



THE LONDON BOROUGH
www.bromley.gov.uk

BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

TELEPHONE: 020 8464 3333

CONTACT: Lisa Thornley
Lisa.Thornley@bromley.gov.uk

DIRECT LINE: 020 8461 7566

FAX: 020 8290 0608

DATE: 24 June 2019

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

Councillor Michael Rutherford (Chairman)
Councillor Suraj Sharma (Vice-Chairman)
Councillors Gareth Allatt, Yvonne Bear, Julian Benington, Kim Botting FRSA,
Josh King, Alexa Michael and Gary Stevens

Non-Voting Co-opted Members
Sheldon Allen, Bromley Youth Council

A meeting of the Renewal, Recreation and Housing Policy Development and Scrutiny
Committee will be held at Bromley Civic Centre on **TUESDAY 2 JULY 2019 AT 7.00 PM**

MARK BOWEN
Director of Corporate Services

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

PART 1 AGENDA

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

STANDARD ITEMS

- 1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 2 APPOINTMENT OF NON-VOTING, CO-OPTED MEMBER FOR 2019/20**
(Pages 5 - 8)
- 3 DECLARATIONS OF INTEREST**
- 4 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC
ATTENDING THE MEETING**

In accordance with the Council's Constitution, questions that are not specific to reports on the agenda must have been received in writing 10 working days before the date of the meeting.

Questions specifically relating to reports on this agenda should be received within two working days of the normal publication date of the agenda. Please ensure they are received by the Democratic Services Team by **5 pm on Wednesday 26 June 2019**.

- a **QUESTIONS FOR THE RENEWAL, RECREATION AND HOUSING PORTFOLIO HOLDER**
- b **QUESTIONS FOR THE CHAIRMAN OF RENEWAL, RECREATION AND HOUSING PDS COMMITTEE**

- 5 **MINUTES OF THE RENEWAL, RECREATION AND HOUSING PDS COMMITTEE MEETING HELD ON 6 MARCH 2019 AND THE SPECIAL MEETING HELD ON 7 MAY 2019** (Pages 9 - 30)
- 6 **MATTERS OUTSTANDING FROM PREVIOUS MINUTES** (Pages 31 - 38)

HOLDING THE RENEWAL, RECREATION AND HOUSING PORTFOLIO HOLDER TO ACCOUNT

- 7 **PRE-DECISION SCRUTINY OF RENEWAL, RECREATION AND HOUSING PORTFOLIO REPORTS**

Portfolio Holder decisions for pre-decision scrutiny.

- a **BUDGET MONITORING 2019/20** (Pages 39 - 48)
- b **PROVISIONAL OUTTURN 2018/19** (Pages 49 - 60)

EXECUTIVE REPORTS FOR PRE-DECISION SCRUTINY

- 8 **DRAFT HOUSING STRATEGY 2019-2029** (Pages 61 - 70)
- 9 **YORK RISE CONTRACT AWARD**
(*Report to follow*)

POLICY DEVELOPMENT AND OTHER ITEMS

- 10 **RENEWAL, RECREATION AND HOUSING PORTFOLIO PLAN - QUARTER 4 UPDATE** (Pages 71 - 98)
- 11 **HOUSING SCHEMES (CAR PARKS)**
(*Report to follow*)- *Following publication of the agenda, this item has been withdrawn.*

- 12 WEST WICKHAM LEISURE AND LIBRARY REDEVELOPMENT**
(Report to follow) - Following publication of the agenda, this item has been withdrawn.
- 13 UPDATE ON THE PURPLE FLAG ACCREDITATION IN BECKENHAM TOWN CENTRE** (Pages 99 - 102)
- 14 TOWN CENTRES DEVELOPMENT PROGRAMME UPDATE REPORT**
 (Pages 103 - 108)
- 15 PLANNING APPEALS COSTS - MARCH 2018 TO APRIL 2019** (Pages 109 - 112)
- 16 PLANNING APPEALS MONITORING REPORT - APRIL 2018 TO MARCH 2019**
 (Pages 113 - 118)
- 17 PLANNING ENFORCEMENT PROGRESS AND MONITORING REPORT 2018-2019**
 (Pages 119 - 128)
- 18 RENEWAL, RECREATION AND HOUSING PDS COMMITTEE WORK PROGRAMME SEPTEMBER 2019 - MARCH 2020** (Pages 129 - 134)

PART 2 (CLOSED) AGENDA

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

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

<u>Items of Business</u>	<u>Schedule 12A Description</u>
20 EXEMPT MINUTES OF THE RENEWAL, RECREATION AND HOUSING PDS COMMITTEE HELD ON 6 MAY 2019 (Pages 135 - 136)	Information relating to the financial or business affairs of any particular person (including the authority holding that information)
21 PLANNING APPEALS - COSTS 2018-2019 (Pages 137 - 142)	Information which is likely to reveal the identity of an individual.
22 PLANNING APPEALS MONITORING REPORT - APRIL 2018 TO MARCH 2019 (Pages 143 - 168)	Information which is likely to reveal the identity of an individual.

**23 PLANNING ENFORCEMENT PROGRESS AND
MONITORING REPORT 2018-2019 (**
Pages 169 - 194)

Information which is likely to
reveal the identity of an
individual.

Report No.
CSD19091

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Renewal, Recreation and Housing PDS Committee

Date: 2 June 2019

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

Title: **APPOINTMENT OF NON-VOTING, CO-OPTED MEMBER FOR 2019/20**

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

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

- 1.1 Following Sheldon Allen's resignation from the Committee, the Bromley Youth Council has nominated Ms Tajana Reeves to be appointed for the 2019/20 Municipal Year as a non-voting Co-opted Member for the consideration of public reports only. In this regard, Members are requested to confirm the appointment.
-

2. **RECOMMENDATION**

- 2.1 **That Ms Tajana Reeves be appointed for the 2019/20 Municipal Year as a non-voting co-opted Member for the consideration of public reports only.**

Impact on Vulnerable Adults and Children

1. Summary of impact: None

Corporate Policy

1. Policy Status: Existing Policy: Policy Development and Scrutiny Committees are able to appoint non-voting co-opted members to assist them.
 2. BBB Priority: Vibrant, Thriving Town Centres
-

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: £358,740
 5. Source of funding: 2019/20 revenue budget
-

Staff

1. Number of staff (current and additional): There are 8 posts (6.79 fte) in the Democratic Services Team
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

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

Customer Impact

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

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 PDS Committees may appoint voting and non-voting Co-opted Members to assist their work and to allow representation from key groups in the community. Co-opted Members bring their own area of interest and expertise to the work of a PDS Committee and broaden the spectrum of involvement in the scrutiny process. In this respect, the Bromley Youth Council (BYC) is keen to nominate its members to the Renewal, Recreation and Housing PDS Committee.
- 3.2 In light of Sheldon Allen's resignation, Ms Tajana Reeves, has been nominated to sit on the Committee for the 2019/20 Municipal Year as a non-voting co-opted Member for the consideration of public reports only.

Non-Applicable Sections:	Policy/Finance/Legal/Personnel
Background Documents: (Access via Contact Officer)	

This page is left intentionally blank

RENEWAL, RECREATION AND HOUSING POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 6 March 2019

Present:

Councillor Michael Rutherford (Chairman)
Councillor Suraj Sharma (Vice-Chairman)
Councillors Yvonne Bear, Julian Benington,
Aisha Cuthbert, Josh King, Angela Page and
Gary Stevens

Also Present:

Councillor Peter Morgan

76 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies were received from Councillor Christine Harris.

77 DECLARATIONS OF INTEREST

Councillor Julian Benington declared an interest as a Trustee of Biggin Hill Museum Trust.

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

79 QUESTIONS FOR THE RENEWAL, RECREATION AND HOUSING PORTFOLIO HOLDER

No questions were received.

80 QUESTIONS FOR THE CHAIRMAN OF RENEWAL, RECREATION AND HOUSING PDS COMMITTEE

No questions were received.

81 MINUTES OF THE RENEWAL, RECREATION AND HOUSING PDS COMMITTEE MEETING HELD ON 22 JANUARY 2019

The minutes of the previous meeting held on 22nd January were confirmed and signed as a correct record.

