

**Supplementary Information**

The Government has recently confirmed that a one-off grant will be made available to focus on the cleansing of High Streets and Town Centres. The allocation made available to the Council will be almost £58K. How the funds are to be utilised in addition to the baseline service offered in our High Street environment will be undertaken by proposals of the service lead officer with the Portfolio Holder.

In addition to the above, the Government has also made available additional improvement funding for parks and greenspaces across the borough. This award is similarly based, is of the equal value of almost £58K and is designed to be spent on renovation or improvement works in the Council's parks and open spaces. The specific allocation of the grant will also be informed through discussion between the service lead officer and the Portfolio Holder. It is a requirement of the funding that a three (3) month monitoring report is issued by the 18<sup>th</sup> June 2019 to inform the evaluation programme of these grants, with 10% of the funded local authorities being visited to review the outcomes delivered.

**Recommendation:**

**(x) To set aside a sum of £57,742 for High Street Clean Up and £57,745 for Parks Improvement Fund as an earmarked reserve in order to support these initiatives which will be fully funded from the recently announced one off Government funding.**

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**Decision Maker:** EXECUTIVE

**Date:** Wednesday 27 March 2019

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

**Title:** BUDGET MONITORING 2018/19

**Contact Officer:** David Bradshaw, Head of Finance  
Tel: 020 8313 4807 E-mail: david.bradshaw@bromley.gov.uk

**Chief Officer:** Director of Finance

**Ward:** Borough Wide

---

1. Reason for report

- 1.1 This report provides the third budget monitoring position for 2018/19 based on expenditure and activity levels up to the end of December 2018. The report also highlights any significant variations which will impact on future years as well as any early warnings that could impact on the final year end position.
- 

2. **RECOMMENDATION(S)**

2.1 **Executive are requested to:**

- (a) consider the latest financial position;
- (b) note that a projected net overspend on services of £648k is forecast based on information as at December 2018;
- (c) consider the comments from Chief Officers detailed in Appendix 2;
- (d) note a projected variation of £221k credit from investment income as detailed in sections 3.5 and 3.6;
- (e) note a projected variation of £826k in the Central contingency, as detailed in section 3.2;
- (f) note a projected increase to the General Fund balance of £1,068k as detailed in section 3.3;

- (g) agree to the release of £376k from the 2018/19 Central Contingency relating to additional savings and income from the Amey contract as detailed in para. 3.2.2;**
- (h) agree to the release of £200k for the staff merit award from the 2018/19 Central Contingency as detailed in para. 3.2.3;**
- (i) agree to the release of £200k for Civic Centre improvements from the 2018/19 Central Contingency to an earmarked reserve as detailed in para. 3.2.4;**
- (j) agree to the release of £500k for the Transformation programme from the 2018/19 Central Contingency to an earmarked reserve as detailed in para. 3.2.5;**
- (k) note the return to contingency of £227k of additional grant to the 2018/19 Central Contingency as detailed in para. 3.2.6;**
- (l) note the return to contingency of £500k of grant to the 2018/19 Central Contingency and the recommended use of this grant as detailed in para. 3.2.7;**
- (m) agree to set aside £187k of the Adult Social Care grant for the implementation of Pre Paid cards in 2019/20 as detailed in para. 3.2.8;**
- (n) note the release of £744k Adult Social Care grant income from the 2018/19 Central Contingency as detailed in para. 3.2.9;**
- (o) agree to the release of £1,190k for Social Care Investment to ease NHS Winter pressures from the 2018/19 Central Contingency as detailed in para. 3.2.10;**
- (p) recommend to Council that £7.5m be set aside in the Housing Investment Fund earmarked reserve from underspends in the 2018/19 Central Contingency for the Council's Housing transformation strategy as detailed in para. 3.2.12;**
- (q) note that reports elsewhere on the agenda request the drawdown of £2,489k relating to Housing from the central contingency as set out in para. 3.2.13;**
- (r) note the Dedicated Schools Grant balance, the increased funding and the use of that funding in 2019/20 as detailed in section 3.7;**
- (s) agree to allocate £75k from the Growth Fund to cover the costs of the West Wickham BID project as set out in para. 3.9;**
- (t) agree that a sum of £900k be set aside within an earmarked reserve as detailed in section 3.11;**
- (u) note the full year cost pressures of £6.5m as detailed in section 3.4;**
- (v) identify any issues that should be referred to individual Portfolio Holders for further action.**

## Impact on Vulnerable Adults and Children

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

## Corporate Policy

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

## Financial

1. Cost of proposal: Not Applicable
  2. Ongoing costs: Recurring Cost
  3. Budget head/performance centre: Council wide
  4. Total current budget for this head: £205.6m
  5. Source of funding: See Appendix 1 for overall funding of Council's budget
- 

## Personnel

1. Number of staff (current and additional): 2,038 fte posts (per 2018/19 Budget) which includes 504 for budgets delegated to schools
  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 Local Government Act 2000, the Local Government Act 2002 and the Accounts and Audit Regulations 2015.
  2. Call-in: Applicable
- 

## Procurement

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

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The 2018/19 budget reflects the financial impact of the Council's strategies and service plans which impact on all of the Council's customers (including council tax payers) and users of our services.
- 

## Ward Councillor Views

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

### 3. COMMENTARY

#### 3.1 Summary of Projected Variations

3.1.1 The Resources Portfolio Plan included a target that each service department will spend within its own budget. Current projections show an overall net overspend of £648k within portfolio budgets and a £3,175k credit variation on investment income, central items and prior year adjustments.

3.1.2 A summary of the 2018/19 budget and the projected outturn is shown in the table below:

|  | 2018/19<br>Original<br>Budget<br>£'000 | 2018/19<br>Latest<br>Budget<br>£'000 | 2018/19<br>Projected<br>Outturn<br>£'000 | 2018/19<br>Variation<br>£'000 |
|--|--|--------------------------------------|--|-------------------------------|
| <b>Portfolio</b>   |  |                                      |  |                               |
| Adult Care & Health  | 67,346                                 | 66,849                               | 66,836                                   | Cr 13                         |
| Education, Children & Families (inc. Schools Budget)         | 40,189                                 | 40,432                               | 43,429                                   | 2,997                         |
| Environment & Community                                      | 30,546                                 | 29,822                               | 29,133                                   | Cr 689                        |
| Public Protection & Enforcement                              | 2,424                                  | 2,478                                | 2,259                                    | Cr 219                        |
| Renewal, Recreation & Housing                                | 13,970                                 | 16,508                               | 16,572                                   | 64                            |
| Resources, Commissioning & Contracts Management              | 46,797                                 | 47,686                               | 46,194                                   | Cr 1,492                      |
| <b>Total Controllable Budgets</b>                            | <b>201,272</b>                         | <b>203,775</b>                       | <b>204,423</b>                           | <b>648</b>                    |
| Capital Charges and Insurance                                | 12,056                                 | 12,056                               | 12,056                                   | 0                             |
| Non General Fund Recharges                                   | Cr 759                                 | Cr 759                               | Cr 759                                   | 0                             |
| <b>Total Portfolio Budgets</b>                               | <b>212,569</b>                         | <b>215,072</b>                       | <b>215,720</b>                           | <b>648</b>                    |
| Income from Investment Properties                            | Cr 9,973                               | Cr 9,773                             | Cr 9,494                                 | 279                           |
| Interest on General Fund Balances                            | Cr 3,491                               | Cr 3,491                             | Cr 3,991                                 | Cr 500                        |
| <b>Total Investment Income</b>                               | <b>Cr 13,464</b>                       | <b>Cr 13,264</b>                     | <b>Cr 13,485</b>                         | <b>Cr 221</b>                 |
| Contingency Provision  | 14,278                                 | 1,542                                | 716                                      | Cr 826                        |
| Funding for Housing Inv. Fund ( <i>Subject to Approval</i> ) | 0                                      | 7,500                                | 7,500                                    | 0                             |
| Other Central Items  | Cr 9,430                               | Cr 5,230                             | Cr 5,476                                 | Cr 246                        |
| General Government Grants & Retained Business Rates          | Cr 45,494                              | Cr 45,702                            | Cr 47,202                                | Cr 1,500                      |
| Collection Fund Surplus                                      | Cr 7,852                               | Cr 7,852                             | Cr 7,852                                 | 0                             |
| <b>Total Central Items</b>                                   | <b>Cr 48,498</b>                       | <b>Cr 49,742</b>                     | <b>Cr 52,314</b>                         | <b>Cr 2,572</b>               |
| <b>Total Variation on Services and Central Items</b>         | <b>150,607</b>                         | <b>152,066</b>                       | <b>149,921</b>                           | <b>Cr 2,145</b>               |
| Prior Year Adjustments                                       | 0                                      | 0                                    | Cr 382                                   | Cr 382                        |
| <b>Total Variation</b>                                       | <b>150,607</b>                         | <b>152,066</b>                       | <b>149,539</b>                           | <b>Cr 2,527</b>               |

3.1.3 A detailed breakdown of the latest approved budgets and projected outturn for each Portfolio, together with an analysis of variations, is shown in Appendix 3.

3.1.4 Chief Officer comments are included in Appendix 2.

#### 3.2 Central Contingency Sum

3.2.1 Details of the allocations from and variations in the 2018/19 Central Contingency are included in Appendix 4.

3.2.2 On 20 July 2016, Executive approved the award of the TFM contract to AMEY. The report highlighted that Cushman and Wakefield (C & W), would seek to grow the Council's net investment income by £1m within three years, on an incentivised basis. This was intended to be achieved through a combination of additional income and cost reductions, by taking a

proactive approach to managing the property portfolio, including renegotiations on service charges, business rates and rent reviews. The central contingency includes a sum of £500k of additional income & savings expected to be generated from the incentivised work that C & W would undertake. Members are requested to note an adjustment has been made to the central contingency to reflect the £376k savings achieved to date in 2018/19, mainly from one – off refunds on past years business rates across a range of Council properties.

- 3.2.3 As part of the introduction of Localised Pay, Members agreed a merited reward for exceptional performers and a provision of £200k was included in the Central Contingency. A request is made to drawdown the £200k to fund the expenditure for the rewards in 2018/19.
- 3.2.4 Works to the welfare areas with the Palace complex including East and West Wings have been identified and prioritised with Amey due to commence a Programme shortly. The work will predominantly focus on refreshing WC and Kitchenette facilities. A request is made to drawdown the £200k to fund the expenditure for the Civic Centre improvement works.
- 3.2.5 As reported to Executive on 16th January 2019, as part of the ‘Draft 2019/20 Budget and Update on Council’s Financial Strategy 2020/21 to 2022/23’, (see section 8.16.1 of that report) Chief Officers will undertake a significant transformation review across all services. The review will focus on higher spend services first, to be completed during 2019/20 for implementation by 2020/21. Members are requested to set aside an earmarked reserve of £500k, funded from underspends, which will be utilised to access any additional resource requirement and use of specialised advice (e.g. legal) in order to complete this work. The Interim Chief Executive will approve the release of these monies in consultation with the Portfolio Holder for Resources, Commissioning and Contract Management.
- 3.2.6 Additional in year grant funding of £227k has been returned to the central contingency, from the Revenue and Benefits division. This includes grant funding from the GLA and DWP.
- 3.2.7 The Executive approved the drawdown of £500k of Adult Social Care Grant (iBCF) on the 28<sup>th</sup> November 2018 to offset increased costs that were identified in Adult Social Care. Since then following the announcement of other grants and some management action this grant is no longer required to be drawn down. Therefore it is recommended that the £500k be returned to contingency. The Central Contingency now totals £873k.
- 3.2.8 It is recommended that £187k of this sum be set aside to cover the additional costs directly arising from the introduction of pre-paid cards to support the Council’s commitment to promote direct payments as the uptake of direct payments is low in relation to comparative Councils. It is proposed that pre-paid cards will become the default method of receiving direct payments and that existing recipients will be asked to transfer to a pre-paid card. All new direct payments clients would be expected to operate a prepaid card account unless they specifically asked not to. Its use will be closely monitored to determine the level of efficiencies delivered and its benefits.

The costs cover the implementation and use of the system over the next four years (with an estimated contract cost ranging from £26k in year one to £59k in year four as more clients come on board) with an estimated 1,180 clients by year four using prepaid cards as a method of receiving direct payments and other forms of funding from the Council.

Prepaid cards will benefit service delivery in the following areas:

- Direct payments for adults and children.
- 16+ Aftercare
- People with no recourse to public funds supported by Children’s services
- People with no recourse to public funds supported by Adults services

- 3.2.9 Alongside the 2018/19 Local Government Finance Settlement, the Ministry of Housing, Communities and Local Government announced the Adult Social Care Support Grant for local authorities. Bromley's allocation is £744k, which helps partly mitigate the impact of the fall out of the 2017/18 Adult Social Care Grant (£1,196k) that had already been included in the 2018/19 budget.
- 3.2.10 On 2nd October 2018 the Government announced further funding for Adult Social Care of £240m nationally to ease NHS winter pressures. The extra funding, estimated to be in the region of £1,190k for Bromley, aims to help local authorities reduce pressures on the NHS by getting patients home quicker and freeing up hospital beds. It is recommended that this funding be allocated. As a result of this additional funding, the £500k of IBCF funding that was previously drawn down to offset in year costs within Adult Social Care will be returned to Central Contingency and carried forward to 2019/20.
- 3.2.11 The Central Contingency allows for proper financial planning and ensures that the Council is prepared for changes in financial circumstances. A prudent approach was adopted in considering the 2018/19 Central Contingency Sum to reflect any inherent risks, the potential impact of new burdens, population increases or actions taken by other public bodies which could affect the Council. If the monies are not required during the year then the general policy has been to use these monies for growth, investment and economic development to generate additional income, promote 'invest to save' and provide a more sustainable financial position. The use of these monies in the past have contributed towards the Council achieving income of £15.4m per annum from 2019/20 from property and treasury management income which has protected key services and reduced the 'budget gap' in future years.
- 3.2.12 The most significant growth/cost pressure facing the Council relates to the cost of homelessness and there will be investment choices identified through the Council's Transformation programme to reduce homelessness costs. With a combination of additional income, underspends and unspent monies within the 2018/19 Central Contingency Sum it is proposed that a sum of £7.5m is set aside as an earmarked reserve to contribute towards the significant future housing investment required. The utilisation of this funding would be reported to a future meeting of the Executive as part of the Transformation proposals.
- 3.2.13 There are reports elsewhere on the agenda requesting the drawdown of the following items from contingency:
- (i) Increase in costs of homelessness - £1,739k
  - (ii) Homelessness Reduction Act - £750k

The figures contained in this report assume that these requests will be agreed.

- 3.2.14 Based on the latest financial position, there is a forecast net variation of £826k following a review of the remaining contingency provisions and an estimate of likely further drawdown requirements for the remainder of the year. This assumes that proposals detailed within this report are approved. The position will continue to be closely monitored and the utilisation of any further variations in the Central Contingency will be considered in future budget monitoring reports.

### 3.3 General Fund Balances

3.3.1 The level of general reserves is currently projected to increase by £1,068k to £21,068k at 31<sup>st</sup> March 2019 as detailed below:

|   | 2018/19<br>Projected<br>Outturn<br>£'000 |
|---|--|
| <b>General Fund Balance as at 1st April 2018</b>      | <b>Cr 20,000</b>                         |
| Net Variations on Services & Central Items (para 3.1) | Cr 2,527                                 |
|   | Cr 22,527                                |
| Adjustment to Balances:                               |  |
| Carry Forwards (funded from underspends in 2017/18)   | 1,459                                    |
|   |  |
| <b>General Fund Balance as at 31st March 2019</b>     | <b>Cr 21,068</b>                         |

### 3.4 Impact on Future Years

3.4.1 The report identifies expenditure pressures which could have an impact on future years. The main areas to be considered at this stage are summarised in the following table:

|  | 2018/19<br>Budget<br>£'000 | 2019/20<br>Impact<br>£'000 |                                    |
|--|----------------------------|----------------------------|------------------------------------|
| <b>Adult Care &amp; Health Portfolio</b>                             |                            |                            |                                    |
| Assessment & Care Management - Care Placements                       | 21,930                     | 614                        | <i>net of management action</i>    |
| Learning Disabilities - Care Placements, Transport & Care Management | 33,706                     | 1,322                      | <i>net of management action</i>    |
| Mental Health - Care Placements                                      | 6,169                      | 161                        |                                    |
| Better Care Funding  | 0 Cr                       | 33                         |                                    |
|  |                            | 2,064                      |                                    |
| <b>Education, Children &amp; Families Portfolio</b>                  |                            |                            |                                    |
| Adult Education  | Cr 525                     | 130                        |                                    |
| Children's Social Care   | 34,414                     | 3,801                      | <i>net of management action</i>    |
|  |                            | 3,931                      |                                    |
| <b>Environment &amp; Community Portfolio</b>                         |                            |                            |                                    |
| Parking  |                            |                            |                                    |
|  |                            | 0                          |                                    |
| <b>Renewal, Recreation &amp; Housing Portfolio</b>                   |                            |                            |                                    |
| Housing Needs - Temporary Accommodation                              | 6,241                      | 521                        | <i>net of contingency drawdown</i> |
| Supporting People  | 1,013 Cr                   | 94                         |                                    |
|  |                            | 427                        |                                    |
| <b>Resources, Commissioning &amp; Contracts Management Portfolio</b> |                            |                            |                                    |
| Legal Services - Legal/Counsel Fees & Court Costs                    | 389                        | 70                         |                                    |
|  |                            | 70                         |                                    |
| <b>TOTAL</b>   |                            | <b>6,492</b>               |                                    |

3.4.2 A significant part of the above has been reflected in the 2019/20 as part of the budget setting process. Other additional costs identified will need to be mitigated by the services during the course of the 2019/20 financial year. The main increases in the full year effect compared to the last monitoring report are in the area of childrens social care.

3.4.3 Given the significant financial savings that the Council will need to make over the next four years, it is important that all future cost pressures are contained and that savings are identified early to mitigate these pressures.

3.4.4 Further details are included in Appendix 5.

## **Investment Income**

### **3.5 Income from Investment Properties**

3.5.1 A deficit of £279k is projected for investment income which takes into consideration the following issues:

- (i) There is a deficit of income from Investment Fund properties of £286k, against an income budget of £5.761m. This shortfall partly relates to the vacated Argos shop on Market Square (£154k), the Russel and Bromley site, which has now been let at a reduced rent (£86k) and 95 High Street (£90k). Other net changes in leases have resulted in an overachievement of income of £44k.
- (ii) The Glades Shopping Centre rental income is currently projected to produce a surplus of £53k above budget for 2018/19, based on the latest Quarter 3 statement. Accounts are supplied by Alaska UK quarterly in arrears. It is difficult to provide a precise forecast as LBB income is determined by the rental income from the shops and the level of contribution to any minor works. The budget for the Glades is £2.01m and the minimum rent share is £1.88m.
- (iii) The Walnuts management company (Montagu Evans) work with LBB to close their accounting periods in arrears. Recent work on closing the 2016 accounts has led to a revised forecast of a £60k shortfall of rental income for 2018/19, due to offsetting the cost of large scale works to the Walnuts car park, from the income rent share.
- (iv) There is also a net overachievement of income currently projected on other Investment properties of Cr £14k. The forecast takes into account the apparent trend towards higher income from Biggin Hill Airport (Cr £74k), offset by a deficit of rent from various vacant properties (£60k).

### **3.6 Interest on Balances**

3.6.1 Despite the increase in the Bank of England base rate from 0.25% to 0.50% in November 2017 and then to 0.75% in August 2018, there has been relatively little impact on interest income from lending to banks and other counterparties. This is partly due to banks having the continued ability to borrow from the Bank of England at very low rates through its Term Funding Scheme, the strengthening of 'balance sheets' reducing the need to borrow, as well as the fact that expected increases in the base rate had already been 'priced in'.

3.6.2 In addition, the utilisation of the Investment Fund and Growth Fund as well as the Highways Investment scheme, have reduced the resources available for treasury management investment. However, the treasury management strategy was revised in December 2017 to enable alternative investments of £100m which will generate additional income of around £2m compared with lending to banks. As a result, additional income of £600k was included in the 2018/19 budget.

3.6.3 At present, a surplus of £500k is projected for 2018/19 mainly as a result of the good rates obtained on fixed term investments made since the budget was set which have an average interest rate of 1.2%.

3.6.4 The Council's performance on treasury management is in the top 10% among local authorities. The Treasury Management Annual Investment Strategy for 2018/19 was reported to Council on 26th February 2018 and the Treasury Management - Annual Investment Strategy 2019/20 And Quarter 3 Performance 2018/19 was reported to Executive, Resources and Contracts Policy Development and Scrutiny Committee on 7<sup>th</sup> February 2019.



### **3.7 The Schools Budget**

- 3.7.1 Expenditure on schools is funded through the Dedicated Schools Grant (DSG) provided for by the Department for Education (DfE). DSG is ring-fenced and can only be applied to meet expenditure properly included in the Schools Budget. Any overspend or underspend must be carried forward to the following year's Schools Budget.
- 3.7.2 There is a total projected underspend of £281k on DSG funded services which will be added to the £1,180k carried forward from 2017/18. The carry forward figure has been adjusted by the Early Year adjustment which has reduced the amount we receive in 2018/19 by £166k. This gives us an estimated DSG balance of £1,295k at the end of the financial year.
- 3.7.3 This figure includes the additional £788k extra funding in 2018/19 that Government announced on the 17th December 2018 for the High Needs Block. It has been agreed that £212k of this funding will be utilised in 2019/20 to cover High Needs Block costs. This will in effect come from the £1,295k that is estimated to be carried forward into 2019/20. Without the £788k funding LBB would only be carrying forward £507k into 2019/20.

### **3.8 Prior Year Adjustments**

- 3.8.1 Financial provisions were made in prior years accounts for Learning Disability and Mental Health services, and an element of these are no longer required and have therefore been released in 2018/19 resulting in a credit of £300k.
- 3.8.2 On the 12<sup>th</sup> September 2018 a report came to the Executive in regard to a new Social Care Management System. The decision was made to progress with a replacement of the current system and therefore cease any further developments of the current social care IT system. Costs have been incurred in the development of the old system and charged to Capital prior to the decision by the Executive.
- 3.8.3 In terms of capital costs being incurred and in line with standard accounting practice, costs that do not result in a capital scheme being progressed are required to be charged to revenue budgets. A total of £746k has been charged for the Children Social Care IT system which has ceased and therefore capital costs arising from this project need to be written back to Revenue. £500k was funded by a RCCO (revenue contribution to capital outlay) which will offset this charge. Therefore a total net charge of £246k will be written back to revenue. This results in a corresponding reduction in eligible capital programme expenditure.

### **3.9 Set aside of funding from the Growth Fund**

- 3.9.1 The RRH Portfolio Holder, following the RRH PDS meeting on 6 March, recommended that the Executive approve the allocation of up to £75k from the Growth Fund to cover the costs of the proposed West Wickham BID project. Although there are no direct financial savings to the Council, should the BID be established following a successful secret ballot, it would provide a mechanism for West Wickham town centre to receive additional funds of around £620k from the levy, over a five year period.

### **3.10 Investment Fund and Growth Fund**

- 3.10.1 Full details of the current position on the Investment Fund and the Growth Fund are included in the Capital Programme Monitoring Q3 2018/19 & Capital Strategy 2019 to 2023 reported to the 13th February 2019 Executive. The uncommitted balances reported previously were £19.3m on the Investment Fund and £10.2m on the Growth Fund before allowing for the request in para 3.9.1 above.

### **3.11 Health and Social Care Initiatives Reserve**

- 3.11.1 As in previous years the BCCG have identified funding to pump prime and deliver the investment required by health working with the Council to deliver integrated services across the whole health and care system. The primary purpose for such contributions relates to transformation funding which provides a benefit to health care with a positive impact on social care. The BCCG will be making a further £900k contribution which will be set aside as an earmarked reserve. The social care impact will be the determinant for the release of such funds. Any proposal for the use of the monies require the approval of Executive or even full Council, depending on the amount requested.
- 3.11.2 Executive are requested to agree that a sum of £900k be set aside within the earmarked reserve. This fund will ensure the support of key initiatives relating to health and social care.

### **3.12 Financial Context**

- 3.12.1 The 2018/19 Council Tax report identified the latest financial projections and a future year budget gap due to the impact of inflation, service and cost pressures and ongoing significant reductions in government funding. Details were reported in the 2018/19 Council Tax report to Executive in February 2018.
- 3.12.2 As reported, as part of the Council's financial strategy, a prudent approach has been adopted in considering the central contingency sum to reflect any inherent risks, the potential impact of new burdens, population increases or actions taken by other public bodies which could affect the Council. The approach has also been one of 'front loading' savings to ensure difficult decisions are taken early in the budgetary cycle. This has enabled a longer term approach to generate further income from the additional resources available as well as to mitigate against significant risks and provide a more sustainable financial position in the longer term.
- 3.12.3 The 2019/20 Council Tax report identified a budget gap of £31.7m per annum by 2022/23. The financial forecast and budget will be affected by inflation, changes in government funding and new burdens and realistically any future year overspends will need to be funded from alternative savings. It is therefore important to ensure that action is taken, where possible, to contain costs within budget which reduces the risk of the Council's budget gap increasing further thereby increasing the savings required in future years.

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

- 4.1 The 2018/19 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 2016-2018" identifies the following key priority:

Ensure financial independence and sustainability through:

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

- 5.2 The 2018/19 Council Tax report highlighted the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2018/19 to minimise the risk of compounding financial pressures in future years.

## 6. FINANCIAL IMPLICATIONS

- 6.1 These are contained within the body of the report with additional information provided in the appendices.

|   |   |
|---|---|
| <b>Non-Applicable Sections:</b>                       | Personnel, Legal, Procurement   |
| Background Documents:<br>(Access via Contact Officer) | Provisional Final Accounts 2017/18 – Executive 21 <sup>st</sup> May 2018;<br>2018/19 Council Tax – Executive 7th February 2018;<br>Draft 2018/19 Budget and Update on Council’s Financial Strategy 2019/20 to 2021/22 – Executive 10 <sup>th</sup> January 2018;<br>Capital Programme Monitoring Report – elsewhere on agenda;<br>Treasury Management Annual Investment Strategy 2018/19 – Council 26 <sup>th</sup> February 2018;<br>Treasury Management Quarter 2 Performance 2018/19 and Mid-Year Review – Executive, Resources and Contracts PDS Committee 22 <sup>nd</sup> November 2018;<br>Financial Management Budget Monitoring files across all portfolios. |

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## GENERAL FUND - PROVISIONAL OUTTURN FOR 2018/19

| Portfolio   | 2018/19<br>Original<br>Budget<br>£'000 | Budget<br>Variations<br>allocated in<br>year #<br>£'000 | 2018/19<br>Latest<br>Approved<br>Budget<br>£'000 | 2018/19<br>Projected<br>Outturn<br>£'000 | Variation<br>£'000 | Variation<br>previously<br>reported Exec<br>28/11/18<br>£'000 |
|---|--|---|--|--|--------------------|---|
| Adult Care & Health   | 67,346                                 | Cr 497  | 66,849   | 66,836                                   | Cr 13              | 333   |
| Education, Children & Families (incl. Schools' Budget)                      | 40,189                                 | 243   | 40,432   | 43,429                                   | 2,997              | 2,030   |
| Environment & Community   | 30,546                                 | Cr 724  | 29,822   | 29,133                                   | Cr 689             | Cr 141  |
| Public Protection & Enforcement   | 2,424                                  | 54  | 2,478  | 2,259                                    | Cr 219             | Cr 118  |
| Renewal, Recreation & Housing   | 13,970                                 | 2,538   | 16,508   | 16,572                                   | 64                 | Cr 51   |
| Resources, Commissioning & Contracts Management                             | 46,797                                 | 889   | 47,686   | 46,194                                   | Cr 1,492           | Cr 547  |
| <b>Total Controllable Budgets</b>   | <b>201,272</b>                         | <b>2,503</b>  | <b>203,775</b>                                   | <b>204,423</b>                           | <b>648</b>         | <b>1,506</b>  |
| Capital, Insurance & Pensions Costs (see note 2)                            | 12,056                                 | 0   | 12,056   | 12,056                                   | 0                  | 0   |
| Non General Fund Recharges  | Cr 759                                 | 0   | Cr 759   | Cr 759                                   | 0                  | 0   |
| <b>Total Portfolios (see note 1)</b>  | <b>212,569</b>                         | <b>2,503</b>  | <b>215,072</b>                                   | <b>215,720</b>                           | <b>648</b>         | <b>1,506</b>  |
| <b>Central Items:</b>   |  |   |  |  |                    |   |
| Income from Investment Properties   | Cr 9,973                               | 200   | Cr 9,773   | Cr 9,494                                 | 279                | 252   |
| Interest on General Fund Balances   | Cr 3,491                               | 0   | Cr 3,491   | Cr 3,991                                 | Cr 500             | Cr 350  |
| <b>Total Investment Income</b>  | <b>Cr 13,464</b>                       | <b>200</b>  | <b>Cr 13,264</b>                                 | <b>Cr 13,485</b>                         | <b>Cr 221</b>      | <b>Cr 98</b>  |
| <b>Contingency Provision (see Appendix 4)</b>                               | 14,278                                 | Cr 12,736   | 1,542  | 716                                      | Cr 826             | Cr 1,454  |
| <b>Other central items</b>  |  |   |  |  |                    |   |
| Reversal of net Capital Charges (see note 2)                                | Cr 10,646                              | 0   | Cr 10,646  | Cr 10,646                                | 0                  | 0   |
| Utilisation/Set Aside of Prior Year Collection Fund Surplus                 | 2,210                                  | 0   | 2,210  | 2,210                                    | 0                  | 0   |
| New Homes Bonus Support for Revenue   | Cr 2,256                               | 0   | Cr 2,256   | Cr 2,256                                 | 0                  | 0   |
| Contribution to Technology Fund - IT Strategy                               | 0                                      | 3,500   | 3,500  | 3,254                                    | Cr 246             | 0   |
| Contribution to Housing Investment Fund                                     | 0                                      | 7,500   | 7,500  | 7,500                                    | 0                  | 0   |
| Contribution to Civic Centre Improvement Works                              | 0                                      | 200   | 200  | 200                                      | 0                  | 0   |
| Contribution to Transformation Fund   | 0                                      | 500   | 500  | 500                                      | 0                  | 0   |
| Levies  | 1,262                                  | 0   | 1,262  | 1,262                                    | 0                  | 0   |
| <b>Total other central items</b>  | Cr 9,430                               | 11,700  | 2,270  | 2,024                                    | Cr 246             | 0   |
| <b>Prior Year Adjustments</b>   |  |   |  |  |                    |   |
| Mental Health Provision   | 0                                      | 0   | 0  | Cr 628                                   | Cr 628             | Cr 328  |
| Write back of IT costs back to revenue                                      | 0                                      | 0   | 0  | 746                                      | 746                | 0   |
| RCCO charge back to revenue   | 0                                      | 0   | 0  | Cr 500                                   | Cr 500             | 0   |
| <b>Total Prior Year Adjustments</b>   | 0                                      | 0   | 0  | Cr 382                                   | Cr 382             | Cr 328  |
| <b>Total all central items</b>  | <b>Cr 8,616</b>                        | <b>Cr 836</b>   | <b>Cr 9,452</b>                                  | <b>Cr 11,127</b>                         | <b>Cr 1,675</b>    | <b>Cr 1,880</b>   |
| <b>Bromley's Requirement before balances</b>                                |  |   |  |  |                    |   |
| Carry Forwards from 2017/18 (see note 3)                                    | 203,953                                | 1,667   | 205,620  | 204,593                                  | Cr 1,027           | Cr 374  |
| Carry Forward from 2017/18 (R&M)  | 0                                      | Cr 1,296  | Cr 1,296   | 0  | 1,296              | 1,296   |
| <b>Adjustment to Balances</b>   | 0                                      | Cr 163  | Cr 163   | 0  | 163                | 163   |
|   | 0                                      | 0   | 0  | 1,068                                    | 1,068              | Cr 1,085  |
| Business Rates Retention Scheme (Retained Income,<br>Top-up and S31 Grants) | Cr 41,960                              | 0   | Cr 41,960  | Cr 43,460                                | Cr 1,500           | 0   |
| New Homes Bonus   | Cr 3,534                               | 0   | Cr 3,534   | Cr 3,534                                 | 0                  | 0   |
| New Homes Bonus Topslice  | 0                                      | Cr 208  | Cr 208   | Cr 208                                   | 0                  | 0   |
| Collection Fund Surplus   | Cr 7,852                               | 0   | Cr 7,852   | Cr 7,852                                 | 0                  | 0   |
| <b>Bromley's Requirement</b>  | 150,607                                | 0   | 150,607  | 150,607                                  | 0                  | 0   |
| GLA Precept   | 38,251                                 | 0   | 38,251   | 38,251                                   | 0                  | 0   |
| <b>Council Tax Requirement</b>  | 188,858                                | 0   | 188,858  | 188,858                                  | 0                  | 0   |

# Budget Variations allocated to portfolios in year consists of: £'000  
1) Carry forwards from 2017/18 1,459 (see note 3)  
2) Allocations from the central contingency provision 1,044 (see Appendix 4)  
2,503

1) **NOTES**

Portfolio Final Approved Budgets analysed over Departments as follows:

|                                  | 2018/19<br>Original<br>Budget<br>£'000 | Budget<br>Variations<br>allocated in<br>year #<br>£'000 | 2018/19<br>Latest<br>Approved<br>Budget<br>£'000 | 2018/19<br>Projected<br>Outturn<br>£'000 | Variation<br>£'000 | Variation<br>previously<br>reported Exec<br>28/11/18<br>£'000 |
|----------------------------------|--|---|--|--|--------------------|---|
| Education Care & Health Services | 129,664                                | 2,051   | 131,715  | 134,893                                  | 3,178              | 2,307   |
| Environment & Community Services | 57,257                                 | Cr 789  | 56,468   | 55,200                                   | Cr 1,268           | Cr 289  |
| Chief Executive's Department     | 25,648                                 | 1,241   | 26,889   | 25,627                                   | Cr 1,262           | Cr 512  |

|         |       |         |         |     |       |
|---------|-------|---------|---------|-----|-------|
| 212,569 | 2,503 | 215,072 | 215,720 | 648 | 1,506 |
|---------|-------|---------|---------|-----|-------|

2) Reversal of net Capital Charges

This is to reflect the technical accounting requirements contained in CIPFA's Code of Practice for Local Authority Accounting and has no impact on the Council's General Fund.

3) Carry Forwards from 2017/18

Carry forwards from 2017/18 into 2018/19 totalling £1,459k were approved by Council and the Executive. Full details were reported to the June meeting of the Executive in the "Provisional Final Accounts 2017/18" report.

## **Comments from the Executive Director of Environment and Community Services**

### **(Environment & Community Portfolio)**

The Environment Portfolio has a net underspend of £675k for 2018/19. This is mainly from Waste Services (£331k), Highways (£125k), Traffic (£105k) and other net variances across the Portfolio totalling Cr £114k.

The variances in Waste Services are mostly from the green garden waste service due to an increase in the number of customers and lower use of the sixth vehicle. A request will be made to the Executive to approve a carry forward sum of £120k that was previously set aside for developing a direct debit system for green garden waste, to enable the work to be carried out during 2019/20.

The additional income in Highways and Traffic is mainly due a spike in the volume of Section 74 Notices and applications for road closure. It is not expected that the utility companies will continue to submit this volume of applications in future years.

Income from parking charges continues to decline and the reduction in parking contraventions has been partly offset by additional bus lane contraventions.

### **(Public Protection and Enforcement Portfolio)**

There is a net underspend of £219k projected for the Public Protection and Enforcement Portfolio for 2018/19, of which £166k is related to staffing, mainly due to a delay in recruitment. A request will be submitted to the Executive to carry forward £139k to 2019/20 and 2020/21 to fund the remaining agreed term for the three additional temporary Food Safety Officers and fixed term Interim PPS Assistant Director.

### **(Renewal, Recreation and Housing Portfolio)**

The Renewal, Recreation & Housing Portfolio (ECS dept) has a net underspend of £169k for 2018/19. £80k of this relates to underspends on projects funded from the New Homes Bonus monies, which will need to be carried forward subject to formal approval by the Executive and the GLA. The remaining underspend of £89k is mainly due to staff vacancies.

## **Analysis of Risks**

### **– Environment & Community Portfolio**

The new environment contracts have been awarded recently which will take effect from 1 April 2019. In particular, the Street Environment Contracts have experienced an overall increase in service costs based on an as-is service delivery model. The procurement of the new waste disposal contract has been successful in mitigating the increase in growth pressure through the use of alternative disposal solutions.

Any growth in the number of properties will incur additional expenditure, as extra collections are required and additional waste is generated. Another potential risk area is recycling paper income. Wet weather could affect the quality of the paper and therefore may lead to issues arising with the processing of it as 'paper' and a loss of income.

There is always a risk in Parking from the fluctuations in both Enforcement income and income from On and Off Street Parking, but this is difficult to quantify. Income on streetworks defaults is currently at a reduced level due to a higher level of compliance and so needs to be monitored going forward.

Although no variation is currently projected for the Trees budget, due to the unpredictable nature of storm damage this is a potential risk area. The actual impact is dependent on the weather and the number of trees affected.

### **– Renewal, Recreation and Housing Portfolio**

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

Action is ongoing to reduce risk of Government Designation for Special Measures due to Planning performance.

There is a risk of substantial planning appeal costs being awarded against the Council by the Planning Inspectorate if the Council is found to have acted unreasonably.

For major appeals, which can arise unpredictably, there is often a need for specialist external consultants advice which creates additional costs.

#### **– Public Protection & Enforcement Portfolio**

Any high profile inquests or significant increase in volume of cases could increase the cost of the Coroner's service.

The provision of a sustainable mortuary service at an affordable cost in the long term is problematic due to variables in demand and a very limited market with little competition.

#### **Comments from the Director of Corporate Services (Resources, Commissioning & Contract Management Portfolio) including Risk Areas**

Caseloads in children`s services continue at a higher level than has previously been the case. Normal caseloads have historically been c48 new cases per annum. In 2017/18, 74 sets of proceedings were issued which is on a downward trend from 2016/17 when there were 98 sets of new childcare cases. It is difficult to provide an accurate forecast of the case numbers for 2018/19, however it is expected it will probably be under 70 cases. A minimum court fee of £2,025 is payable on each case which means that with an estimated additional which even with an additional 12 cases will still represent a substantial sum. The only way to avoid this would be not to issue proceedings, which is not a realistic option. In addition there are fees for instructions of experts (£150 per application) and for placement orders where the care plan is adoption (£455 per family). There has also been a growth of cases where translation services are required (currently representing c20% of cases) and costs are being incurred for translation of documents and additional hearings.

Childcare cases typically take between 3-9 months to conclude therefore there is an ongoing cost pressure from cases which were issued in 2017/18 which were not concluded in that year which has been exacerbated by the continuing high level of new instructions. There has been a high turnover of staff in the team which has had a major impact on using in-house staff for advocacy, to gradually reduce spend on Counsel.

#### **Comments from the Executive Director of Education, Care and Health Services**

The Adult, Care and Health Services Portfolio has a projected underspend of £13k for the year. This is a demand led service that has scrutiny of spend and quality built into the process such as PRG and other case discussion forums for each service area.

The main areas of pressure are in Assessment and Care Management, Learning Disabilities and Mental Health, and relate to the growing number of service users supported, which is above the numbers and baseline of the budget that was agreed in this financial year. As a demand led service, we are statutorily bound to provide support and care to residents based on their assessed needs. In addition, we are providing more support to carers to ensure they adequately support their loved ones to reduce escalation to statutory care services.

The pressure reflects the growing number of young people with statutory statements of need who are being transferred from children`s services. We are also seeing a number of providers managing challenging behaviour of older people with dementia and requesting additional staffing to care for them in a safe and humane way. These cases are automatically referred to the CCG for joint funding decisions which will continue as stated above.

The overspend in Assessment and Care Management also include the unrealised savings of £150k that was predicated on the transfer of re-ablement to BHC.

Bromley health and social care had a very busy summer with higher than ever recorded attendances at the PRUH, in turn we have seen a spike in both residential and nursing care placements (25 above budget) having to be made.



There remain pressures within the domiciliary care area, as we see increasing numbers of people supported to live at home compounded with an increasing reliance on assessments and care management packages to support older people to live independently. Underspends in other areas within the department and the utilization of the Better Care Fund with our health colleagues helped in mitigating these pressures overall. We are seeing high demand from very complex cases where frailty and conditions relating to disability and ageing are compounded by the need for double handed care, sometimes 1 to 1 care provision to stabilise challenging behaviour.

The risks in the Care Services Portfolio are:-

- i) Impact of the national living wage across Care Services and the impact on contracts
- ii) Increased complexity of clients coming through the system
- iii) Increasing number of clients coming through the system

### **Housing**

The end of year position in housing services is estimated to be a £41k credit, although this assumes that £2,489k will be drawn down from the contingency to mitigate the ongoing homelessness pressures being experienced in Bromley. This includes additional provisions for bad debts arising mainly from the roll out of welfare reform, increases in the levels of homelessness and increases in the cost of the provision. Underspends in other areas help mitigate the pressures overall.

The key risks in the Renewal, Recreation and Housing Portfolio are:-

- i) Increased homelessness and the associated costs
- ii) Introduction of the Homeless Reduction Act
- iii) Increased rent arrears arising from roll out of Welfare reform

### **- Education, Children and Families Portfolio**

The Children, Education and Families Portfolio has an overspend of £2,997,000 for the year.

The Education Division has an underspend of £54,000. Pressures in Adult Education, in house nurseries and the Education Welfare Service are currently being partly mitigated by Workforce Development and Governor Services, Early Years and SEN and Inclusion.

There is a current projected underspend in DSG of £281k. This will be added to the £1,180k carried forward from 2017/18. The carry forward figure has been adjusted by the Early Year adjustment which has reduced the amount we received in 2017/18 by £166k. This gives us an estimated DSG balance of £1,295k at the end of the financial year. This includes the additional £788k extra funding that Government announced on the 17th December 2018 for the High Needs Block. It has been agreed that £212k of this funding will be utilised in 2019/20 to cover High Needs Block costs. This will in effect come from the £1,295k that is estimated to be carried forward into 2019/20. Without the £788k funding LBB would only be carrying forward £507k into 2019/20

There continues to be ongoing pressures in the DSG, especially in the High Needs Block, for 2019/20 onwards. The introduction of the National Funding Formula (NFF) means there are severe restrictions in how the grant is spent and in what areas. High Needs are experiencing increases in demands. The Council has contributed £1m in 2018/19 and £1m was top sliced from Schools DSG funding to support the High Needs Block. For 2019/20 the Council Contribution rises to £1.9m and the schools contribution reduces to zero. There is likely to be further increase pressures in this area that further funding streams will need to address.

In Children's Social Care the overspend of £3,051k due to the increased number of children in care. The table below (table 1) sets out the position in respect of the number of CLA in Bromley, National and Statistical Neighbours. Post Ofsted, we saw a nominal increase per 10,000 as set out below. However, we are still below our statistical and national neighbours (an area that Ofsted has asked us to explain). Regardless, we have 59 more children (246) (in year/projected) above an agreed (financial baseline) of 187 children in independent fostering, in-house fostering and residential care (see table 2).

Table 1

| Rate of CLA            |         |         |         |         |         |         |         |         |
|------------------------|---------|---------|---------|---------|---------|---------|---------|---------|
|                        | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 |
| Bromley                | 41      | 41      | 39      | 37      | 39.6    | 39.3    | 41.7    | 40.5    |
| Statistical Neighbours | 48      | 47.5    | 50      | 49.7    | 50.7    | 54.3    | TBC*    | TBC*    |
| National               | 59      | 60      | 60      | 60      | 60      | 62      | TBC*    | TBC*    |

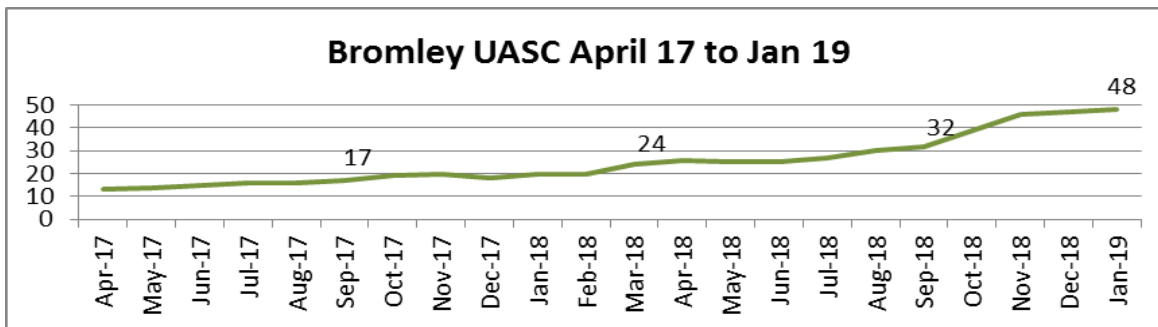
Table 2

| Code   | 2018/19 Approved Budget |                  | 2018/19 Forecast  |                  |                  | 2018/19 Variation |  |
|--|-------------------------|------------------|-------------------|------------------|------------------|-------------------|--|
|  | £                       | Full Year Equiv. | £                 | Full Year Equiv. | £                | Full Year Equiv.  |  |
| <b>RESIDENTIAL (all types)</b>                 | <b>5,596,870</b>        | 28.21            | <b>7,492,145</b>  | 46.61            | <b>1,895,275</b> | 18.40             |  |
| <b>FOSTERING</b>                               |                         |                  |                   |                  |                  |                   |  |
| Fostering IFA                                  | 2,617,790               | 60.56            | 3,889,747         | 87.66            | 1,271,957        | 27.10             |  |
| Fostering In house                             | 2,873,890               | 98.53            | 2,687,417         | 112.15           | (186,473)        | 13.62             |  |
| <b>Total Fostering Placements</b>              | <b>5,491,680</b>        | 159.09           | <b>6,577,164</b>  | 199.81           | <b>1,085,484</b> | 40.72             |  |
| <b>TOTAL RESIDENTIAL/ FOSTERING PLACEMENTS</b> | <b>11,088,550</b>       | <b>187.30</b>    | <b>14,069,309</b> | <b>246.42</b>    | <b>2,980,759</b> | <b>59.12</b>      |  |

We have continued to see an increase in the number of Looked After Children but are confident that the right children are being cared for and this is borne out by the Courts. LA applications to Court for orders and the care plans are being validated by the court which indicates that our thresholds are correct and that these children need to be safeguarded away from their parents. The number of care proceedings has dropped slightly is currently at 81 sets of proceedings – this number is for families and may involve a number of children in each family. We also have 43 families currently under the PLO and a number of these families could also be issued for care proceedings if issues of safeguarding cannot be mitigated. These children are likely to be subject to CP plans and these plans are not having the impact anticipated. The LA applications to court for orders and the care plans are being validated by the court which indicates that our thresholds are correct and that these children need to be safeguarded away from their parents. There is a cost implication for these children who will be cared for through fostering either in house of IFA and/or residential settings.

The continuing impact of the Social Work Act to support our children to the age of 25 is not yet fully showing itself but we can see the impact following the statutory letters sent out to 115 young people and the flow of young people contacting the authority for support. Some of this support is merely 'touch base' and others because they have found themselves in financial difficulty and threatened with tenancy breakdowns – at the current time we are receiving 2 or 3 contacts per week. We know that once Universal Credit is fully implemented this will likely increase the work required to support these young people. This in turn will have an impact on staffing and the likely need for growth in respect of YPA's.

Bromley as part of the Pan London agreement had 48 UASC minors in January 2019. Our current cohort of Looked After is 338 and 48 of these are UASC. Currently there are only 6 boroughs who remain on the rota below their 0.7% – 53 children and Bromley is one of these. Two other boroughs are nearing their capacity and this will have a further impact on the Looked After population in Bromley. We are currently awaiting the most up to date figures regarding those young people who would turn 18 at the beginning of January but the government figures are 2 months behind and therefore at the current time is not taking account of those borough's declaring their 18+ cohort.



Of the 48 young people 19 of them are 16 years and below and 29 are 17 years and below – 5 have turned 18 in January and will now be eligible for leaving care services and a further 4 will turn 18 between February and April.

We currently have 51 care leavers eligible for services and 63 will be in this cohort within 6 months. This is currently 24% of the current workload for the service and is having an impact on social work time.

Due to the cultural match and complexity of these young people a number of them are in IFA placements which are more expensive. We are currently setting up a specialist fostering service to support these young people and provide more in house carers for emergencies which will reduce cost but ensure that young people receive wrap around services from us. At the present time we have 20 placements with IFA at a cost £450k

The increase is having an impact on staffing and at the current time we have 1 social work post and 3 YPA's. A growth bid was agreed for 2019/20 which acknowledged the increases in UASC's coming through the system.

We have already created as an interim measure a 4<sup>th</sup> team manager post which is being paid for from vacancies – this is not sustainable. In addition this has an impact on the financial capacity to make the necessary and somewhat complicated home office claims.

Alongside this are hidden costs of social work time, IRO's and services required to support these very vulnerable young people.

In addition this has a knock on effect to the capacity within the Virtual School.

Although the Council are given grant (£91 per day for a 16+, £114 per day for an U16) this does not cover the costs of the placements and the on costs. An additional 30 children (based on 23 last reported in May and the maximum allocation of 53) placed in independent foster care could cost as much as £1,350k gross per annum in a full year in placements alone. There would also be costs of additional social workers and other back office costs of £400k. This would be offset by grant of £930k leaving a net position of £820k.

This is the worst case scenario and assumes that all of the children are placed in more expensive settings so the final amount will be subject to the actual setting they are placed in. Growth has also been agreed and put into the budget to mitigate against this.

#### Residential Placements:

This continues to be a challenge for the authority and across other Local Authorities with regard to suitable quality placements for children with complex needs and especially those who meet the secure threshold. This is being addressed through the building of two further educational secure units but these will not come on stream for a couple of years. Therefore the issues of lack of suitable safe placements persists.

At the current time we have 2 young people in secure and when they step down to residential this is likely to continue to be a high cost responsibility in terms of having to put 2:1 and then 1:1 staffing around them. The costs for this type of residential continue to remain around £8,900 per week - we should be predicting that a repeat of last year is likely to occur and therefore this should be calculated for 2 young people at any one time for a period of 6 months each in the region of £442, 000 per year and an expected uplift from providers during the year 18/19

In addition we are discussing with the West London Alliance whether Bromley should join this hub and how this would support us going forward in terms of suitable placements and have more strength in negotiating terms with IFA's

A meeting regarding this is taking place the week of 18<sup>th</sup> February 2019

The Virtual School is being challenged in respect of the numbers of adopters in Bromley who under the Social Work Act are now able to request support from the Virtual School – this is at present around 2 or 3 enquiries per week together with school requests. This is predicted to grow as Bromley is likely to have a richness in adoptive families where children have been placed by other adoption agencies. The Government when including this in the SW Act considered that this would not have an impact on the work of the VS however this is dependent on the particular Borough and its demographics.

Agency staff continues to be cost burden although we have maintained around 85% of permanent social worker staff coming from the low figure of 42% in 17/18.

We have developed our 23 one hundred day students and anticipate that a number of these students will be offered placements to offset the agency figures. In addition we will repeat the same exercise as of last year in recruiting up to 30 ASYE in September to replace the agency workers. We continue to convert as many workers as possible and as such a recruitment campaign will recommence in February with a 'conversion' event and advertising campaign on the back of our Ofsted outcome. This area will continue to be a challenge as we are competing with other LA who are raising their salaries and costs to attract the small pool of skilled experienced workers. Our caseload promise and training continues to attract some workers to Bromley. The recruitment and retention board meets monthly to consider how best to address this.

The risks in the Education, Children & Families Portfolio are:-

- i) Recruitment and retention of permanent staff/ ability to recruit skilled staff for the posts vacant.
- ii) Limited supply and increasing costs of residential placements – including the specialist placements for very complex young people.
- iii) Increase in the Looked After Population – particularly in our Looked After Unaccompanied Minors
- iv) Increased complexity of children (SEND).
- v) Impact of Social Work Act 2017 implementation.
- vi) Income from partners reducing.

vii) Shortage of local school places.

viii) Increasing High Needs Block expenditure not matched by a commensurate increase in Government Grant

ix) Continuing impact of 2014 Children and Families Act extending the age range to 25 for Education, Health and Care Plans.

## Adult Care and Health Portfolio Budget Monitoring Summary

| 2017/18 Actuals  | Division Service Areas                            | 2018/19 Original Budget £'000 | 2018/19 Latest Approved £'000 | 2018/19 Projected Outturn £'000 | Variation £'000 | Notes | Variation Last Reported £'000 | Full Year Effect £'000 |
|--|---|-------------------------------|-------------------------------|---------------------------------|-----------------|-------|-------------------------------|------------------------|
| <b>EDUCATION CARE &amp; HEALTH SERVICES DEPARTMENT</b> |   |                               |                               |                                 |                 |       |                               |                        |
| <b>Adult Social Care</b>                               |   |                               |                               |                                 |                 |       |                               |                        |
| 23,836   | Assessment and Care Management                    | 23,462                        | 22,759                        | 23,817                          | 1,058           | 1     | 831                           | 954                    |
| 0  | Planned A&CM savings from management action       | 0                             | 0                             | Cr 62                           | Cr 62           |       | Cr 171                        | Cr 340                 |
| 406  | Direct Services                                   | 144                           | 144                           | 144                             | 0               |       | 0                             | 0                      |
| 0  | Quality Assurance & Safeguarding                  | 0                             | 121                           | 121                             | 0               |       | 0                             | 0                      |
| 32,070   | Learning Disabilities                             | 33,551                        | 33,706                        | 34,303                          | 597             | 2     | 668                           | 1,542                  |
| 0  | Planned LD savings from management action         | 0                             | 0                             | Cr 19                           | Cr 19           |       | Cr 123                        | Cr 220                 |
| 6,018  | Mental Health                                     | 6,273                         | 6,169                         | 6,311                           | 142             | 3     | 160                           | 161                    |
| 0  | IBCF Expenditure                                  | 0                             | 0                             | 0                               | 0               | 4     | Cr 500                        | 0                      |
| Cr 1,009   | Better Care Funding - Protection of Social Care   | 0                             | 0                             | Cr 519                          | Cr 519          | 5     | Cr 369                        | Cr 33                  |
| Cr 935   | Better Care Fund / Improved Better Care Fund      | 0                             | 0                             | 0                               | 0               |       | 0                             | 0                      |
| 0  | Winter Pressures Grant                            | 0                             | 0                             | Cr 1,190                        | Cr 1,190        | 6     | 0                             | 0                      |
| <b>60,386</b>  |   | <b>63,430</b>                 | <b>62,899</b>                 | <b>62,906</b>                   | <b>7</b>        |       | <b>496</b>                    | <b>2,064</b>           |
| <b>Programmes</b>                                      |   |                               |                               |                                 |                 |       |                               |                        |
| 1,639  | Programmes Team                                   | 1,986                         | 2,356                         | 2,347                           | Cr 9            | 7     | Cr 133                        | 0                      |
|  | Information & Early Intervention                  |                               |                               |                                 |                 |       | Cr 123                        | Cr 33                  |
| 3,152  | - Net Expenditure                                 | 2,505                         | 2,505                         | 2,332                           | Cr 173          |       | Cr 123                        | Cr 33                  |
| Cr 3,152   | - Recharge to Better Care Fund                    | Cr 2,420                      | Cr 2,505                      | Cr 2,332                        | 173             |       | 123                           | 33                     |
|  | Better Care Fund                                  |                               |                               |                                 |                 |       |                               |                        |
| 21,680   | - Expenditure                                     | 21,183                        | 21,949                        | 21,949                          | 0               |       | 0                             | 0                      |
| Cr 21,819  | - Income  | Cr 21,275                     | Cr 22,041                     | Cr 22,041                       | 0               |       | 0                             | 0                      |
|  | Improved Better Care Fund                         |                               |                               |                                 |                 |       |                               |                        |
| 4,184  | - Expenditure                                     | 4,490                         | 7,675                         | 7,675                           | 0               |       | 0                             | 0                      |
| Cr 4,184   | - Income  | Cr 5,363                      | Cr 8,548                      | Cr 8,548                        | 0               |       | 0                             | 0                      |
|  | NHS Support for Social Care                       |                               |                               |                                 |                 |       |                               |                        |
| 28   | - Expenditure                                     | 0                             | 1,500                         | 1,500                           | 0               |       | 0                             | 0                      |
| Cr 28  | - Income  | 0                             | Cr 1,500                      | Cr 1,500                        | 0               |       | 0                             | 0                      |
| <b>1,500</b>   |   | <b>1,106</b>                  | <b>1,391</b>                  | <b>1,382</b>                    | <b>Cr 9</b>     |       | <b>Cr 133</b>                 | <b>0</b>               |
| <b>Strategy, Performance &amp; Engagement</b>          |   |                               |                               |                                 |                 |       |                               |                        |
| 300  | Learning & Development                            | 372                           | 362                           | 357                             | Cr 5            | 8     | 0                             | 0                      |
| 1,961  | Strategy, Performance & Engagement                | 2,383                         | 2,142                         | 2,136                           | Cr 6            |       | Cr 30                         | 0                      |
| <b>2,261</b>   |   | <b>2,755</b>                  | <b>2,504</b>                  | <b>2,493</b>                    | <b>Cr 11</b>    |       | <b>Cr 30</b>                  | <b>0</b>               |
| <b>Public Health</b>                                   |   |                               |                               |                                 |                 |       |                               |                        |
| 15,103   | Public Health                                     | 14,763                        | 14,763                        | 14,763                          | 0               |       | 0                             | 0                      |
| Cr 15,096  | Public Health - Grant Income                      | Cr 14,708                     | Cr 14,708                     | Cr 14,708                       | 0               |       | 0                             | 0                      |
| <b>7</b>   |   | <b>55</b>                     | <b>55</b>                     | <b>55</b>                       | <b>0</b>        |       | <b>0</b>                      | <b>0</b>               |
| <b>64,154</b>  | <b>TOTAL CONTROLLABLE ADULT CARE &amp; HEALTH</b> | <b>67,346</b>                 | <b>66,849</b>                 | <b>66,836</b>                   | <b>Cr 13</b>    |       | <b>333</b>                    | <b>2,064</b>           |
| 1,419  | <b>TOTAL NON CONTROLLABLE</b>                     | 221                           | 400                           | 369                             | Cr 31           | 9     | Cr 5                          | 0                      |
| 2,364  | <b>TOTAL EXCLUDED RECHARGES</b>                   | 2,546                         | 2,116                         | 2,116                           | 0               |       | 0                             | 0                      |
| <b>67,937</b>  | <b>TOTAL ADULT CARE &amp; HEALTH PORTFOLIO</b>    | <b>70,113</b>                 | <b>69,365</b>                 | <b>69,321</b>                   | <b>Cr 44</b>    |       | <b>328</b>                    | <b>2,064</b>           |

## Reconciliation of Latest Approved Budget

£'000

## 2018/19 Original Budget

78,500

Transfer of Housing to Renewal, Recreation &amp; Housing Portfolio

Cr 8,387

## 2018/19 Revised Original Budget

70,113

## Carry forwards requests

|                             |    |       |
|-----------------------------|----|-------|
| Better Care Fund - Good Gym |    |       |
| - expenditure               |    | 8     |
| - income                    | Cr | 8     |
| Better Care Fund            |    |       |
| - expenditure               |    | 28    |
| - income                    | Cr | 28    |
| Improved Better Care Fund   |    |       |
| - expenditure               |    | 3,172 |
| - income                    | Cr | 3,172 |
| Public Health Grant         |    |       |
| - expenditure               |    | 1,018 |
| - income                    | Cr | 1,018 |

## Other:

|  |    |       |
|--|----|-------|
| 2018/19 Improved Better Care Fund allocation - adjusted amount:          |    |       |
| - expenditure  |    | 13    |
| - income   | Cr | 13    |
| Short term assistance to day centres                                     |    | 152   |
| Budget Transfer - Rent of Queen Mary's Hospital (CLDT)                   |    | 80    |
| Budget Transfer - Rent of Queen Mary's Hospital (CLDT) - adjustment      | Cr | 27    |
| Transfer of Contracts Administrator post                                 |    | 20    |
| Fire Risk Assessment and Cyclical Maintenance                            |    | 27    |
| IBCF Expenditure   |    | 500   |
| Drawdown of Health Funding   |    |       |
| - expenditure  |    | 1,500 |
| - income   | Cr | 1,500 |
| Strategic and Business Support Services restructure                      |    | 10    |
| Customer Relations Officer post  |    | 12    |
| Transfer of resources from ECHS to Liberata contract budget              | Cr | 28    |
| Winter Pressures Grant drawdown  |    |       |
| - expenditure  |    | 1,190 |
| - income   | Cr | 1,190 |
| Return IBCF funding to contingency                                       | Cr | 500   |
| Adult Social Care Support Grant drawdown                                 | Cr | 744   |
| Virement from Programmes and Strategy Divisions to Childrens Social Care | Cr | 250   |

Latest Approved Budget for 2018/19

69,365

## **REASONS FOR VARIATIONS**

### **1. Assessment and Care Management - Dr £996k Net of Management Action**

The overspend in Assessment and Care Management can be analysed as follows:

|  | <u>Current</u>   |            |
|--|------------------|------------|
|  | <u>Variation</u> |            |
|  | £'000            |            |
| <u>Physical Support / Sensory Support / Memory &amp; Cognition</u> |                  |            |
| <b>Services for 65 +</b>   |                  |            |
| - Placements   |                  | 31         |
| - FYE Management Action  | Cr               | 62         |
| - Domiciliary Care / Direct Payments                               | Cr               | 72         |
|  | <u>Cr</u>        | <u>103</u> |
| <b>Services for 18 - 64</b>  |                  |            |
| - Placements   |                  | 325        |
| - FYE Management Action  |                  | 0          |
| - Domiciliary Care / Direct Payments                               |                  | <u>155</u> |
|  |                  | <u>480</u> |
| <b>Other</b>   |                  |            |
| - Day Care   | Cr               | 600        |
| - Transport  | Cr               | 93         |
| - Staffing   |                  | 100        |
| - Community Equipment  |                  | 230        |
| - D2A  |                  | 982        |
|  |                  | <u>996</u> |

The 2018/19 budget includes funding for the full year effect of the 2017/18 overspend, less savings agreed as part of management action to reduce this overspend.

#### Services for 65+ - Cr £103k

Numbers in residential and nursing care continue to be above the budget provision, currently by 25 placements above the budget of 414, with an overspend being projected of £31k for the year. This is an increase of 8 places since the last report in September. Although the numbers are much higher than the budget numbers, the variation is relatively small at £31k as income in relation to court of protection cases continues to partly offset this increase in costs.

In addition to the above, there is the full year effect of management action from 2017/18 relating to additional income from the CCG for joint funding of placements that has been factored in of £62k. This has been remained the same since the last monitoring, with £51k of this now achieved, and £11k still projected to be achieved.

The overall position on the domiciliary care and direct payments budgets is an underspend of £72k, which is a change from the underspend position of £63k projected in September, a change of Cr £9k. This underspend consists of:

1) There is an overspend of £150k relating to a saving that had already been included in the 2018/19 budget with the expected transfer of the Reablement Service to Bromley Health Care in 2017/18. This did not happen as envisaged, however the saving had already been included in the budget, so currently remains as an overspend.

2) Domiciliary care is currently projected to underspend by £5k, moving from an underspend of £19k last time. Domiciliary care hours have remained fairly constant since the introduction of the D2A service, implying that the expected effect of D2A in reducing domiciliary care packages has not happened. Direct payments are projected to underspend by £217k, an increase in the underspend of £23k from the September projection, partly due to the recovery of unused direct payments from service users.

#### Services for 18-64+ - Dr £480k

Placements for 18-64 age group are projected to overspend by £325k this year based on current service user numbers, an increase of £68k since the September position. The main pressure area relates to clients with a primary support reason (PSR) of memory and cognition where the actual number of 16 is 8 above the budget provision. This has however decreased by 2 since September, with overall placement costs reducing by £40k.

In addition as per the over 65's, there is the full year effect of management action from 2017/18 relating to additional income from the CCG for joint funding of placements that has been factored in of £108k. This has been removed since the last monitoring as it is now not expected to be achieved this year, although officers continue to work to ensure joint funding is appropriately received.

The overall position on the domiciliary care and direct payments budgets is an overspend of £155k, a reduction of £102k since September. Domiciliary care is currently projected to overspend by £11k, a reduction of £62k from last time, and direct payments by £144k, a reduction of £40k since September. The main reduction relates to the recovery of unused direct payments from service users.

#### Day Care Services - Cr £600k

Day Care services continue to show reduced use of the service with low numbers compared to the budget provision. In addition contracts that we had with some providers for the provision of transport to their centres have ended, with the main Greenwich Services Plus (GSP) transport contract taking on these clients. This has resulted in a current projected underspend of £600k.

#### Transport - Cr £93k

The reduced use of Day Care services has impacted on the service provided by Greenwich Services Plus (GSP), with an underspend now projected of £93k for the year.

#### Staffing - Dr £100k

Within Assessment & Care Management, additional agency staff have had to be brought in to deal with a backlog of reviewing both current service users and those who are coming through the "front door". This has resulted in additional costs of circa £100k.

#### Community Equipment - Dr £230k

The Community Equipment budget is projected to overspend by £400k this year. As detailed in the report to Executive in July 2017, Bromley's contribution is capped at £600k, so any overspend needs to be financed by the CCG, with a request to draw funds from the Better Care Fund. With the announcement of the Winter Pressures Funding Grant this year, £230k has been allocated to offset this overspend, which is included in the amount shown at note 6 below.

#### Discharge to Assess (D2A) - Dr £982k

At its meeting on 27th June the Executive agreed to extend the Discharge to Assess (D2A) pilot for another year. The packages of care provided under the D2A scheme are projected to cost £982k this year. Any savings arising from this would show under the appropriate care package heading (ie placements or domiciliary care/direct payments), so would already be taken account of in the projections shown above.

### **2. Learning Disabilities - Dr £578k Net of Management Action**

This set of projections is based both on current care packages and also assumptions regarding clients expected to be placed this financial year, planned savings, attrition, etc. The assumptions include packages that have already been agreed at Panel but where the placement has not yet taken place (where the uncertainty is mainly around start dates) and those clients expected to require new placements or have increased needs this year but for whom costs and start dates are uncertain.

To avoid overstating the assumptions, a 'probability factor' is applied to reflect experience in previous years which has shown that there tends to be either slippage on planned start dates or clients aren't placed as originally expected. However there is a risk attached to this in that the majority of placements may go ahead as and when planned or there may be clients placed who aren't included in the forecast. This risk is minimised given the late stage in the financial year.

As outlined in previous monitoring reports, the 2018/19 LD budget included funding for both the full year effect of the 2017/18 overspend (based on the position at the time the budget was prepared) and 2018/19 demand-related pressures. The 2017/18 final outturn report highlighted that both of these included assumptions on planned savings from management action. The delivery of a balanced budget position in 2018/19 was therefore dependent on these savings being achieved as well as the successful management of continued demand pressures.

Currently an overspend of £578k is anticipated after allowing for management action in relation to planned savings. This compares to £545k reported for September 2018.

While this is a relatively small increase in the current year, the impact on the full year effect is more significant, increasing from an overspend of £1,007k in September 2018 to the current overspend position of £1,322k (both net of management action).

There are many reasons for both the overall overspend and the increase since the last report but the single largest factor is the high number of new and increased care packages over and above those included in the budget / previous forecast. This has in part been mitigated by other factors, including the achievement of savings and the removal of assumptions and / or delay in some previously assumed new / increased packages.

Progress on achieving planned savings is being monitored closely as this is a key element in managing the budget position. The dedicated 'invest to save' team tasked with delivering the savings ceased at the end of September. However there is a number of savings where delivery is still anticipated and the associated 'tail-end' work is embedded within the core care management team. This current set of projections assumes that further savings of Cr £19k will be achieved this year (Cr £220k in a full year). If these savings aren't achieved, the impact in a full year would be significant and would give rise to budget pressures in 2019/20.

There is a projected overspend on LD Care Management of £59k. This has arisen mainly from the use of agency staff and additional staff brought in to undertake review work.

### **3. Mental Health - Dr £142k**

Similar to Learning Disabilities above, the 2018/19 Mental Health budget included funding for the full year effect of the 2017/18 overspend based on the position at the time the budget was prepared. This included an assumed level of savings from management action.

An overspend of £142k is currently anticipated in 2018/19 which is a reduction from the previously reported figure of £160k. The full year effect has reduced from an overspend of £323k to £161k which is a significantly improved position.

The reduction is partly due to increased "move through" the system which is more in line with the expected trend for Mental Health placements. While new care packages continue to be agreed, there is also evidence of clients moving on, either to independent living or with less intensive care packages.

In addition, one high cost client was previously misclassified with Mental Health as their primary support reason. This has now been adjusted and this has also contributed to the reduction in overspend on Mental Health (although the change will be cost neutral across the whole of Adult Social Care).

Budget pressures relating to the Emergency Duty Team have partly offset the reduced projected spend on care packages.



#### **4. IBCF - Nil**

Additional budget from the IBCF (£500k) had been drawn down in the previous monitoring report to offset in-year costs in adult social care but this is being returned to the contingency this cycle as a result of the Winter Pressures Grant allocation (see note 6).

#### **5. Better Care Fund - Protection of Social Care - Cr £519k**

A number of local authority adult social care services are funded by an element of the Better Care Fund set aside to protect social care services. This includes funding previously received under the former Department of Health Social Care Grant.

These services are currently projected to underspend by £519k in 2018/19 and this has been used to offset other budget pressures within social care in line with the intentions of the funding.

#### **6. Winter Pressures Grant - Cr £1,190k**

In October 2018 the Department of Health and Social Care announced the allocation of Winter Pressures Grant funding to local authorities. The grant must be used in addition to planned spending and to support the local health and social care system to manage demand pressures on the NHS between November 2018 and March 2019 and help promote people's independence. Bromley's grant allocation is £1,190,460.

#### **7. Programmes Division - Cr £9k**

##### Programmes Team - Cr £9k

An underspend of £9k is currently anticipated on Programmes Team budgets and this relates principally to staffing budgets and contracts. There has been a high level of staff turnover and interim staff. The additional cost associated with interim staff has been offset by other posts remaining vacant.

##### Information and Early Intervention - Dr & Cr £173k

This budget area encompasses any adult social care-related service or support for which there is no test of eligibility and no requirement for review. It includes: information and advice, screening and signposting, prevention and low-level support, and independent advocacy.

An underspend of £173k is anticipated across the whole service. The main element of this is reduced expenditure funded by the Primary and Secondary Intervention Services Innovation Fund. The underspend on the Fund is shared with Bromley CCG and the Better Care Fund and the element reported here is the net amount for LB Bromley. There are savings in other areas, principally due to minor inflationary savings across a number of contracts and lower than anticipated volumes on the new single advocacy contract. This contract is still relatively new and projected spend may fluctuate until a volume pattern becomes clearer.