82 MATTERS ARISING FROM PREVIOUS MINUTES AND UPDATES

Report CSD19035

Members noted the progress on matters that had arisen from previous meetings.

RESOLVED that the Matters Arising report was noted.

83 PRE-DECISION SCRUTINY OF RENEWAL, RECREATION AND HOUSING PORTFOLIO REPORTS - PART 1 REPORTS

83a BUSINESS IMPROVEMENT DISTRICTS (BIDS) - 2019-2020

Report DRR19/015

The report outlined the feasibility of extending the BID approach to West Wickham and Chislehurst town centres.

Central Management Solutions, Consultants (CMS), had conducted the financial analysis, research and consultation into the feasibility of establishing BIDs in West Wickham and Chislehurst. CMS had recommended that the BID process be progressed for Chislehurst and that the BID process progress for West Wickham, with a BID levy of between 1.5% and 2%. For simplicity of financial modelling, a 2% BID levy was used in the report.

Attention was drawn to the ballot process that would need to take place before the BID could be established and become a legally binding entity. The draft budget for establishing the West Wickham BID was set at £75k which the Chairman considered to be relatively high. Members were advised that one reason for this was that LBB did not possess the required resource so would have to rely on external consultants.

RESOLVED that

1) The outcome of the initial feasibility study on the potential for a BID in West Wickham and Chislehurst town centres be noted.

2) The Committee supported in principal the formation of a BID in West Wickham at the earliest opportunity, bearing in mind the constraints and risks outlined in the report.

3) The Committee recommend 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.

4) The Committee noted the projected timescales for the establishment of a BID in West Wickham Town Centre as outlined in paragraph 3.14 and the potential financial implications of establishing a BID in the town.

83b CAPITAL PROGRAMME MONITORING - 3RD QUARTER 2018/19 AND CAPITAL STRATEGY 2019 TO 2023

Report FSD19027

Members were advised that the estimated figures for the Biggin Hill Memorial Museum in 2019/20 and 2020/21 related to expenditure for the operational funding that had been provided by the National Lottery (Heritage Lottery Fund) over a three year period.

The Head of Finance reported that the Executive would be asked to approve an increase in the capital programme to reflect the additional S106 funding of £1.321m that had been received for Housing and the adjustment of £671k needed for the My Time Investment Fund scheme.

Referring to the table on page 39 of the report which outlined the approved capital programmes for the Portfolio, the Chairman highlighted the financial information relating to 'Crystal Palace Park — Alternative Management Options' and asked why the revised estimate to February 2019 was £93k, while the previous revised estimate to November 2018 had been £433k. It was clarified that this was because the remaining budget had been re-phased to 2019/2020.

RESOLVED that the Portfolio Holder:-

1) confirm the changes agreed by the Executive on 13th February 2019; and

2) note that in the 2018/2019 Capital Outturn report, the Executive will be requested to agree the increases in the Housing Unallocated PIL and also the requested Mytime Capital Investment of £671k.

83c BUDGET MONITORING - 2018/2019

Report FSD19036

The report provided an update concerning the latest budget monitoring position for 2018/19 for the Renewal, Recreation and Housing Portfolio based on expenditure and activity levels up to 31 December 2018. This showed a projected overspend of £71k for the total portfolio budget.

The Director of Housing outlined the following key factors that were negatively affecting the Housing Budget:-

- An increase in temporary accommodation costs for nightly paid accommodation
- The cost of homeless prevention initiatives
- Unrecoverable Housing Benefit overpayments
- Rental income that was not able to be collected
- Problems caused by the introduction of Universal Credit

The Director explained that there would always be a bad debt provision on the rent account, so the main aim was to try and reduce this by maximising rental collections. Currently, Liberata's collection rate for rent was below target at somewhere between 60% and 70%, whereas the target rate was 97%. It was hoped that new IT resources would help to improve this figure.

Members noted the Housing Budget Monitoring Summary which reported that the latest approved budget for 2018/19 was £24,845m and the projected outturn was £24,916m; this meant there was a projected overspend of £71k.

RESOLVED that the Portfolio Holder:-

1) endorse the latest 2018/19 budget projection for the Renewal, Recreation & Housing Portfolio.

2) notes that a report elsewhere on the agenda requests the drawdown of a total of £2.489m from the 2018/19 Central Contingency in relation to temporary accommodation pressures and the impact of the Homeless Reduction Act.

83d COMMISSIONING STRATEGY AND PROCEEDING TO PROCUREMENT (GATEWAY): GREAT HALL CAFETERIA (2)

Report DRR19/019

The report outlined the commissioning strategy and procurement process for the Great Hall Cafeteria.

The Chairman considered this to be a straight forward and non-contentious report; he moved that the recommendation be approved.

RESOLVED that the Portfolio Holder approve to market test the provision for the Catering Concession Service at the Great Hall. The contract term to be for three years, with an option to extend for a further two years. The Portfolio Holder to note that the contract value in total would be £605k.

84 CONTINGENCY DRAWDOWN: HOMELESSNESS AND TEMPORARY ACCOMMODATION PRESSURE

Report CS18209

The report updated Members on homelessness and the range of measures that had been undertaken to reduce the rising pressure on the budget.

Members noted the various homelessness and temporary accommodation pressures and the request that nearly £2.5m be drawn down from Central Contingency to deal with these pressures. One Member noted the figure of £2,489k and asked what the figure was for the total of this budget area. It was agreed that an answer concerning this would be sought and Members updated accordingly.

A Member requested that the York Rise Modular Units be discussed at a future meeting and that a representative of the contractor be requested to attend the meeting. The Director of Housing said that in due course a report would be drafted regarding the appointment of the contractor that had been successful in the tendering process. At this point a representative of the contractor could be invited to present to the Committee. The tender process would be completed by the end of the financial year. Once the contractor had been appointed, they would be able to move on site speedily. It was agreed that the Tender report should be added to the Work Programme.

It was noted that two other sites were being considered for future homelessness provision. A report on these would be presented to the Committee in due course.

RESOLVED that:-

- 1) an answer be provided to the Member whose question concerned the homelessness and temporary accommodation budget;**
- 2) a report regarding the tender process for the contract to provide the York Rise Modular Units be added to the Work Programme; and**
- 3) post tender, a representative from the appointed contractor for the York Rise Modular Units be invited to attend and present to the Committee.**

Post Meeting Note:

A response to resolution 1 from the Director of Housing was sent to the Member who raised the question on 20th March 2019.

POLICY DEVELOPMENT AND OTHER ITEMS

86 RENEWAL, RECREATION AND HOUSING PORTFOLIO PLAN

Report DRR19/107

Members considered the quarter three update on the Renewal, Recreation and Housing Portfolio Plan together with the Portfolio's Risk Register. The Chairman noted the action relating to Planning Enforcement. The target number of cases for planning enforcement determinations was 750 of which 613 cases had been determined to date. This was ahead of plan and due to extra resources which had been allocated to deal with the backlog of cases.

The Portfolio Holder asked if the original target date for Site G was still 26 March. The Chief Planner advised that as a result of the applicant submitting variations, some slippage had occurred. The Chairman requested that tall buildings with ACM cladding be added to the Risk Register; the Director of Regeneration agreed.

RESOLVED that:-

- 1) tall buildings with ACM cladding be added to the Risk Register; and**
- 2) the updated Portfolio Plan and Risk Register be noted.**

87 PRESENTATION - BIGGIN HILL MEMORIAL MUSEUM TRUST

An update on the Biggin Hill Memorial Museum Trust was given by the Director, Jemma Davey. Ms Davey explained that the purpose of the museum was to tell the story of those who fought and served at RAF Biggin Hill during both World Wars.

She quoted the words of Squadron Leader Geoffrey Wellum (the youngest pilot to fly in the 'Battle of Britain'):-

"It's not about medals, it's not about thank yous, but it is nice to be remembered, because being remembered includes everyone who fought, flew and served in the 'Battle of Britain', and that is all we ask - to be remembered."