The whole Information and Early Intervention Service is one of a range of services protected by the Better Care Fund and, as such, the underspend on this service has been used to offset other pressures within adult social care in line with the intentions of the funding. This is reflected in note 5 above.

##### Better Care Fund - nil variation

Other than variations on the protection of social care element, any underspends on Better Care Fund budgets will be carried forward for spending in future years under the pooled budget arrangement with Bromley CCG.

##### Improved Better Care Fund - nil variation

The Improved Better Care Fund allocation for 2018/19 is £5.376m. Of this, £873k is held within the Council's central contingency and the balance of £4.503m is within ECHS budgets. In addition, because 2017/18 allocations were agreed relatively late in the financial year, £3.172m of unspent 2017/18 funding was carried forward to 2018/19.

Spend is underway on a number of schemes but some funding remains unallocated. As outlined in the report to the Executive on 10th October 2017, underspends can be carried forward to support expenditure in future years. In order to balance adult social care growth pressures in 2019/20 a carry forward of £1.566m IBCF funding has been assumed in the 2019/20 budget. In addition there will be further IBCF carry forwards, partly as a result of the initial allocations in 2017/18 being agreed relatively late in the financial year.

#### **8. Strategy, Performance & Engagement Division - Cr £11k**

An underspend of £11k is anticipated on the Strategy, Performance & Engagement Division. This principally relates to underspends on staffing and central departmental running expenses budgets, as well as higher than budgeted income from schools.

#### **9. Non-Controllable - Rent - Cr £31k**

There is an £31k variation relating to Day Centre rent income.

#### **Waiver of Financial Regulations**

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempt from the normal requirement to obtain competitive quotations the Chief Officer has to obtain the agreement of the Director of Corporate Services, the Director of Finance and the Director of Commissioning 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, 6 waivers for Adult placements have been agreed for between £50k and £100k and 1 for more than £100k.

#### **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, there have been 2 virements: 1) contributions from ECHS divisions to create a Customer Relations Officer as part of the Strategy, Performance and Engagement restructure (£21k) 2) Virement of budgets in relation to agreed changes to the Liberata contract for the provision of Payments and Income services to ECHS. 3) Virement to CSC relating from the Prorammes and Strategy Divisions to offset pressures in CSC of £250k

## Education, Children and Families Portfolio Budget Monitoring Summary

| 2017/18<br>Actuals<br>£'000                            | Service Areas  | 2018/19<br>Original<br>Budget<br>£'000 | 2018/19<br>Latest<br>Approved<br>£'000 | 2018/19<br>Projected<br>Outturn<br>£'000 | Variation<br>£'000 | Notes  | Variation<br>Last<br>Reported<br>£'000 | Full Year<br>Effect<br>£'000 |
|--|--|--|--|--|--------------------|--------|--|------------------------------|
| <b>EDUCATION CARE &amp; HEALTH SERVICES DEPARTMENT</b> |  |  |  |  |                    |        |  |                              |
| <b>Education Division</b>                              |  |  |  |  |                    |        |  |                              |
| Cr 360   | Adult Education Centres  | Cr 525                                 | Cr 525                                 | Cr 397                                   | 128                | 1      | 152                                    | 130                          |
| 418  | Schools and Early Years Commissioning & QA                       | 524                                    | 524                                    | 488                                      | Cr 36              | 2      | 21                                     | 0                            |
| 5,583  | SEN and Inclusion  | 5,820                                  | 6,515                                  | 6,393                                    | Cr 122             | 3      | Cr 116                                 | 0                            |
| 95   | Strategic Place Planning   | 96                                     | 96                                     | 96                                       | 0                  |        | 0                                      | 0                            |
| 6  | Workforce Development & Governor Services                        | 5                                      | 5                                      | Cr 39                                    | Cr 44              | 4      | Cr 54                                  | 0                            |
| Cr 167   | Education Services Grant   | 0                                      | 0                                      | 0  | 0                  |        | 0                                      | 0                            |
| 185  | Access & Inclusion   | 165                                    | 158                                    | 185                                      | 27                 | 5      | 31                                     | 0                            |
| Cr 1,312   | Schools Budgets  | Cr 1,348                               | Cr 1,348                               | Cr 1,348                                 | 0                  | 6      | 0                                      | 0                            |
| 102  | Other Strategic Functions  | 1,038                                  | 334                                    | 327                                      | Cr 7               |        | 0                                      | 0                            |
| <b>4,550</b>   |  | <b>5,775</b>                           | <b>5,759</b>                           | <b>5,705</b>                             | <b>Cr 54</b>       |        | <b>34</b>                              | <b>130</b>                   |
| <b>Children's Social Care</b>                          |  |  |  |  |                    |        |  |                              |
| 1,248  | Bromley Youth Support Programme                                  | 1,479                                  | 1,475                                  | 1,463                                    | Cr 12              | 7      | 57                                     | 0                            |
| 686  | Early Intervention and Family Support                            | 1,093                                  | 1,067                                  | 946                                      | Cr 121             |        | Cr 90                                  | 0                            |
| 4,912  | CLA and Care Leavers   | 5,066                                  | 5,471                                  | 5,493                                    | 22                 |        | Cr 84                                  | Cr 153                       |
| 13,592   | Fostering, Adoption and Resources                                | 13,638                                 | 14,126                                 | 18,376                                   | 4,250              |        | 3,085                                  | 5,115                        |
| 0  | Management action - Additional CCG Income                        | 0                                      | 0                                      | Cr 800                                   | Cr 800             |        | Cr 500                                 | Cr 500                       |
| 2,833  | Referral and Assessment Service                                  | 2,909                                  | 3,462                                  | 3,283                                    | Cr 179             |        | Cr 182                                 | Cr 179                       |
| 2,176  | Safeguarding and Care Planning East                              | 2,159                                  | 3,019                                  | 2,768                                    | Cr 251             |        | Cr 229                                 | Cr 82                        |
| 3,874  | Safeguarding and Care Planning West                              | 3,810                                  | 4,313                                  | 4,266                                    | Cr 47              | 13     | 0                                      |                              |
| 4,290  | Safeguarding and Quality Improvement                             | 4,260                                  | 1,740                                  | 1,929                                    | 189                | 126    | 939                                    |                              |
|  | Planned savings from management action                           | 0                                      | 0                                      | 0  | 0                  | Cr 200 | Cr 1,339                               |                              |
| <b>33,611</b>  |  | <b>34,414</b>                          | <b>34,673</b>                          | <b>37,724</b>                            | <b>3,051</b>       |        | <b>1,996</b>                           | <b>3,801</b>                 |
| <b>38,161</b>  | <b>TOTAL CONTROLLABLE FOR EDUCATION, CHILDREN &amp; FAMILIES</b> | <b>40,189</b>                          | <b>40,432</b>                          | <b>43,429</b>                            | <b>2,997</b>       |        | <b>2,030</b>                           | <b>3,931</b>                 |
| 3,257  | <b>Total Non-Controllable</b>                                    | 2,006                                  | 2,088                                  | 2,073                                    | Cr 15              |        |  | 0                            |
| 7,309  | <b>Total Excluded Recharges</b>                                  | 8,126                                  | 8,118                                  | 8,118                                    | 0                  |        | 0                                      | 0                            |
| <b>48,727</b>  | <b>TOTAL EDUCATION, CHILDREN &amp; FAMILIES PORTFOLIO</b>        | <b>50,321</b>                          | <b>50,638</b>                          | <b>53,620</b>                            | <b>2,982</b>       |        | <b>2,030</b>                           | <b>3,931</b>                 |
| <b>Memorandum Item</b>                                 |  |  |  |  |                    |        |  |                              |
| <b>Sold Services</b>                                   |  |  |  |  |                    |        |  |                              |
| 29   | Education Psychology Service (RSG Funded)                        | Cr 107                                 | Cr 107                                 | Cr 75                                    | 32                 | 8      |  | 0                            |
| 7  | Education Welfare Service (RSG Funded)                           | Cr 32                                  | Cr 32                                  | 10                                       | 42                 |        |  | 0                            |
| 3  | Workforce Development (DSG/RSG Funded)                           | Cr 4                                   | Cr 4                                   | Cr 50                                    | Cr 46              |        |  | 0                            |
| 43   | Community Vision Nursery (RSG Funded)                            | 49                                     | 49                                     | 81                                       | 32                 |        |  | 0                            |
| 75   | Blenheim Nursery (RSG Funded)                                    | 76                                     | 76                                     | 101                                      | 25                 |        |  | 0                            |
| <b>157</b>   | <b>Total Sold Services</b>                                       | <b>Cr 18</b>                           | <b>Cr 18</b>                           | <b>67</b>                                | <b>85</b>          |        | <b>0</b>                               | <b>0</b>                     |

## Reconciliation of Latest Approved Budget

£'000

## Original Budget 2018/19

50,321

## Contingency:

SEN Implementation Grant 2018/19

- expenditure

189

- income

Cr 189

SEND Preparation for Employment Grant 2018/19

- expenditure

63

- income

Cr 63

SEN Pathfinder Grant 2018/19

- expenditure

28

- income

Cr 28

## Carry forwards:

SEN Implementation Grant 2016/17

- expenditure

20

- income

Cr 20

SEN Pathfinder Grant 2016/17

- expenditure

16

- income

Cr 16

Early Years Grant

- expenditure

15

- income

Cr 15

School Improvement Grant

- expenditure

47

- income

Cr 47

High Needs Strategic Planning Fund

- expenditure

13

- income

Cr 13

Delivery Support Fund

- expenditure

69

- income

Cr 69

Tackling Troubled Families

- expenditure

498

- income

Cr 498

## Other:

|  |    |                      |
|--|----|----------------------|
| Fire Risk Assessment and Cyclical Maintenance                            |    | 82                   |
| Customer Relations Officer post  | Cr | 8                    |
| Strategic and Business Support Services restructure                      | Cr | 7                    |
| Education Psychologist Recharge  |    | 0                    |
| Virement from Programmes and Strategy Divisions to Childrens Social Care |    | 250                  |
| <b>Latest Approved Budget for 2018/19</b>                                |    | <b><u>50,638</u></b> |

## **REASONS FOR VARIATIONS**

### **1. Adult Education - Dr £128k**

The Adult Education service is currently projecting to overspend by £128k. The main pressure areas for the service is £161k for staffing costs to provide required courses and preparation for the OFSTED inspection. There is also an under collection of income of £30k as compared to the baseline budget.

There is an underspend on the running costs (£63k) that is offsetting the on-going pressures.

### **2. Schools and Early Years Commissioning & QA - Cr £36k**

The in-house nurseries now have the restructured staffing structure in place. This financial year will be part year under the existing structure and part year under the new structure. This has had the effect of expecting the nurseries to overspend by £13k for the year.

These cost pressures are being offset by the current staffing underspends of £20k that are mainly due to vacant posts.

There also is an underspend on running costs of £29k.

### **3. SEN and Inclusion - Cr £122k**

The staffing in this area is currently forecasting an underspend by £53k. This is due to changes to how posts are being funded - removing some from grant funding and including others.

The Education Psychologists are currently in the process of recruiting to the vacant posts in their team. This is causing the statutory service they are required to provide to be underspent by £40k and the Trading Service they offer to the Schools to be overspent by £30k due to the use of expensive agency staff used to provide the service. This is a net underspend of £10k.

SEN Transport is currently forecast to underspend by £59k due to additional collection of income from other LA's. This figure may change during the year as route rationalisation occurs.

### **4. Workforce Development & Governor Services - Cr £44k**

The projected underspend is due to a detailed review of the service that has identified a number of running costs that are not going to be used during this financial year.

### **5. Access & Inclusion - Dr £27k**

The Education Welfare Service Trading Account is currently expected to under collect on it's income by £39k due to the loss of a number of school contracts. The provision of the service will need to be reviewed.

There is currently expected to be an underspend of £7k on the cost for transporting mainstream children to their school.

There is a small underspend on the running costs of £5k that is offsetting the on-going pressures.

### **6. Schools Budgets (no impact on General Fund)**

Expenditure on Schools is funded through the Dedicated Schools Grant (DSG) provided by the Department for Education (DfE). DSG is ring fenced and can only be applied to meet expenditure properly included in the Schools Budget. Any overspend or underspend must be carried forward to the following years Schools Budget.

There is a current projected underspend in DSG of £281k. This will be added to the £1,180k carried forward from 2017/18. The carry forward figure has been adjusted by the Early Year adjustment which has reduced the amount we received in 2017/18 by £166k. This gives us an estimated DSG balance of £1,295k at the end of the financial year. This includes the additional £788k extra funding that Government announced on the 17th December 2018 for the High Needs Block. It has been agreed that £212k of this funding will be utilised in 2019/20 to cover High Needs Block costs. This will in effect come from the £1,295k that is estimated to be carried forward into 2019/20. Without the £788k funding LBB would only be carrying forward £507k into 2019/20

The in-year overspend is broken down as follows:-

Bulge class are currently expected to underspend by £128k for this financial year. Additionally we are currently expecting to spend £225k on modular classroom rentals during the year. Both of these figures may change once the requirements for the new academic year have been established from the October school census.

Free Early Years Education is currently forecast to underspend this financial year. Any over or underspend on this area will only have a marginal effect on the DSG variances as DfE calculate our final allocation (released in July) based on the Early Years annual census that is performed every January. The returns from the nurseries are checked by members of the Early Years team before passing the figures to DfE in March. DfE then review the figures before publish our final allocations, where they will make any adjustments to our prior year allocation. It is expected that the currently underspend will produce a clawback of funds in July at approximately the same level as the current forecast underspend. The clawback cannot be estimated until the Early Years census data is submitted to DfE in March.

There is an underspend of £38k in the Pupil Support Services area. This is due to vacant posts and the under use of agency and consultancy costs to provide the service.

There is a pressure of £6k on the DSG due to the increase in a rate bills in a maintained school. This was not factored into the original funding.

The Home and Hospital service has a pressure of £94k due to the splitting out of the Nightingale school from the service. The Home and Hospital service is in the process of being reviewed.

There is an underspend of £135k in the Pupil Support Services area. This is due to vacant posts and the under use of agency and consultancy costs to provide the service.

The Behaviour Support service is currently expected to overspend by £70k based on expected costs for the year.

The Education Welfare service is currently forecasting an overspend of £36k due to higher staffing costs than expected

Due to a late adjustment of the recoupment at one of the schools in Bromley, there is any additional £83k worth of recoupment that the Council had not budgeted for and is therefore causing a pressure on the DSG.

It was agreed at the start of the year to use £188k of the brought forward balance to support the Central Schools Services Block in-year. There are also two Recoupment adjustments that have been identified during the year that will also effect the Brought Forward amount by a credit of £57k. This gives an overall Use of the Reserve of £131k for the year.

There has been a number of in year DSG adjustments that have not yet been factored in to the budget figures. This changes come to a total of £98k and all impact on the High Needs Block.

In December 2018 the Government announced that they would be giving extra money to support the council's High Needs DSG Block due to the pressures on the High Needs Block nationwide. This grant is being retained to cover expenditure in both this year and future years.

SEN placements are projected to overspend by a total of £500k. The overspend is being caused by the Maintained Day (£339k), Independent Day (£655k) and Alternative Programmes (£286k). These overspends are then offset by underspends on Independent Boarding Schools (£131k), Maintained Boarding Schools (£338k) and Matrix funding (£114k). Additional, there is currently forecast to be an underspend on schools ARP's of £197k.

The SEN placement budget pressure is coming from increased pupil numbers, this is in spite of the increases in in-borough Special Education places at Bromley schools.

SEN Support for clients in Further Education Colleges is expected to underspend by £366k this year. This is due to the cost of placing clients with Independent providers and having more in borough placements.

The DSG funded element of SEN Transport is projected to overspend by £121k due to the new routes that were established in the last year. The level of spend in this area has been lower in previous years. Due to the current funding regulations LBB are not permitted to increase this budget from the previous years allocation.

The SIPS, Early Support Programme and Outreach & Inclusion Services are all currently projected to underspend. Most of the underspend relates to lower than expected staffing costs, but there is also a small amount that relates to running costs that are not expected to be incurred during the year. The total of all of these underspends is a £117k. These are then being offset by the overspend in the Hearing Units and the Complex Needs team (totalling £63k) to give a net underspend of £54k.

There is also a total small balance of overspends of £4k.

|  | Variations<br>£'000 | High Needs<br>£'000 | Schools<br>£'000 | Early Years<br>£'000 | Central<br>£'000 |
|--|---------------------|---------------------|------------------|----------------------|------------------|
| Bulge Classes                          | -128                | 0                   | -128             | 0                    | 0                |
| Classroom Hire                         | 225                 | 0                   | 225              | 0                    | 0                |
| Primary Support Team                   | -38                 | 0                   | 0                | 0                    | -38              |
| School Rates                           | 6                   | 0                   | 6                | 0                    | 0                |
| Home & Hospital                        | 94                  | 94                  | 0                | 0                    | 0                |
| Pupil Support Services                 | -135                | -135                | 0                | 0                    | 0                |
| Behaviour Support                      | -70                 | -70                 | 0                | 0                    | 0                |
| Education Welfare Officers             | 36                  | 0                   | 0                | 0                    | 36               |
| Late Adjustment to DSG Recoupment      | 83                  | 0                   | 83               | 0                    | 0                |
| Use of Reserves                        | 131                 | 0                   | -57              | 0                    | 188              |
| In Year DSG Adjustments                | 98                  | 98                  | 0                | 0                    | 0                |
| Additional High Needs Block Allocation | -788                | -788                | 0                | 0                    | 0                |
| Other Small Balances                   | 4                   | -7                  | 0                | -1                   | 12               |
| SEN:                                   |                     |                     |                  |                      |                  |
| - Placements                           | 500                 | 500                 | 0                | 0                    | 0                |
| - Support in FE colleges               | -366                | -366                | 0                | 0                    | 0                |
| - Transport                            | 121                 | 121                 | 0                | 0                    | 0                |
| - SIPS                                 | -27                 | 0                   | 0                | -27                  | 0                |
| - Darrick Wood Hearing Unit            | 44                  | 44                  | 0                | 0                    | 0                |
| - Complex Needs Team                   | 19                  | 19                  | 0                | 0                    | 0                |
| - Outreach & Inclusion Service         | -77                 | -77                 | 0                | 0                    | 0                |
| - Early Support Programme              | -13                 | -13                 | 0                | 0                    | 0                |
| <b>Total</b>                           | <b>-281</b>         | <b>-580</b>         | <b>129</b>       | <b>-28</b>           | <b>198</b>       |

There will continue to be pressures in the DSG from 2019/20 onwards, especially in the High Needs Block area. More children are coming through the system which will put pressure on DSG resources. In 2018/19 DfE agreed that LBB could top slice £1m from the Schools DSG to underpin the High Needs budget. A further request was put forward to DfE for 2019/20 and this was rejected and therefore additional Council resources have been added to close the shortfall. From 2020/21 it is expected that this will no longer be available as the 'hard formula' National Funding formula kicks in and funding blocks are even more rigidly fixed.

## **7. Children's Social Care - Dr £3.051k**

The current budget variation for the Children's Social Care Division is projected to be an overspend of £3,051k, a significant increase from the overspend reported for September, which was £1,996k. Despite additional funding being secured in the 2018/19 budget, continued increases in the number of children being looked after together with the cost of placements has continued to put considerable strain on the budget. Officers met to discuss ways to mitigate this, and management action of £200k was agreed last cycle. This has now been removed as it is unlikely that these savings will be achieved by the end of the financial year.

#### Bromley Youth Support Programme -Cr £12k

The BYSP budget is projected to underspend by £12k this year, analysed as follows:

- Youth Service - Cr £38k

Staffing is projected to be underspent by £31k, premises costs £18k and transport costs by £9k and contributions to other local authorities by £41k. This is offset by projected overspends on supplies and services of £26k and income of £35k.

- Business Partnership's - Dr £46k

Staffing is projected to be underspent by £65k and supplies & services and transport by £34k. This is offset by a projected underachievement of income from schools of £86k and contributions from other departments of £44k and other income of £15k.

- Youth Offending Team - Cr £20k

Staffing is projected to be underspent by £50k this is offset by a projected overspend of £16k on premises & transport costs and £14k on the Appropriate Adult scheme

#### Early Intervention & Family Support - Cr £121k

There is a projected net underspend in this area due to salaries (Cr £24k), premises improvement costs (Cr £50k), cleaning (Dr £13k), telephones (Cr £7k), services commissioning costs (Cr £33k) and income (Cr £20k)

#### CLA and Care Leavers - Dr £22k

Expenditure relating to the 'Staying Put' grant, where care leavers can remain with their foster carers after the age of 18, continues to show an overspend on the budget. The budget was realigned for 2018/19 within available resources, however an overspend of £121k is currently projected.

Offsetting this is a projected underspend on direct accommodation support to looked after children (net of housing benefit) of £99k.

#### Fostering, Adoption and Resources - £3,450k

The budget for children's placements is currently projected to overspend by £3,450k this year, a significant increase from the position reported in September. This amount is analysed by placement type below.

- Community Home's / Community Home's with Education - Dr £1,705k

- Boarding Schools - Dr £144k

- Secure Accommodation & Youth on Remand - Dr £85k

- Fostering services (IFA's) - Dr £1,272k

- Fostering services (In-house, including SGO's and Kinship) - Dr £417k

- Adoption placements - Dr £200k

- Outreach Services - Dr £482k

- Transport Costs - Cr £55k

Included in the variations above, Bromley CCG have allocated funding of £500k as a contribution towards the continuing care costs of placements. An additional amount of funding of £800k has also been sought from the CCG as a contribution to these placements this has been agreed for 2018/19. Should this latter amount not be agreed in future then this will have an impact on the budget

#### Referral and Assessment Service - Cr £179k

The main projected variance relates to services to people with No Recourse to Public Funds (NRPF), which is currently projecting an underspend of £179k. This budget had been increased in the past as numbers had risen significantly, however currently numbers are much lower, resulting in this underspend.

#### Safeguarding and Care Planning East - Cr £251k

The budget for care proceedings is currently projected to underspend by £251k, particularly in the area of community and residential parenting assessments.

#### Safeguarding and Care Planning West- Cr £47k

Services for Children with Disabilities is projected to overspend by £65k this year. This is made up of an overspend of £248k in relation to Direct Payments and Care Initiatives, offset by an underspend of £28k on transport and £155k on group based short breaks.

A change in the provision of the short/respite breaks service at Hollybank has also realised an ongoing saving of £112k.

#### Safeguarding and Quality Improvement - Dr £189k

The projected variation of £189k overspend in this area relates solely to staffing.

#### Management Action

Officers have discussed ways to mitigate this overspend and had agreed on management action plans totalling £480k at May budget monitoring. This was revised to £200k in September for the remainder of the year as there had been limited success to date. The latest position is that it is not expected that any further savings can be achieved this year, therefore the remainder of the savings have been removed.

#### **8. Sold Services (net budgets)**

Services sold to schools are separately identified in this report to provide clarity in terms of what is being provided. These accounts are shown as memorandum items as the figures are included in the appropriate Service Area in the main report.

#### **Waiver of Financial Regulations**

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempt from the normal requirement to obtain competitive quotations the Chief Officer has to obtain the agreement of the Director of Corporate Services, the Director of Finance and the Director of Commissioning 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, there has been one waiver in the Education area with an annual value of less than £30k. In Children's Social Care there were 4 waivers agreed for placements of between £50k and £100k and 7 for more than £100k.

#### **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, there have been 2 virements 1) a virement has been actioned in Education for £35k and relates to the correction of the budget for a contract and 2) contributions from ECHS divisions to create a Customer Relations Officer as part of the Strategy, Performance and Engagement restructure for £8k. 3) Virement to CSC relating from the Prorammes and Strategy Divisions to offset pressures in CSC of £250k



## Environment &amp; Community Portfolio Budget Monitoring Summary

| 2017/18<br>Actuals<br>£'000 | Service Areas                                  | 2018/19<br>Original<br>Budget<br>£'000 | 2018/19<br>Latest<br>Approved<br>£'000 | 2018/19<br>Projected<br>Outturn<br>£'000 | Variation<br>£'000 | Notes  | Variation<br>Last<br>Reported<br>£'000 | Full Year<br>Effect<br>£'000 |
|-----------------------------|--|--|--|--|--------------------|--------|--|------------------------------|
|                             | <b>ENVIRONMENT &amp; COMMUNITY PORTFOLIO</b>   |  |  |  |                    |        |  |                              |
|                             | <b>Street Scene &amp; Green Spaces</b>         |  |  |  |                    |        |  |                              |
| 5,071                       | Parks and Green Spaces                         | 5,231                                  | 5,360                                  | 5,343                                    | Cr 17              | 1      | Cr 2                                   | 0                            |
| 243                         | Street Regulation and Enforcement incl markets | 352                                    | 352                                    | 358                                      | 6                  |        | 10                                     | 0                            |
| 16,930                      | Waste Services                                 | 18,120                                 | 17,751                                 | 17,420                                   | Cr 331             | 2      | Cr 78                                  | 0                            |
| 4,103                       | Street Environment                             | 4,414                                  | 4,414                                  | 4,314                                    | Cr 100             | 3      | 0                                      | 0                            |
| 907                         | Management and Contract Support                | 1,085                                  | 1,245                                  | 1,174                                    | Cr 71              | 4      | Cr 38                                  | 0                            |
| 801                         | Trees  | 749                                    | 749                                    | 749                                      | 0                  |        | 0                                      | 0                            |
| <b>28,055</b>               |  | <b>29,951</b>                          | <b>29,871</b>                          | <b>29,358</b>                            | <b>Cr 513</b>      |        | <b>Cr 108</b>                          | <b>0</b>                     |
|                             | <b>Transport Operations and Depot</b>          |  |  |  |                    |        |  |                              |
| 706                         | Transport Operations and Depot Management      | 701                                    | 526                                    | 526                                      | 0                  |        | 0                                      | 0                            |
| <b>706</b>                  |  | <b>701</b>                             | <b>526</b>                             | <b>526</b>                               | <b>0</b>           |        | <b>0</b>                               | <b>0</b>                     |
|                             | <b>Transport &amp; Highways</b>                |  |  |  |                    |        |  |                              |
| 286                         | Traffic & Road Safety                          | 324                                    | 324                                    | 219                                      | Cr 105             | 5      | 8                                      | 0                            |
| Cr 7,893                    | Parking  | Cr 7,119                               | Cr 7,419                               | Cr 7,365                                 | 54                 | 6 - 11 | 0                                      | 0                            |
| 6,589                       | Highways (including London Permit Scheme)      | 6,689                                  | 6,520                                  | 6,395                                    | Cr 125             | 12     | Cr 41                                  | 0                            |
| <b>Cr 1,018</b>             |  | <b>Cr 106</b>                          | <b>Cr 575</b>                          | <b>Cr 751</b>                            | <b>Cr 176</b>      |        | <b>Cr 33</b>                           | <b>0</b>                     |
|                             |  |  |  |  |                    |        |  |                              |
| <b>27,743</b>               | <b>TOTAL CONTROLLABLE</b>                      | <b>30,546</b>                          | <b>29,822</b>                          | <b>29,133</b>                            | <b>Cr 689</b>      |        | <b>Cr 141</b>                          | <b>0</b>                     |
| 6,601                       | <b>TOTAL NON-CONTROLLABLE</b>                  | 6,195                                  | 6,240                                  | 6,254                                    | 14                 | 13     | 27                                     | 0                            |
| 2,323                       | <b>TOTAL EXCLUDED RECHARGES</b>                | 2,540                                  | 2,460                                  | 2,460                                    | 0                  |        | 0                                      | 0                            |
| <b>36,667</b>               | <b>PORTFOLIO TOTAL</b>                         | <b>39,281</b>                          | <b>38,522</b>                          | <b>37,847</b>                            | <b>Cr 675</b>      |        | <b>Cr 114</b>                          | <b>0</b>                     |

Reconciliation of Latest Approved Budget £'000

Original Budget 2018/19 39,281

## Carry Forward Requests approved from 2017/18

|   |        |
|---|--------|
| Green Garden Waste Direct Debits            | 120    |
| Highway Pothole Grant 2017/18 - Income      | Cr 113 |
| Highway Pothole Grant 2017/18 - Expenditure | 113    |
| Management and Contract Support             | 80     |
| Parks Infrastructure works                  | 80     |

## Central Contingency Adjustments

|  |        |
|--|--------|
| Waste Disposal   | Cr 490 |
| Parking - Bus lane contraventions                              | Cr 300 |
| PYE savings relating to award of Highways maintenance contract | Cr 169 |
| Highway Pothole Grant 2018/19 - Income                         | Cr 113 |
| Highway Pothole Grant 2018/19 - Expenditure                    | 113    |
| Additional Income & Saving opportunity (AMEY)                  | Cr 181 |

## Other

|  |    |
|--|----|
| Inflation adjustment                               | 56 |
| R&M - Fire Risk Assessments & Cyclical Maintenance | 45 |

Latest Approved Budget for 2018/19 38,522

## **REASONS FOR VARIATIONS**

### **1. Parks and Green Spaces Cr £17k**

Overall a net underspend of £17k is projected for Parks and Green Spaces mainly due to additional income from floral bedding sponsorship from 2017/18.

### **2. Waste Services Cr £331k**

Overall tonnage is expected to be 168 tonnes below current budget, and 1,480 less than last year, mainly for household tonnage. As a result, contract disposal costs will be £39k below budget.

Additional income of £29k is expected from the sale of recycling materials due to an increase in the market price of textiles and iron.

Across the garden waste collection services, there is a projected underspend of £238k. This is made up of additional income of £110k due to an increase in the number of customers, and an underspend of £150k as the current number of existing customers have not reached the indicative threshold for rerouting of crew schedules for the sixth vehicle. This is partly offset by £22k overspend for the purchase of extra containers.

Based on the tonnage received over the weighbridge from trade customers during April to December, there is a projected reduction in income of £79k from trade waste delivered.

Within trade waste collection there is a net projected shortfall of income of £78k mainly due to a higher customer dropout compared to the level expected.

There is a net underspend of £38k on the refuse collection contract, mainly due to a lower volume than expected on the variable elements including collection of bulk containers and emptying of recycling banks. This has partly offset the £30k cost for purchasing additional trade waste, domestic and recycling containers.

Following agreement of the 2017/18 and the April - September 2018 level of defaults, a total credit of £66k has been received.

Part year vacancies have resulted in an underspend of £34k.

Additional works valued at £90k have needed to be carried out during the mobilisation of the new Environment contract including upgrades on Confirm, the weighbridge system and relocating various teams within the depot.

Other minor variances across the service total Cr £44k.

A request is being made to the Executive to carry forward the £120k set aside for developing a direct debit system for the GW service during next year. Due to the mobilisation of the Environmental contracts, the direct debit system has been delayed and the work required to enable direct debit payments to be taken for the GW service will not start until April 2019.

#### **Summary of overall variations within Waste Services**

|   | <b>£'000</b>         |
|---|----------------------|
| Waste disposal costs  | Cr 39                |
| Additional income from sale of recycling materials                                    | Cr 29                |
| Green Garden waste service  | Cr 238               |
| Shortfall in trade waste delivered income   | 79                   |
| Trade waste collected income  | 78                   |
| Underspend on refuse collection contract  | Cr 38                |
| Purchase of waste containers  | 30                   |
| Defaults received for the waste contract  | Cr 66                |
| Underspend on Staffing  | Cr 34                |
| Mobilisation of the Environment contract  | 90                   |
| Other minor variances   | Cr 44                |
| C/forward of underspend re. green garden waste system to accept direct debit payments | Cr 120               |
| <b>Total variation for Waste Services</b>   | <b><u>Cr 331</u></b> |

### **3. Street Environment Cr £100k**

Overall the Street Environment budget is expected to underspend by £100k. A £100k underspend on gully cleansing and soakaway is due to the dry summer and a lower volume of cyclical cleansing than expected, and a reduction in the level of reactive graffiti removal has resulted in an underspend of £50k. This is partly offset by additional works of £50k spent on drainage and infrastructural work.

### **4. Management and Contract Support Cr £71k**

The Management and Contract Support budget is expected to underspend by £71k due to part year vacancies. A request will be made to Executive to carry forward £40k of the underspend on staffing to 2019/20 for additional administrative support during the mobilisation on the new Environment contract.

## **5. Traffic & Road Safety Cr £105k**

This variation is due to additional income received from road closure charges, mainly due to a spike in the number of applications from utilities companies to carry out infrastructure works.

## **Parking**

### **6. Income from Bus Lane Contraventions Cr £234k**

There is a net projected surplus of £204k on the deployable automated cameras in bus lanes for 2018/19 based on the number of contraventions to 31st December 2018. There is also an additional £30k income received from PCNs issued in previous years.

### **7. Off/On Street Car Parking Dr £162k**

Overall there is a net variation of Dr £162k for Off and On Street parking.

A deficit of £220k is forecast for Off & On Street Parking income. This is mainly due to a continued downward trend in parking usage, in particular for the on street bays & multi-storey car parks. This deficit includes the delay with the roll out of additional On Street Parking bays.

Additional income of £28k is expected to be received from cashless parking fees, as the use of this service continues to grow.

During the period April to December 2018, £7k defaults was applied to the contract relating to the management of On & Off Street Parking.

£18k additional income is projected from the suspensions of existing parking restrictions. Other minor variations total to Cr £5k.

This overall projected overspend for Off and On Street Car parking within the Parking budget is detailed below:

| <b>Summary of variations within Off/On Street Car Parking</b> | <b>OFF ST<br/>£'000</b> | <b>ON ST<br/>£'000</b> | <b>Total<br/>£'000</b> |
|---|-------------------------|------------------------|------------------------|
| Off/On Street Car Parking income                              | 72                      | 148                    | 220                    |
| Less additional Ring Go fees                                  | Cr 9                    | Cr 19                  | Cr 28                  |
| Level of Defaults applied to contract Apr to Dec 18           | Cr 5                    | Cr 2                   | Cr 7                   |
| Bay Suspensions   |                         | Cr 18                  | Cr 18                  |
| Other minor variations  | Cr 7                    | 2                      | Cr 5                   |
| <b>Total variations within Off/On Street Parking</b>          | <b>51</b>               | <b>111</b>             | <b>162</b>             |

### **8. Permit Parking Cr £37k**

A surplus of £37k is forecast for permit parking income based on activity levels up to December 2018.

### **9. Disabled Parking Cr £6k**

A minor variation is projected for Disabled Permits totalling Cr £6k.

### **10. Car Parking Enforcement Dr £273k**

From the activity levels to December 2018, there is a projected net deficit of around £435k from PCNs issued by APCOA in the current year. This is mainly due to a reduction in contraventions, issues related to the deployment plan and policy changes to the shared use bays in zone A of Bromley Town Centre as well as a growing number of ad hoc enforcement requests from residents using the online form.

Defaults applied to the Enforcement contract totals Cr £88k, which partly offsets the income variation, £40k of which relates to defaults for 2017/18.

There are also underspends for credit card commissioning costs (Cr £18k), electronic appeals costs payable to the Traffic Committee (Cr £22k) and debt collection costs (Cr £14k), as a direct result of the reduction of contraventions .

Additional income of £20k has been received from PCNs issued in previous years.

| <b>Summary of variations within Car Parking Enforcement</b> | <b>£'000</b> |
|---|--------------|
| PCNs issued by wardens                                      | 435          |
| APCOA Enforcement defaults                                  | Cr 88        |
| Credit card commission                                      | Cr 18        |
| Electronic appeals cost                                     | Cr 22        |
| Debt collection costs                                       | Cr 14        |
| Additional income from PCNs issued in previous years        | Cr 20        |
| <b>Total variations within Car Parking Enforcement</b>      | <b>273</b>   |

### **11. Parking Shared Service Cr £104k**

Part year vacancies have resulted in an underspend of £104k.

#### **Summary of overall variations within Parking:**

|                                    | <b>£'000</b>     |
|------------------------------------|------------------|
| Bus Routes Enforcement             | Cr 234           |
| Off Street Car Parking             | 51               |
| On Street Car Parking              | 111              |
| Permit Parking                     | Cr 37            |
| Disabled Parking                   | Cr 6             |
| Car Parking Enforcement            | 273              |
| Parking Shared Services            | Cr 104           |
| <b>Total variation for Parking</b> | <b><u>54</u></b> |

### **12. Highways- Including London Permit Scheme Cr £125k**

Within NRSWA income, there is a projected £63k surplus of income, mainly due to an increase in the number Section 74 Notices.

As a result of successful debt recovery processes, £30k of bad debt provision that was previously set aside can be released at year end.

Car allowances are expected to be £10k below budget and other minor variations across the service total Cr 22k.

#### **Summary of Variations within Highways**

|  | <b>£'000</b>         |
|--|----------------------|
| Surplus NRSWA Income                     | Cr 63                |
| Release of bad debt provision            | Cr 30                |
| Car allowances                           | Cr 10                |
| Other minor variations                   | Cr 22                |
| <b>Total variations within Highways:</b> | <b><u>Cr 125</u></b> |

### **13. Non-controllable Dr £14k**

There is a projected shortfall in income of £14k within the property rental income budget. Property division are accountable for these variations.

#### **Waiver of Financial Regulations:**

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

1) £60k to undertake one-off seasonal service for the gritter fleet on Highway service in April 2019 to October 2019.

#### **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.

## Public Protection &amp; Enforcement Budget Monitoring Summary

| 2017/18<br>Actuals<br>£'000 | Service Areas                         | 2018/19<br>Original<br>Budget<br>£'000 | 2018/19<br>Latest<br>Approved<br>£'000 | 2018/19<br>Projected<br>Outturn<br>£'000 | Variation<br>£'000 | Notes | Variation<br>Last<br>Reported<br>£'000 | Full Year<br>Effect<br>£'000 |
|-----------------------------|---------------------------------------|--|--|--|--------------------|-------|--|------------------------------|
| 138                         | Public Protection<br>Community Safety | 151                                    | 151                                    | 139                                      | Cr 12              | 1     | Cr 12                                  | 0                            |
| 96                          | Emergency Planning                    | 115                                    | 120                                    | 93                                       | Cr 27              | 2     | Cr 16                                  | 0                            |
| 447                         | Mortuary & Coroners Service           | 485                                    | 485                                    | 535                                      | 50                 | 3     | 54                                     | 0                            |
| 1,265                       | Public Protection                     | 1,673                                  | 1,722                                  | 1,492                                    | Cr 230             | 4     | Cr 144                                 | 0                            |
| <b>1,946</b>                | <b>TOTAL CONTROLLABLE</b>             | <b>2,424</b>                           | <b>2,478</b>                           | <b>2,259</b>                             | <b>Cr 219</b>      |       | <b>Cr 118</b>                          | <b>0</b>                     |
| 250                         | <b>TOTAL NON CONTROLLABLE</b>         | 11                                     | 11                                     | 11                                       | 0                  |       | 0                                      | 0                            |
| 391                         | <b>TOTAL EXCLUDED RECHARGES</b>       | 428                                    | 428                                    | 428                                      | 0                  |       | 0                                      | 0                            |
| <b>2,587</b>                | <b>PORTFOLIO TOTAL</b>                | <b>2,863</b>                           | <b>2,917</b>                           | <b>2,698</b>                             | <b>Cr 219</b>      |       | <b>Cr 118</b>                          | <b>0</b>                     |

## Reconciliation of Latest Approved Budget

£'000

## Original Budget 2018/19

2,863

## Carry Forward Requests approved from 2017/18

|   |    |    |
|---|----|----|
| Asset Recovery Incentivisation Scheme - Income      | Cr | 48 |
| Asset Recovery Incentivisation Scheme - Expenditure |    | 48 |
| Additional ECS resources - delay in recruitment     |    | 67 |

## Other

|  |    |    |
|--|----|----|
| Transfer of Health & Safety post to HR | Cr | 13 |
|--|----|----|

## Latest Approved Budget for 2018/19

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**2,917**

## **REASONS FOR VARIATIONS**

### **1. Community Safety Cr £12k**

There are minor underspend of £12k on supplies and services across the community safety budgets.

### **2. Emergency Planning Cr £27k**

Within the Emergency Planning service, there is a £27k underspend mainly due to part year vacancies.

### **3. Mortuary and Coroners Service Dr £50k**

At the end of 2017/18 a provision was made for the outstanding quarter 4 payment for the Coroners service, based on information provided by LB Croydon who administer the Consortium service. The actual cost for quarter 4 was £104k, resulting in a balance of £55k of the provision which is no longer required.

Based on the latest information from Croydon, the cost for Bromley for 2018/19 is £445k, an overspend of £23k against a budget of £395k. This is mainly due to additional security costs and I.T. upgrades. Officers anticipate a further overspend of £82k due to a number of large inquests. This includes the additional counsel and legal costs for the Butler case as well as other

The existing Mortuary contract has been extended to September 2019, whilst officers continue to negotiate a new Mortuary contract. Until the new contract has been agreed with the provider, the full year effect cost cannot be calculated.

| <b>Summary of variations on Mortuary and Coroners Service</b> | <b>£'000</b>     |
|---|------------------|
| Release of provision no longer required on Coroners           | Cr 55            |
| Overspend on Coroners Service (incl. large inquests)          | 105              |
| <b>Total variations on Mortuary and Coroners Service</b>      | <b><u>50</u></b> |

### **4. Public Protection Cr £230k**

On 21 May 2018, Members approved a carry forward request of £67k relating to additional resources for the temporary fixed term Food Safety officers and interim PP&E Assistant Director post. Delays with recruiting the final temporary food safety officer has resulted in a further underspend of £72k. In total, £139k will need to be carried forward to 2019/20 and 2020/21 to enable the temporary posts to be funded for the remaining agreed term.

Across Public Protection, there is £19k underspend on car allowance and lease car budgets, which offsets the £18k additional cost for Food Safety 'Pay as you go' inspections.

£18k has been spent on an additional training course on Advanced Certificate in Investigative Practice (ACIP) to ensure that all investigations are of a consistently high standard.

During closing of the accounts for 2017/18, a provision was made for the potential VAT liabilities for Works in default. As some of the cases that relate to a statutory notice are non Vatable, £25k of the provision is no longer required.

There is £10k underspend on the animal health and inspection service provided by City of London.

It is anticipated that there will be additional licensing income of £42k mainly from the Food Hygiene re-rating scheme and Houses in Multiple Occupation.

£48k of both income and expenditure budget was carried forward from the 2017/18 Proceeds of Crime Act prosecution (Asset Recovery Incentivisation Scheme) for works that were planned to be undertaken by Trading Standards on behalf on the Planning section in the current financial year. £28k of the works that were undertaken during 2018/19 were funded from underspends elsewhere in the service, enabling the funding to be carried forward for another year. Therefore £48k of both income and expenditure budget will need to be carried forward again into 2019/20 when the works will now take place.

Other various minor underspends across supplies and services total £31k.

| <b>Summary of variations on Public Protection</b>                           | <b>£'000</b>         |
|---|----------------------|
| Underspend on fixed term Food Safety officers and interim PP&E AD to be c/f | Cr 139               |
| Underspend on lease car and car allowance                                   | Cr 19                |
| Food Safety 'Pay as you go' inspections                                     | 18                   |
| Additional staff training costs   | 18                   |
| Release of provision no longer required on VAT liabilities                  | Cr 25                |
| Underspend on Animal Health & inspection service                            | Cr 10                |
| Surplus of income licenses  | Cr 42                |
| Other minor variations  | Cr 31                |
| <b>Total variations on Public Protection</b>                                | <b><u>Cr 230</u></b> |

### **Waiver of Financial Regulations:**

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempt from the normal requirement to obtain competitive quotations the Chief Officer has to obtain the agreement of the Director of Corporate Services, the Director of Finance and the Director of Commissioning 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 over £50k 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.

## Renewal, Recreation &amp; Housing Budget Monitoring Summary

| 2017/18 Actuals<br>£'000                                | Division<br>Service Areas                 | 2018/19 Original Budget<br>£'000 | 2018/19 Latest Approved<br>£'000 | 2018/19 Projected Outturn<br>£'000 | Variation<br>£'000 | Notes | Variation Last Reported<br>£'000 | Full Year Effect<br>£'000 |
|---|---|----------------------------------|----------------------------------|------------------------------------|--------------------|-------|----------------------------------|---------------------------|
| <b>ENVIRONMENT AND COMMUNITY SERVICES DEPARTMENT</b>    |   |                                  |                                  |                                    |                    |       |                                  |                           |
| <b>Planning</b>   |   |                                  |                                  |                                    |                    |       |                                  |                           |
| Cr 7  | Building Control                          | 82                               | 82                               | Cr 1                               | Cr 83              | 1     | Cr 83                            | 0                         |
| Cr 140  | Land Charges                              | Cr 126                           | Cr 126                           | Cr 127                             | Cr 1               | 2     | Cr 3                             | 0                         |
| 764   | Planning                                  | 736                              | 711                              | 873                                | 162                | 3     | 126                              | 0                         |
| 850   | Renewal                                   | 801                              | 956                              | 730                                | Cr 226             | 4     | Cr 56                            | 0                         |
| <b>1,467</b>  |   | <b>1,493</b>                     | <b>1,623</b>                     | <b>1,475</b>                       | <b>Cr 148</b>      |       | <b>Cr 16</b>                     | <b>0</b>                  |
| <b>Recreation</b>                                       |   |                                  |                                  |                                    |                    |       |                                  |                           |
| 1,686   | Culture                                   | 1,786                            | 1,832                            | 1,842                              | 10                 | 5     | 46                               | 0                         |
| 5,784   | Libraries                                 | 5,030                            | 4,916                            | 4,903                              | Cr 13              | 6     | Cr 10                            | 0                         |
| 219   | Town Centre Management & Business Support | 189                              | 181                              | 173                                | Cr 8               | 7     | Cr 23                            | 0                         |
| <b>7,689</b>  |   | <b>7,005</b>                     | <b>6,929</b>                     | <b>6,918</b>                       | <b>Cr 11</b>       |       | <b>13</b>                        | <b>0</b>                  |
| <b>ECS - Housing</b>                                    |   |                                  |                                  |                                    |                    |       |                                  |                           |
| 194   | Housing Improvement                       | 203                              | 203                              | 186                                | Cr 17              | 8     | Cr 12                            | 0                         |
| <b>194</b>  |   | <b>203</b>                       | <b>203</b>                       | <b>186</b>                         | <b>Cr 17</b>       |       | <b>Cr 12</b>                     | <b>0</b>                  |
| <b>9,350</b>  | <b>Total Controllable ECS DEPT</b>        | <b>8,701</b>                     | <b>8,755</b>                     | <b>8,579</b>                       | <b>Cr 176</b>      |       | <b>Cr 15</b>                     | <b>0</b>                  |
| Cr 814  | <b>TOTAL NON CONTROLLABLE</b>             | 2,542                            | 2,521                            | 2,528                              | 7                  | 9     | 2                                | 0                         |
| 2,466   | <b>TOTAL EXCLUDED RECHARGES</b>           | 1,857                            | 1,857                            | 1,857                              | 0                  |       | 0                                | 0                         |
| <b>11,002</b>   | <b>Total ECS DEPARTMENT</b>               | <b>13,100</b>                    | <b>13,133</b>                    | <b>12,964</b>                      | <b>Cr 169</b>      |       | <b>Cr 13</b>                     | <b>0</b>                  |
| <b>EDUCATION, CARE &amp; HEALTH SERVICES DEPARTMENT</b> |   |                                  |                                  |                                    |                    |       |                                  |                           |
| <b>Operational Housing</b>                              |   |                                  |                                  |                                    |                    |       |                                  |                           |
| 913   | Supporting People                         | 1,013                            | 1,013                            | 939                                | Cr 74              | 10    | Cr 74                            | Cr 94                     |
| 8,074   | Housing Needs                             | 6,241                            | 8,725                            | 8,758                              | 33                 | 11    | 38                               | 521                       |
| 0   | Enabling Activities                       | Cr 1                             | Cr 1                             | Cr 1                               | 0                  |       | 0                                | 0                         |
| Cr 1,838  | Housing Benefits                          | Cr 1,984                         | Cr 1,984                         | Cr 1,703                           | 281                | 12    | 0                                | 0                         |
| <b>7,149</b>  | <b>Total Controllable ECHS DEPT</b>       | <b>5,269</b>                     | <b>7,753</b>                     | <b>7,993</b>                       | <b>240</b>         |       | <b>Cr 36</b>                     | <b>427</b>                |
| 789   | <b>TOTAL NON CONTROLLABLE</b>             | 286                              | 286                              | 286                                | 0                  |       | 0                                | 0                         |
| 3,209   | <b>TOTAL EXCLUDED RECHARGES</b>           | 3,675                            | 3,673                            | 3,673                              | 0                  |       | 0                                | 0                         |
| <b>11,147</b>   | <b>Total ECHS DEPARTMENT</b>              | <b>9,230</b>                     | <b>11,712</b>                    | <b>11,952</b>                      | <b>240</b>         |       | <b>Cr 36</b>                     | <b>427</b>                |
| <b>22,149</b>   | <b>PORTFOLIO TOTAL</b>                    | <b>22,330</b>                    | <b>24,845</b>                    | <b>24,916</b>                      | <b>71</b>          |       | <b>Cr 49</b>                     | <b>427</b>                |

## Reconciliation of Latest Approved Budget

£'000

## Original budget 2018/19

13,943

Transfer of Housing to Renewal, Recreation &amp; Housing Portfolio

8,387

2018/19 Revised Original Budget

22,330

## Carry Forward Requests approved from 2017/18

Implementing Welfare Reform Changes - Grant Expenditure

55

Implementing Welfare Reform Changes - Grant Income

Cr 55

Flexible Homeless Grant - Expenditure

83

Flexible Homeless Grant - Income

Cr 83

Fire Safety Grant - Expenditure

44

Fire Safety Grant - Income

Cr 44

Planning Strategy &amp; Projects - Custom Build Grant - Expenditure

30

Planning Strategy &amp; Projects - Custom Build Grant - Income

Cr 30

Asset Recovery Incentivisation Scheme - Expenditure

85

Asset Recovery Incentivisation Scheme - Income

Cr 85

New Homes Bonus

208

## Central Contingency Adjustments

Beckenham and Penge BID

Cr 44

National Increase in Planning Fee - Expenditure

240

National Increase in Planning Fee - Income

Cr 240

Additional Income &amp; Saving opportunity (AMEY)

Cr 110

Increase in Cost of Homelessness/Impact of Welfare Reforms

1,739

Homelessness Reduction Act

750

## Other

R&amp;M - Fire Risk Assessments &amp; Cyclical Maintenance

Cr 21

Customer Relations Officer post

Cr 4

Strategic and Business Support Services restructure

Cr 3

## Latest Approved Budget for 2018/19

24,845



## **REASONS FOR VARIATIONS**

### **1. Building Control Cr £83k**

For the chargeable service, an income deficit of £168k is projected based on actual income for April to December 2018. This is mostly offset by a projected underspend within the staffing budget of £150k mainly arising from reduced hours working / vacancies. Other minor net overspends total £16k. In accordance with Building Account Regulations, the net deficit of around £34k will be drawn down from the earmarked reserve for the Building Control Charging Account. The net balance will therefore reduce from Cr £203k to Cr £169k.

As a result of part vacant posts and reduced hours, a net underspend of £83k is projected for the non-chargeable service.

### **2. Land Charges Cr £1k**

A deficit of £36k is expected for income within the Charging Account which is partly offset by an underspend of £12k on staffing and running expenses, resulting in a net deficit of £24k projected for 2018/19. If the income continues to drop, officers will have to consider increasing the charges. In accordance with current Regulations, any deficit or surplus will be drawn down from the earmarked reserve for the Land Charges Charging Account (the net balance will therefore increase from Dr £10k deficit to Dr £34k).

There is a projected underspend of £1k on the non-chargeable salary budget.

### **3. Planning Dr £162k**

There is a net £68k underspend on staffing due to part year vacancies.

Income from non-major planning applications is below budget for the first nine months of the year, and a shortfall of around £152k is projected for 2018/19 against a budget of £1,225k. For information, actual income of £768k was received for April to December 2018 compared with £777k in 2017/18.

Additional income of £97k is projected from major planning applications. For information, £397k has been received as at December 17 against a budget of £300k, which is £172k higher than for the same period in 2017/18. As the timing of this income varies, at this stage no further income is projected for the remaining 3 months as planning officers are not expecting any further major applications to come in.

Currently there is a projected income deficit of £35k from pre-application meetings. This is due to a combination of reduced fees and a reduction in the number of schemes submitted. During the period April to December 2018, the number of major pre-application submitted has dropped from 38 to 31 compared with the previous year.

There is a net overspend of £137k for the cost of consultancy work required for planning appeals, mainly relating to developments at Westmoreland Road, St Hugh's Playing field, Bullers Wood School and Maybrey. This included advice from agricultural, ecological, minerals and waste consultants, where there was no in-house expertise with the necessary knowledge and qualifications. If the judgements are found in favour of the Council, then some of the costs incurred for these appeals may be recovered.

Other minor variations total Dr £3k.

#### **Summary of variations within Planning:**

|   | <b>£'000</b>      |
|---|-------------------|
| Underspend on Staffing                          | Cr 68             |
| Shortfall income from non-major applications    | 152               |
| Surplus income from major applications          | Cr 97             |
| Deficit of income from pre-application meetings | 35                |
| Consultancy cost on major appeals               | 137               |
| Other minor variations                          | 3                 |
| <b>Total variation for Planning</b>             | <b><u>162</u></b> |

### **4. Renewal Cr £226k**

Overall there is a net variation of Cr £226k projected for Renewal. This is mainly due to an underspend of £196k on staffing as a result of part year vacancies, which is being used to offset a potential £50k cost expected for consultancy and legal fees for public enquires, following the submission of the London Plan.

Town Centre Development Works funded by the New Homes Bonus is likely to underspend by £80k and therefore a carry forward request is being made to the Executive, to enable the outstanding works to be completed in 2019/20. Formal GLA approval will also need to be obtained to agree the new profile of spend.

#### **Summary of variations within Renewal:**

|  | <b>£'000</b>         |
|--|----------------------|
| Staff vacancies  | Cr 196               |
| Consultancy and legal fees for public enquires               | 50                   |
| Underspend on projects funded by NHB (carry forward request) | Cr 80                |
| <b>Total variation for Renewal</b>                           | <b><u>Cr 226</u></b> |

### **5. Culture Dr £10k**

Staffing is expected to underspend by £29k mainly due to part year vacancies. In line with the December 2017 RPIX, 4.2% inflation was applied to the MyTime contract price, 2.2% higher than the 2% inflation built into the 2018/19 budget. This has resulted in a projected overspend of £18k.

£18k has been spent on survey & valuation works relating to the Leisure service lease proposal with Mytime Active and there are other minor net overspends of £3k.

**Summary of variations within Culture:**

|   | <b>£'000</b>     |
|---|------------------|
| Staff vacancies   | Cr 29            |
| Inflation on Mytime contract  | 18               |
| Survey & valuation works relating to Leisure service lease proposal | 18               |
| Other minor net overspends  | 3                |
| <b>Total variation for Culture</b>                                  | <b><u>10</u></b> |

**6. Libraries Cr £13k**

There is a £45k underspend on staffing mainly due to flexible retirement / reduced hours. This is partly offset by £32k overspend across supplies and services budgets as a result of final payments made relating to serving the notice period on terminating the internet and phone lines.

**7. Town Centre Management & Business Support Cr £8k**

The underspend of £8k mainly relates to a part year staff vacancy within the Town Centre Management team.

**8. Housing Improvement Cr £17k**

Part year vacancies have resulted in an underspend of £32k. This is partly offset by £10k projected shortfall within renovation grant agency fee income and other minor variations totalling Dr £5k.

**9. Non-controllable Dr £7k**

There is a projected £7k deficit of income within the property rental income budget. Property division are accountable for these variations.

**10. Supporting People Cr £74k**

A £74k underspend is currently forecast in the Supporting People area due to contract negotiation savings.

**11. Housing Needs Dr £33k**

There is currently an overspend of £1,472k in the Temporary Accommodation area. This is due to higher than expected increase in clients going into nightly paid accommodation together with an increase in the provision for bad debts for rent account income that will not be collected.

In addition, by necessity there has been an increased use of non-self-contained accommodation outside of London. Although on the face of it this appears beneficial as the charges are lower, the Housing Benefit subsidy is capped at the January 2011 Local Housing Allowance (LHA) rates, thus often making these placements more costly than those in London, especially when moving and furniture costs are factored in.

At the start of the year the number of clients in Temporary Accommodation was 896. By the end of December that number had risen to 990 - an increase of 94 during the year. It is currently expected that this will increase to 1,015 by the end of the financial year, at an average cost of around £6,650 per property per annum. In addition the proportion of 2 bed Temporary Accommodation properties that are required has been increasing, from just under 32% in September to now just under 35%.

These client figures exclude other schemes like More Homes Bromley, Orchard & Shipman, ex-residential care homes, and the Bromley Private Sector Leasing Scheme. Once these client numbers have been included there are currently over 1,600 clients in Temporary Accommodation.

In addition to the increased costs of Temporary Accommodation area, there is additional overspends on staffing of £228k (due to change in legislation) and homelessness prevention work and other associated work of £676k that will also be included as part of the drawdown from the contingency, as highlighted in last years drawdown request.

The Travellers budget is overspending by £70k and this is due to one of the sites experiencing high use of utilities and maintenance costs (overspend of £57k) due to the site not having meters and loss of income (£23k) due to rent arrears. This is being offset by a £10k underspend on staffing due to vacancies earlier in the year.

There has been a reduction of income relating to the Choice Based Letting advertising (£24k) due to Housing Associations not requesting to advertise properties on this platform.

The remaining £11k underspend is various staffing and running costs variations. The staffing structure that is required to meet the new housing legislation is being finalised, and the budget for this is included in the contingency drawdown request.

A report elsewhere on the agenda requests the drawdown of a total of £2,489k from the Central Contingency; £1,739k for homelessness and temporary accommodation, and £750k for the impact of the Homeless Reduction Act, and this has been assumed in the budgets, but is grossed up below to illustrate where the pressures are.

|  | <b>£'000</b>     |
|--|------------------|
| <b>Summary of overall variations within Housing:</b> |                  |
| Temporary Accommodation                              | 940              |
| Increase in Bad Debt Provision                       | 532              |
| Homelessness Prevention                              | 676              |
| Change in Legislation                                | 342              |
| Travellers Sites                                     | 70               |
| Furniture Storage                                    | Cr 73            |
| Choice Based Lettings                                | 24               |
| Other Costs  | 11               |
| Contingency requested for drawdown                   | Cr 2,489         |
| <b>Total variation for Housing</b>                   | <b><u>33</u></b> |

## **12. Housing Benefits Dr £281k**

Following a review of the bad debt provision, it has been identified that the provision (based on current figures) would need to be increased by an estimated £281k at year end to cover the increase in unrecoverable benefit overpayments.

## **Waiver of Financial Regulations:**

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempt from the normal requirement to obtain competitive quotations the Chief Officer has to obtain the agreement of the Director of Corporate Services, the Director of Finance and the Director of Commissioning 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.



## Resources, Commissioning &amp; Contracts Management Portfolio Budget Monitoring Summary

| 2017/18<br>Actuals<br>£'000 |  | 2018/19<br>Original<br>Budget<br>£'000 | 2018/19<br>Latest<br>Approved<br>£'000 | 2018/19<br>Projected<br>Outturn<br>£'000 | Variation<br>£'000 | Notes | Variation<br>Last<br>Reported<br>£'000 | Full Year<br>Effect<br>£'000 |
|-----------------------------|--|--|--|--|--------------------|-------|--|------------------------------|
|                             | <b>CHIEF EXECUTIVE'S DEPARTMENT</b>                        |  |  |  |                    |       |  |                              |
|                             | <b>FINANCIAL SERVICES DIVISION</b>                         |  |  |  |                    |       |  |                              |
| 208                         | Director of Finance & Other                                | 216                                    | 216                                    | 214                                      | Cr 2               |       | 0                                      | 0                            |
| 6,583                       | Exchequer - Revenue & Benefits                             | 7,137                                  | 6,967                                  | 6,758                                    | Cr 209             | 1     | Cr 94                                  | 0                            |
| 1,564                       | Exchequer - Payments & Income                              | 1,623                                  | 1,667                                  | 1,651                                    | Cr 16              | 2     | Cr 1                                   | 0                            |
| 623                         | Financial Accounting                                       | 520                                    | 520                                    | 454                                      | Cr 66              | 3     | Cr 56                                  | 0                            |
| 1,464                       | Management Accounting                                      | 1,666                                  | 1,666                                  | 1,523                                    | Cr 143             | 4     | Cr 63                                  | 0                            |
| 706                         | Audit  | 700                                    | 700                                    | 697                                      | Cr 3               | 5     | Cr 13                                  | 0                            |
| <b>11,148</b>               | <b>Total Financial Services Division</b>                   | <b>11,862</b>                          | <b>11,736</b>                          | <b>11,297</b>                            | <b>Cr 439</b>      |       | <b>Cr 227</b>                          | <b>0</b>                     |
|                             | <b>CORPORATE SERVICES DIVISION</b>                         |  |  |  |                    |       |  |                              |
| 4,545                       | <b>Information Systems &amp; Telephony</b>                 | 4,746                                  | 5,224                                  | 4,894                                    | Cr 330             | 6     | Cr 128                                 | 0                            |
|                             | <b>Legal Services &amp; Democracy</b>                      |  |  |  |                    |       |  |                              |
| 305                         | Electoral  | 353                                    | 918                                    | 936                                      | 18                 | 7     | 0                                      | 0                            |
| 1,355                       | Democratic Services  | 1,419                                  | 1,439                                  | 1,399                                    | Cr 40              | 8     | Cr 23                                  | 0                            |
| 1,960                       | Legal Services   | 1,687                                  | 1,852                                  | 1,933                                    | 81                 | 9     | 140                                    | 70                           |
| 131                         | <b>Management and Other (Corporate Services)</b>           | 178                                    | 130                                    | 131                                      | 1                  |       | 1                                      | 0                            |
| <b>8,296</b>                | <b>Total Corporate Services Division</b>                   | <b>8,383</b>                           | <b>9,563</b>                           | <b>9,293</b>                             | <b>Cr 270</b>      |       | <b>Cr 10</b>                           | <b>70</b>                    |
|                             | <b>HR AND CUSTOMER SERVICES DIVISION</b>                   |  |  |  |                    |       |  |                              |
| 1,828                       | <b>Human Resources</b>                                     | 2,056                                  | 2,220                                  | 2,083                                    | Cr 137             | 10    | 0                                      | 0                            |
|                             | <b>Customer Services</b>                                   |  |  |  |                    |       |  |                              |
| Cr 978                      | Customer Services Centre                                   | Cr 1,022                               | Cr 1,022                               | Cr 1,028                                 | 6                  |       | Cr 3                                   | 0                            |
| 108                         | Registration of Births, Deaths & Marriages                 | 72                                     | 50                                     | 50                                       | 0                  |       | 3                                      | 0                            |
| <b>2,698</b>                | <b>Total HR &amp; Customer Services Division</b>           | <b>3,006</b>                           | <b>3,192</b>                           | <b>3,061</b>                             | <b>Cr 131</b>      |       | <b>0</b>                               | <b>0</b>                     |
|                             | <b>COMMISSIONING AND PROCUREMENT DIVISION</b>              |  |  |  |                    |       |  |                              |
| 670                         | Procurement and Data Management                            | 663                                    | 538                                    | 504                                      | Cr 34              |       | 20                                     | 0                            |
| 820                         | Commissioning  | 893                                    | 554                                    | 585                                      | 31                 |       | Cr 20                                  | 0                            |
| 101                         | Debt Management System                                     | 0                                      | 0                                      | 0  | 0                  |       | 0                                      | 0                            |
| <b>1,591</b>                | <b>Total Commissioning &amp; Procurement Division</b>      | <b>1,556</b>                           | <b>1,092</b>                           | <b>1,089</b>                             | <b>Cr 3</b>        | 11    | <b>0</b>                               | <b>0</b>                     |
|                             | <b>CHIEF EXECUTIVE'S DIVISION</b>                          |  |  |  |                    |       |  |                              |
| 125                         | Comms  | 128                                    | 128                                    | 128                                      | 0                  |       | 1                                      | 0                            |
| 684                         | Management and Other (C. Exec)                             | 726                                    | 671                                    | 643                                      | Cr 28              |       | Cr 28                                  | 0                            |
| 148                         | Mayoral  | 153                                    | 153                                    | 150                                      | Cr 3               |       | 0                                      | 0                            |
| <b>957</b>                  | <b>Total Chief Executive's Division</b>                    | <b>1,007</b>                           | <b>952</b>                             | <b>921</b>                               | <b>Cr 31</b>       | 12    | <b>Cr 27</b>                           | <b>0</b>                     |
|                             | <b>CENTRAL ITEMS</b>                                       |  |  |  |                    |       |  |                              |
| 3,047                       | <b>CDC &amp; Non Distributed Costs (Past Deficit etc.)</b> | 3,907                                  | 3,907                                  | 3,519                                    | Cr 388             | 13    | Cr 248                                 | 0                            |
| 11,197                      | <b>Concessionary Fares</b>                                 | 11,390                                 | 11,390                                 | 11,390                                   | 0                  |       | 0                                      | 0                            |
| <b>38,934</b>               | <b>TOTAL CONTROLLABLE CE DEPT</b>                          | <b>41,111</b>                          | <b>41,832</b>                          | <b>40,570</b>                            | <b>Cr 1,262</b>    |       | <b>Cr 512</b>                          | <b>70</b>                    |
| Cr 3,037                    | <b>TOTAL NON CONTROLLABLE</b>                              | 1,015                                  | 1,015                                  | 1,015                                    | 0                  |       | 0                                      | 0                            |
| Cr 15,386                   | <b>TOTAL EXCLUDED RECHARGES</b>                            | Cr 16,478                              | Cr 15,958                              | Cr 15,958                                | 0                  |       | 0                                      | 0                            |
| <b>20,511</b>               | <b>TOTAL CE DEPARTMENT</b>                                 | <b>25,648</b>                          | <b>26,889</b>                          | <b>25,627</b>                            | <b>Cr 1,262</b>    |       | <b>Cr 512</b>                          | <b>70</b>                    |
|                             | <b>ENVIRONMENT &amp; COMMUNITY SERVICES DEPARTMENT</b>     |  |  |  |                    |       |  |                              |
|                             | <b>Total Facilities Management</b>                         |  |  |  |                    |       |  |                              |
| 2,581                       | Admin Buildings & Facilities Support                       | 2,670                                  | 2,432                                  | 2,347                                    | Cr 85              | 10    | 12                                     | 0                            |
| 123                         | Investment & Non-Operational Property                      | 299                                    | 291                                    | 192                                      | Cr 99              |       | Cr 38                                  | 0                            |
| 1,086                       | Strategic & Operational Property Services                  | 1,122                                  | 1,115                                  | 1,114                                    | Cr 1               |       | 0                                      | 0                            |
| 295                         | TFM Client Monitoring Team                                 | 365                                    | 548                                    | 528                                      | Cr 20              | 11    | Cr 18                                  | 0                            |
| Cr 688                      | Other Rental Income - Other Portfolios                     | Cr 778                                 | Cr 626                                 | Cr 651                                   | Cr 25              | 12    | 9                                      | 0                            |
| 1,978                       | Repairs & Maintenance (All LBB)                            | 2,008                                  | 2,094                                  | 2,094                                    | 0                  |       | 0                                      | 0                            |
| <b>5,375</b>                | <b>TOTAL CONTROLLABLE ECS DEPT</b>                         | <b>5,686</b>                           | <b>5,854</b>                           | <b>5,624</b>                             | <b>Cr 230</b>      |       | <b>Cr 35</b>                           | <b>0</b>                     |
| Cr 36                       | <b>TOTAL NON CONTROLLABLE</b>                              | 390                                    | 390                                    | 390                                      | 0                  |       | 0                                      | 0                            |
| Cr 3,375                    | <b>TOTAL EXCLUDED RECHARGES</b>                            | Cr 3,453                               | Cr 3,453                               | Cr 3,453                                 | 0                  |       | 0                                      | 0                            |
| Cr 1,568                    | <b>Less: R&amp;M allocated across other Portfolios</b>     | Cr 1,388                               | Cr 1,521                               | Cr 1,521                                 | 0                  |       | 0                                      | 0                            |
| 688                         | <b>Less: Rent allocated across other Portfolios</b>        | 778                                    | 626                                    | 651                                      | 25                 |       | Cr 9                                   | 0                            |
| <b>1,084</b>                | <b>TOTAL ECS DEPARTMENT</b>                                | <b>2,013</b>                           | <b>1,896</b>                           | <b>1,691</b>                             | <b>Cr 205</b>      |       | <b>Cr 44</b>                           | <b>0</b>                     |
| <b>21,595</b>               | <b>TOTAL RESOURCES PORTFOLIO</b>                           | <b>27,661</b>                          | <b>28,785</b>                          | <b>27,318</b>                            | <b>Cr 1,467</b>    |       | <b>Cr 556</b>                          | <b>70</b>                    |

| <b>Reconciliation of Latest Approved Budget</b>                            |    | <b>£'000</b>                |
|--|----|-----------------------------|
| <b>Original budget 2018/19</b>   |    | <b>27,661</b>               |
| <b>Carry Forward Requests approved from 2017/18</b>                        |    |                             |
| Contract Register database   |    | 50                          |
| Debt Management System- Transformation Grant - Expenditure                 |    | 38                          |
| Debt Management System- Transformation Grant - Income                      | Cr | 38                          |
| Exchequer- Revenue & Benefits Costs for retendering the Exchequer contract |    | 91                          |
| Biggin Hill Airport- Noise Action Plan                                     |    | 24                          |
| Information Systems & Telephony GDPR                                       |    | 426                         |
| Legal Staffing costs GDPR  |    | 52                          |
| Merit Awards   |    | 36                          |
| Exchequer- Revenue & Benefits - Upgrade of Academy System                  |    | 98                          |
| Repairs and Maintenance  |    | 163                         |
| Democratic Services- IT equipment for new Council Members                  |    | 20                          |
| <b>Central Contingency Adjustments</b>                                     |    |                             |
| R&M - Fire Risk Assessments & Cyclical Maintenance                         | Cr | 47                          |
| Yeoman House- Expenditure  | Cr | 94                          |
| Cost of Local Elections  |    | 565                         |
| Exchequer contract saving re services transferred to parking contractor    | Cr | 60                          |
| Apprenticeship Levy  | Cr | 130                         |
| PYE Savings from Registrar's restructure                                   | Cr | 18                          |
| Additional savings & income (Amey)   | Cr | 85                          |
| Microsoft Enterprise licenses (as per Nov 2018 Exec)                       |    | 92                          |
| Drawdown of Merit Awards 2018/19   |    | 200                         |
| Additional in year grant funding returned to central contingency           | Cr | 227                         |
| <b>Other Budget Movements</b>  |    |                             |
| Yeoman House rent PYE for ECHS   | Cr | 53                          |
| Moving Admin Officer post to ECHS  | Cr | 20                          |
| Transfer of Health & Safety post from PPE                                  |    | 13                          |
| Transfer of resources from ECHS to Liberata contract budget                |    | 28                          |
| <b>Latest Approved Budget for 2018/19</b>                                  |    | <b><u><u>28,785</u></u></b> |

## **REASONS FOR VARIATIONS**

### **FINANCIAL SERVICES DIVISION**

#### **1. Revenue & Benefits Cr £209k**

Within Revenues and Benefits there is a projected underspend of £209k. This is primarily due to vacancies and posts where staff are working reduced hours (116k). It should be noted that one of the vacancies is proving difficult to recruit to. In addition to this variance there are several other factors contributing to the overall position as shown in the table below.