Very positive feedback had been received in relation to the chapel and various exhibitions. The following statistical information was provided:-

The business plan had estimated that 1442 people would pay for a ticket during the first three weeks of opening, but the number of people buying a ticket during this period was actually 3677. It had been estimated that during the first three weeks, the income had been forecast at £9,423.00; the actual income generated was £21,846. It had also been estimated that during this period the shop would sell items to the value of £937.00, but the actual value of sales was much greater at £11,500. Finally, it had been estimated that during this period, the café would turn over £3953.00, but the actual figure was nearly £7k.

There had been much radio and television coverage as well, including BBC Radio 4, Radio London, ITV, BBC National News, London Live and Forces TV. It was estimated that if all forms of media communication were taken into account then an estimated 8m people had been reached.

Local residents were targeted during the first week including two parades from the local Air Cadets. There had also been a good double page feature in the Times Newspaper.

Ms Davey participated in a daily act of remembrance, where a page was turned in the Book of Memorial and a biography was read. Tuesdays was set aside for group bookings; two group bookings per day had been made to the end of July. A number of local people had volunteered to help, spoke of their own experiences, or brought in various objects.

Ms Davey referred to Keith Ogilvie, who had taken part in the 'Great Escape'. A letter from Mr Ogilvie was in the collection. His son who resided in Canada, had become aware of this and was travelling from Canada to see the letter and other

exhibits. A delegation (including the Director) had visited from the Imperial War Museum.

Ms Davey expressed her gratitude to the Council and to Mr Brand and his team, for all their help and support.

Members were advised that in line with the business plan, it was intended that core staff be retained. It was possible to support current staff numbers with casual staff if required. A discussion took place as to how the initial momentum and interest could be maintained going forward.

The Chairman thanked Ms Davey for her presentation and her forward thinking. He also thanked Councillor Benington for his hard work as the Council's representative to the Trust.

RESOLVED that the update on the Biggin Hill Memorial Museum Trust be noted.

88 PRESENTATION - PENGE AND BECKENHAM BID

A update on the Beckenham and Penge BID was provided by Zoe Brown, Beckenham and Penge BID Manager.

Ms Brown's office was based near the Tesco Superstore at Elmers End. The operational agreement for the Penge and Beckenham Bid was signed in August 2018. The levy for the Beckenham BID was £940k whilst it was £600k for the Penge BID. Ms Brown was developing relationships with business owners and volunteers and had been heavily involved in the Christmas preparations that had taken place in Beckenham. The Penge Traders Association had merged with Penge SE20 BID.

Contrary to the understanding of some residents and local businesses, the Beckenham scheme was primarily funded by TfL with some additional funding from the Council. 'Beckenham Together' had held an open meeting for BID levy payers; those who attended were informed that the TfL roadworks were in no way related to the BID. Ms Brown explained that she worked 2.5 days each week on each BID.

'Shop Safe' would be launched in Penge on Thursday 14th March. The scheme helped to make business owners feel safer. When it was launched, 15 business owners had signed up. The Beckenham BID now had its own website and Penge SE20 BID had its own section on the Penge SE20 website.

As part of the work of the Beckenham Town Centre Working Group, an accessibility audit had been undertaken in Beckenham. As a result of the audit, many businesses became more aware of the needs of disabled shoppers and started to provide ramps for wheelchair users.

Advice had been provided to businesses regarding business rate relief. In Beckenham. An application was being submitted to retain Purple Flag status. Strategy days were being planned for both BIDS.

A Member stated that in Biggin Hill the local businesses settled on using a Whats App Group rather than 'Shop Safe' to save money. Ms Brown responded that the businesses in Penge preferred to use 'Shop Safe' as they could communicate with each other, and because the system linked into local CCTV. They felt that the cost involved was not significant compared to the security benefits that were provided.

The Chairman enquired if the businesses were seeking a new direction or if they just wanted to progress with additional marketing. Ms Brown responded that this was the idea of the proposed 'Strategy Days'—so that these issues could be discussed. It was not easy to arrange these days as most businesses were focussing on making a living.

Ms Brown commented that plans would be determined by what resources became available through the BID Board, and by what funding streams could be accessed. She expressed the view that plans and strategies would be easier to develop in Penge than Beckenham. This was because Penge High Street was a long straight road, whereas Beckenham was divided into three distinct areas that were not particularly well linked.

The Chairman thanked Ms Brown for attending and for her informative update.

RESOLVED that the Beckenham and Penge update be noted.

89 ORCHARD AND SHIPMAN - CONTRACT PERFORMANCE REPORT

Report ECHS19026

The report outlined the Committee regarding the contractor's performance in the provision of Housing Service for the period 1st April 2018 to 31st January 2019.

The overall conclusion of the report was that the contractor's performance was satisfactory. Members were being asked to note and comment on the report.

It was noted that in the light of legal advice, the report was no longer required to be presented to the Executive.

A discussion took place concerning the need for 24 hour cover at Manorfields and Bellegrove.

In relation to section 3.9 of the report, it was confirmed that the Council currently paid an average of £6,652 per household per annum when placing them into temporary accommodation. Members agreed that this was too expensive and that alternative options should be considered by the Housing Transformation Board.

The Chairman turned his attention to section 4.1 of the report which was an analysis of the contractor's performance against the contract. He asked why the

performance of the contractor was considered as satisfactory when only 4/8 target areas were rag rated as green. He was informed that the PSL (private sector lease) rent collection target was only very marginally off target by 0.6%. The void turnaround target was 4 days behind but it was worth noting that this figure related to self-contained flats only, and that mitigating factors applied in this instance. Bellegrove and Manorfields had a faster turnaround of 48 hours with emergency access as required. It was acknowledged that a faster turnaround was required for non-urgent repairs, but on the plus side, urgent repairs had exceeded the target response time. The response time for emergency repairs was also on target. The Committee was reminded that rent collections for Bellegrove and Manorfields were both on target.

Given the above, it was fair to say that the contractor's performance was at least satisfactory.

The Chairman asked if a similar report on Orchard and Shipman could be brought back to the Committee annually.

The Portfolio Holder asked for clarification of the contractor's management fees, and the Vice Chairman requested that in future, financial information relating to fees should be laid out in a simple table format.

RESOLVED that the Contract Performance report be noted and that a report regarding the contract performance for Orchard and Shipman be presented to the Committee annually.

90 EXPENDITURE ON CONSULTANTS 2017/18 AND 2018/19

Report CSD19036

This report had been considered by the Executive, Resources and Contracts PDS Committee on 7th February 2019, where it was agreed that it be considered by all PDS Committees.

The Committee was being asked to consider the report and determine if any further scrutiny was required.

RESOLVED that the report be noted.

91 RENEWAL, RECREATION AND HOUSING PART 1 CONTRACTS REGISTER EXTRACT

Report DRR19/018

The Chairman commented that some of the contracts which were in fact capital had not been marked as such on the report.

RESOLVED that:

- 1) the appended Part 1 Contracts Register be noted; and**
- 2) the Committee note that the Contracts Register in Part 2 contained additional, potentially commercially sensitive information in its commentary.**

92 PROVISION OF LIBRARY SERVICES - CONTRACT PERFORMANCE REPORT

Report DRR19/010

The Chairman welcomed Diana Edmonds, National Library Director, GLL to the meeting. The Committee was pleased to note that customer satisfaction levels were good as were the numbers of books being issued. Various activities took place in the Library and GLL were trying to be innovative in their approach. Users were now able to make card payments and Wi-Fi was available for them to use on their own devices.

One Member commented that Wi-Fi had obtained the lowest rating for customer satisfaction. Members were informed that there was room for improvement and immediate action had been taken to resolve issues.

A Member enquired if there were any plans to increase the opening hours of smaller libraries. The Principal Client, Libraries, explained that the library contract was taken over on a like for like basis and so the opening hours would remain unchanged.

A Member pointed out that in the past, libraries had not opened due to lack of staff. He asked if this could be remedied by using volunteers. Members were advised that this would be difficult to introduce as it would involve significant negotiation with the unions and may not actually provide the appropriate level of cover to ensure a library could open.

Ms Edmonds agreed to access data relating to stock purchases that had been implemented and feed this back to the Committee.