The Incentive scheme payments have had fewer applicants and the budget is expected to underspend by £82k.

Of the variances shown Cr £46k relates to funds previously agreed to be set aside for the retendering of the Exchequer contract, this work will continue into 2019/20 and therefore a request will be submitted to the Executive to carry forward these funds.

£50k has been set aside for additional potential costs relating to pensions that may be required.

Other minor variations across the service total Cr £15k.

| <b>Summary of variations within Revenue &amp; Benefits</b>    | <b>£000</b>   |
|---|---------------|
| Staffing vacancies and reduced hours                          | Cr 116        |
| Expected underspend relating to Incentive scheme payment      | Cr 82         |
| Retendering of Exchequer contract - request for carry forward | Cr 46         |
| Provision for expected pension impact of current work         | 50            |
| Other minor variations  | Cr 15         |
| <b>Total variations within Benefits &amp; Admin</b>           | <b>Cr 209</b> |

#### **2. Payments and Income Cr £16k**

This is due to a reduction in the Liberata contract price, agreed in August 18 and effective from 1st April 18. It relates to a reduction in the volume of invoices processed for property payments since the award of the Amey contract. The saving has been built into the 2019/20 budget.

#### **3. Financial Accounting Cr £66k**

This variance mainly relates to staff vacancies and other minor running expenses.

#### **4. Management Accounting & Systems Cr £143k**

Staffing costs are projected to be £157k below budget due to various part and full year vacancies throughout the year, some of which have now been filled. This is being offset to some extent by the cessation of the previously achieved income relating to the Liberata contract for schools (Dr £42), as well as other minor net underspends of £28k.

#### **5. Audit Cr 3k**

Overall there is a net underspend of £3k for audit, however there are a number of variations making up this figure.

The Public Sector Audit Appointment has reduced 2018/19 fee scales by 23 percent for all opted-in bodies in comparison to last year's fees resulting in an underspend of £28k.

There are higher number of recoveries from Court Cases than anticipated resulting in Cr 23k, which partly offsets the costs of £68k for additional work on investigations, fraud and admin penalties. A £20k provision has also been made for the cost of fraud partnership investigations.

Staffing is expected to underspend by £31k mainly due to a part year vacancy. Other minor variations total Cr 9k.

| <b>Summary of variations within Audit</b>   | <b>£000</b> |
|---|-------------|
| External Audit Fee for 2018/19 (Reduced rate)   | Cr 28       |
| Recoveries from Court Cases   | Cr 23       |
| Additional work on Investigations (LB Croydon), Fraud (RB Greenwich) & admin penalty work | 68          |
| Provision Fraud Partnership Investigations  | 20          |
| Staffing and employee expenses  | Cr 31       |
| Other Minor Variations  | Cr 9        |
| <b>Total variations within Audit</b>  | <b>Cr 3</b> |

### **CORPORATE SERVICES DIVISION**

#### **6. Information Systems & Telephony Cr £330k**

Overall there is a total projected underspend of £330k across the IS & T Service. Part year vacancies of permanent staff has led to a net underspend £71k.

Due to delays in recruiting the temporary GDPR staff, there is an underspend of £160k which will need to be carried forward to 2019/20 to fund the staff up to the agreed 18 months fixed term. In addition £90k of the specific funding for GDPR system work will need to be carried forward to 2019/20 to enable the work to be completed.

There is a £20k underspend on the variable element of the BT contract which includes service desk activities, hardware support levels and service requests raised.

Other minor variations across the service total Dr £11k.

| <b>Summary of variations within IS &amp; T</b>         | <b>£000</b>   |
|--|---------------|
| Staff vacancies for permanent staff                    | Cr 71         |
| Staff vacancies for temporary GDPR staff (c/f request) | Cr 160        |
| GDPR system work (c/f request)                         | Cr 90         |
| Variable element of BT contract                        | Cr 20         |
| Other Minor Variations                                 | 11            |
| <b>Total variations within IS &amp; T</b>              | <b>Cr 330</b> |

#### **7. Electoral Dr £18k**

This overspend is mainly due to the extra costs incurred for the by-election held earlier this year.

#### **8. Democratic Services Cr £40k**

Additional spend on IT for new Members (£23k), has been more than offset by a projected underspend on Members allowances of £51k. Other minor variations total Cr £12k.

#### **9. Legal Services Dr £81k**

Legal Services is forecasting an overall adverse variance of £81k, largely relating to the additional legal work in respect of childcare cases. The situation is being monitored closely and the service has been working to reduce the overspend. Legal Services is now projecting an overspend of around £106k on Counsel fees and court costs, offset to some extent by a one-off income of £40k relating to legal work in facilitating the sale of the Old Town Hall. Other minor net variations total Dr £15k.

| <b>Summary of variations within Legal Services</b>     | <b>£000</b> |
|--|-------------|
| Counsel fees/court fees relating to childcare caseload | 106         |
| Income from sale of Old Town Hall                      | Cr 40       |
| Other Minor Variations                                 | 15          |
| <b>Total variations within Legal Services</b>          | <b>81</b>   |

### **HR & CUSTOMER SERVICES DIVISION**

#### **10. Human Resources Cr £137k**

£140k was set aside for GDPR compliance work. It is now anticipated that there will be a £70k underspend, as Officers have been able to enhance an existing internal system following market testing of all options, rather than purchase a bespoke system.

Additional income of £39k has been generated from advertisements on the Bromley Website for 2018/19, £28k of which, is from Academies. There is new web recruitment system in place from January 2019 which allowed greater functionality and contracts and schedules are now generated online. This extra income has been built into the 2019/20 budget.

There is also a small underspend relating to the Merited Rewards, and the element of those funds set aside for the departmental representatives to work towards the 'Dream Organisation', which is requested to be carried forward and used in 2019/20, totalling £36k. This is made up of £16k for Departmental Representatives and £20k for the Merited Rewards balance.

Other minor variations total Dr £8k.

| <b>Summary of variations within Human Resources</b>                  | <b>£000</b>   |
|--|---------------|
| GDPR compliance - utilisation of existing HR system                  | Cr 70         |
| Advertising income   | Cr 39         |
| Merited Rewards including Departmental Representatives (c/f request) | Cr 36         |
| Other Minor Variations   | 8             |
| <b>Total variations within Human Resources</b>                       | <b>Cr 137</b> |

### **COMMISSIONING AND PROCUREMENT DIVISION**

#### **11. Commissioning & Procurement Cr £3k**

The underspend of £34k on staffing due staff maternity and sick leave has been used to fund legal staff for commissioning, rather than utilising the commissioning fund (£31k).

### **CHIEF EXECUTIVE'S DIVISION**

#### **12. Chief Executive's Division - Cr £31k**

There is a net £31k underspend within the Chief Executive's division. This mainly relates to a projected underspend of the funds set aside for the Biggin Hill Airport Project (Cr £24k). It is expected that these costs will be incurred during early 2019/20, and therefore a request will be made to carry forward this balance. The other net underspend of £7k is due to part vacant posts which have now been filled.



## CENTRAL ITEMS

### 13. Central items Cr £388k

The number and cost of ill-health retirements and costs arising from the early release of pension on redundancy will be lower than budgeted. The outturn position will be dependent upon any further costs arising during the final quarter of the year.

## ENVIRONMENT AND COMMUNITY SERVICES DEPARTMENT

### 14. Admin Buildings & Facilities Support Cr £85k

The underspend in this area relates to the forecast of MFD contract costs in line with last year (£49k) alongside reduced costs for business rates relating to Yeoman House following the sale of this property (£12k) and other minor variations including an overachievement of income from staff car parking (£24k).

### 15. Investment and Non-Operational Property Cr £99k

There is an adverse variance of Dr £54k relating to business rates due for 54 Market Sq following Argos vacating the property. This is more than offset by the lower cost of business rates and utility costs relating to Exchequer House (Cr £104k) following its vacation and subsequent sale. These budgets have been reduced to realise the anticipated saving in 2019/20. In addition there are various net underspends across the other surplus and sundry properties totalling £49k.

| Summary of variations within Investment & Non-Operational Property       | £000         |
|--|--------------|
| Business rates for 54 Market Square                                      | 54           |
| Business rates for Exchequer House                                       | Cr 104       |
| Various net underspends across the other surplus & sundry properties     | Cr 49        |
| <b>Total variations within Investment &amp; Non-Operational Property</b> | <b>Cr 99</b> |

### 16. TFM Client Monitoring Team Cr £20k

The £20k underspend relates to salaries and is due to the utilities manager post being filled late in the financial year by an agency worker at a lower cost.

### 17. Other Rental Income - Other Portfolios - Cr £25k

Additional income from the Bromley Youth Music (£15) and Services for Elderly People (£38k), which is being partially offset by other deficits, primarily the income projected for Parks (£23k) as well as other minor variations (£5k).

| Summary of variations within Other Rental Income - Other Portfolios   | £000         |
|---|--------------|
| Bromley Youth Music   | Cr 15        |
| Services for Elderly People   | Cr 38        |
| Parks income  | 23           |
| Other Minor Variations  | 5            |
| <b>Total variations within Other Rental Income - Other Portfolios</b> | <b>Cr 25</b> |

### Waiver of Financial Regulations:

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

- 1) £50,000 virement from the underspend within the Chief Executive's division to Legal Services, to meet part of the cost of work on Childcare cases.
- 2) £10,000 virement from Exchequer - Revenues and Benefits to ISD in order to complete finalisation of the specification and to undertake initial contract evaluation work relating to the retender of the Exchequer contract.
- 3) £29,000 virement from within the Chief Executive division to Registrars in order to carry out necessary refurbishment work to public areas.
- 4) £11,000 virement from within the HR division to Registrars in order to carry out necessary refurbishment work to public areas.
- 5) £29,060 virement within HR division from the Occupational Health contract to HR Consultancy staffing.
- 6) £20,000 virement from Revenue & Benefits to Legal Services in relation to the work undertaken on the preparation of the contract document for Exchequer services.

## Allocation of Contingency Provision for 2018/19

| Item   | Original Contingency Provision | Allocations               |                                |                                       |                                      | Variation to Original Contingency Provision |
|--|--------------------------------|---------------------------|--------------------------------|---------------------------------------|--------------------------------------|---|
|  |                                | Previously Approved Items | New Items Requested this Cycle | Items Projected for Remainder of Year | Total Allocations/Projected for Year |   |
|  | £                              | £                         | £                              | £                                     | £                                    | £   |
| <b>General</b>   |                                |                           |                                |                                       |                                      |   |
| Provision for Unallocated Inflation                                | 4,284,000                      | 206,000                   |                                | 1,078,000                             | 1,284,000                            | Cr 3,000,000                                |
| Increase in Cost of Homelessness/Impact of Welfare Reforms         | 3,396,000                      |                           | 1,739,000                      | 0                                     | 1,739,000                            | Cr 1,657,000                                |
| General Provision for Risk/Uncertainty                             | 2,219,000                      |                           |                                | 1,369,000                             | 1,369,000                            | Cr 850,000                                  |
| Operational Building Maintenance & Planned Programme:              |                                |                           |                                |                                       |                                      |   |
| Fire Risk Assessments & Cyclical Maintenance                       |                                | 86,000                    |                                | 0                                     | 86,000                               | (1) 86,000                                  |
| Yeoman House - Part Year Saving                                    |                                | Cr 44,000                 |                                | 0                                     | Cr 44,000                            | Cr 44,000                                   |
| Provision for Risk/Uncertainty Relating to Volume & Cost Pressures | 2,182,000                      |                           |                                | 0                                     | 0                                    | Cr 2,182,000                                |
| Impact of Chancellor's Summer Budget 2015 on Future Costs          | 1,158,000                      |                           |                                | 0                                     | 0                                    | Cr 1,158,000                                |
| Homelessness Reduction Act   | 750,000                        |                           | 750,000                        | 0                                     | 750,000                              | 0   |
| Growth for Waste Services  | 587,000                        |                           |                                | 0                                     | 0                                    | Cr 587,000                                  |
| Cost of Local Elections  | 500,000                        | 565,000                   |                                | 0                                     | 565,000                              | (2)(3) 65,000                               |
| Universal Credit - Claimant Fault Overpayment Recoveries           | 500,000                        |                           |                                | 500,000                               | 500,000                              | 0   |
| Further Reduction to Government Funding                            | 500,000                        |                           |                                | 0                                     | 0                                    | Cr 500,000                                  |
| Retained Welfare Fund  | 450,000                        |                           |                                | 450,000                               | 450,000                              | 0   |
| Deprivation of Liberty   | 118,000                        |                           |                                | 118,000                               | 118,000                              | 0   |
| Planning Appeals - Change in Legislation                           | 60,000                         |                           |                                | 0                                     | 0                                    | Cr 60,000                                   |
| Other Variations   | 101,000                        |                           |                                | 101,000                               | 101,000                              | 0   |
| Additional Income Opportunity (Amey)                               | Cr 500,000                     |                           | Cr 375,580                     | 0                                     | Cr 375,580                           | 124,420                                     |
| London Pilot Business Rate Pool                                    | Cr 2,900,000                   |                           |                                | Cr 2,900,000                          | Cr 2,900,000                         | 0   |
| National Increase in Planning Fees                                 |                                |                           |                                |                                       |                                      |   |
| - Expenditure  |                                | 240,000                   |                                | 0                                     | 240,000                              | (1) 240,000                                 |
| - Income   |                                | Cr 240,000                |                                | 0                                     | Cr 240,000                           | Cr 240,000                                  |
| Highways - Pothole Action Fund 2018/19                             |                                |                           |                                |                                       |                                      |   |
| - Expenditure  |                                | 112,940                   |                                | 0                                     | 112,940                              | (1) 112,940                                 |
| - Income   |                                | Cr 112,940                |                                | 0                                     | Cr 112,940                           | Cr 112,940                                  |
| Contribution to Technology Fund - IT Strategy                      |                                | 3,500,000                 |                                | 0                                     | 3,500,000                            | (3) 3,500,000                               |
| Contribution to Housing Investment Fund                            |                                |                           | 7,500,000                      | 0                                     | 7,500,000                            | 7,500,000                                   |
| IT Transformation  |                                | 92,000                    |                                | 0                                     | 92,000                               | (3) 92,000                                  |
| Staff Merit Award  |                                |                           | 200,000                        | 0                                     | 200,000                              | 200,000                                     |
| Contribution to Civic Centre Improvement Works                     |                                |                           | 200,000                        | 0                                     | 200,000                              | 200,000                                     |
| Contribution to Transformation Fund                                |                                |                           | 500,000                        | 0                                     | 500,000                              | 500,000                                     |
| <b>Items Returned to Central Contingency</b>                       |                                |                           |                                |                                       |                                      |   |
| Waste Disposal   |                                | Cr 490,000                |                                | 0                                     | Cr 490,000                           | (2)(3) Cr 490,000                           |
| Parking - Bus Lane Contraventions                                  |                                | Cr 300,000                |                                | 0                                     | Cr 300,000                           | (2) Cr 300,000                              |
| Apprenticeship Levy  |                                | Cr 130,000                |                                | 0                                     | Cr 130,000                           | (2) Cr 130,000                              |
| Liberata Contract (Cash Counting)                                  |                                | Cr 60,000                 |                                | 0                                     | Cr 60,000                            | (2) Cr 60,000                               |
| Beckenham and Penge BID  |                                | Cr 44,000                 |                                | 0                                     | Cr 44,000                            | (2) Cr 44,000                               |
| Highways Maintenance Contract - Part Yr Saving                     |                                | Cr 169,000                |                                | 0                                     | Cr 169,000                           | (2) Cr 169,000                              |
| Registrar's Service - Part Yr Saving                               |                                | Cr 18,000                 |                                | 0                                     | Cr 18,000                            | (2) Cr 18,000                               |
| Additional in year grant funding returned to central contingency   |                                |                           | Cr 227,000                     | 0                                     | Cr 227,000                           | Cr 227,000                                  |
|  | <b>13,405,000</b>              | <b>3,194,000</b>          | <b>10,286,420</b>              | <b>716,000</b>                        | <b>14,196,420</b>                    | <b>791,420</b>                              |
| <b>Grants included within Central Contingency Sum</b>              |                                |                           |                                |                                       |                                      |   |
| Adult Social Care  |                                |                           |                                |                                       |                                      |   |
| Grant Related Expenditure  | 873,000                        | 500,000                   | Cr 500,000                     |                                       | 0                                    | (3) Cr 873,000                              |
| Adult Social Care Support  |                                |                           |                                |                                       |                                      |   |
| Grant Related Expenditure  | 744,000                        |                           |                                | 0                                     | 0                                    | Cr 744,000                                  |
| Grant Related Income   | Cr 744,000                     |                           | Cr 744,000                     | 0                                     | Cr 744,000                           | 0   |
| Tackling Troubled Families   |                                |                           |                                |                                       |                                      |   |
| Grant Related Expenditure  | 845,000                        |                           |                                | 845,000                               | 845,000                              | 0   |
| Grant related Income   | Cr 845,000                     |                           |                                | Cr 845,000                            | Cr 845,000                           | 0   |
| SEN Implementation   |                                |                           |                                |                                       |                                      |   |
| Grant Related Expenditure  | 189,000                        | 189,000                   |                                | 0                                     | 189,000                              | (1) 0                                       |
| Grant Related Income   | Cr 189,000                     | Cr 189,000                |                                | 0                                     | Cr 189,000                           | 0   |
| SEND Preparation for Employment                                    |                                |                           |                                |                                       |                                      |   |
| Grant Related Expenditure  | 63,000                         | 63,000                    |                                | 0                                     | 63,000                               | (1) 0                                       |
| Grant Related Income   | Cr 63,000                      | Cr 63,000                 |                                | 0                                     | Cr 63,000                            | 0   |
| SEN Pathfinder Grant 2018/19                                       |                                |                           |                                |                                       |                                      |   |
| Grant Related Expenditure  |                                | 27,522                    |                                | 0                                     | 27,522                               | (2) 27,522                                  |
| Grant Related Income   |                                | Cr 27,522                 |                                | 0                                     | Cr 27,522                            | Cr 27,522                                   |
| Social Care Investment to ease NHS Winter Pressures                |                                |                           |                                |                                       |                                      |   |
| - Expenditure  |                                |                           | 1,190,460                      |                                       | 1,190,460                            | 1,190,460                                   |
| - Income   |                                |                           | Cr 1,190,460                   |                                       | Cr 1,190,460                         | Cr 1,190,460                                |
| <b>TOTAL CARRIED FORWARD</b>                                       | <b>14,278,000</b>              | <b>3,694,000</b>          | <b>9,042,420</b>               | <b>716,000</b>                        | <b>13,452,420</b>                    | <b>Cr 825,580</b>                           |

## Notes:

- (1) Executive 28th March 2018  
(2) Executive 11th July 2018  
(3) Executive 28th November 2018

Allocation of Contingency Provision for 2018/19 (continued)

| Item   | Carried Forward from 2017/18 | Allocations               |                                |                                       |                   | Total Allocations/Projected for Year | Variation to Original Contingency Provision |
|--|------------------------------|---------------------------|--------------------------------|---------------------------------------|-------------------|--------------------------------------|---|
|  |                              | Previously Approved Items | New Items Requested this Cycle | Items Projected for Remainder of Year | Total             |                                      |   |
|  | £                            | £                         | £                              | £                                     | £                 | £                                    | £   |
| <b>TOTAL BROUGHT FORWARD</b>   | <b>14,278,000</b>            | <b>3,694,000</b>          | <b>9,042,420</b>               | <b>716,000</b>                        | <b>13,452,420</b> |                                      | <b>Cr 825,580</b>                           |
| <b>Items Carried Forward from 2017/18</b>                            |                              |                           |                                |                                       |                   |                                      |   |
| <b>Adult Care &amp; Health Portfolio</b>                             |                              |                           |                                |                                       |                   |                                      |   |
| Social Care Funding via the CCG under S75 Agreements                 |                              |                           |                                |                                       |                   |                                      |   |
| Improved Better Care Fund  |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 3,171,681                    | 3,171,681                 | 0                              | 0                                     | 3,171,681         | (4)                                  | 0   |
| - Income   | Cr 3,171,681                 | Cr 3,171,681              | 0                              | 0                                     | Cr 3,171,681      |                                      | 0   |
| Better Care Fund - 2015/16 GoodGym                                   |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 7,500                        | 7,500                     | 0                              | 0                                     | 7,500             | (4)                                  | 0   |
| - Income   | Cr 7,500                     | Cr 7,500                  | 0                              | 0                                     | Cr 7,500          |                                      | 0   |
| Better Care Fund 2017/18   |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 28,390                       | 28,390                    | 0                              | 0                                     | 28,390            | (4)                                  | 0   |
| - Income   | Cr 28,390                    | Cr 28,390                 | 0                              | 0                                     | Cr 28,390         |                                      | 0   |
| Public Health  |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 1,018,324                    | 1,018,324                 | 0                              | 0                                     | 1,018,324         | (4)                                  | 0   |
| - Income   | Cr 1,018,324                 | Cr 1,018,324              | 0                              | 0                                     | Cr 1,018,324      |                                      | 0   |
| <b>Resources, Commissioning &amp; Contracts Management Portfolio</b> |                              |                           |                                |                                       |                   |                                      |   |
| Debt Management System Project - Transformation Grant                |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 37,860                       | 37,860                    | 0                              | 0                                     | 37,860            | (6)                                  | 0   |
| - Income   | Cr 37,860                    | Cr 37,860                 | 0                              | 0                                     | Cr 37,860         |                                      | 0   |
| <b>Public Protection &amp; Enforcement Portfolio</b>                 |                              |                           |                                |                                       |                   |                                      |   |
| Asset Recovery Incentivisation Scheme (ARIS)                         |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 48,125                       | 48,125                    | 0                              | 0                                     | 48,125            | (2)                                  | 0   |
| - Income   | Cr 48,125                    | Cr 48,125                 | 0                              | 0                                     | Cr 48,125         |                                      | 0   |
| <b>Renewal, Recreation &amp; Housing Portfolio</b>                   |                              |                           |                                |                                       |                   |                                      |   |
| Asset Recovery Incentivisation Scheme (ARIS)                         |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 84,633                       | 84,633                    | 0                              | 0                                     | 84,633            | (2)                                  | 0   |
| - Income   | Cr 84,633                    | Cr 84,633                 | 0                              | 0                                     | Cr 84,633         |                                      | 0   |
| New Homes Bonus - Town Centre Development                            |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 36,378                       | 36,378                    | 0                              | 0                                     | 36,378            | (3)                                  | 0   |
| - Income   | Cr 36,378                    | Cr 36,378                 | 0                              | 0                                     | Cr 36,378         |                                      | 0   |
| New Homes Bonus - Regeneration                                       |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 171,260                      | 171,260                   | 0                              | 0                                     | 171,260           | (3)                                  | 0   |
| - Income   | Cr 171,260                   | Cr 171,260                | 0                              | 0                                     | Cr 171,260        |                                      | 0   |
| Planning Strategy & Projects - Custom Build Grant                    |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 30,000                       | 30,000                    | 0                              | 0                                     | 30,000            | (3)                                  | 0   |
| - Income   | Cr 30,000                    | Cr 30,000                 | 0                              | 0                                     | Cr 30,000         |                                      | 0   |
| Implementing Welfare Reform Changes                                  |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 54,918                       | 54,918                    | 0                              | 0                                     | 54,918            | (3)                                  | 0   |
| - Income   | Cr 54,918                    | Cr 54,918                 | 0                              | 0                                     | Cr 54,918         |                                      | 0   |
| Flexible Homeless Grant  |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 82,600                       | 82,600                    | 0                              | 0                                     | 82,600            | (3)                                  | 0   |
| - Income   | Cr 82,600                    | Cr 82,600                 | 0                              | 0                                     | Cr 82,600         |                                      | 0   |
| 2016/17 Fire Safety Grant  |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 43,870                       | 43,870                    | 0                              | 0                                     | 43,870            | (3)                                  | 0   |
| - Income   | Cr 43,870                    | Cr 43,870                 | 0                              | 0                                     | Cr 43,870         |                                      | 0   |
| <b>Environment &amp; Community Portfolio</b>                         |                              |                           |                                |                                       |                   |                                      |   |
| Highways - Pothole Action Fund                                       |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 112,940                      | 112,940                   | 0                              | 0                                     | 112,940           | (2)                                  | 0   |
| - Income   | Cr 112,940                   | Cr 112,940                | 0                              | 0                                     | Cr 112,940        |                                      | 0   |
| <b>Education, Children and Families Portfolio</b>                    |                              |                           |                                |                                       |                   |                                      |   |
| Delivery Support Fund  |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 69,100                       | 69,100                    | 0                              | 0                                     | 69,100            | (8)                                  | 0   |
| - Income   | Cr 69,100                    | Cr 69,100                 | 0                              | 0                                     | Cr 69,100         |                                      | 0   |
| SEND Reform Grant  |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 20,013                       | 20,013                    | 0                              | 0                                     | 20,013            | (8)                                  | 0   |
| - Income   | Cr 20,013                    | Cr 20,013                 | 0                              | 0                                     | Cr 20,013         |                                      | 0   |
| School improvement Grant   |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 46,500                       | 46,500                    | 0                              | 0                                     | 46,500            | (8)                                  | 0   |
| - Income   | Cr 46,500                    | Cr 46,500                 | 0                              | 0                                     | Cr 46,500         |                                      | 0   |
| Pathfinder Grant   |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 16,489                       | 16,489                    | 0                              | 0                                     | 16,489            | (8)                                  | 0   |
| - Income   | Cr 16,489                    | Cr 16,489                 | 0                              | 0                                     | Cr 16,489         |                                      | 0   |
| Early Years Grant  |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 14,800                       | 14,800                    | 0                              | 0                                     | 14,800            | (8)                                  | 0   |
| - Income   | Cr 14,800                    | Cr 14,800                 | 0                              | 0                                     | Cr 14,800         |                                      | 0   |
| High Needs Strategic Planning Fund                                   |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 13,019                       | 13,019                    | 0                              | 0                                     | 13,019            | (8)                                  | 0   |
| - Income   | Cr 13,019                    | Cr 13,019                 | 0                              | 0                                     | Cr 13,019         |                                      | 0   |
| Tackling Troubled Families   |                              |                           |                                |                                       |                   |                                      |   |
| - Expenditure  | 497,885                      | 497,885                   | 0                              | 0                                     | 497,885           | (8)                                  | 0   |

| Item  | Carried Forward from 2017/18 | Allocations               |                                |                                       |                   | Total Allocations/Projected for Year | Variation to Original Contingency Provision |
|---|------------------------------|---------------------------|--------------------------------|---------------------------------------|-------------------|--------------------------------------|---|
|   |                              | Previously Approved Items | New Items Requested this Cycle | Items Projected for Remainder of Year | Total             |                                      |   |
|   | £                            | £                         | £                              | £                                     | £                 |                                      | £   |
| - Income  | Cr 497,885                   | Cr 497,885                | 0                              | 0                                     | Cr 497,885        |                                      | 0   |
| <b>General</b>  |                              |                           |                                |                                       |                   |                                      |   |
| Short Term Assistance to Day Centres                  | 152,025                      | 152,025                   | 0                              | 0                                     | 152,025           | (1)                                  | 0   |
| R&M - Central Depot Wall                              | 163,000                      | 163,000                   | 0                              | 0                                     | 163,000           | (2)                                  | 0   |
| Democratic Services - Councillor IT Provision         | 20,000                       | 20,000                    | 0                              | 0                                     | 20,000            | (2)                                  | 0   |
| Contracts Register/Summaries Database                 | 50,000                       | 50,000                    | 0                              | 0                                     | 50,000            | (6)                                  | 0   |
| Biggin Hill Airport - Noise Action Plan               | 24,315                       | 24,315                    | 0                              | 0                                     | 24,315            | (6)                                  | 0   |
| Information Systems & Telephony GDPR                  | 426,000                      | 426,000                   | 0                              | 0                                     | 426,000           | (6)                                  | 0   |
| Legal Staff Costs GDPR                                | 52,000                       | 52,000                    | 0                              | 0                                     | 52,000            | (6)                                  | 0   |
| Staff Merit Awards                                    | 36,000                       | 36,000                    | 0                              | 0                                     | 36,000            | (6)                                  | 0   |
| Exchequer Revenue & Benefits - Exchequer Contract     | 91,000                       | 91,000                    | 0                              | 0                                     | 91,000            | (6)                                  | 0   |
| Exchequer Revenue & Benefits - Academy System Upgrade | 98,000                       | 98,000                    | 0                              | 0                                     | 98,000            | (6)                                  | 0   |
| Green Garden Waste - Debt Management System           | 120,000                      | 120,000                   | 0                              | 0                                     | 120,000           | (7)                                  | 0   |
| Management and Contract Support                       | 80,000                       | 80,000                    | 0                              | 0                                     | 80,000            | (7)                                  | 0   |
| Parks Infrastructure Works                            | 80,000                       | 80,000                    | 0                              | 0                                     | 80,000            | (7)                                  | 0   |
| Additional ECS Resources - Delay in Recruitment       | 67,000                       | 67,000                    | 0                              | 0                                     | 67,000            | (5)                                  | 0   |
| <b>Total Carried Forward from 2017/18</b>             | <b>1,459,340</b>             | <b>1,459,340</b>          | <b>0</b>                       | <b>0</b>                              | <b>1,459,340</b>  |                                      | <b>0</b>                                    |
| <b>GRAND TOTAL</b>                                    | <b>15,737,340</b>            | <b>5,153,340</b>          | <b>9,042,420</b>               | <b>716,000</b>                        | <b>14,911,760</b> |                                      | <b>Cr 825,580</b>                           |

**Notes:**

- (1) Council 26th February 2018
- (2) Executive 28th March 2018
- (3) Renewal, Recreation & Housing PDS 26th June 2018
- (4) Adult Care & Health PDS 27th June 2018
- (5) Public Protection & Enforcement PDS 3rd July 2018
- (6) Executive, Resources & Contracts PDS 5th July 2018
- (7) Environment & Community Services PDS 10th July 2018
- (8) Education, Children & Families Budget & Performance Monitoring Sub-Committee 18th July 2018

| Description  | 2018/19 Latest Approved Budget £'000 | Variation To 2018/19 Budget £'000         | Potential Impact in 2019/20   |
|--|--------------------------------------|---|---|
| Housing Needs<br>- Temporary Accommodation                                       | 6,241                                | 38  | The full year effect of Temporary Accommodation is currently estimated to be £521k (pressure of £1,460k less drawdown of £939k in 2018/19) in 2019/20. This estimate only takes into account the projected activity to the end of this financial year and not any projected growth in client numbers beyond that point. The costs are expected to be covered by a contingency bid during 2019/20 as has been the case for a number of years.  |
| Assessment and Care Management - Care Placements                                 | 21,930                               | 377                                       | The full year impact of the current overspend is estimated at Dr £954k . Of this amount £936k of this relates to residential and nursing home placements and £18k to domiciliary care / direct payments . This is based on client numbers as at the end of December. The fye is reduced by management action relating to additional joint funding income from the CCG of an expected £340k, although it should be noted that this target has not yet been achieved for the current financial year.this figure is further reduced by £33k relating to BCF  |
| Learning Disabilities - including Care Placements, Transport and Care Management | 33,706                               | 578<br>(net of planned management action) | The full year effect (FYE) is estimated at a net overspend of £1,322k. This figure is net of planned savings from management action, without which the FYE overspend would be £1,542k. The FYE positions reported in Q1 and Q2 monitoring were £177k and £1,007k respectively (net of planned savings), so the current position shows a continued trend of increased budget pressures. Anticipated 2018/19 growth and pressures from 2017/18 were both fully funded in the 2018/19 budget so this pressure is over and above that. There are many reasons for the overspend but the single largest factor is the high number of new and increased care packages. The projections continue to include a number of assumptions so the full year effect position may still vary between now and the end of the year. |
| Mental Health - Care Placements  | 6,169                                | 142                                       | The full year overspend of £161k anticipated on Mental Health care packages is an improved position in comparison to the previous forecast. While new care packages continue to be agreed, there is an almost equivalent level of clients who are progressing through the service, either to independent living arrangements or requiring reduced care support. This is the more usual trend for mental health-related placements but one which hadn't been evident in recent monitoring cycles.  |
| Supporting People  | 1,013                                | Cr 74                                     | The full year effect of Supporting People is currently estimated to be a credit of £94k. This is a result of the estimated savings from retendering of the contracts that has taken place.  |
| Children's Social Care   | 34,414                               | 3,611                                     | The overall full year effect of the Children's Social Care overspend is £3,801k, analysed as Residential, Fostering and Adoption Dr £5,115k , Leaving Care services (inc Staying Put and Housing Benefit clients) Cr £153k, No Recourse to Public Funds Cr £179k and Parental Assessments Cr £82k . This assumes that management action of £400k is achieved in 2019/20 and additional funding being negotiated from Bromley CCG of £500k is also received. Additionally, staffing costs are projected to be overspent by £939k due to continued high use of agency staff, however management action has been included to offset this as the department will need to manage the costs of staffing within the overall budget.  |

| Description   | 2018/19 Latest Approved Budget £'000 | Variation To 2018/19 Budget £'000 | Potential Impact in 2019/20   |
|---|--------------------------------------|-----------------------------------|---|
| Legal Services - Legal / Counsel Fees and Court costs | 389                                  | 106                               | The overspend for counsel fees and court costs projected for 2018/19 is due to the continuing high volume of childcare cases which is estimated to be in the region of under 70 cases this year. It is anticipated that the high volume of cases will gradually reduce in 2019/20. At this time additional expenditure of around £70k is projected for 2019/20.                             |
| Adult Education                                       | Cr 525                               | 128                               | The pressure in the Adult Education area is being caused by the provision of non-fee paying courses as required by the community learning element of the ESFA grant. This requires us to provide provision to support vulnerable communities and any reduction in the priority area risks a reduction in the future allocation of the grant. The full year effect is projected to be £130k. |

**SECTION 106 RECEIPTS**

Section 106 receipts are monies paid to the Council by developers as a result of the grant of planning permission where works are required to be carried out or new facilities provided as a result of that permission (e.g. provision of affordable housing, healthcare facilities & secondary school places). The sums are restricted to being spent only in accordance with the agreement concluded with the developer.

The major balances of Section 106 receipts held by the Council are as follows:

| <b>31st March<br/>2018<br/>£000</b> | <b>Service</b>               | <b>Income<br/>£000</b> | <b>Expenditure<br/>£000</b> | <b>Transfers<br/>to/(from)<br/>Capital<br/>£000</b> | <b>Actual<br/>as at<br/>31st Dec<br/>2018<br/>£000</b> |
|-------------------------------------|------------------------------|------------------------|-----------------------------|---|--|
|                                     |                              |                        |                             |   | <b><u>Revenue</u></b>                                  |
| 391                                 | Highway Improvement Works    | 33                     | 255                         | -   | 169  |
| 18                                  | Road Safety Schemes          | -                      | 10                          | -   | 8  |
| 45                                  | Local Economy & Town Centres | 3                      | 22                          | -   | 26   |
| 87                                  | Parking                      | 3                      | -                           | -   | 90   |
| 1,198                               | Healthcare Services          | 480                    | -                           | -   | 1,678  |
| 10                                  | Community Facilities         | 33                     | -                           | -   | 43   |
| 311                                 | Other                        | -                      | -                           | -   | 311  |
| <b>2,060</b>                        |                              | <b>552</b>             | <b>287</b>                  | <b>-</b>  | <b>2,325</b>   |
|                                     |                              |                        |                             |   | <b><u>Capital</u></b>                                  |
| 3,311                               | Education                    | 1,191                  | 1,274                       | -   | 3,228  |
| 3,104                               | Housing                      | 1,321                  | 67                          | -   | 4,358  |
| -                                   | Local Economy & Town Centres | 2,158                  | -                           | -   | 2,158  |
| 82                                  | Highway Improvement Works    | -                      | -                           | -   | 82   |
| 86                                  | Other                        | 39                     | -                           | -   | 125  |
| <b>6,583</b>                        |                              | <b>4,709</b>           | <b>1,341</b>                | <b>-</b>  | <b>9,951</b>   |
| <b>8,643</b>                        |                              | <b>5,261</b>           | <b>1,628</b>                | <b>0</b>  | <b>12,276</b>  |

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Report No.  
CSD19066

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** COUNCIL

**Date:** 8<sup>th</sup> April 2019

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

**Title:** CONSTITUTION IMPROVEMENT WORKING GROUP -  
MINOR CONSTITUTIONAL CHANGES

**Contact Officer:** Graham Walton, Democratic Services Manager  
Tel: 0208 461 7743 E-mail: graham.walton@bromley.gov.uk

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

**Ward:** (All Wards)

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1. Reason for report

- 1.1 At its meeting on 21<sup>st</sup> January 2019 the Constitution Improvement Working Group met and made a number of recommendations to amend the Council's Constitution. The most significant matters involve changes to the arrangements for questions, but several other minor changes were recommended. Their recommendations were subsequently considered and supported by the General Purposes and Licensing Committee on 19<sup>th</sup> March 2019 and by the Executive on 27<sup>th</sup> March 2019 (see attached report, which includes the detailed changes to the Constitution in Appendix A).
- 1.2 The General Purposes and Licensing Committee added another recommendation, contrary to the Working Group's view, that a "matters outstanding" report should be a compulsory requirement on all agendas. Most PDS meetings, and a number of other bodies, already have a "matters outstanding" report, often combined with a work programme report. However, many other bodies have not found this necessary, and it would be inappropriate where the body is only considering individual applications (planning, licensing, appeals etc.) The Executive agreed to pass this recommendation on for Council to consider.

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2. **RECOMMENDATIONS**

(1) **That Council approves the following changes to the Council's Constitution as set out in Appendix A to the report -**

**(A) That the following changes to Council Procedure Rules relating to questions be approved -**

- that public question time be extended to a maximum of 30 minutes, in line with the time allowed for Councillor questions;
- the deadline for receipt of questions should be 5pm, ten working days before each meeting;
- that questions specifically on reports on each agenda should be allowed within two working days of the normal publication date of the agenda;
- that questions be taken at special meetings, but only on the reports on the agenda;
- members of the public should no longer read their questions at Council meetings;
- the number of questions allowed be restricted to two per person.

(The changes to be reviewed after six months of operation.)

(B) That Executive members should not sit on the Audit Sub-Committee.

(C) That the right for a single Councillor to request that an item be placed on an agenda be extended from PDS Committees to all other committees.

(D) That the Scheme of Delegation to Officers be altered to confirm that where a planning issue is called in by a ward Councillor the delegation to officers is withdrawn.

- (2) That there should be a “matters outstanding” report on every Committee/Sub-Committee agenda (excluding those dealing with individual applications) as recommended by General Purposes and Licensing Committee.
- (3) That the Director of Corporate Services be authorised to make any consequent minor changes to the wording and numbering of the Constitution.

### Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable
- 

### Corporate Policy

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

### Financial

1. Cost of proposal: No Cost:
  2. Ongoing costs: Not Applicable:
  3. Budget head/performance centre: Democratic Services
  4. Total current budget for this head: £350,650
  5. Source of funding: 2018/19 Revenue Budget
- 

### Personnel

1. Number of staff (current and additional): 8 posts (6.79 fte)
  2. If from existing staff resources, number of staff hours: Not Applicable
- 

### Legal

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

### Procurement

1. Summary of Procurement Implications: Not Applicable:
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Not Applicable
- 

### Ward Councillor Views

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

|   |   |
|---|---|
| <b>Non-Applicable Sections:</b>                       | Impact on Vulnerable Children and Adults/Policy/<br>Finance/Personnel/Legal/Procurement |
| Background Documents:<br>(Access via Contact Officer) | None  |

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**Decision Maker:** GENERAL PURPOSES AND LICENSING COMMITTEE  
EXECUTIVE  
COUNCIL

**Date:** 19 March 2019  
27 March 2019  
8<sup>th</sup> April 2019

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

**Title:** CONSTITUTION IMPROVEMENT WORKING GROUP -  
MINOR CONSTITUTIONAL CHANGES

**Contact Officer:** Graham Walton, Democratic Services Manager  
Tel: 0208 461 7743 E-mail: graham.walton@bromley.gov.uk

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

**Ward:** (All Wards)

---

1. Reason for report

- 1.1 At its meeting on 21<sup>st</sup> January 2019 the Constitution Improvement Working Group met and made a number of recommendations to amend the Council's Constitution. The most significant matters involve the following changes to the arrangements for questions, but several other minor changes were recommended.
- 

2. **RECOMMENDATIONS**

- (1) That General Purposes and Licensing Committee and the Executive consider the conclusions of the Constitution Improvement Working Group and recommend that Council approves the following changes to the Council's Constitution as set out in Appendix A -

- (A) That the following changes to Council Procedure Rules relating to questions be approved -

- that public question time be extended to a maximum of 30 minutes, in line with the time allowed for Councillor questions;
- the deadline for receipt of questions should be 5pm, ten working days before each meeting;
- that questions specifically on reports on each agenda should be allowed within two working days of the normal publication date of the agenda;
- that questions be taken at special meetings, but only on the reports on the agenda;

- **members of the public should no longer read their questions at Council meetings;**
- **the number of questions allowed be restricted to two per person.**

**(The changes to be reviewed after six months of operation.)**

**(B) That Executive members should not sit on the Audit Sub-Committee.**

**(C) That the right for a single Councillor to request that an item be placed on an agenda be extended from PDS Committees to all other committees.**

**(D) That the Scheme of Delegation to Officers be altered to confirm that where a planning issue is called in by a ward Councillor the delegation to officers is withdrawn.**

- (2) That the other matters considered by Constitution Improvement Working Group (see paragraph 6) be noted.**
- (3) That the Director of Corporate Services be authorised to make any consequent minor changes to the wording and numbering of the Constitution.**

### Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable
- 

### Corporate Policy

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

### Financial

1. Cost of proposal: No Cost:
  2. Ongoing costs: Not Applicable:
  3. Budget head/performance centre: Democratic Services
  4. Total current budget for this head: £350,650
  5. Source of funding: 2018/19 Revenue Budget
- 

### Personnel

1. Number of staff (current and additional): 8 posts (6.79 fte)
  2. If from existing staff resources, number of staff hours: Not Applicable
- 

### Legal

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

### Procurement

1. Summary of Procurement Implications: Not Applicable:
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Not Applicable
- 

### Ward Councillor Views

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

### **3. COMMENTARY**

3.1 The Constitution Improvement Working Group is an executive working group with wide representation which reviews issues relating to the Council's Constitution and makes recommendations to Council. The Working Group met on 21<sup>st</sup> January 2019 and made a number of recommendations to improve the Constitution, most of them relating to questions at meetings.

#### **Questions**

3.2 The Working Group considered a number of proposals to improve the handling of questions from members of the public and from members of the Council. The following changes are recommended -

- The maximum time allowed for public questions be extended to 30 minutes, in accordance with the time allowed for Councillor questions.
- The deadline for receipt of questions should be 5pm, 10 working days before the meeting, but questions relating to specific reports on the agenda should be allowed within 2 working days of the normal publication date of the agenda, and urgent questions should continue to be accepted at the discretion of the Mayor/Chairman.
- Questions at special meetings should be allowed but restricted to questions relating to specific reports on the agenda, to be received within two working days of the normal publication date of the agenda.
- Members of the public should no longer read their questions out at the meeting.
- The number of questions allowed per person should be reduced to two.

#### **Audit Sub-Committee Membership**

3.3 The Council's Constitution allows a single member of the Executive to sit on most non-executive committees and sub-committees (although not on PDS Committees.) The Working Group reviewed whether this was appropriate in all cases, and concluded that allowing an executive member to be on the Audit Sub-Committee could potentially be perceived as compromising its independence

#### **Adding Items to Agendas**

3.4 The Constitution allows any Member to request that an item be placed on the agenda of a Policy Development and Scrutiny (PDS) Committee. For other committees and sub-Committees, this requires five Members, three of whom have to be members of the body concerned. The Working Group proposed that the rules be harmonised for all meetings in line with the requirements for PDS meetings.

#### **Scheme of Delegation to Officers**

3.5 At present the Constitution removes delegation for officers when a member requests a call-in for some planning decisions/matters. For other matters then referring to Committee is a matter of convention rather than a Constitutional requirement. Following a recent case where a discretionary matter wasn't referred to committee it had been suggested that an additional paragraph be added to the Scheme of Delegation for Development Control confirming that



when a planning matter was “called in” by a councillor the delegation to officers was withdrawn on all planning decisions.

**Other Matters**

- 3.6 The Working Group considered a number of other matters where it either decided that no action was required, or where changes to current practice could be implemented without the need to make formal changes to the Constitution. The Working Group -
- urged Portfolio Holders to work with their PDS Committees to agree where decisions can be made without pre-decision scrutiny at meetings;
  - considered the select committee approach operating for scrutiny of education and children’s services since 2016 and decided not to make any changes to scrutiny arrangements, but suggested that this issue be kept under review;
  - decided not to implement a suggestion that all meetings should be required to include a “matters arising” agenda item;
  - asked officers to investigate the provision of smartphones to Members;
  - supported an improved format for full Council agendas grouping items under new headings (which was used for the Council meeting on 25<sup>th</sup> February 2019.)

|  |   |
|--|---|
| <b>Non-Applicable Sections:</b>                          | Impact on Vulnerable Children and Adults/Policy/<br>Finance/Personnel/Legal/Procurement |
| Background Documents:<br>(Access via Contact<br>Officer) | None  |

**Changes to the Constitution - New Wording**

**Part 3 - Responsibility for Functions**

2.02 Audit Sub-Committee (Membership proportional, and to exclude any member of the Executive.)

**Part 4 - Rules of Procedure**

**Council Procedure Rules**

**3. SPECIAL MEETINGS**

**3.1 Calling special meetings.**

Those listed below may request the proper officer to call Council meetings in addition to ordinary meetings:

- (i) the Council by resolution;
- (ii) the Mayor of the Council;
- (iii) any five Members of the Council if they have signed a requisition presented to the Mayor and he/she has refused to call a meeting or has failed to call a meeting within seven days of the presentation of the requisition.
- (iv) the Director of Corporate Services as Monitoring Officer; the Head of Paid Service; the Director of Finance.

**3.2 Business**

The business to be considered shall be as set out on the agenda

**3.3 Additional Items**

Any Member of the Council may require the proper officer to add an item relevant to that body's functions to the agenda for the next scheduled meeting of the Council, a committee or sub-committee, or, where this will not permit the matter to be dealt with adequately, to convene a special meeting.

**3.4 Questions**

There will not be a general public question time at special meetings of the Council, except in exceptional circumstances agreed in advance by the Mayor, but questions relating to specific reports on the agenda may be submitted before 5pm on the second working day after the final day on which the agenda may be published.

**9. QUESTIONS FROM THE PUBLIC**

**9.1 General**

Members of the public may ask up to two questions at each meeting of Members of the Executive or any Committee Chairman at ordinary meetings of the Council and a maximum period of 30 minutes will be allowed for such questions. Subject to the discretion of the Mayor to refer the question to another Council body if the Mayor considers it a more appropriate body to respond to the question.

## 9.2 Order of questions

Questions will be asked in the order notice of them was received, with all first questions heard first, then all second questions. The Mayor may group together similar questions or vary the order as he or she sees fit.

## 9.3 Notice of questions

A question may only be asked if notice has been given by delivering it in writing or by electronic mail to the proper officer no later than 5pm, ten working days before the meeting. Each question must give the name and address of the questioner and must name the Member of the Council to whom it is to be put.

Questions relating to specific reports on the agenda may be submitted before 5pm on the second working day after the final day on which the agenda may be published.

## 9.4 Scope of questions

The proper officer may reject a question if it:

- is not about a matter for which the Local Authority has a responsibility or which affects the borough;
- is defamatory, frivolous or offensive;
- is substantially the same as a question which has been put at a meeting of the Council in the past six months; or
- requires the disclosure of confidential or exempt information.

## 9.5 Record of questions

The proper officer will record each question and will immediately send a copy of the question to the Member to whom it is to be put. Rejected questions will include reasons for rejection.

Copies of all questions will be circulated to all Members and will be made available to the public attending the meeting.

## 9.6 Asking the question at the meeting

The Mayor will invite the Member named in the notice to answer the question. If a questioner who has submitted a written question is unable to be present, they may ask the Mayor to put the question on their behalf. The Mayor may ask the question on the questioner's behalf, indicate that a written reply will be given or decide, in the absence of the questioner, that the question will not be dealt with.

## 9.7 Supplementary questions

A questioner who has put a question in person may also put one supplementary question without notice to the Member who has replied to his or her original question. A supplementary question must arise directly out of the original question or the reply. The Mayor may reject a supplementary question on any of the grounds in Rule 9.4 above.

After a reply to a supplementary question has been given, the Mayor may, having regard to the time available and other matters on the agenda, allow further supplementary questions to be asked by Members (this will usually be no more than one per Member.)

## 9.8 Written answers

Any question which cannot be dealt with during the 30 minute period of public question time, either because of lack of time or because of the non-attendance of the Member to whom it was to be put, will be dealt with by a written answer.

## 9.9 Reference of question to the Executive or a Committee

Unless the Mayor decides otherwise, no discussion will take place on any question, but any Member may move that a matter raised by a question be referred to the Executive or the appropriate Committee or Sub-Committee. Once seconded, such a motion will be voted on without discussion.

## 10. QUESTIONS BY MEMBERS

### 10.1 On reports of the Executive or Committees

A Member of the Council may ask the Leader or the Mayor or the Chairman of a Committee any question without notice upon an item of the report of the Executive or a Committee or on a motion when that item is being received or is under consideration by the Council.

### 10.2 Questions on notice at full Council

Subject to Rule 9.4, a Member of the Council may ask:

- the Mayor
- a Member of the Executive
- the Leader or
- the Chairman of any Committee or Policy Development and Scrutiny Committee

a question on any matter in relation to which the Council has powers or duties or which affects the area of the Council

#### General

10.2.1 The number of questions a Member asks at any meeting be limited to no more than **two** written questions and **two** oral questions. For the purposes of calculating the number of questions, a request for information or action shall be regarded as a question, even when asked as a subsidiary part of the main question;

10.2.2 A Member may ask another Member to submit a question on their behalf having notified the Director Corporate Services of the situation beforehand;

10.2.3 A Member may send questions in via either their personal LBB email account, their personal home email account, or in writing;

10.2.4 Questions will be asked in the order notice of them was received, with all first questions heard first, then all second questions and then all third questions. The Mayor may group together similar questions or vary the order as he or she sees fit.

10.2.5 Members of the Executive may not submit questions on notice at full Council on executive functions.

10.2.6 Executive Assistants may not submit questions to the Portfolio Holder that they assist.

### 10.3 Questions on notice at the Executive, Committees and Sub-Committees

Subject to Rule 10.4, a member of the Executive, a Committee or Sub-Committee may ask the Chairman of it a question on any matter in relation to which the Council has powers or duties or which affect the area and which falls within the terms of reference of that Committee or Sub-Committee.

### 10.4 Notice of questions

A Member may only ask a question under Rule 10.2 or 10.3 if either:

- (a) they have given notice in writing of the question to the proper officer by 5pm ten working days before the meeting; or
- (b) if the question is about a report on the agenda, it has been submitted before 5pm on the second working day after the final day on which the agenda may be published; or
- (c) the question relates to urgent matters, they have the consent of the Chairman to whom the question is to be put and the content of the question is, if possible, given to the proper officer by 10.00 am on the day of the meeting.

Questions considered by the Mayor to be defamatory, frivolous or offensive will be rejected.

### 10.5 Response

An answer may take the form of:

- (a) a direct oral answer;
- (b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- (c) where the reply cannot conveniently be given orally, a written answer sent later to the questioner;
- (d) replies to questions will be recorded in the Minutes and shall be made available to members within five days of the meeting;
- (e) every question shall be put and answered without discussion. The person asked the question may decline to answer or may ask another Member to answer it on their behalf, but will give reasons for so doing.

### 10.6 Supplementary question

A member asking a question under Rule 10.2 or 10.3 may ask one supplementary question without notice of the member to whom the first question was asked. The supplementary question must arise directly out of the original question or the reply.

After a reply to a supplementary question has been given, the Mayor may, having regard to the time available and other matters on the agenda, allow further supplementary questions to be asked by other Members (this will usually be no more than one per Member.)

### 10.7 Written replies

Notwithstanding the provisions for other forms of questions, Members may put down questions requiring a written reply, at Full Council Meetings, where the question requires a fuller or more in depth answer than can be accommodated in an oral response.

## Appendix 10 - Scheme of Executive and Non-Executive Delegation to Officers

### Part II (B) Development Control Committee - add:

|                |  |                |
|----------------|--|----------------|
| <b>CP (25)</b> | <p><i>In relation to all delegated authorities listed under Development Control -</i></p> <p><i>Delegated authority shall not apply under any circumstances where an application, amendment, alteration, revision or other change (whether major or minor) to a planning application is called in to a Plans Sub-Committee by one or more Councillors.</i></p> | <b>Council</b> |
|----------------|--|----------------|

(All following Development Control Delegations to be re-numbered.)

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Report No.  
CSD19068

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** COUNCIL

**Date:** Monday 8 April 2019

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

**Title:** SPECIAL URGENCY DECISIONS 2018/19

**Contact Officer:** Graham Walton, Democratic Services Manager  
Tel: 0208 461 7743 E-mail: graham.walton@bromley.gov.uk

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

**Ward:** (All Wards);

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1. Reason for report

- 1.1 The Constitution requires the submission of regular reports to full Council on key executive decisions taken in circumstances of special urgency - that is, where a key decision has not been included in the Forward Plan but needs to be taken without the usual period for publishing reports at least five clear days before the decision is made. Executive decisions made in these specific circumstances are quite rare.
- 

2. **RECOMMENDATION**

That the key decision listed in section 3 of this report is noted.

### Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable
- 

### Corporate Policy

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

### 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: £350,650
  5. Source of funding: 2018/19 revenue budget
- 

### Personnel

1. Number of staff (current and additional): 8 (6.79fte)
  2. If from existing staff resources, number of staff hours: Not Applicable
- 

### Legal

1. Legal Requirement: None:
  2. Call-in: Not Applicable: Full Council decisions are not subject to call-in.
- 

### Procurement

1. Summary of Procurement Implications: Not Applicable
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Not Applicable
- 

### Ward Councillor Views

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



### 3. COMMENTARY

- 3.1 An executive decision is a key decision and has to be included in the Council's Forward Plan if it (i) results in significant expenditure (or savings) above certain financial thresholds or if it (ii) has significant impact on the community in two or more wards. The Forward Plan is updated and published regularly in advance of each scheduled meeting of the Executive, and covers key decisions expected to be taken during the next four months.
- 3.2 Where a key decision needs to be made as a matter of urgency, but it has not been included in the Forward Plan or on an agenda published at least five clear working days before the meeting, the Council's Constitution does allow for the decision to be made, but only with the agreement of a relevant Policy Development and Scrutiny Committee Chairman or, in their absence, the Mayor, that the decision cannot reasonably be deferred. These occasions are relatively rare, and copies of the reports, minutes and statements of decision are in all cases made available to Members and to the public (unless the information is exempt and needs to be considered in Part 2), but the Constitution requires, as an additional safeguard, that they are reported to Council for information.
- 3.3 Since the start of the Council year in May 2018, only one key decision has been taken under the special urgency provisions – the details are set out below.

| <u>Decision Maker</u> | <u>Decision Date</u>           | <u>Subject/Decision</u>  |
|-----------------------|--------------------------------|--|
| Executive             | 12 <sup>th</sup> December 2018 | Decision in part 2 to dispose of the Old Town Hall and South Street Car Park, Bromley. The report was considered as a matter of urgency as the potential purchaser required urgent completion. |

|   |   |
|---|---|
| <b>Non-Applicable Sections:</b>                       | Impact on vulnerable adults and children/Policy/Financial/Personnel/Legal/Procurement |
| Background Documents:<br>(Access via Contact Officer) | Report listed above (part 2 - not for publication)                                    |

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Report No.  
CSD19058

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** COUNCIL

**Date:** Monday 8 April 2019

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

**Title:** **FOURTH REPORT OF THE EDUCATION, CHILDREN & FAMILIES SELECT COMMITTEE 2018/19**

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

**Chief Officer:** Director of Corporate Services

**Ward:** (All Wards);

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1. Reason for report

To report the recommendations made by the Education, Children and Families Select Committee following its fourth meeting held on 29 January 2019.

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2. **RECOMMENDATION(S)**

**That Council be recommended to:**

1. **Comment on the fourth report of the Education, Children and Families Select Committee 2018/19;**
2. **Invite the Leader and appropriate Portfolio Holders to consider the recommendations and**
  - (a) **refer the recommendations within the report to Service Directors and Partners where appropriate; and**
  - (b) **Provide a written response to the Education, Children & Families Select Committee for consideration at a future meeting of the Select.**

### Impact on Vulnerable Adults and Children

1. Summary of Impact: the recommendations in this report may have an impact on vulnerable children across the Borough although any impact has not been quantified.
- 

### Corporate Policy

1. Policy Status: Not Applicable
  2. BBB Priority: Not Applicable
- 

### Financial

1. Cost of proposal: Not Applicable
  2. Ongoing costs: Not Applicable
  3. Budget head/performance centre: Democratic Services
  4. Total current budget for this head: £350,650
  5. Source of funding:
- 

### Personnel

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

### Legal

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

### Procurement

1. Summary of Procurement Implications:
- 

### Customer Impact

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

### Ward Councillor Views

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

|  |  |
|--|--|
| Background Documents:<br>(Access via Contact<br>Officer) | Minutes of the Education, Children and Families Select<br>Committee held on <a href="#">29.01.19</a> |
|--|--|

**REPORT OF THE EDUCATION, CHILDREN & FAMILIES SELECT  
COMMITTEE  
2018/19**

**THE IMPACT OF UNIVERSAL CREDIT ON  
FAMILIES**

Meeting Date: Tuesday 29 JANUARY 2019

The Committee gives its sincere thanks to the witnesses for their contribution to the Select Committee's Review.

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## **Foreword**

**The Select Committee's inquiry into the impact of the benefit changes on children and families was restricted by a lack of any witnesses from Bromley's schools despite a request in the Education Circular.**

**Our witnesses gave extremely helpful and interesting testimony particularly in understanding the operation of Universal Credit, the impact of the Local Housing Allowance and the supply of appropriately sized family properties, however these matters fall outside the remit of the Committee and we therefore recommend that the Recreation, Renewal and Housing Portfolio Holder and PDS and the Development Control Committee may wish to consider these issues further.**

**We are unable to make a judgement as to the extent, if any of the impact of the benefit changes on children and families as we received no evidence with regard to local families, however experience would suggest that a child's education will be impacted by the disruption of a family being made homeless and having to move and live in temporary accommodation. This is an area in which needs to be examined further.**



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

## 1. Introduction

- 1.1 The Education Children and Families Select Committee met on 29<sup>th</sup> January 2019 to consider the impact of Universal Credit on families.
- 1.2 The Committee also received an update on the Youth Offending Service, as well as a detailed update from the Interim Director of Children's Social Care, and its regular update from the Portfolio Holder for Children, Education and Families. Details can be found in the [minutes](#)<sup>1</sup> from the meeting.

## 2. Executive Summary of Recommendations

**Recommendation 1: That the R&R and Housing Portfolio Holder and PDS consider whether they wish to monitor impact of the introduction of Universal Credit on levels of homelessness and the supply of properties to rent in Bromley.**

**Recommendation 2: That the Universal Credit advice service be further promoted and advertised to families who would most benefit from the support.**

**Recommendation 3: The limited supply of 2 bedroom properties coupled with the increased demand for this type of property means that the choices available to claimants most at risk of homelessness are limited and the Development Control committee may wish to examine this matter further.**

**Recommendation 4 That the LHA rate and Spare Room Subsidy Rate for families whose children are removed temporarily by Social Services be waived to allow the family home to stay affordable and enable the child to return to the home so preventing additional costs to the Local Authority.**

**Recommendation 5: That the R&R and Housing Portfolio Holder consider whether he wishes to lobby the Government to review the rules surrounding delays in the payment of mortgage support for homeowners facing financial difficulties as a result of loss of employment.**

## 3. Impact of Universal Credit on Families

- 3.1. The Select Committee's main enquiry for this meeting focused on the impact of Universal Credit on families in the Borough. The purpose of the review was provide the Committee with facts concerning the impact of universal credit in the Borough in order to support Members in developing recommendations to address some of the local issues.
- 3.2 The Committee heard evidence from four witnesses at the meeting:
  - Ms Sara Bowry (Director of Housing, LBB),

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<sup>1</sup> Minutes can be found on the London Borough of Bromley Website at:  
<https://cde.bromley.gov.uk/ieListDocuments.aspx?CId=584&MId=6578>



## Fourth Report of the Education Children and Families Select Committee 2018/19

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- Mrs Rachael Dunley (Head of Early Intervention and Family Support Services, LBB),
- Mr Colin Smith (Welfare Reform Manager, LBB), and
- Ms Tracey Wilson (Head of Compliance and Strategy, LBB)

3.3 At the meeting, Members of the Committee were provided with three different case studies from the Bromley Children Project Family Support and Parenting Practitioner Team within the Early Intervention and Family Support Services in Children's Social Care. The first case study detailed an example of an open case where the Team was working across departments to seek a housing solution and prevent family breakdown and improve emotional wellbeing for all family members. The second case study detailed a case where the Team was again working across departments; the housing issue had been resolved but there remained rent arrears and other debts to clear, and the need for the family to establish a new support network following the need for the family to split in order to remove the benefit cap and make housing affordable. The third case study detailed a closed case where the parent had achieved their goals and averted homelessness, and was managing life better including clearing debts.

### 3.4 Introduction

3.4.1 Universal Credit is a working age benefit that replaced six means-tested benefits and tax credits with a single monthly payment per individual claimant or couple. The benefit operates as a single payment to claimants and is available to working people on a low income and the unemployed. Its stated aim is to improve the incentive to work by making it easier for people who have temporary, low-paid work to move in and out of employment without losing benefits, and to simplify the benefits system by bringing together several benefits into one single payment. Through this scheme, it is envisaged that unemployed people will be encouraged to take on more work for any period of time that is available.

3.4.2 Universal Credit was first legislated through the [Welfare Reform Act 2012](#)<sup>2</sup> as a means to simplify the benefits system and 'make work pay'. Universal Credit is scheduled to be fully implemented to around 6-8 million households nationally by 2022-23. In July 2018, there were estimated to be approximately 800,000 recipients of Universal Credit<sup>3</sup>. One of the aims of Universal Credit is to encourage families to budget on a monthly basis. However, this is a skill that does not necessarily come instinctively to vulnerable families and many require intensive support in order to be able to prioritise demands and manage their monthly budget. It is critical that there is intervention at an early stage in terms of debt and housing advice if it becomes evident that families are not able to manage their monthly budget.

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<sup>2</sup> <http://www.legislation.gov.uk/ukpga/2012/5/contents/enacted>

<sup>3</sup> <https://www.bath.ac.uk/announcements/new-project-to-investigate-impact-of-universal-credit-for-families-balancing-work-money-and-care/>

### **3.5 Universal Credit in the London Borough of Bromley**

- 3.5.1 Universal Credit was introduced in Bromley for all new claims on 25<sup>th</sup> July 2018. Universal Credit in Bromley is still in its infancy, although any impact has been less noticeable than originally envisaged as the Department for Work and Pensions (DWP) removed Temporary Accommodation Housing Costs from Universal Credit and Housing Benefit for the rent is still applicable. From 1<sup>st</sup> February 2019, Families with three or more children will be made to claim Universal Credit if they have to make a new claim or have a significant change.
- 3.5.2 The Committee notes that there are in excess of 1600 families in temporary accommodation in the Borough. This figure reflects 1815 children aged 0-16 years old. An increasing number of families are being placed outside of the Borough, with over 600 school aged children housed in temporary accommodation outside LB Bromley. An increasing number of these children travel back into the Borough to attend school and this places an additional financial pressure on families.
- 3.5.3 As part of its review the Committee was provided with the following data in relation to families living in temporary accommodation:
- 1815 school aged children (0-16 years) living in temporary accommodation
  - 504 children attending school in Bromley
  - 286 families placed in Croydon
  - 178 families placed in Lewisham
  - 99 families placed in Bexley
  - 40 families placed in Southwark
  - 22 families placed in Lambeth
- The majority of the remaining families (686) are placed in Kent (e.g. Dartford (86 families), Gravesham, Swale, Thanet etc) and Medway. 229 families are placed in Medway.
- 3.5.4 The Council operates a Placement Policy taking into consideration particular support needs such as schooling and employment. This ensures that families meeting the specific criteria set out in the Policy are given priority for in-borough placements.
- 3.5.5 The Committee discussed the impact of overcrowding on school-aged children. It has been suggested that further consideration should be given to expanding the public provision of study facilities available to children living in overcrowded accommodation. It is noted that overcrowding and space to study is one of the criteria in the Placement Policy however feedback that Members of the Committee have received from families across the Borough suggests that more can be done to address this issue. In the first instance schools should consider how this might be addressed using school premises.

- 3.5.6 40% of people approaching Bromley Housing Services for support are losing private sector accommodation due to affordability. Rent levels across the Borough have become unaffordable for many families who are facing additional financial pressures resulting from the failure of real incomes to keep pace with rising costs.
- 3.5.7 The provision of assistance for the application process as well as budgeting support currently lies with LB Bromley. The Citizens Advice Bureau, along with the Housing Team and Bromley Children's Project, provide support to clients who need help with the transition to monthly payments.
- 3.5.8 There has been no evidence that the introduction of Universal Credit has increased levels of homelessness or reduced the supply of properties to rent in Bromley. The Committee notes that this will need to be monitored as the numbers affected increase.

**Recommendation 1: That the R&R and Housing Portfolio Holder and PDS consider whether they wish to monitor impact of the introduction of Universal Credit on levels of homelessness and the supply of properties to rent in Bromley.**

#### 3.5.5 The Benefit Cap

- 3.5.5.1 The Benefit Cap affects claimants who are not in receipt of income equivalent to 16 hours (24 hours for families) paid at the National Living Wage (£7.83 per hour for over 25's). The Benefit Cap was introduced in April 2013 and established that the maximum benefit allowed for those living in London is £431.00 for families and £350.00 for single clients. The Benefit cap only takes effect if claimants are not working 24 hours (for families) or 16 hours (single clients) per week.
- 3.5.5.2 Under housing benefit regulations the Benefit Cap will reduce the Housing Benefit award. Historically, Bromley had around 300 households affected. All households that are capped more than £50 per week are invited to an interview to assist them in budgeting and trying to get into employment to move away from their benefit being capped.
- 3.5.5.3 Currently there are 263 families, 14 single claimants, and 1 couple with no children affected by the benefit cap.
- 3.5.5.4 Discretionary Housing Payments (DHPs) have been used to give short term assistance to clients to allow time for them to be assisted by advisors in the Housing Department to come off the benefit cap. This would be by entering work, applying for disability benefits for themselves or dependants (if relevant), or to manage the shortfall without the need for DHP assistance. In 2017/18, the DHP scheme made 44 awards to clients affected by the benefit cap at a cost of £68,802.

## Fourth Report of the Education Children and Families Select Committee 2018/19

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- 3.5.5.5 The Committee notes that under Universal Credit Regulations the Benefit Cap will reduce the living allowance first followed by the housing costs. As there will be no shortfall in housing costs a DHP cannot be awarded
- 3.5.5.6 Within the Council's Housing Services there is increased debt advice, floating support services, and Officers undertake assessments of need. The Citizens Advice Bureau (CAB) is also funded to provide advice concerning Universal Credit. The Committee notes that the CAB are very good at signposting families to the other support services that are available as well as providing basic budgeting support to families. In addition to this; Housing Associations and Credit Unions also provide valuable support and advice to families experiencing financial difficulties.
- 3.5.5.7 The Committee notes that since July 2018 there have been only 400 approaches to the CAB Universal Credit advice service. As more families face difficulties with their housing costs this service should be further promoted and advertised.

**Recommendation 2: That the Universal Credit advice service be further promoted and advertised to families who would most benefit from the support.**

### 3.5.6 Availability of Suitable Accommodation

- 3.5.6.1 The lack of availability of affordable family accommodation is another significant issue. There are a number of initiatives to address the limited supply of properties suitable for families across the Borough within Council's Housing Strategy.
- 3.5.6.2 The Under-Occupation Scheme aims to facilitate a move to a smaller property for those who are over-accommodated such as older people whose families have grown up and moved out. One of the biggest challenges is that people often look to move from 3 or 4 bedroom properties to two bed properties. There is, however, competing demand as 2 bedroom properties also attract the highest demand from homeless families. The Housing Strategy is looking at ways to increase supply but this will not provide a solution in the short- to medium-term.

**Recommendation 3: The limited supply of 2 bedroom properties coupled with the increased demand for this type of property means that the choices available to claimants most at risk of homelessness are limited and the Development Control committee may wish to examine this matter further.**

### 3.5.7 Under-Occupation Subsidy

- 3.5.7.1 The Under-Occupation Subsidy was introduced in April 2013 and affects working-aged tenants of Registered Social Landlord who have more bedrooms in their property than required for the size of their household.

## Fourth Report of the Education Children and Families Select Committee 2018/19

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- 3.5.7.2 The deductions are 14% for one extra bedroom and 25% for two or more additional bedrooms.
- 3.5.7.3 In April 2013, in Bromley there were 1900 tenants affected. There are now currently 1104 tenants affected (182 by the 25% deduction for 2 or more bedrooms and 922 by the 14% deduction for one extra bedroom). Where a child is taken into temporary care this can lead to a family under occupying a property and being required to find a tenant or lose the spare room subsidy, in these case we would support the waiving of this requirement unless the arrangements regarding the child become permanent.