One Member referred to the current provision of mother and baby groups and asked if this could be a possible source of income generation. Ms Edmonds responded that this option had been considered, but she was reluctant to implement it as it could discriminate against those on low incomes.

The Portfolio Holder asked how Bromley compared with other local authorities in terms of issuing. Bromley was the third highest issuing authority in London. It was noted that the highest issuing authority was Wandsworth, with Southwark in second place. It was agreed that efforts be made to secure second place. Ms Edmonds explained that the purchase of new titles was facilitated by an IT programme.

Members were informed that GLL operated a 'formulaic' approach in an effort to maximise the number of visitors to the Library:-

- Attractive building with an individual welcome
- Careful monitoring of stock
- Effective use of ICT
- Staff trained to the appropriate level of expertise
- Focus on activities

With respect to properly trained staff it was now the case that staff had to complete a thirteen module training programme.

A Member asked if the Library stored customers' email details. Ms Edmonds responded that email records were kept in a way that complied with GDPR requirements.

The Chairman asked if it was possible that toilets could be introduced into the Central Library. Ms Edmonds said that this was something that she was concerned about and that this was being looked into, along with generally improving the quality of the interior.

The Portfolio Holder asked if consideration was being given to the provision of a coffee shop. Ms Edmonds stated that there were no immediate plans for this, as income generation was a problem. However, the matter was being looked into by a commercial specialist who would be reporting back to GLL.

RESOLVED that:-

- 1) the report be noted;**
- 2) the Committee note the performance of the service provider in the past six months of the contract;**
- 3) GLL endeavour to secure second spot in the rankings for the highest number of issues; and**
- 4) Ms Edmonds to provide details of the stock purchases that had been implemented and feed this back to the Committee.**

93 TOWN CENTRES DEVELOPMENT PROGRAMME UPDATE

Report DRR19/020

The report updated Members on the Town Centres Development and Growth Programme.

Members were advised of LBB's plans to bid for funding from a new government fund called 'Future High Streets Fund'. The aim of this was to produce a development plan for Orpington Town Centre which was referred to as the 'Orpington Masterplan'.

Members were keen that the application for funding was submitted on time. The Director of Regeneration confirmed that the application (which would be in two phases) would be submitted on time.

RESOLVED that:-

- 1) Members note the progress on the delivery of the Town Centres Development and Growth Programme; and**
- 2) Members note the Council's intention to submit an Expression of Interest Bid for the Ministry of Housing, Communities and Local Government's Future High Streets Fund to secure funding for a new Orpington Masterplan.**

**94 RENEWAL, RECREATION AND HOUSING PDS COMMITTEE
WORK PROGRAMME (MAY 2019-APRIL 2020)**

Report CSD 19034

The Chairman requested that an item on 'Mears' be added to the July agenda. This would be a report similar to the one that had been presented regarding Orchard and Shipman.

The Chairman also requested that a visit to Crystal Palace Park be added to the Work Programme.

RESOLVED that the report be noted, and that in addition to items already mentioned previously in the Minutes, the above matters are also added to the Work Programme.

95 CHAIRMAN'S ANNUAL REPORT

No comments were made.

RESOLVED that the Chairman's annual report be noted.

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

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

97 PRE-DECISION SCRUTINY OF RENEWAL, RECREATION AND HOUSING PORTFOLIO REPORTS - PART 2 REPORTS

98 RENEWAL, RECREATION AND HOUSING CONTRACTS DATABASE EXTRACT- PART 2

Members noted the Part 2 contracts register extract.

RESOLVED that the Part 2 contracts register extract be noted.

99 PRIVATE SECTOR TALL BUILDINGS UPDATE'

This was a Part 2 (confidential) report and therefore the minutes concerning this item have been recorded in the Part 2 minutes.

100 HOUSING INFORMATION SYSTEMS - CONTRACT EXTENSIONS

Report ECHS 19025

The report on Housing Information Systems was classified as a part 2 item, and so the minutes were noted in the Part 2 minutes.

101 EXEMPT MINUTES OF THE RENEWAL, RECREATION AND HOUSING PDS COMMITTEE HELD ON 22 JANUARY 2019

The exempt minutes of the Renewal, Recreation and Housing PDS Committee held on 22nd January 2019 were confirmed and signed as a correct record.

The meeting ended at 9.15 pm

Chairman

This page is left intentionally blank

RENEWAL, RECREATION AND HOUSING POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 7 May 2019

Present:

Councillor Michael Rutherford (Chairman)
Councillor Suraj Sharma (Vice-Chairman)
Councillors Yvonne Bear, Julian Benington, Aisha Cuthbert,
Robert Evans, Josh King and Gary Stevens

Also Present:

Councillors Gareth Allatt, Nicholas Bennett J.P., Mark Brock,
Hannah Gray and Peter Morgan

102 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

An apology for absence was received from Councillor Angela Page; Councillor Robert Evans attended as substitute.

103 DECLARATIONS OF INTEREST

Councillors Cuthbert and Evans declared non-pecuniary interests in Agenda Item 6 as Members of the Board of Bromley Mytime Active.

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

104a QUESTIONS FOR THE RENEWAL, RECREATION AND HOUSING PORTFOLIO HOLDER

No questions were received.

104b QUESTIONS FOR THE CHAIRMAN OF RENEWAL, RECREATION AND HOUSING PDS COMMITTEE

No questions were received.

105 HOUSING TRANSFORMATION BOARD: INCREASING AFFORDABLE HOUSING SUPPLY

This report provided an update on progress achieved by the Housing Transformation Board in regard to the key work stream areas which focused on options to increase supply and speed up the rate of delivery for cost effective temporary accommodation and affordable housing supply as a direct alternative to the current reliance on the use of nightly rate temporary accommodation.

Work stream 2 related to the acquisition of properties. Having explored the potential to extend the existing More homes SPV, it was not possible to confirm that doing so would secure the best value for money. Therefore, it was recommended that the Council proceed to tender for a new SPV partner for the acquisition and management of up to a further 400 additional homes.

Work stream 3 focused on the use of Bromley owned or acquired sites to establish a development programme for new affordable housing supply. In order to progress this, approval was sought to appoint specialist advisors to assist with the completion of a business case for a local housing company (LHC) at a proposed cost of £100k to be allocated from the Growth Fund. Members were advised that if incorrectly set up, an LHC could carry a high financial risk. In this instance, the money set aside would ensure that the LHC was set up correctly and would only be drawn down as and when required.

The LHC would operate as a separate entity to that of the special purpose vehicle (SPV) between Mears Group and the Council. Unlike the SPV, this would not be 'gifted' to the Pension Fund.

As a learning exercise, officers had consulted with other local authorities where LHCs had been established.

In regard to financial implications, it was agreed that future reports containing a breakdown of costs would include the number of 1-4 bed units and the number of people accommodated in them. It was reported that whilst demand was currently stable, the chief need was for 2 bed units.

Members were advised that the Council aimed for the provision of 100% affordable housing when planning proposals were brought forward. In this regard, the Planning Department would actively challenge any non-viability claims.

Flexibility was sought to maximise affordable housing, including the right to buy. Whilst this could prove risky, under legislation there was an ability for change.

In regard to the work streams set out in paragraph 3.11 (page 8) of the report, the provision of 1,250 affordable and temporary housing units over the next three years would be in addition to the 400 units provided by Mears. Overall, against the cost of current temporary provision, this would amount to £10m.

Of the 300 families per month who sought assistance, around 12 were placed in temporary accommodation before moving onto permanent placements with housing associations or via private rental. However, as a result of the welfare reform, demand would rise.

It was anticipated that the Banbury House and Anerley Town Hall sites would accommodate in excess of 57 affordable housing units between them.

As set out in the table at paragraph 3.26 (page 10) of the report, the contract start date for the newly acquired LHC would be September 2020. The proposed procurement timescale and start date would be kept under review.

Should the preferred option to procure an LHC be approved, it would not prevent the Council from working with housing associations etc. on other schemes.