**Recommendation 4: That the LHA rate and Spare Room Subsidy Rate for families whose children are removed temporarily by Social Services be waived to allow the family home to stay affordable and enable the child to return to the home so preventing additional costs to the Local Authority.**

### 3.5.8 Local Housing Allowance (LHA)

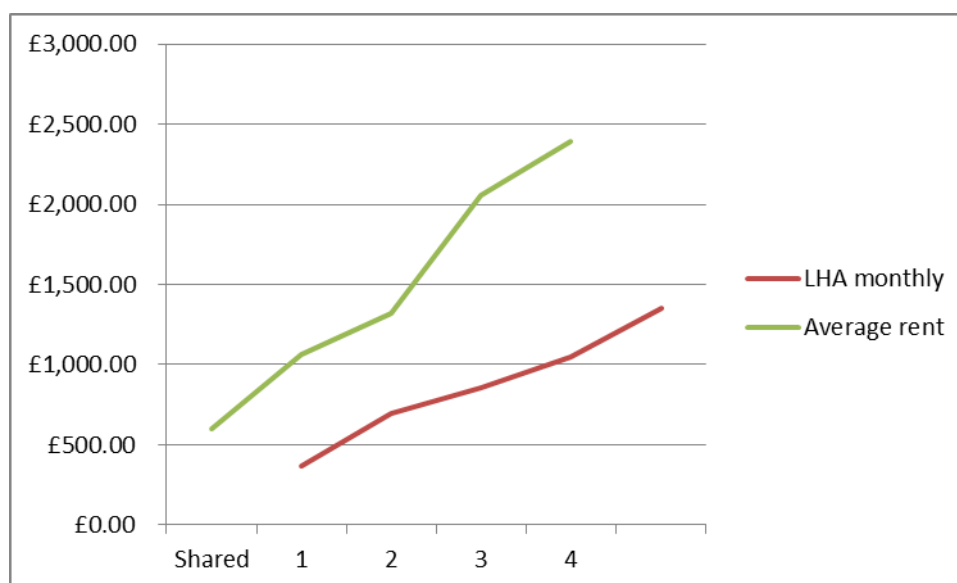
- 3.5.8.1 Rates of Local Housing Allowance (LHA) determine the maximum rent liability allowed for Private Sector claimants when claiming Housing Benefit or Universal Credit Housing Costs. These rates have not increased in line with the local rental market leaving many properties unattainable to those on low incomes. This affects both working and non-working families; particularly those who need to live in a specific area due to school, work or family commitments.
- 3.5.8.1 Sourcing suitable accommodation for those seeking support and assistance from the Housing Team in Bromley is very difficult due to LHA rates and is probably the biggest single factor impacting claimants, not just in Bromley but also in other London Boroughs.
- 3.5.8.2 The table and graph below set out a comparison between available properties in Private Rented Sector and LHA rates. This information was captured from available properties on 20<sup>th</sup> December 2018<sup>4</sup>.

| LHA monthly |           | Average rent |        |
|-------------|-----------|--------------|--------|
| Shared      | £365.17   | Shared       | £598   |
| 1           | £697.75   | 1            | £1,060 |
| 2           | £858.48   | 2            | £1,318 |
| 3           | £1,050.40 | 3            | £2,059 |
| 4           | £1,355.34 | 4            | £2,395 |

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<sup>4</sup> [www.home.co.uk/for\\_rent/bromley/current\\_rents?location=bromley](http://www.home.co.uk/for_rent/bromley/current_rents?location=bromley)

## Fourth Report of the Education Children and Families Select Committee 2018/19



Some have suggested increasing the Local Housing Allowance to match market rents; however this would only lead to an increase in market rents. They may be a case for an indexed link increase but the central problem is one of supply.

### 3.5.9 Owner Occupiers

3.5.9.1 The Select Committee has also considered the issue of families who own their own home and have a mortgage secured against the property. Before homeowners with a mortgage are able to claim any mortgage support, 9 Universal Credit payments have to be made. In addition, there is a 4 to 5 week delay in the payment of the first month's Universal Credit. The result of this is that significant mortgage arrears are built up before any financial support can be claimed. Furthermore, if homeowners have previously utilised their "mortgage holiday" during an earlier period of unemployment they are at significant risk of losing their property. Home owners need to ensure that they have insurance policies in place for such eventualities.

**Recommendation 5: That the R&R and Housing Portfolio Holder consider whether he wishes to lobby the Government to review the rules surrounding delays in the payment of mortgage support for homeowners facing financial difficulties as a result of loss of employment.**

3.5.9.2 The Committee notes that in 2011 there was a significant increase in the number of homeowners losing their accommodation as a result of mortgage arrears.

### 3.6 **Conclusion**

3.6.1 With a growing number of families living in Temporary Accommodation there is clear evidence that rent levels across the Borough are becoming unaffordable for many families, including working families.

## Fourth Report of the Education Children and Families Select Committee 2018/19

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- 3.6.2 The limited supply of 2 bedroom properties coupled with the increased demand for this type of property means that the choices available to claimants most at risk of homelessness are limited and the Development Control committee may wish to examine this matter further.
- 3.6.3 It is essential that appropriate support in terms of debt and housing advice is provided to those most at risk of homelessness at an early stage.
- 3.6.4 We are unable to make a judgement as to the extent, if any of the impact of the benefit changes on children and families as we received no evidence with regard to local families however experience would suggest that a child's education will be impacted by the disruption of a family being made homeless and having to move and live in temporary accommodation. This is an area in which needs to be examined further.

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Report No.  
CSD19059

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:** COUNCIL

**Date:** Monday 8 April 2018

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

**Title:** POLICY DEVELOPMENT AND SCRUTINY ANNUAL REPORT  
2018/19

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

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

**Ward:** (All Wards);

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1. Reason for report

The Council's constitution requires that a report is made each year to Full Council summarising the work of PDS Committees. The report for 2018/19 is attached and includes contributions from all PDS Committee Chairmen on the work of their respective Committees. The report was considered by Executive and Resources PDS Committee at its meeting on 19<sup>th</sup> March 2019.

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2. **RECOMMENDATION(S)**

**That Council receives the Annual Policy Development and Scrutiny Report for 2018/19.**

## Impact on Vulnerable Adults and Children

1. Summary of Impact: The report includes summaries of the work of the Education, Children and Families Select Committee.
- 

## Corporate Policy

1. Policy Status: Existing Policy: Section 6.03 of the Constitution sets out the requirement for an annual PDS report.
  2. BBB Priority: Excellent Council:
- 

## Financial

1. Cost of proposal: No Cost:
  2. Ongoing costs: Not Applicable:
  3. Budget head/performance centre: Democratic Services
  4. Total current budget for this head: £350,650
  5. Source of funding: 2017/18 Revenue Budget
- 

## Personnel

1. Number of staff (current and additional): 8 Posts (6.87 fte)
  2. If from existing staff resources, number of staff hours: Not applicable
- 

## Legal

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

## Procurement

1. Summary of Procurement Implications: Not Applicable
- 

## Customer Impact

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

## Ward Councillor Views

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

|   |  |
|---|--|
| <b>Non-Applicable Sections:</b>                       | Policy/Financial/Legal/Personnel/Procurement |
| Background Documents:<br>(Access via Contact Officer) | Article 6, LBB Constitution                  |



THE LONDON BOROUGH

# **Policy Development & Scrutiny Annual Report 2018/19**

**For submission to Full Council on 8<sup>th</sup> April 2019**

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## 1. Foreword

1. On behalf of all my colleagues who are engaged in Policy Development and Scrutiny Committees in the London Borough of Bromley, I have great pleasure in presenting our Annual Report for 2018/2019, which summarises the work that has been carried out by the Committees during the Council year.

2. The continuing Government reductions in funding support for local councils and the ongoing cost pressures faced by Bromley Council leaves a long term funding gap. The 2019/20 budget has been balanced, however for future years the gap as follows; £16M for 2020/21 and £21M for 2021/22 and £32M for 2022/23 which means that total cumulative cash savings of around £68M over the next 4 years need to be found. The Council has a legal obligation to set a balanced budget, so effort is needed to generate income and find additional savings over this period. The Government will implement the devolution of business rates to individual boroughs from 2020/21 which will allow Bromley to retain a greater share of the business rates it collects (subject to equalisation). Although Bromley is currently part of a London Business rate pilot, the devolution to individual boroughs will offer Bromley an opportunity to be rewarded for growth as well as challenges with any downside risk. Over the next few years this will mean that the Growth Fund will be very important to drive additional business rate revenue.

3. Against this tough background 2018/19 has come in on budget subject to the use of some contingency. Over recent years the Council has set balanced budgets, without significantly impairing the delivery of frontline services. However, in light of the looming budget gap, the Council has increased Council Tax this year by a Bromley element of 3.99%, including the 2% increase to fund social care. In addition the Labour London Mayor and GLA also increased its precept by 5.1%, making the net overall increase of 4.21% for Bromley residents. Current assumptions indicate a 4.99% increase in Bromley's Council Tax share in 2019/20. Bromley Council continues to be debt free, meaning our residents' Council Tax is spent on services and not on interest payments.

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

5. In addition to the financial challenges ahead and the need to become a different organisation with fewer resources, the Council should grasp opportunities for wider integration across public services including health and local government and look at cooperation with other Local Authorities to drive efficiencies. The Council will need to identify new investment opportunities to help protect key services whilst managing any associated risks. This might need a new look with an Investment and Revenue Generation Sub-Committee, to help grow revenue outside the usual call on tax payer funds. Scrutiny will remain key to ensure that there is adequate control and stability. In the context of these challenges, the Council should review its current structures including the PDS function to ensure that scrutiny can drill down to an appropriate level when looking at opportunities for value for money.

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

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

**Cllr. Simon Fawthrop**  
**Chairman, Executive Resources and Contracts PDS Committee**

## 2. Policy Development and Scrutiny Chairmen 2018/19



Cllr Simon Fawthrop  
Executive, Resources & Contracts



Cllr Mary Cooke  
Adult Care & Health Services



Cllr Nicholas Bennett JP  
Education, Children & Families Select  
Committee



Cllr Will Harmer  
Environment and Community Services



Cllr David Cartright  
Public Protection and Enforcement



Cllr Michael Rutherford  
Renewal, Recreation & Housing

## 3. Policy Development and Scrutiny in Bromley

### Introduction

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

### Policy Reviews

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

### One-Off Reviews

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



## **Performance and Budget Monitoring**

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

## **Call-in**

- 3.9 The call-in process is a key means by which PDS Committees can hold the Executive to account. Any five Councillors can call in a decision and prevent it from taking immediate effect until it has been re-considered by a PDS Committee. The Committee can then interview the Portfolio Holder and officers and consider whether the decision is appropriate, within the Council's policy framework, and whether it should be reconsidered. If the Committee feels that the decision should be reversed or altered, it can make a recommendation to the Executive, which then has to reconsider the matter.
- 3.10 At the time of writing, one call-in has been made in 2018/19. The continued low level of call-in reflects an emphasis given to pre-decision scrutiny leading to better and more robust decisions which are less likely to be challenged.

# **4. Report from Executive, Resources & Contracts PDS Committee**

**Chairman: Cllr. Simon Fawthrop**

**Vice-Chairman: Cllr. Keith Onslow**

## **1. Introduction**

In 2018/19 the Committee held 8 scheduled meetings, and 1 additional meeting. The regular meetings included the scrutiny of items to be decided at the Executive's meetings, in addition to matters reported to the Committee. The Committee also has Contracts and Commissioning Sub-Committee, chaired by Cllr Wells with support from Cllr Neil Reddin as Vice-Chairman, which has undertaken some very useful work in coordinating the end to end contract scrutiny process and analysing gaps in the processes. I would also like to thank the members of the Committee for their contributions and thank the Officer team, for their support across the year, including call overs and agenda setting as well as numerous ad hoc meetings.

## **2. Scrutiny of the Executive and the Resources, Contracts and Commissioning Portfolio Holder**

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

## **3. Review of Council Activities**

The Committee has been very conscious of the need to reduce costs and has diligently scrutinised budget and capital programme reports and measures to bring costs under control, including overspends across some budget headings. The contracts register and the disposal of various surplus assets, the performance of the Council Tax Support Scheme and issues concerning homelessness and temporary accommodation, Treasury Management performance which continues in the top 10% of local authority performances, the various invest-to-save projects, as well as details on the Growth Fund and Investment Fund initiatives and the risk register were also considered. In addition the Committee considered the disposal of assets including the Old Town Hall site.

## **4. Scrutiny of Contracts.**

The Committee also reviewed the work of key supplier contracts including the IT Services contract provided by BT (as I am an employee of BT these items were chaired by Cllr Onslow, to avoid any conflict of interest). We also reviewed the work of Liberata and Amey. Whilst it has been good to see the Liberata contract performing well and showing both good value for money and a good level of service, Amey has been more challenging. Bromley's employees often bring poor performance and poor standards by Amey to me on a confidential basis, whilst some things have changed, the fact that these complaints continue means further and deeper scrutiny is required. The retendering of the Exchequer Services Contract was being scrutinised by the Contracts and Commissioning Sub Committee under Cllr Wells.

## **5. Outlook**

The Government's cost reductions have continued to impact on the Council's finances. The task to find the savings necessary to balance the Council's budget has been a major factor across this year.

Keeping on top of the cost pressures, which include additional growth items of up to £33m in 2022/23, partly offset by mitigation of £15m, will be crucial in delivering a balanced budget in future years. The main challenge is closing the funding gap of £32 million by 2022/23, and a lot of hard work remains to ensure the Council continues to set legal budgets over the coming years. On a positive note a Brexit bounce for the economy is just around the corner.

## **6. Conclusions**

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

It remains essential that we take action to meet our statutory obligations, to have a balanced budget and ensure the Council provide key services whilst 'living within its means'.

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

**Councillor Simon Fawthrop**  
**Chairman, Executive & Resources PDS Committee**

## 5. Report from Adult Care and Health PDS Committee

**Chairman Cllr Mary Cooke**  
**Vice Chairman. Cllr Robert McIlveen**

The Adult Care & Health PDS and the Health Scrutiny Sub-Committee held a total of 9 meetings this year. The Sub-Committee considered moving its start time from 4pm to later in the day but after consultation with partners agreed that this would not be a positive move.

I begin by expressing thanks to all Committee Members, both elected and Co-Opted, officers and staff of LBB and the representatives of our health partners who have given unstintingly of their time and their expertise. In particular I would like to pay tribute to Kerry Nicholls, the Clerk to the Committees, who left LBB at the beginning of February. I wish her every success.

### **Review of 2018/2019**

1. The Service is demand-led and the predicted overspend was mitigated by the release of funding from the Improved Better Care Fund, the Bromley Clinical Commissioning Group (BCCG) reserve and the work undertaken by the Invest to Save team.

2. During the year the Committee was pleased to note the “Good” outcome of the Reablement inspection in May 2018, the “Good” outcome of NHS England’s annual review of Bromley Clinical Commissioning Group, and the expected positive outcome of the Shared Lives Service Inspection which took place in early 2019.

3. There has been more proactive management of contracts reflecting the Committee’s role in scrutinising the improvement process and Members agree that they have a much improved line of sight of procurement and contract management. The previous flow of urgent decisions has ceased and at its last meeting the Committee was pleased to note that only one contract is red flagged and that is due to the proximity of the end of the contract.

4. The Committee scrutinised reports from the Public Health service which it found helpful. It resolved new funding of £603k to continue the Health Support to Schools programme targeted at children with medical and safeguarding needs to continue when the Better Care Funding ceases in March 2019.

5. Key highlights of the year include:

- Successful partnership working with the Bromley Safeguarding Adults Board including the provision of safeguarding training for all Members of the Committee.
- The recruitment of 15 newly qualified social workers strengthened the Adult Social Care Service.
- The procurement of a new Social Care Case Management IT system.
- Attention has been given to both Supported Living and Shared Lives Schemes and recommendations successfully introduced to meet winter pressure demands in 2017/18. These were enhanced for 2018/19 and a report from the BCCG is planned

for the March meeting of the Health Scrutiny Sub Committee. made as to procurement process

- The comprehensive evaluation of winter health services carried out by BCCG. A range of services were successfully introduced to meet winter pressure demands in 2017/18. These were enhanced for 2018/19 and a report from the BCCG is planned for the March meeting of the Health Scrutiny Sub Committee.

6. Sustained efforts have been undertaken to strengthen our relationship with our partners. The Chairman and the Portfolio Holder now have regular meetings with Bromley Healthcare and, health representatives meet the Health Sub-Committee bi-annually. We are also confident that relationships with Oxleas NHS Foundation Trust will improve following the appointment of Matthew Trainer (previously COO at the PRUH) as Chief Executive at Oxleas and the appointment of Cllr Yvonne Bear to the Oxleas Council of Governors. King's College Hospital NHS Foundation Trust has been subject to a number of severe challenges since it was placed in Financial Special Measures in December 2017, including the need to recruit a Chief Executive at the PRUH. However the inability to field a representative to attend the Sub Committee meeting in January or the meeting scheduled for the 6 March 2019 is more than regrettable.

### **Objectives for 2019/20**

1. Continue to monitor the performance against budget with vigour paying particular attention to the Council's statutory duties that fall under the Committee's purview

2 Focus on mental health taking a holistic approach to encourage partners to work more closely to strive to ensure that physical, mental and social care needs of people are met. In particular scrutinise the process for transition from child to adult mental health services.

3 While appreciating the value of the present schedule of visits to Care Homes etc the Committee does not believe it is the appropriate forum for in depth scrutiny. It will, therefore, invite the providers of high value contracts and users of the service to contribute to the work of the Committee either by attending the meeting or giving feedback in a more appropriate way.

4. Scrutinise the contracts register and the contracts data base. Recognising that its role is to scrutinise the shaping of services and not to micro manage; it will scrutinise the in principle decision as to whether to provide a service and scrutinise the decision of the selection of a provider.

**Councillor Mary Cooke**  
**Chairman, Adult Care & Health PDS and Health Scrutiny Sub-Committee**

## 6. Report from Education, Children & Families Select Committee

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

1. The Committee has now been in its present form as a Select Committee for three years and has bedded in well. All the members serving on the Committee have expressed their view that the way the Committee undertakes scrutiny and produces subsequent policy proposals is more effective than in the old PDS format where the emphasis was largely on scrutiny of the Portfolio Holder and his proposed decisions. The Select Committee process recognises that policy flows from the Executive but that, by Committee having control of what it scrutinises, it is able to examine in detail specific areas and make proposals for improvements. The new system holds the Portfolio Holder to account at each meeting and also over the year calls the senior officers for examination of their work. In addition, the Sub-Committee and, when necessary the main committee scrutinises contract decisions which the Portfolio Holder is minded to make.
2. The expansion of the Sub-Committee's role to include performance monitoring has enabled the Committee to give a fuller examination of the budget, the capital programme, contracts and risk registers, the Portfolio Plan and the annual reports of the Virtual School, Private Fostering, Adoption, Local Authority Designated Officer, the Independent Reviewing Officer, the Annual ECHS Complaints Report and the Bromley Safeguarding Children Board. These annual reports are produced at great cost and effort and deserve proper consideration. The Sub-Committee also invited the whole membership of the main Committee for the report into St Olave's School.
3. The Select Committee met five times in the year with an additional meeting to examine the sustainability of the Education Budget. This was one of two inquiries covering the entire budget under the Portfolio. The children's social care budget accounts for 20% of the Council's total controllable budget and therefore must play a considerable role in the way in which the total budget is managed and controlled. The Education budget is largely devolved to schools but some 2% is controlled by the Council. The Committee has made 22 proposals in total, across the two budgets, to improve the effectiveness, economy and efficiency of the way the budget is spent.
4. In addition to the two Reports referred to above the Committee conducted three other major inquiries into:
  - ***Post 16 Non-university technical education and apprenticeship Opportunities in Bromley***
  - ***The impact of Benefit Changes on Children and Families***
  - ***Lifelong Learning***
5. Three mini inquiries were held on the ***Youth Offending Service*** and ***Adult Education***. Given the importance of the role of the Council as ***Corporate Parents***, the

Committee also looked at how Council Members could play a greater role in the lives of the children which the Council looks after.

6. The Portfolio Holder appeared for scrutiny at all but one of the meetings and, in addition, the Deputy Chief Executive and Director of Education Care and Health Services, the Interim Director of Children's Care and the new Director of Education have all been before the Committee for scrutiny sessions.
7. The Committee was very pleased that the **Living in Care Council** arranged for the Committee to view their new video '**Listen When I Speak**' and it raised important issues which we have considered in our examination of our role as Corporate Parents.
8. The Committee had one important presentation during the year when Gillian Palmer, the Interim Director of Education, presented a valuable research report on **Education Outcomes in Bromley**. The report was extremely helpful, particularly to new members of the Council, on the factors affecting progress at each of the key stages in the education of Children in the Borough.
9. The Committee will have new leadership in 2019-20 as I take on the role of Mayor and Cllr Reddin stands down as Chairman of the Sub-committee. We hope that the new Chairman and Deputy Chairman will build on the progress made by the Select Committee and its Sub-Committee. There are number areas for further improvement. We hope that all witnesses will, in future produce written evidence to be circulated with the agenda and secondly that the range of witnesses can be expanded outside the Council staff. We appreciate that it has been difficult to get schools to give evidence (and we are grateful to those who did respond to the inquiry on post 16 education). We were disappointed that the NHS, the largest employer in the Borough could not find anyone to attend the Post 16 education inquiry and that we have yet to get private sector witnesses to give evidence.
10. I would like to thank the former Director of Education, Care and Health Services, Ade Adetosoye OBE, Gillian Palmer, the former Interim Director of Education, Jared Nehra, our new Director of Education and Janet Bailey, Interim Director of Children's Care, together with all their staff for their help and assistance with the work of the Committee during the year.
11. My thanks also to all the members of the Committee and Sub-committee both elected and co-opted for their thoughtful contributions and cross party cooperation.
12. The behind the scenes work of preparing for the Committee includes an annual meeting with colleagues to discuss the year ahead and then, with my Deputy Chairman, an agenda planning meeting and a call over meeting with officers for each meeting in the annual cycle. I want particularly to pay tribute to Cllr Neil Reddin, the best Deputy I have ever worked with. Neil and I have worked closely together over six of my seven years as Chairman and I shall miss his calm, common sense approach

both as Deputy Chairman and in his efficient chairing of the Sub-committee. Last but not least a huge thank you to Philippa Gibbs, our Committee Clerk and administrator. Without her hard work in preparing the agendas, writing the minutes and drafting our Inquiry Reports the Committee would not operate in the efficient and effective way which it has done over the past years.

**Cllr Nicholas Bennett MA JP**

**Chairman**

**Education, Children and Families Select Committee**



## 7. Report from Environment and Community Services PDS Committee

Chairman: Cllr. William Harmer

Vice-Chairman: Cllr. David Jeffreys



I would like to start by thanking all the people who worked to ensure the success of the Committee in 2018/19. In particular:

- Our committee members whose questioning and contributions have shaped and improved the proposals coming through the committee
- The Director of Environment and Community Services, Nigel Davies and his team for their contributions both to the reports and to the meetings
- Cllr Huntingdon-Thresher for his courteous and knowledgeable responses to committee questions and concerns as Portfolio Holder with his Executive Assistant Cllr. Kira Gabbert
- Mr. Keith Pringle, our committee clerk who ensured each meeting ran smoothly
- The members of the public who in asking their own questions supported the committee in holding the Executive to account and demonstrated a clear passion for enhancing the neighbourhoods in which they live.

The services within this portfolio impact every resident in the Borough, from waste collection, parks and recycling to pot holes and road safety. Residents expectations from the service are changing and we're seeing increased emphasis on continuing to improve the safety of our roads, switching to new and more efficient ways of contacting the council, such as through FixMyStreet and the Bromley.gov.uk website and increasing demands to enhance and improve our parks. The committee has responded to these changing expectations driving ambitious policies.

As a Policy Development and Scrutiny function we serve two roles, firstly to scrutinise decisions relating to our area and secondly to develop and influence the direction of the Council's policy in this portfolio area.

I'm hopeful that members who participated in the committee and members of the public who took the time to attend felt that they had contributed to achieving tangible outcomes in both those roles. I highlight on the next page three key items (but not exhaustive) that the committee has achieved over the course of the year.

As we look forward, the committee will need to grapple with a number of challenges. This list is broad but includes continuing our excellent record on road safety, understanding the impact of electric and possibly autonomous forms of transport, dealing with the increasing number of cars in the Borough and working with our fantastic friends groups to improve our parks and neighbourhoods. All of this will be against a context of continuing and significant reduction to the funding which we will need to respond to in order to keep the Council on a stable financial footing.

**1** Proactively holding our contractors to account: Recognising the role of the Local Authority as a Commissioning organisation, the PDS started the civic year agreeing stretch targets for the delivery of our key services. A standing item was placed at the start each meeting to review how our services were performing.

| Contract | Contractor | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 2029/30 | 2030/31 | 2031/32 | 2032/33 | 2033/34 | 2034/35 | 2035/36 | 2036/37 | 2037/38 | 2038/39 | 2039/40 | 2040/41 | 2041/42 | 2042/43 | 2043/44 | 2044/45 | 2045/46 | 2046/47 | 2047/48 | 2048/49 | 2049/50 | 2050/51 | 2051/52 | 2052/53 | 2053/54 | 2054/55 | 2055/56 | 2056/57 | 2057/58 | 2058/59 | 2059/60 | 2060/61 | 2061/62 | 2062/63 | 2063/64 | 2064/65 | 2065/66 | 2066/67 | 2067/68 | 2068/69 | 2069/70 | 2070/71 | 2071/72 | 2072/73 | 2073/74 | 2074/75 | 2075/76 | 2076/77 | 2077/78 | 2078/79 | 2079/80 | 2080/81 | 2081/82 | 2082/83 | 2083/84 | 2084/85 | 2085/86 | 2086/87 | 2087/88 | 2088/89 | 2089/90 | 2090/91 | 2091/92 | 2092/93 | 2093/94 | 2094/95 | 2095/96 | 2096/97 | 2097/98 | 2098/99 | 2099/00 | 2100/01 | 2101/02 | 2102/03 | 2103/04 | 2104/05 | 2105/06 | 2106/07 | 2107/08 | 2108/09 | 2109/10 | 2110/11 | 2111/12 | 2112/13 | 2113/14 | 2114/15 | 2115/16 | 2116/17 | 2117/18 | 2118/19 | 2119/20 | 2120/21 | 2121/22 | 2122/23 | 2123/24 | 2124/25 | 2125/26 | 2126/27 | 2127/28 | 2128/29 | 2129/30 | 2130/31 | 2131/32 | 2132/33 | 2133/34 | 2134/35 | 2135/36 | 2136/37 | 2137/38 | 2138/39 | 2139/40 | 2140/41 | 2141/42 | 2142/43 | 2143/44 | 2144/45 | 2145/46 | 2146/47 | 2147/48 | 2148/49 | 2149/50 | 2150/51 | 2151/52 | 2152/53 | 2153/54 | 2154/55 | 2155/56 | 2156/57 | 2157/58 | 2158/59 | 2159/60 | 2160/61 | 2161/62 | 2162/63 | 2163/64 | 2164/65 | 2165/66 | 2166/67 | 2167/68 | 2168/69 | 2169/70 | 2170/71 | 2171/72 | 2172/73 | 2173/74 | 2174/75 | 2175/76 | 2176/77 | 2177/78 | 2178/79 | 2179/80 | 2180/81 | 2181/82 | 2182/83 | 2183/84 | 2184/85 | 2185/86 | 2186/87 | 2187/88 | 2188/89 | 2189/90 | 2190/91 | 2191/92 | 2192/93 | 2193/94 | 2194/95 | 2195/96 | 2196/97 | 2197/98 | 2198/99 | 2199/00 | 2200/01 | 2201/02 | 2202/03 | 2203/04 | 2204/05 | 2205/06 | 2206/07 | 2207/08 | 2208/09 | 2209/10 | 2210/11 | 2211/12 | 2212/13 | 2213/14 | 2214/15 | 2215/16 | 2216/17 | 2217/18 | 2218/19 | 2219/20 | 2220/21 | 2221/22 | 2222/23 | 2223/24 | 2224/25 | 2225/26 | 2226/27 | 2227/28 | 2228/29 | 2229/30 | 2230/31 | 2231/32 | 2232/33 | 2233/34 | 2234/35 | 2235/36 | 2236/37 | 2237/38 | 2238/39 | 2239/40 | 2240/41 | 2241/42 | 2242/43 | 2243/44 | 2244/45 | 2245/46 | 2246/47 | 2247/48 | 2248/49 | 2249/50 | 2250/51 | 2251/52 | 2252/53 | 2253/54 | 2254/55 | 2255/56 | 2256/57 | 2257/58 | 2258/59 | 2259/60 | 2260/61 | 2261/62 | 2262/63 | 2263/64 | 2264/65 | 2265/66 | 2266/67 | 2267/68 | 2268/69 | 2269/70 | 2270/71 | 2271/72 | 2272/73 | 2273/74 | 2274/75 | 2275/76 | 2276/77 | 2277/78 | 2278/79 | 2279/80 | 2280/81 | 2281/82 | 2282/83 | 2283/84 | 2284/85 | 2285/86 | 2286/87 | 2287/88 | 2288/89 | 2289/90 | 2290/91 | 2291/92 | 2292/93 | 2293/94 | 2294/95 | 2295/96 | 2296/97 | 2297/98 | 2298/99 | 2299/00 | 2300/01 | 2301/02 | 2302/03 | 2303/04 | 2304/05 | 2305/06 | 2306/07 | 2307/08 | 2308/09 | 2309/10 | 2310/11 | 2311/12 | 2312/13 | 2313/14 | 2314/15 | 2315/16 | 2316/17 | 2317/18 | 2318/19 | 2319/20 | 2320/21 | 2321/22 | 2322/23 | 2323/24 | 2324/25 | 2325/26 | 2326/27 | 2327/28 | 2328/29 | 2329/30 | 2330/31 | 2331/32 | 2332/33 | 2333/34 | 2334/35 | 2335/36 | 2336/37 | 2337/38 | 2338/39 | 2339/40 | 2340/41 | 2341/42 | 2342/43 | 2343/44 | 2344/45 | 2345/46 | 2346/47 | 2347/48 | 2348/49 | 2349/50 | 2350/51 | 2351/52 | 2352/53 | 2353/54 | 2354/55 | 2355/56 | 2356/57 | 2357/58 | 2358/59 | 2359/60 | 2360/61 | 2361/62 | 2362/63 | 2363/64 | 2364/65 | 2365/66 | 2366/67 | 2367/68 | 2368/69 | 2369/70 | 2370/71 | 2371/72 | 2372/73 | 2373/74 | 2374/75 | 2375/76 | 2376/77 | 2377/78 | 2378/79 | 2379/80 | 2380/81 | 2381/82 | 2382/83 | 2383/84 | 2384/85 | 2385/86 | 2386/87 | 2387/88 | 2388/89 | 2389/90 | 2390/91 | 2391/92 | 2392/93 | 2393/94 | 2394/95 | 2395/96 | 2396/97 | 2397/98 | 2398/99 | 2399/00 | 2400/01 | 2401/02 | 2402/03 | 2403/04 | 2404/05 | 2405/06 | 2406/07 | 2407/08 | 2408/09 | 2409/10 | 2410/11 | 2411/12 | 2412/13 | 2413/14 | 2414/15 | 2415/16 | 2416/17 | 2417/18 | 2418/19 | 2419/20 | 2420/21 | 2421/22 | 2422/23 | 2423/24 | 2424/25 | 2425/26 | 2426/27 | 2427/28 | 2428/29 | 2429/30 | 2430/31 | 2431/32 | 2432/33 | 2433/34 | 2434/35 | 2435/36 | 2436/37 | 2437/38 | 2438/39 | 2439/40 | 2440/41 | 2441/42 | 2442/43 | 2443/44 | 2444/45 | 2445/46 | 2446/47 | 2447/48 | 2448/49 | 2449/50 | 2450/51 | 2451/52 | 2452/53 | 2453/54 | 2454/55 | 2455/56 | 2456/57 | 2457/58 | 2458/59 | 2459/60 | 2460/61 | 2461/62 | 2462/63 | 2463/64 | 2464/65 | 2465/66 | 2466/67 | 2467/68 | 2468/69 | 2469/70 | 2470/71 | 2471/72 | 2472/73 | 2473/74 | 2474/75 | 2475/76 | 2476/77 | 2477/78 | 2478/79 | 2479/80 | 2480/81 | 2481/82 | 2482/83 | 2483/84 | 2484/85 | 2485/86 | 2486/87 | 2487/88 | 2488/89 | 2489/90 | 2490/91 | 2491/92 | 2492/93 | 2493/94 | 2494/95 | 2495/96 | 2496/97 | 2497/98 | 2498/99 | 2499/00 | 2500/01 | 2501/02 | 2502/03 | 2503/04 | 2504/05 | 2505/06 | 2506/07 | 2507/08 | 2508/09 | 2509/10 | 2510/11 | 2511/12 | 2512/13 | 2513/14 | 2514/15 | 2515/16 | 2516/17 | 2517/18 | 2518/19 | 2519/20 | 2520/21 | 2521/22 | 2522/23 | 2523/24 | 2524/25 | 2525/26 | 2526/27 | 2527/28 | 2528/29 | 2529/30 | 2530/31 | 2531/32 | 2532/33 | 2533/34 | 2534/35 | 2535/36 | 2536/37 | 2537/38 | 2538/39 | 2539/40 | 2540/41 | 2541/42 | 2542/43 | 2543/44 | 2544/45 | 2545/46 | 2546/47 | 2547/48 | 2548/49 | 2549/50 | 2550/51 | 2551/52 | 2552/53 | 2553/54 | 2554/55 | 2555/56 | 2556/57 | 2557/58 | 2558/59 | 2559/60 | 2560/61 | 2561/62 | 2562/63 | 2563/64 | 2564/65 | 2565/66 | 2566/67 | 2567/68 | 2568/69 | 2569/70 | 2570/71 | 2571/72 | 2572/73 | 2573/74 | 2574/75 | 2575/76 | 2576/77 | 2577/78 | 2578/79 | 2579/80 | 2580/81 | 2581/82 | 2582/83 | 2583/84 | 2584/85 | 2585/86 | 2586/87 | 2587/88 | 2588/89 | 2589/90 | 2590/91 | 2591/92 | 2592/93 | 2593/94 | 2594/95 | 2595/96 | 2596/97 | 2597/98 | 2598/99 | 2599/00 | 2600/01 | 2601/02 | 2602/03 | 2603/04 | 2604/05 | 2605/06 | 2606/07 | 2607/08 | 2608/09 | 2609/10 | 2610/11 | 2611/12 | 2612/13 | 2613/14 | 2614/15 | 2615/16 | 2616/17 | 2617/18 | 2618/19 | 2619/20 | 2620/21 | 2621/22 | 2622/23 | 2623/24 | 2624/25 | 2625/26 | 2626/27 | 2627/28 | 2628/29 | 2629/30 | 2630/31 | 2631/32 | 2632/33 | 2633/34 | 2634/35 | 2635/36 | 2636/37 | 2637/38 | 2638/39 | 2639/40 | 2640/41 | 2641/42 | 2642/43 | 2643/44 | 2644/45 | 2645/46 | 2646/47 | 2647/48 | 2648/49 | 2649/50 | 2650/51 | 2651/52 | 2652/53 | 2653/54 | 2654/55 | 2655/56 | 2656/57 | 2657/58 | 2658/59 | 2659/60 | 2660/61 | 2661/62 | 2662/63 | 2663/64 | 2664/65 | 2665/66 | 2666/67 | 2667/68 | 2668/69 | 2669/70 | 2670/71 | 2671/72 | 2672/73 | 2673/74 | 2674/75 | 2675/76 | 2676/77 | 2677/78 | 2678/79 | 2679/80 | 2680/81 | 2681/82 | 2682/83 | 2683/84 | 2684/85 | 2685/86 | 2686/87 | 2687/88 | 2688/89 | 2689/90 | 2690/91 | 2691/92 | 2692/93 | 2693/94 | 2694/95 | 2695/96 | 2696/97 | 2697/98 | 2698/99 | 2699/00 | 2700/01 | 2701/02 | 2702/03 | 2703/04 | 2704/05 | 2705/06 | 2706/07 | 2707/08 | 2708/09 | 2709/10 | 2710/11 | 2711/12 | 2712/13 | 2713/14 | 2714/15 | 2715/16 | 2716/17 | 2717/18 | 2718/19 | 2719/20 | 2720/21 | 2721/22 | 2722/23 | 2723/24 | 2724/25 | 2725/26 | 2726/27 | 2727/28 | 2728/29 | 2729/30 | 2730/31 | 2731/32 | 2732/33 | 2733/34 | 2734/35 | 2735/36 | 2736/37 | 2737/38 | 2738/39 | 2739/40 | 2740/41 | 2741/42 | 2742/43 | 2743/44 | 2744/45 | 2745/46 | 2746/47 | 2747/48 | 2748/49 | 2749/50 | 2750/51 | 2751/52 | 2752/53 | 2753/54 | 2754/55 | 2755/56 | 2756/57 | 2757/58 | 2758/59 | 2759/60 | 2760/61 | 2761/62 | 2762/63 | 2763/64 | 2764/65 | 2765/66 | 2766/67 | 2767/68 | 2768/69 | 2769/70 | 2770/71 | 2771/72 | 2772/73 | 2773/74 | 2774/75 | 2775/76 | 2776/77 | 2777/78 | 2778/79 | 2779/80 | 2780/81 | 2781/82 | 2782/83 | 2783/84 | 2784/85 | 2785/86 | 2786/87 | 2787/88 | 2788/89 | 2789/90 | 2790/91 | 2791/92 | 2792/93 | 2793/94 | 2794/95 | 2795/96 | 2796/97 | 2797/98 | 2798/99 | 2799/00 | 2800/01 | 2801/02 | 2802/03 | 2803/04 | 2804/05 | 2805/06 | 2806/07 | 2807/08 | 2808/09 | 2809/10 | 2810/11 | 2811/12 | 2812/13 | 2813/14 | 2814/15 | 2815/16 | 2816/17 | 2817/18 | 2818/19 | 2819/20 | 2820/21 | 2821/22 | 2822/23 | 2823/24 | 2824/25 | 2825/26 | 2826/27 | 2827/28 | 2828/29 | 2829/30 | 2830/31 | 2831/32 | 2832/33 | 2833/34 | 2834/35 | 2835/36 | 2836/37 | 2837/38 | 2838/39 | 2839/40 | 2840/41 | 2841/42 | 2842/43 | 2843/44 | 2844/45 | 2845/46 | 2846/47 | 2847/48 | 2848/49 | 2849/50 | 2850/51 | 2851/52 | 2852/53 | 2853/54 | 2854/55 | 2855/56 | 2856/57 | 2857/58 | 2858/59 | 2859/60 | 2860/61 | 2861/62 | 2862/63 | 2863/64 | 2864/65 | 2865/66 | 2866/67 | 2867/68 | 2868/69 | 2869/70 | 2870/71 | 2871/72 | 2872/73 | 2873/74 | 2874/75 | 2875/76 | 2876/77 | 2877/78 | 2878/79 | 2879/80 | 2880/81 | 2881/82 | 2882/83 | 2883/84 | 2884/85 | 2885/86 | 2886/87 | 2887/88 | 2888/89 | 2889/90 | 2890/91 | 2891/92 | 2892/93 | 2893/94 | 2894/95 | 2895/96 | 2896/97 | 2897/98 | 2898/99 | 2899/00 | 2900/01 | 2901/02 | 2902/03 | 2903/04 | 2904/05 | 2905/06 | 2906/07 | 2907/08 | 2908/09 | 2909/10 | 2910/11 | 2911/12 | 2912/13 | 2913/14 | 2914/15 | 2915/16 | 2916/17 | 2917/18 | 2918/19 | 2919/20 | 2920/21 | 2921/22 | 2922/23 | 2923/24 | 2924/25 | 2925/26 | 2926/27 | 2927/28 | 2928/29 | 2929/30 | 2930/31 | 2931/32 | 2932/33 | 2933/34 | 2934/35 | 2935/36 | 2936/37 | 2937/38 | 2938/39 | 2939/40 | 2940/41 | 2941/42 | 2942/43 | 2943/44 | 2944/45 | 2945/46 | 2946/47 | 2947/48 | 2948/49 | 2949/50 | 2950/51 | 2951/52 | 2952/53 | 2953/54 | 2954 |
|----------|------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|-----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## 8. Report from Public Protection and Enforcement PDS Committee

**Chairman: Cllr David Cartwright QFSM**

**Vice-Chairman: Cllr. Christopher Pierce**

The Public Protection & Enforcement Policy Development and Scrutiny Committee (PP&E PDS) will have met six times during the 2018-19 Council year. (The final meeting of the year is scheduled for Thursday 28 March 2019).

This year marked the addition of the “Enforcement” reference to the Public Protection and Safety Portfolio. A significant amount of early work needed to be undertaken to identify the limits and extent of the responsibilities of the new PP&E PDS to ensure the assimilation of Enforcement went smoothly and that any overlap with other portfolios was clearly identified. A small, cross-party “task and finish” group met early in the Council year and identified the following areas of Enforcement activity which would now fall under the PP&E PDS sphere of responsibility:

- Planning Enforcement
- Parking Enforcement
- Neighbourhood Management/Environment Enforcement
- Public Protection and Safety Enforcement

The task and finish group completed its work in time for the September meeting of the PP&E PDS and its recommendations were agreed. Formal reports were then scheduled to be taken at the remaining PP&E PDS meetings to enable full and proper scrutiny to take place.

### **Portfolio Priorities and PDS Reports**

At the first PP&E PDS meeting held on 3 July 2018, the Public Protection & Enforcement Portfolio Holder, Cllr Kate Lymer, outlined her Draft Portfolio Plan priorities for 2018-19. These fall under the following headings:

- **Safe:** Tackling antisocial behaviour and criminal activity (such as doorstep crime), securing health and safety in the workplace and coordinating the Council’s response to the PREVENT programme.
- **Quality Environment:** Through tackling nuisance behaviour, by implementing fly-tipping and littering controls, as well as taking intelligence-led environmental and planning enforcement.
- **Children and Young People:** Tackling the unlawful sale of age-related products, particularly alcohol, tobacco and knives, through test purchase operations.
- **Housing:** Assisting in the provision of safe and secure housing in the private rented sector.
- **Involved:** working closely with our partners and the community to develop and deliver our services.

- **Prosperous and Thriving:** through responsible regulation and enforcement to ensure a fair and safe trading environment for residents, businesses and visitors.
- **Quality Public Services:** Delivering quality Public Protection and Enforcement services with significantly less funding, maintaining a focus on budgetary control contract performance, monitoring and management, and commissioning opportunities.
- **Support and Regulate Businesses:** Monitor Food Safety, Health & Safety and Licensing through inspections, investigations and targeted operations.

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

In line with agreed policy priorities, by the end of the year Members will have received detailed written and / or verbal reports on:

- Planning enforcement
- Parking enforcement
- Public Protection and Safety enforcement
- Neighbourhood Management & Environment enforcement
- The Knife and Serious Violence Action Plan
- The Food Standards Agency Audit of Food Hygiene Service Delivery
- The Food Safety Service Plan 2018 to 2019
- The Trading Standards Service Plan
- Animal Welfare Licensing
- The CCTV Procurement Strategy
- The review of the Mortuary Service Contract
- Emergency Planning and Business Continuity Service Update Reports
- The Mayor's Office for Police and Crime (MOPAC) Updates
- The Asset Recovery Incentivisation Scheme (ARIS)
- Issues surrounding Travellers in the Borough.
- Blue Badge abuse.
- Fly tipping.

### **Police Scrutiny**

With regard to crime, the Mayor of London has identified, as his priorities for the capital, sexual violence, domestic abuse, child sexual exploitation, weapon-based crime and hate crime. The PP&E PDS accepted these priorities and added its own local priorities, burglary, violent crime and antisocial behaviour (ASB), which would include moped crime and drug dealing. These priorities were agreed by MOPAC.

All PP&E PDS meetings included a comprehensive Police Update presented by the Bromley Borough Commander or one of his deputies. Members used the priorities identified above as the basis to scrutinise the work of the Police and to raise questions.

It has been sad to note the increase in crime over the past 12 months, both in Bromley and indeed across London as a whole. The PP&E PDS was particularly concerned to note the rising trend in violent and weapon-based crime, burglary and gang related incidents. However, with the exception of the northern part of the borough, local figures show that over the last 12 months across Bromley, possession of weapons offences has actually

fallen by 10% (against the London trend), and this is despite a big increase in local “Stop and Search” operations, which would normally mean these numbers would rise. Burglary and ASB however appear to be following the London trend and are increasing.

It would appear that the Police currently feel under-resourced, both financially and in terms of establishment. The PP&E PDS continues to register its concerns, particularly in the area of local neighbourhood policing, where Community Advisory Panels (CAP) across the borough feel that police visibility, locally, is a major worry, especially with the perceived rise in burglary and ASB. There is also concern that dedicated Ward officers (DWOs) are frequently not in position in their Wards to undertake their duties. Currently the Committee is pursuing this situation with the Police Borough Commander.

Over the past year, a significant amount of discussion has taken place between Members and the Police in Bromley regarding the new “Tri-Borough” policing arrangement which has, over the last 12 months been rolled-out across London. This has seen the amalgamation of policing across the boroughs of Bromley, Croydon and Sutton. Considerable concern was originally raised at the detrimental effect this could have on policing within the perceived “quieter” boroughs i.e. Bromley and Sutton, when considering the higher rates of crime in Croydon. The PP&E PDS Committee lobbied the Deputy Mayor of London for Policing and Crime to keep Bromley’s dedicated borough response team. We welcomed the decision by the Deputy Mayor to reverse the original plan of having one merged response team across all three boroughs, and that each would retain their individual response teams along with their existing number of response officers. The PP&E PDS will continue to monitor closely this new arrangement over the coming year, to see how it beds in.

### **Food Safety**

A visit by the Food Standards Agency (FSA) in April 2017 found that the existing system of food hygiene inspections was working well, but more trained inspection officers were needed to reduce the backlog of visits to food premises. To this end, a total of two full-time permanent and three full-time temporary food safety officers (up to 18 months) were recruited in 2017. Officers continue to work closely with the FSA in respect of the reducing backlog, but there is a country-wide shortage of trained and qualified Food Safety Inspecting Officers and the recruitment of these officers is proving difficult. The PP&E PDS continues to monitor this situation through regular reports.

### **Emergency Planning**

A new full-time temporary Emergency Planning and Business Continuity Officer has recently been recruited and the PP&E PDS received his very comprehensive report at its January 2019 meeting. This report clearly identified that, following the Grenfell Tower Fire and its aftermath, there is significant work to be carried out in the area of planning for major disasters, to ensure that Bromley Council stands fully and properly prepared.

### **Contact Compliance and Scrutiny**

During the past year, the PP&E PDS closely scrutinised the finalising of the CCTV specification, and tendering process, prior to the award of the contract in February 2019. In addition, the Committee also scrutinised the enforcement work of APCOA, the Council’s parking contractor, to ensure the agreed key performance indicators were being fully met and that the Council were achieving the requisite value for money.

## **Member Visits**

During the year, Members were able to visit the refurbished CCTV control room at the Civic Centre as part of their considerations in respect of the contract renewal. Members also have an open invitation to attend Community Impact Days and test purchasing exercises of age-restricted goods as observers.

## **Safer Neighbourhood Board**

Over the year, Members received feedback from the meetings of the Safer Neighbourhood Board (SNB), which scrutinises the Police and helps to identify and set the local Borough priorities with regard to crime. These then feed into and complement the Mayor of London's crime priorities. Both the Portfolio Holder and the Vice Chairman of the PP&E PDS regularly attend the meetings of the SNB and the Chairman and PDS Members also attended the SNB annual Crime Summit held on 29 September 2018.

## **Bromley Youth Council (BYC)**

The BYC has two representatives on the PP&E PDS and their contribution has been most welcome. The Chair of the BYC, Cameron Ward, in particular, has played a full and active role in the scrutiny work of the PDS. He has raised many valuable issues which affect young people in our Borough and has been able to register the views and concerns of those he represents, especially in the area of youth crime, drugs and gangs. He continues to forge closer links with the Police in Bromley.

It is interesting to note that last year's Chair of the BYC, Katie Bacon, has gone on, this year, to form the London Youth Assembly, which now represents youth across all the London Boroughs. Her initiative has resulted in the formation of the LYA Council, which is supported by the Greater London Assembly and which meets in City Hall. The LYA Council comprises representatives of all of London's local Borough Youth Councils and Katie is this year's Chair. The Chairman of the PP&E PDS attended the most recent meeting of the LYA Council at City Hall and witnessed the enthusiastic and extremely able young representatives identify the main issues affecting youth in London and start to formulate strategies to address the problems facing young people across the capital city. This is an initiative which should be supported by all London Boroughs.

I would like to thank all members of the PP&E PDS, for their contribution and support over the past year and I would also like to thank those Council Officers who have worked diligently and hard to ensure the PDS has been able to fulfil its role.

Finally I would like to thank the PP&E Portfolio Holder, Cllr. Lymer, for her support and guidance and also for her hard work and enthusiasm over a very busy year.

**Cllr David Cartwright QFSM**  
**Public Protection & Enforcement PDS Chairman**  
**March 2019**

## 9. Report from Renewal, Recreation and Housing PDS Committee

**Chairman: Cllr. Michael Rutherford**

**Vice-Chairman: Cllr. Suraj Sharma**

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

The Committee have monitored performance against the Renewal, Recreation and Housing strategic outcomes for the municipal year. In its June 2018 meeting considered the housing part of the portfolio plan to be insufficiently detailed, and targets insufficiently ambitious and sent it back for revision. It was therefore pleased to support an updated plan and key performance indicators at the September 2018 meeting.

Topics the PDS Committee have focused on include:

### **Town Centres**

**Bromley:** The RR&H PDS Committee remained supportive of improvements to the public realm in Bromley to encourage footfall and the vibrancy of our town centre. However it scrutinised proposals to ensure value for money. As part of this, it rejected a recommendation to build canopies at the current cost, which it was pleased the portfolio holder upheld. It also recommended that excess profit from new commercial units was used to support the maintenance and enhanced cleaning of the pedestrianised High Street, a recommendation that was also upheld.

**Beckenham:** The Committee was grateful for the successful completion of the work of its sub-committee, the Beckenham Town Centre Working Group. Throughout the duration of the Beckenham High Street improvements, it has successfully engaged businesses and residents in the process. The works have been completed successfully.

**Orpington:** Scrutiny was given to an opportunity paper on how various sites in Orpington could increase housing stock and improve the town centre. The committee supported the proposals but expressed concern about the lack of pace. It also asked that a working party was set up for the Framework Plan, including representatives of Orpington 1st BID, Orpington College and traders. The recommendation was approved.

**Penge:** The committee remained supportive of the council's improvements to Penge town centre, including to the High Street and shopfronts.

### **Housing**

**Affordable housing:** The Committee scrutinised a number of schemes to increase the supply of affordable housing in the borough including More Homes Bromley and the use of Section 106 funds through housing associations. It successfully requested that the

Portfolio Holder take responsibility for achieving more affordable housing by being a member of the Housing Transformation Board.

Temporary housing: The Committee also analysed performance and proposals for temporary accommodation and was concerned about the decrease in available housing with demand increasing. It requested further involvement in scrutinising such schemes and ensuring performance levels of all schemes were high.

### **Leisure and Culture**

Leisure: The Committee is supportive of the council's work to reduce the costs of services without impacting quality. It was therefore pleased with the value for money provided by the new leisure contract which saves council taxpayers' money without affecting service quality.

Libraries: The Committee is also supportive of improving services at the borough's libraries. It was therefore pleased that the new Penge library was delivered under budget and is providing a popular service. It has also supported the proposed West Wickham Leisure Centre and Library, which will also deliver new homes.

### **Planning**

The performance of the planning service was assessed, with a particular focus on the performance of planning enforcement. The committee also scrutinised planning appeals, considering those appeals received and decided and the costs incurred by the council. As a result of ongoing concerns about planning enforcement, it called additional scrutiny at the committee and was pleased that surgeries had been set up to highlight problematic cases.

Scrutiny was applied to the Building Control service and options for its future. It was supportive of plans to undertake a full review of the service in order to achieve an improved service. However it considered it too soon to agree a shared service approach and that commissioning should be considered as part of that review.

The Committee has been tenacious in ensuring that the council takes a proactive approach to private sector buildings with flammable cladding. It has successfully lobbied for officers to speak to ministers to clarify the legal position and take appropriate steps to make the surrounding area of one building more safe.

### **Scrutiny of the Portfolio Holder**

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

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



## **Presentations**

The Committee is grateful to Crystal Palace Community Trust and Countryside for visiting and presenting to it.

## **Proposals for the forthcoming year**

The Committee considers the Transformation Programme to be a great opportunity to cut the costs of homelessness and temporary accommodation while providing our residents with better and more certain housing. It encourages the council to take more steps to increase the affordable housing stock. In particular it encourages further use of Section 106 payments to build affordable homes with housing associations, as outlined at its November 2018 meeting.

## **Thanks**

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

**Councillor Michael Rutherford**  
**Chairman, Renewal, Recreation and Housing PDS Committee**

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Report No.  
CSD19054

## London Borough of Bromley

### PART ONE - PUBLIC

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**Decision Maker:** COUNCIL

**Date:** Monday 8 April 2019

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

**Title:** SACRE ANNUAL REPORT 2017/18

**Contact Officer:** Graham Walton, Democratic Services Manager  
Tel: 0208 461 7743 E-mail: graham.walton@bromley.gov.uk

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

**Ward:** (All Wards);

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1. Reason for report

- 1.1 At its meeting on 27<sup>th</sup> February 2019, the Bromley Standing Advisory Council on Religious Education (SACRE) approved its annual report for the academic year 2017/18. The annual report has been sent to the Secretary of State for Education as required; Members at the SACRE meeting resolved that their report should also be referred to Council for information.
- 

2. **RECOMMENDATION**

**That the SACRE annual report for 2017/18 be received and noted.**

## Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable
- 

## Corporate Policy

1. Policy Status: Existing Policy:
  2. BBB Priority: Children and Young People:
- 

## 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: £350,650
  5. Source of funding: 2018/19 Revenue Budget
- 

## Personnel

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

## Legal

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

## Procurement

1. Summary of Procurement Implications: Not Applicable
- 

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Not Applicable
- 

## Ward Councillor Views

1. Have Ward Councillors been asked for comments? No
2. Summary of Ward Councillors comments: Not Applicable

|   |   |
|---|---|
| <b>Non-Applicable Sections:</b>                       | Impact on Vulnerable Adults and Children/Policy/Legal/Finance/Personnel/Procurement |
| Background Documents:<br>(Access via Contact Officer) | None  |

BROMLEY STANDING ADVISORY COUNCIL  
ON  
RELIGIOUS EDUCATION

BROMLEY SACRE

ANNUAL REPORT

FOR THE ACADEMIC YEAR 2017-2018



*BROMLEY SACRE is a member of the National Association of SACREs*

## Introduction to the Annual Report 2017-18

### Bromley Standing Advisory Council on Religious Education (SACRE)

Every Local Authority is required to have a SACRE which is made up of four groups; (A) Faith representatives, (B) The Church of England, (C) Teachers and (D) Councillors. The committee should reflect the faiths within the community.

SACREs have responsibility for advising a Local Authority (LA) on religious education and collective worship in its schools. SACREs have a duty to publish an annual report. The main purpose of the annual report is to hold the LA to account, by informing the Secretary of State and key partners what advice SACRE gave the LA during the year and how that was responded to; this includes advice on RE and Collective Worship in those schools for which the LA has responsibility.

This report covers the academic year 2017-2018 and the three meetings of SACRE that were held at Bromley Civic Centre once each term.

### Contacts

#### SACRE Chairman

Rev. Roger Bristow

[SACRE.Chair@bromley.gov.uk](mailto:SACRE.Chair@bromley.gov.uk)

0208 462 1280

#### Clerk to SACRE

Mrs Jo Partridge, Bromley Council

[joanne.partridge@bromley.gov.uk](mailto:joanne.partridge@bromley.gov.uk)

0208 461 7694

### Chair's Introduction

I am, as always, indebted to Joanne Partridge who, in her role of Clerk to SACRE, continues to give invaluable support to both the Committee and to me. This past year we have been without the services of an RE Adviser and this has, inevitably, impacted upon our ability to deliver the service we hope to offer to schools in Bromley. Not least, it has meant that there were no official SACRE visits to schools during the year although some members were delighted to accept an invitation to observe an RE day at one primary school. I am grateful to the officers of the London Borough of Bromley, and especially the Interim Director of Education – Gillian Palmer – for facilitating the appointment of an RE Adviser to assist us in our work going forwards. We look forward to working with Stacey to deliver a high level of support to Bromley's schools and especially those at the front line of delivering high quality RE and the experience of life enhancing collective worship for all.

As the world we live in becomes ever more complex and fragile, and ignorance and intolerance in respect of the place of religion in society continues to grow, I am convinced that our role is vital. Bromley SACRE seeks to encourage and support those who deliver RE and lead Collective Worship in Bromley's schools (whether maintained or not) in helping to ensure that the children in Bromley's schools are given every opportunity to discover for themselves the role of faith in everyday life for many people.

***Rev. Roger Bristow.***

## **Advice to Statutory Bodies**

### **Local Authority**

During the year the Bromley SACRE met at the Bromley Civic Centre three times: December 2017, March 2018 and July 2018. The topics under discussion at these meetings included:

- School visits, their value and impact
- Ramadan Guidance for schools
- Self-evaluation using the SACRE Reporting and Evaluation Toolkit (see Appendix)
- Training delivered to school Governors on role of SACRE and status of RE in schools
- The challenges of working within a largely local academised landscape and without a dedicated SACRE budget
- Networking meetings for teachers
- Procurement of an RE Advisor
- Collective Worship within schools

During the year the Chairman attended the NASACRE AGM. Members were provided with feedback from the event and information from the AGM has informed various discussions at meetings since.

### **Schools**

Members of Bromley SACRE accepted an invitation to visit one primary school to attend their RE Day alongside representatives from within the local faith community. Unfortunately, due to the lack of an RE Advisor, there were no other SACRE school visits during the year.

At the time of the Bromley SACRE self-evaluation exercise in July 2017, visits to local schools were identified as one of its main successes, helping to establish communications and stronger relationships with school leaders. Members were, therefore, quite disappointed that this had not been able to happen during this year.

The Chairman was given the opportunity to deliver a presentation to a number of school governors, at one of their regular training sessions, in order to explain the role and purpose of SACRE as well as reminding governors of their responsibility to ensure that schools comply with legislation in the areas of RE and Collective Worship. This was very well received and resulted in some enquiries about inviting members to visit schools when it was considered practicable to do so.

Following the appointment of a new RE Advisor (September 2018) Bromley Council will be supporting the setting up of RE Teacher networks in 2018- 2019, through which a wider spreading and more accurate knowledge of school provision can hopefully be attained.

### **Government**

The 2016-17 annual report was sent to the Secretary of State for Education and was acknowledged by the Ministerial and Public Communications Division at the Department for Education.

### **Attainment and Quality of RE**

Previously the main way of monitoring RE and CW was through individual school visits. Following the appointment of a new RE Advisor (September 2018) Bromley Council will be supporting the setting up of RE Teacher networks in 2018- 2019, through which a wider spreading and more accurate knowledge of school provision can hopefully be attained.

The Bromley SACRE page on Fronter has a number of resources and the syllabus can be found on it and on the Council website along with the Collective Worship guidance document. Fronter is also being further enhanced to allow easier and faster access for schools.

During the year there were no complaints about Religious Education referred to SACRE.

## Standards and Quality of Provision of RE 2018 - Public Examinations

The public examination results give SACRE information on standards and are provided for SACRE by the LA and include Academies.

### GCSE Full Course in Religious Studies 2013-2018

| Year | No. Bromley schools | No. Bromley Entries | Bromley % A* - C | National % A* - C |               |                |
|------|---------------------|---------------------|------------------|-------------------|---------------|----------------|
| 2013 | 13                  | 1,484               | 80%              | 72%               |               |                |
| 2014 | 16                  | 1,987               | 74%              | 70%               |               |                |
| 2015 | 15                  | 1,537               | 78%              | 71%               |               |                |
| 2016 | 16                  | 1,588               | 78%              | 70%               |               |                |
| 2017 | 17                  | 1,718               | 75%              | 70%               |               |                |
| 2018 | 16                  | 1,526               | Bromley % 9-5    | National % 9-5    | Bromley % 9-4 | National % 9-4 |
|      |                     |                     | 59%              | 59%               | 69%           | 71%            |

| School                        | No. entries: 2017 | No. entries: 2018 |
|-------------------------------|-------------------|-------------------|
| Bishop Justus                 | 175               | 172               |
| Bullers Wood                  | 35                | 32                |
| Charles Darwin                | 1                 | 1                 |
| Chislehurst School for Girls  | 180               | 149               |
| Coopers                       | 5                 | 47                |
| Darrick Wood                  | 237               | 232               |
| Harris Academy Beckenham      | 88                | 53                |
| Harris Girls' Academy Bromley | 106               | 0                 |
| Harris Academy Orpington      | 163               | 145               |
| Hayes School                  | 215               | 205               |
| Kemnal Technology College     | 12                | 0                 |
| Langley Park School for Boys  | 62                | 30                |
| Langley Park School for Girls | 79                | 44                |
| Newstead Wood                 | 135               | 157               |
| Ravenswood                    | 22                | 47                |
| St Olave's & St Saviour's     | 9                 | 1                 |
| The Ravensbourne              | 194               | 210               |

Please Note: The new GCSE specifications and new marking schemes came on line for the 2018 examinations with a new marking structure to replace the grading system. Grade 4 is now considered a 'standard pass', whilst Grade 5, which is intended to be the equivalent to the previous high C or low B Grades, will now be considered a 'strong pass'.

Although comparisons of attainment with previous years is more complicated due to these changes, Bromley schools appear to be performing in line with the national picture.

The number of pupils being entered for the GCSE Full Course examination has reduced by approximately 200 pupils. Several Bromley schools have remained consistent in the proportion of pupils in a cohort (year group) being entered, but Harris Academy Bromley entered only 1 pupil where in the previous year they entered 100. More optimistically, Ravenswood more than doubled the number of entrants.



## A Level in Religious Studies 2013-2018

| Exam Year | No. Bromley schools | No. of Bromley entrants | Bromley % A*-A grades | National % A*-A grades | Bromley % A*-B grades | National % A*-B grades | Bromley % A-E grades | National % A-E grades |
|-----------|---------------------|-------------------------|-----------------------|------------------------|-----------------------|------------------------|----------------------|-----------------------|
| 2013      | 13                  | 138                     | 30%                   | 22%                    | 62%                   | 51%                    | 99%                  | 99%                   |
| 2014      | 13                  | 137                     | 30%                   | 21%                    | 57%                   | 49%                    | 100%                 | 98%                   |
| 2015      | 14                  | 156                     | 27%                   | 21%                    | 56%                   | 50%                    | 98%                  | 99%                   |
| 2016      | 13                  | 177                     | 26%                   | 20%                    | 64%                   | 51%                    | 100%                 | 100%                  |
| 2017      | 13                  | 142                     | 31%                   | 24%                    | 59%                   | 51%                    | 100%                 | 99%                   |
| 2018      | 13                  | 149                     | 25%                   | 20%                    | 54%                   | 49%                    | 99%                  | 98%                   |

| School                        | No. entries: 2017 | No. entries: 2018 |
|-------------------------------|-------------------|-------------------|
| Bishop Justus                 | 12                | 22                |
| Bullers Wood                  | 16                | 10                |
| Chislehurst School for Girls  | 11                | 7                 |
| Darrick Wood                  | 4                 | 6                 |
| Harris Academy Beckenham      | -                 | 2                 |
| Harris Girls' Academy Bromley | 5                 | 12                |
| Harris Academy Orpington      | 4                 | 0                 |
| Hayes School                  | 16                | 12                |
| Langley Park School for Boys  | 10                | 11                |
| Langley Park School for Girls | 12                | 13                |
| Newstead Wood                 | 11                | 11                |
| Ravenswood                    | 10                | 11                |
| St Olave's & St Saviour's     | 15                | 11                |
| The Ravensbourne              | 16                | 21                |

The number of entrants for A Level examinations remains consistent across the Borough with most schools entering similar numbers to the previous year. There was a positive and substantial increase in the number of entrants at Bishop Justus School, but it appears that there were no entrants from the Harris Academy Orpington.

Attainment in the A Level examinations remains consistent across Bromley, continuing to exceed the national percentages of pupils achieving the highest grades. This year there were 5% more students obtaining the highest A Level grades than nationally.

### Agreed Syllabus

Bromley's Agreed Syllabus was launched in the autumn term of 2013, and is now due for revision with the process starting in the new academic year. Previous visits to schools indicated that it is being used in the majority of Bromley schools, although some schools have either supplemented it or are using a different syllabus (i.e. the CofE schools use the Rochester Diocesan Syllabus). Some provisional consultation work has commenced (Summer 2018) following the appointment of an RE Advisor to the Council.

### Collective Worship

During their visits to schools members are able to view how Collective Worship is conducted. Bromley guidance on Collective Worship with ideas and suggestions for quality collective worship is on the Fronter system accessed by some schools and is available as a hard copy for schools who request this.

There have been no determinations regarding Collective Worship this year.

## Management of SACRE

The Chair of Bromley SACRE is Rev. Roger Bristow from the Church of England representative Group B. The Vice Chair was Councillor Keith Onslow until the end of July 2018, and is currently Councillor Brooks, both from Group D.

A development plan is produced for SACRE each year aligned with the financial year of the council and during the year the committee updated the self-evaluation of SACRE document (Appendix 1), and also looked at and discussed the challenges for SACREs nationally.

One of the priorities has continued to be to involve more teachers in the SACRE. A number of teachers from both primary and secondary and Academy and maintained schools have responded to an invitation to explore joining the committee. All new members are given a copy of the NASACRE handbook when they join.

## Membership of Bromley SACRE during 2017-18

| A - Other Faith representatives |                       |                    |                    |
|---------------------------------|-----------------------|--------------------|--------------------|
| Mrs Samantha Barnett            | <i>Jewish</i>         | Mr Saiyed Mahmood  | <i>Muslim</i>      |
| Mrs Patricia Colling            | <i>Roman Catholic</i> | Mr Arvinder Nandra | <i>Sikh</i>        |
| Mr Sanjay Gupta                 | <i>Hindu</i>          | Mrs Edlene Whitman | <i>Free Church</i> |
| Mr Ray Hagley                   | <i>Free Church</i>    |                    |                    |

| B – Church of England representatives |                |
|---------------------------------------|----------------|
| Rev. Roger Bristow                    | <i>(Chair)</i> |
| Mrs Virginia Corbyn                   |                |

| C – Teachers representatives |                    |
|------------------------------|--------------------|
| Mrs Denise Angell            | <i>(Primary)</i>   |
| Ms Hannah Arnold             | <i>(Primary)</i>   |
| Ms Stella Odusola            | <i>(Secondary)</i> |

| D – Councillor representatives |  |
|--------------------------------|--|
| Councillor Robert Evans        | Councillor Keith Onslow                    |
| Councillor Kevin Brooks        | Councillor Sarah Phillips (until May 2018) |
| Councillor David Jefferys      | Councillor Chris Pierce (from May 2018)    |

## Officers

Mrs Carol Arnfield Head of Service - Early Years, School Standards and Adult Education  
 Mrs Julia Andrew Head of School Standards  
 Mrs Jo Partridge Clerk

## Attendance of Bromley SACRE during 2017-18

| Wednesday 6 <sup>th</sup> December 2017 |                            |               |                     |                     |
|---|----------------------------|---------------|---------------------|---------------------|
| A                                       | B                          | C             | D                   | Apologies           |
| Samantha Barnett                        | Rev. Roger Bristow (Chair) | Denise Angell | Cllr Robert Evans   | Patricia Colling    |
| Saiyed Mahmood                          | Virginia Corbyn            | Hannah Arnold | Cllr Keith Onslow   | Sanjay Gupta        |
| Arvinder Nandra                         | Christopher Town           | Jed Stone     | Cllr Sarah Phillips | Ray Hagley          |
| Edlene Whitman                          | Rev. Steve Varney          |               |                     | Cllr David Jefferys |

| <b>Wednesday 21<sup>st</sup> March 2018</b>     |  |                                |  |  |
|---|--|--------------------------------|--|--|
| <b>A</b>  | <b>B</b>   | <b>C</b>                       | <b>D</b>   | <b>Apologies</b>   |
| Saiyed Mahmood<br>Arvinder Nandra<br>Ray Hagley | Rev. Roger Bristow (Chair)<br>Mr Christopher Town<br>Rev. Steve Varney | Denise Angell<br>Hannah Arnold | Cllr Kevin Brooks<br>Cllr Robert Evans<br>Cllr David Jefferys<br>Cllr Sarah Phillips | Samantha Barnett<br>Patricia Colling<br>Edlene Whitman<br>Virginia Corbyn<br>Sanjay Gupta<br>Cllr Keith Onslow |

| <b>Wednesday 4<sup>th</sup> July 2018</b>       |  |               |   |  |
|---|--|---------------|---|--|
| <b>A</b>  | <b>B</b>   | <b>C</b>      | <b>D</b>  | <b>Apologies</b>   |
| Ray Hagley<br>Arvinder Nandra<br>Saiyed Mahmood | Rev. Roger Bristow (Chair)<br>Virginia Corbyn<br>Rev. Steve Varney | Denise Angell | Cllr Kevin Brooks<br>Cllr Robert Evans<br>Cllr David Jefferys | Samantha Barnett<br>Edlene Whitman<br>Christopher Town<br>Cllr Keith Onslow<br>Cllr Chris Pierce |

| Key Area  |   | Developing | Established | Advanced |
|---|---|------------|-------------|----------|
| <b>Standards and Quality of Provision of RE</b>                         |   |            |             |          |
| 1A  | RE provision across the LA  |            | x           |          |
| 1B  | Standards and achievement   |            | x           |          |
| 1C  | Quality of learning and teaching  |            | x           |          |
| 1D  | Quality of leadership and management  | x          |             |          |
| 1E  | Recruitment and retention of skilled specialist RE staff                                      | x          |             |          |
| 1F  | Relations with academies and other non-LA maintained schools                                  |            | x           |          |
| <b>The effectiveness of the locally Agreed Syllabus</b>                 |   |            |             |          |
| 2A  | Review of the Agreed Syllabus   | x          |             |          |
| 2B  | The quality of the Agreed Syllabus  |            | x           |          |
| 2C  | Launching and implementing the Agreed Syllabus  | x          |             |          |
| 2D  | Membership and training of the Agreed Syllabus Conference                                     |            | x           |          |
| 2E  | Developing the revised agreed syllabus  |            | x           |          |
| 2F  | Making best use of National Guidance  |            | x           |          |
| <b>Collective Worship</b>   |   |            |             |          |
| 3A  | Supporting pupil entitlement in LA's schools  |            | x           |          |
| 3B  | Enhancing the quality of provision of collective worship                                      |            | x           |          |
| 3C  | Responding to requests for determinations   |            | x           |          |
| <b>Management of SACRE</b>  |   |            |             |          |
| 4A  | How purposeful, inclusive, representative and effective are SACRE meetings?                   |            | x           |          |
| 4B  | Membership and Training   | x          |             |          |
| 4C  | Improvement/development planning  |            | x           |          |
| 4D  | Professional and financial support  |            | x           |          |
| 4E  | How well informed is SACRE to be able to advise the LA appropriately?                         | x          |             |          |
| 4F  | Partnerships with key stakeholders  |            | x           |          |
| 4G  | Relations with the Academies sector   |            | x           |          |
| <b>Contribution of SACRE to promoting cohesion across the community</b> |   |            |             |          |
| 5A  | Representative nature of SACRE in the local community   |            |             | x        |
| 5B  | SACRE's understanding of the local community in its religious, cultural and ethnic dimensions |            | x           |          |
| 5C  | SACRE's engagement with the community cohesion agenda   |            | x           |          |
| 5D  | SACRE's Links to LA initiatives promoting community cohesion                                  | x          |             |          |