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

106 GATEWAY REPORT: PROVISION OF HOUSING SUPPLY IN ANERLEY AND CHISLEHURST

Report DRR19/025

Members considered recommendations for the approval of a Capital Scheme for the design and construction of up to 60 temporary homes across two sites known as, Banbury House, Bushell Way and Anerley Town Hall overflow car park. In order to achieve this, approval was sought for a further £8.4m to be added to the Capital Programme.

The report also sought approval to proceed to procurement for the provision of a design and build contract for the two sites and that the land at both sites be appropriated for housing purposes.

As Ward Member, Councillor Sharma was satisfied with progress achieved so far.

Whilst discussing the preferred authority route (paragraph 4.9.3, page 21), Members were advised that given the increasing pressure on housing, any delay would have a knock-on effect. The Chairman ruled out delegation to officers by reason of the scale and cost involved in the proposal. He requested (and Members agreed), that if the Contract Award was decided by the Executive, Members of the PDS Committee be invited to attend the meeting or may write to the Chairman with their views.

Members agreed to proceed with procurement option (b).

In response to a question from Councillor Bear concerning the proposed range of 1 and 2 bedroom apartments (page 21 of the report), the Strategic Commissioning Manager reported that this would be monitored in terms of need. Whilst 2 bed units were a priority, where construction work on sites could also deliver one bedroom units, these would be included in order to provide optimum residential land value.

Provided the units were properly maintained, they should have a lifespan of around 60 years; this was included in the internal rateable return. In terms of tenure, the accommodation would be for temporary use but structurally they were permanent buildings.

The Chairman referred to the refusal of a previous planning application for four town houses and four flats at the Anerley site and asked if the current proposal was realistic. He suggested that the Planning Department be engaged as early as possible.

Members were informed that the Council were not looking to exceed £140k per unit. This was not a cheaper option but was a quicker option compared to a traditional build. Market testing undertaken had evidenced that the units were energy efficient and often cheaper for occupants to run.

An example of a one bed unit built in the UK and called a 'Zed pod', would be available for inspection at the Civic Centre, St Blaise Car Park from 20 May. The unit was erected on stilts with parking facilities available underneath. It was structurally sound and the architects of Zed Pod had confirmed as part of the market research, that the units would remain fully stable should a car accidentally strike the building.

The LHC framework used several providers including Caledonian, Rollalong and F1 Modular.

RESOLVED that the report be noted and that Members of the Executive are recommended to:-

- 1 request that Council approve the addition of £8.4m to the Capital Programme for the provision of up to 60 residential units for the provision of housing for the purposes of temporary accommodation on sites known as Bushell Way and Anerley Town Hall Overflow Car Park; with £7.5m funded from the Housing Investment Fund earmarked reserve, and £0.9m identified in the 2018/19 Provisional Final Outturn report being submitted to the Executive on 21st may 2019;**
- 2 approve a mini competition tender using the LHC, NH1 Framework for a design and build of housing at the identified sites, as set out in paragraph 4.5 of the report and the approval process for contract award as set out in paragraph 4.9.3; and**
- 3 approve the appropriation of land at sites known as Bushell Way and Anerley Town Hall overflow carpark from their current purpose to the purpose of housing land held under the general fund in accordance with section 122 of the Local Government Act 1972;**

It was further RESOLVED that approval for the award of contract be considered by the Executive on condition that Members of the RR&H PDS Committee be invited to the meeting or may write to the Chairman with their views.

107 WEST WICKHAM LEISURE AND LIBRARY REDEVELOPMENT

Report DRR19/027

Members considered the progress of the West Wickham Leisure and Library Development and the feasibility study.

Approval was sought for the recommended design concept, as set out in the report together with approval to undertake soft market engagement with developers and housing providers to fully determine the extent of interest in the scheme.

The Strategic Commissioning Manager outlined the options set out in the report which were the result of feasibility work undertaken by Perfect Circle, a built environment consultancy. Initial feedback included the views obtained from Ward Member briefings and engagement meetings with stakeholders. Wider public engagement was still to be undertaken.

Visiting Ward Member Councillor Nicholas Bennett JP expressed his gratitude to the Director of Regeneration and the Strategic Commissioning Manager for consulting with him and Ward Member colleagues throughout the initial process.

Councillor Bennett reported that the existing leisure centre was not fit for purpose and too costly to maintain; a new leisure centre was therefore required. In this regard, it was prudent to keep the public purse to a minimum and this could be achieved with the inclusion of housing. Situated close to the mainline station, the site offered a brilliant opportunity for residential accommodation. Although the proposed height of the building may cause concern, conditions to camouflage the development could be imposed via existing planning policies.

Retaining the library was essential and officers should ensure that the book provision remained the same as that provided by the existing library. The current facility would close just one week before handover. The site was suitable for the inclusion of residential accommodation.

Councillor Bennett urged Members to recommend Option 2c as the preferred way forward.

Visiting Ward Members Councillors Gray and Brock reiterated Councillor Bennett's comments.

Councillor Evans raised concern in regard to the proposed mixed tenure of housing. Referring to the current need for affordable housing, the Authority should lead by example and include affordable units when developing Council-owned sites. A definite commitment for 35% permanent affordable housing should be applied in this case.

The Director of Regeneration confirmed that final costing for the schemes would be undertaken and all models were being assessed for the inclusion of affordable housing.

Councillor Stevens agreed that option 2c was preferable. The scheme maintained a good balance with minimum space lost and included the correct mix of residential accommodation. The Council had engaged with local residents who appeared to support the scheme as did users of the leisure facility.

A report outlining the value of the site would be submitted to the Committee in July 2019.

Discussions had taken place with the GLA in relation to grant funding.

In response to a question from Councillor Benington, the Director of Regeneration could not guarantee that the new library would operate in the same way as the Biggin Hill facility – Mytime did not have any rights regarding Group 2 facilities.

With option 2c, there was scope to expand facilities in addition to the current café and meeting rooms. As the scheme developed, the Council would work in conjunction with the successful operator on the new library design. Retention of the current footprint was subject to debate moving forward.

Councillor Benington supported the inclusion of 35% affordable housing.

The proposed 25m lane main pool was accepted as standard. Discussions had been held with the Diving Club who confirmed that this complied with their requirements although they were used to the existing 33m lane pool. Discussions would continue. As the proposed pool maintained a 2m depth throughout, a meeting with Sport England was suggested to discuss the option for a graduated pool. Members were informed that Sport England would not be contributing funds.

The Director of Regeneration advised that further consultation would be put forward and feedback submitted to a future meeting of the Committee. The Planning Department had been engaged to look at issues concerning trees which were not protected by TPOs and appropriate screening and treatments to soften the appearance of the proposed buildings.

RESOLVED that:-

- 1 the report be noted and the Committee's comments be provided to Members of the Executive for consideration;**
- 2 the Executive be recommended to approve option 2c on condition that at least 35% affordable housing was included.**

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

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

**109 GATEWAY REPORT: PROVISION OF HOUSING SUPPLY IN
ANERLEY AND CHISLEHURST**

Members considered confidential information relating to Item 8 – Gateway Report: Provision of Housing Supply in Anerley and Chislehurst.

RESOLVED that the confidential information be noted.

As this was the final meeting of the 2018/19 Municipal Year, the Chairman thanked Members and officers for their tireless efforts throughout the year.

The meeting ended at 8.15 pm

Chairman

This page is left intentionally blank

Report No.
CSD19088

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Renewal, Recreation and Housing PDS Committee

Date: 2 July 2019

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

Title: **MATTERS OUTSTANDING FROM PREVIOUS MINUTES**

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

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

1.1 For Members to monitor progress against actions outstanding from previous meetings.

2. RECOMMENDATION

2.1 **That Members note the report.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: None

Corporate Policy

1. Policy Status: Existing policy. The Committee is regularly updated on matters outstanding from previous meetings.
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £358,740
 5. Source of funding: 2019/20 revenue budget
-

Personnel

1. Number of staff (current and additional): There are 8 posts (6.79 fte) in the Democratic Services Team.
 2. If from existing staff resources, number of staff hours: Monitoring the Committee's matters outstanding can take up to two hours per meeting.
-

Legal

1. Legal Requirement: No statutory requirement or Government guidance.
 2. Call-in: Call-in is not applicable. The report does not involve an executive decision
-

Procurement

1. Summary of Procurement Implications: N/A
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

This report provides updates on progress achieved in regard to requests made by the Committee at previous meetings. Following each meeting, required actions are listed and monitored to ensure that any outstanding issues are addressed in a timely fashion.

All matters outstanding from previous Minutes have been completed as set out in Appendix A to this report.

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

PROGRESS ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS

<u>Minute Number/Title</u>	<u>Updates/Feedback Requested</u>	<u>Action By</u>	<u>Current Status</u>
Minute 84 – 06.03.19 Contingency Drawdown: Homelessness and Temporary Accommodation Pressure	Having noted the request to drawdown £2,489k from the central contingency for homelessness and welfare reform pressures, and the impact of the Homeless Reduction Act, one Member asked what the total budget for this area amounted to.	Sara Bowrey	Information below sent via e-mail. Action completed.
<p><u>Response</u></p> <p>The contingency set aside for 2018/19 is £3,165K made up of £750K for the new duties in the homelessness reduction act and £2,415K for temporary accommodation pressures.</p> <p>Paragraph 3.8 of the report explains that the total drawdown being requested in respect of the temporary pressures is £1,739K, so less than the anticipated £2,415K for this element. The full £750K is being drawn down. This adds up to the £2,489K - £676K less than the full contingency set aside for 2018/19.</p> <p>The table contained in 6.1 of the report shows the total contingency sums set aside each year up until 2022/23 based upon current trend analysis.</p> <p>The budget pressures in relation to homelessness are reviewed on an annual basis. Current trend analysis shows predictions for the next 3 years with an ongoing review each year to refresh these figures. Contingency funding is set aside on this basis as required where mitigation actions are unable/unlikely to be able contain the total level of pressure. This is carried out within the wider budget setting and financial forecasting process for the Council.</p>			

**Minute 92 – 06.03.19
Provision of Library Services –
Contract Performance Report**

Members requested further details of stock purchases.

Tim Woolgar/
Diana Edmonds
- GLL

Information below sent via e-mail on 12 April 2019. Action completed.

Response

The following details of stock purchases have been received from Greenwich Leisure Ltd.

Purchases from Main Library Supplier, 2018-19

	<u>Hardback</u>		<u>Paperback</u>		<u>Other</u>		<u>Total Value</u>	
	QTY	Value	QTY	Value	QTY	Value	QTY	Total
Adult Fiction	2340	£26,337.19	14245	£81,248.01	0	£0.00	16585	£107,585.20
Adult Non-Fiction	1198	£13,923.37	5348	£46,311.05	17	£273.84	6563	£60,508.26
Adult Reserve	15	£1,071.51	50	£2,367.16	1	£30.27	66	£3,468.94
Junior Fiction	3788	£23,768.82	11596	£52,719.11	0	£0.00	15384	£76,487.93
Junior Non-Fiction	1249	£10,067.13	1647	£9,378.48	5	£36.83	2901	£19,482.44
Junior Reference	0	£0.00	0	£0.00	0	£0.00	0	£0.00
eBooks	0	£0.00	1	£10.99	0	£0.00	1	£10.99
DVD	0	£0.00	0	£0.00	637	£8,725.87	637	£8,725.87
Music	0	£0.00	0	£0.00	308	£2,449.38	308	£2,449.38
Games	0	£0.00	0	£0.00	0	£0.00	0	£0.00
Other	0	£0.00	0	£0.00	36	£1,501.88	36	£1,501.88
Adjustments	-9	-£83.13	-59	-£354.53	-3	-£87.36	-71	-£525.02
Totals	8581	£75,084.89	32828	£191,680.27	1001	£12,930.71	42410	£279,695.87

Purchases from other suppliers 2018-19

	Value
Audiobook Standing Orders	£22,366.92
Large Print Standing Orders	£8,349.75
Maps (OS and GOAD)	£1,344.42
Music scores	£570.26
CustomEyes Children's Large Print	£838.76
Misc	£309.54
Total	£33,779.65

Total Physical Item Purchase	£313,475.52
-------------------------------------	--------------------

Non-book purchases

	Value
E-Library Contracted	£14,000.00
E-Magazines	£10,844.19
Grants & Subscriptions	£2,507.00
Online Resources	£47,458.50
Newspapers and Periodicals	£43,839.80
Subscriptions	£2,200.46
Local Studies Conservation	£3,028.69
Local Studies Online	£7,777.00
Total	£131,655.64

This page is left intentionally blank

Report No.
FSD19057

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Renewal, Recreation & Housing Portfolio Holder

For Pre-decision Scrutiny by the Renewal, Recreation & Housing PDS Committee

Date: 2 July 2019

Decision Type: Non-Urgent Executive Non-Key

Title: BUDGET MONITORING 2019/20

Contact Officer: Claire Martin, Head of Finance, James Mullender, Head of Finance
Tel: 020 8313 4286; 020 8313 4196 E-mail: claire.martin@bromley.gov.uk;
james.mullender@bromley.gov.uk

Chief Officer: Nigel Davies, Executive Director of Environment and Community Services
Sara Bowrey, Director of Housing

Ward: Borough wide

1. Reason for report

This report provides an update of the latest budget monitoring position for 2019/20 for the Renewal, Recreation and Housing Portfolio based on expenditure and activity levels up to 31 May 2019. This shows a projected under spend of £181k for the total portfolio budget.

2. **RECOMMENDATION(S)**

That the Portfolio Holder is requested to:

- 2.1 To endorse the latest 2019/20 budget projection for the Renewal, Recreation & Housing Portfolio.

Impact on Vulnerable Adults and Children

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

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Non-Recurring Cost
 3. Budget head/performance centre: Renewal, Recreation & Housing Portfolio Budgets
 4. Total current budget for this head: £21.755m
 5. Source of funding: Existing revenue budgets 2019/20
-

Personnel

1. Number of staff (current and additional): 196.5ftes
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

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

Procurement

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

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 The 2019/20 projected outturn is detailed in Appendix 1, with a forecast of projected spend for each division compared to the latest approved budget and identifies in full the reason for any variances.
- 3.2 Costs attributable to individual services have been classified as “controllable” and “non-controllable” in Appendix 1. Budget holders have full responsibility for those budgets classified as “controllable” as any variations relate to those factors over which the budget holder has, in general, direct control. “Non-controllable” budgets are those which are managed outside of individual budget holder’s service and, as such, cannot be directly influenced by the budget holder in the shorter term. These include, for example, building maintenance costs and property rents which are managed by the Property Division but are allocated within individual departmental/portfolio budgets to reflect the full cost of the service. As such, any variations arising are shown as “non-controllable” within services but “controllable” within the Resources Portfolio. Other examples include cross departmental recharges and capital financing costs. This approach, which is reflected in financial monitoring reports to budget holders, should ensure clearer accountability by identifying variations within the service that controls financial performance. Members should specifically refer to the “controllable” budget variations relating to portfolios in considering financial performance. These variations will include the costs related to the recession.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 The 2019/20 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 “The “Building a Better Bromley” objective of being an Excellent Council refers to the Council’s intention to provide efficient services and to have a financial strategy that focuses on stewardship and sustainability. Delivering Value for Money is one of the Corporate Operating Principles supporting Building a Better Bromley.
- 5.2 The “2019/20 Council Tax” report highlighted the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2019/20 to minimise the risk of compounding financial pressures in future years.
- 5.3 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council’s budgetary control and monitoring arrangements.

6. FINANCIAL IMPLICATIONS

- 6.1 The controllable budget for the Renewal, Recreation and Housing Portfolio is expected to under spend by £189k at the year-end, based on the financial information available as at 31 May 2019. This figure excludes the non-controllable variation of Dr £8k.
- 6.2 The following table summarises the budget variations over the key areas: -

	Latest Approved	Projection	Variation	%
	£'000	£'000	£'000	
Staffing	8,596	8,130	-466	-5.42%
Running expenses	4,314	4,300	-14	-0.32%
Contracts	4,422	4,422	0	0.00%
Temporary accommodation - costs	17,735	17,749	14	0.08%
Housing Benefits - payments	106,489	106,489	0	0.00%
Temporary accommodation - income	-11,210	-11,202	8	-0.07%
Housing Benefits - subsidy	-108,401	-108,401	0	0.00%
Other Income	-6,306	-6,037	269	-4.27%
Consultants	157	157	0	0.00%
	15,796	15,607	-189	-1.20%

Further details of the variations are provided in Appendix 1

Environment & Community Services Department (Cr £95k)

- 6.3 For Building Control, there is a net projected under spend of £83k within the staffing budget due to vacant posts and reduced hours being worked.
- 6.4 There is an overall deficit of income of £141k expected for planning income. This is mainly from non-major planning applications and pre-application meetings. The deficit is partly offset by an under spend of £95k within staffing due to part year vacancies.
- 6.5 As a direct result of losing a planning appeal, partial award of costs have been awarded against the Council totalling £50k. This is partly offset by the release of part of a provision which is no longer required (Cr £40k).
- 6.6 Part year vacancies within the Renewal team have resulted in a projected underspend of £125kch is partly offsetting £50k additional costs for specialist consultancy and legal work relating to both the Local Plan appeal and the London Plan.

Education, Care & Health Services Department (Cr £94k)

- 6.7 There is a projected underspend of £116k in the Supporting People budget, mainly as a result of contract savings.
- 6.8 Temporary Accommodation budgets are projected to overspend by £22k, mainly as a result of higher than anticipated numbers of households being placed in nightly paid accommodation, although this is at a significantly lower level than in recent years, due to the impact of preventative work and the supply of properties through the More Homes Bromley scheme.

6.9 The table below summarises the main variances within the divisions: -

Summary of Major Variations	£'000
Building Control staffing vacancies	Cr 83
Planning income	141
Vacancies within planning	Cr 95
Partial award of costs relating to an appeal that was lost	50
Release of a provision no longer required	Cr 40
Vacancies within the Renewal team	Cr 125
Specialist consultancy/legal costs for Local Plan appeal and London Plan	57
Supporting People contracts	Cr 116
Temporary accommodation	22
	Cr 189

Non-Applicable Sections:	Legal, Procurement and Personnel Implications
Background Documents: (Access via Contact Officer)	2019/20 budget monitoring files within ECS and ECHS Finance sections

This page is left intentionally blank

Renewal, Recreation & Housing Budget Monitoring Summary

2018/19 Actuals £'000	Division Service Areas	2019/20 Original Budget £'000	2019/20 Latest Approved £'000	2019/20 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	ENVIRONMENT AND COMMUNITY SERVICES DEPARTMENT							
	Planning							
Cr 11	Building Control	88	88	5	Cr 83	1	0	0
Cr 127	Land Charges	Cr 125	Cr 125	Cr 125	0	2	0	0
844	Planning	861	855	911	56	3	0	0
733	Renewal	846	846	778	Cr 68	4	0	0
1,439		1,670	1,664	1,569	Cr 95		0	0
	Recreation							
1,923	Culture	933	978	978	0		0	0
4,859	Libraries	4,921	4,921	4,921	0		0	0
132	Town Centre Management & Business Support	133	156	156	0		0	0
6,914		5,987	6,055	6,055	0		0	0
	ECS - Housing							
188	Housing Improvement	209	209	209	0		0	0
188		209	209	209	0		0	0
8,541	Total Controllable ECS DEPT	7,866	7,928	7,833	Cr 95		0	0
1,421	TOTAL NON CONTROLLABLE	Cr 398	Cr 398	Cr 390	8	5	0	0
1,978	TOTAL EXCLUDED RECHARGES	2,109	2,109	2,109	0		0	0
11,940	Total ECS DEPARTMENT	9,577	9,639	9,552	Cr 87		0	0
	EDUCATION, CARE & HEALTH SERVICES DEPARTMENT							
	Operational Housing							
939	Supporting People	1,004	1,004	888	Cr 116	6	0	0
8,784	Housing Needs	9,059	8,778	8,800	22	7	0	0
0	Enabling Activities	Cr 1	Cr 1	Cr 1	0		0	0
Cr 1,149	Housing Benefits	Cr 1,913	Cr 1,913	Cr 1,913	0		0	0
8,574	Total Controllable ECHS DEPT	8,149	7,868	7,774	Cr 94		0	0
423	TOTAL NON CONTROLLABLE	124	124	124	0		0	0
3,677	TOTAL EXCLUDED RECHARGES	4,174	4,124	4,124	0		0	0
12,674	Total ECHS DEPARTMENT	12,447	12,116	12,022	Cr 94		0	0
24,614	PORTFOLIO TOTAL	22,024	21,755	21,574	Cr 181		0	0

Reconciliation of Latest Approved Budget

£'000

Original budget 2019/20

22,024

Carry Forward Requests approved from 2018/19

Planning Strategy & Projects - Custom Build Grant - Income	Cr	60
Planning Strategy & Projects - Custom Build Grant - Expenditure		60
Asset Recovery Incentivisation Scheme - Income	Cr	85
Asset Recovery Incentivisation Scheme - Expenditure		85
New Homes Bonus		118
Fire Safety Grant - Expenditure		43
Fire Safety Grant - Income	Cr	43
Implementing Welfare Reform Changes - Expenditure		55
Implementing Welfare Reform Changes - Income	Cr	55
Flexible Homeless Grant - Expenditure		41
Flexible Homeless Grant - Income	Cr	41
Homelessness Reduction Act - Expenditure		89
Homelessness Reduction Act - Income	Cr	89

Central Contingency Adjustments

Savings - review of staffing	Cr	56
Housing Growth - variation to budget assumptions	Cr	331

Latest Approved Budget for 2019/20

21,755

REASONS FOR VARIATIONS

1. Building Control Cr £83k

For the chargeable service, an income deficit of £278k is projected based on actual income for April 2019. This is expected to be offset by a projected underspend within salaries of £146k arising from reduced hours working / vacancies. In order to have a balanced budget, a review will be done this year to closely realign the income and staffing budget levels. To address the income deficit, a price increase is expected to be implemented in December. In accordance with Building Account Regulations, the net deficit of around £132k will be drawn down from the earmarked reserve for the Building Control Charging Account. The net balance will therefore reduce from Cr £192k to Cr £60k.

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

A deficit of £17k is expected for income within the Charging Account which is offset by £17k underspend on staffing due to reduced hours. Overall, no variation is projected for 2019/20 at this stage. In accordance with Local Authorities (Charges for Property Searches) Regulations 2008, any deficit or surplus will be drawn down from the earmarked reserve for the Land Charges Charging Account, which has a balance of Dr £26k as at March 19.

3. Planning Dr £56k

There is a net £95k underspend on staffing due to part year vacancies.

Income from non-major planning applications is below budget for the first two months of the year, and a shortfall of around £150k is projected for 2019/20 against a budget of £1,179k. This is partly offset by the projected underspend within salaries.

For major applications, £91k has been received as at May 2019, which is £27k lower than for the same period in 2018/19. As the timing of this income varies, a balanced budget is projected for major applications at this stage of the year. This budget will be closely monitored over the next few months.

There is also a projected surplus of income of £9k from pre-application meetings.

There is a £50k cost projected for major appeals, mainly due to a partial award of costs that has been awarded against the Council in respect of the refusal of planning permission for the development at Westmoreland Road. There is a sum of £60k held in the central contingency that could be partly drawn down to offset these costs, however at this moment in time, the additional cost is offset by underspends elsewhere within the Planning division, mainly from staff vacancies.

Part of a provision, (£40k), is being released as it is no longer required, relating to the potential payback of Community Infrastructure levy monies.

Summary of variations within Planning:

	£'000
Underspend on Staffing	Cr 95
Shortfall income from non-major applications	150
Surplus on pre-application planning income	Cr 9
Cost on major appeal	50
Release of part of provision relating to payback of CIL	Cr 40
Total variation for Planning	<u>56</u>

4. Renewal Cr £68k

A net underspend of £125k is projected for staffing due to part year vacancies. This is being used to offset a potential cost of £57k for specialist consultancy and legal work relating to both the potential Local Plan appeal and the London Plan.

5. Non-controllable Dr £8k

There is a projected £8k shortfall of income within the property rental income budget. Property division are accountable for these variations.

6. Supporting People Cr £116k

A £116k underspend is currently forecast in the Supporting People area. A number of the contracts were renegotiated and extended recently with a start date in this financial year. This has resulted in the higher underspend than in the previous year. The extensions were only for a few years and the contracts will be starting their re-tendering process during this year.

7. Housing Needs Dr £22k

There is currently a relatively minor overspend of £22k in the Temporary Accommodation area. The sum of £331k has been returned to Central Contingency to reflect the difference in the number of households in nightly paid accommodation at the start of the year compared to what had been assumed in the growth allocated in the 2019/20 budget.

At the start of the year the number of clients in Nightly Paid Accommodation was 907. By the end of May that number had risen to 910 - an increase of 3 during the year. It is currently expected that this will increase to 960 by the end of the financial year (based on an increase of 5 new clients per month), at an average cost of around £6,380 per property per annum. In addition the proportion of 2 bed Temporary Accommodation properties that are required has been increasing, from just under 35% in September to now just over 37.5%.

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.

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 1,548 clients in Temporary Accommodation.

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 waiver has been actioned:

1) £308k for a 3 year contract for the Document Management System and Uniform management software with Idox, via the Data and Applications Solutions framework.

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.

This page is left intentionally blank

Report No.
FSD19056

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Renewal, Recreation and Housing Portfolio Holder

For Pre-decision scrutiny by the Renewal, Recreation and Housing PDS Committee

Date: 2nd July 2019

Decision Type: Non-Urgent Executive Non-Key

Title: PROVISIONAL OUTTURN 2018/19

Contact Officer: Claire Martin, Head of Finance, James Mullender, Head of Finance
Tel: 020 8313 4286; 020 8313 4196 E-mail: claire.martin@bromley.gov.uk;
james.mullender@bromley.gov.uk

Chief Officer: Nigel Davies, Executive Director of Environmental and Community Services
Sara Bowrey, Director of Housing

Ward: Boroughwide

1. Reason for report

This report provides the Portfolio Holder with the provisional final outturn position for 2018/19 for the previous Renewal, Recreation and Housing Portfolio. This shows an over spend of £79k for 2018/19.

2. **RECOMMENDATION(S)**

The Portfolio Holder is requested to:

- 2.1 Endorse the 2018/19 provisional outturn position for the Renewal, Recreation and Housing Portfolio.
- 2.2 Approve the release of the carry forward sums from 2018/19 held in the Central Contingency, as detailed in para 6.13.

Impact on Vulnerable Adults and Children

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

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Recurring Cost
 3. Budget head/performance centre: Renewal, Recreation and Housing Budget
 4. Total current budget for this head: £24.535m
 5. Source of funding: Existing revenue budgets 2018/19
-

Staff

1. Number of staff (current and additional): 201.6 ftes
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

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

Procurement

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

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 The 2018/19 provisional outturn for the Renewal, Recreation and Housing Portfolio shows an over spend of £79k against a controllable budget of £17.036m, representing a 0.46% variation. The detailed variations are shown in Appendix 1 with a summary included in Section 6.
- 3.2 Costs attributable to individual services have been classified as “controllable” and “non-controllable” in Appendix 1. Budget holders have full responsibility for those budgets classified as “controllable” as any variations relate to those factors over which the budget holder has, in general, direct control. “Non-controllable” budgets are those which are managed outside of individual budget holder’s service and, as such, cannot be directly influenced by the budget holder in the shorter term. These include, for example, building maintenance costs and property rents which are managed by the Property Division but are allocated within individual departmental/portfolio budgets to reflect the full cost of the service. As such, any variations arising are shown as “non-controllable” within services but “controllable” within the Resources Portfolio. Other examples include cross departmental recharges and capital financing costs. This approach, which is reflected in financial monitoring reports to budget holders, should ensure clearer accountability by identifying variations within the service that controls financial performance. Members should specifically refer to the “controllable” budget variations relating to portfolios in considering financial performance. These variations will include the costs related to the recession.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 The 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 The “Building a Better Bromley” objective of being an Excellent Council refers to the Council’s intention to provide efficient services and to have a financial strategy that focuses on stewardship and sustainability. Delivering Value for Money is one of the Corporate Operating Principles supporting Building a Better Bromley.
- 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.
- 5.3 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council’s budgetary control and monitoring arrangements.

6. FINANCIAL IMPLICATIONS

- 6.1 The total variation for the Renewal, Recreation and Housing Portfolio at the year-end was an over spend of £79k. Some of the major variations are summarised below, with more detail included in Appendix 1.
- 6.2 As requested at the November 2018 PDS meeting, the following table summarises the budget variations over the key areas: -

	Latest		Variation	%
	Approved	Projection		
	£'000	£'000	£'000	
Staffing	8,121	7,667	-454	-5.59%
Running expenses	7,057	7,243	186	2.64%
Contracts	5,509	5,625	116	2.11%
Temporary accommodation - costs	17,680	17,739	59	0.33%
Housing Benefits - payments	107,461	108,594	1,133	1.05%
Temporary accommodation - income	-10,565	-10,525	40	-0.38%
Housing Benefits - subsidy	-109,960	-110,945	-985	0.90%
Other Income	-8,348	-8,530	-182	2.18%
Consultants	81	247	166	204.94%
	17,036	17,115	79	0.46%

Further details of the variations are provided in Appendix 1

The following sums are included in the budgets above, which were drawdown from the Central Contingency:

	£'000
Staffing	196
Running Costs	822
Temporary accommodation - costs	883
Temporary accommodation - income	588
	2,489

Environment & Community Services Department (Cr 234k)

- 6.3 Within Building Control there was an overall net underspend of £92k, largely due to vacant posts.
- 6.4 Income for planning applications was above budget by £100k which was more than offset by additional costs of £194k incurred for specialist consultancy and legal work required for planning appeals.
- 6.5 Part year vacancies within renewal total £172k, which partly funded advice required for public enquiries and the Local Plan implementation, £67k.
- 6.6 There was an under spend of £94k that relates to a carry forward request New Home Bonus projects within Renewal and an under spend of £23k for Town Centre Management projects.
- 6.7 Other net variations within the ECS Department total Cr £14k.

Education, Care & Health Services Department (Dr £313k)

- 6.8 Supporting People budgets had an under spend of £74k as a result of contract savings.

- 6.9 There was a net overspend of £51k in Housing Needs, largely due to increases in nightly paid accommodation (£99k), increased provision for uncollectable temporary accommodation debts (£64k), Travellers site utilities, maintenance and loss of income (£44k), partly offset by underspends on prevention work (£156k).
- 6.10 Housing Benefit was overspent by £335k, mainly as a result of the increase in provision for unrecoverable benefit at £188k above budgeted levels, with the remaining overspend mainly relating to the overpayment subsidy being lower than budgeted.
- 6.11 The table below summarises the main variances: -

Summary of Major Variations	£'000
Building Control	Cr 92
Income from planning applications	Cr 100
Specialist consultancy/legal advice	194
Renewal staff vacancies	Cr 172
Public enquiry & local plan implementation	67
Underspend related to NHB funded work within Renewal (C/F Request)	Cr 94
Underspend related to NHB funded work within TCM (C/F Request)	Cr 23
Other variations with the ECS Department	Cr 14
Total Variation for the ECS Department	Cr 234
Temporary Accommodation	99
Increase in Bad Debt Provision	252
Homelessness Prevention	Cr 156
Travellers Sites	44
Furniture Storage	Cr 104
Choice Based Letting	Cr 21
Housing Benefit	147
New Housing System	49
Other variations within ECHS Department	3
Total Variation for the ECHS Department	313
Total Variation for the RRH Portfolio	79

Carry Forward Requests

- 6.12 On 21st May 2019, Executive approved the carry forward of 2018/19 underspends, subject to the funding being allocated to the Central Contingency to be drawn down on the approval of the relevant Portfolio Holder.
- 6.13 The total sum relating to the RRH Portfolio being requested in this report is £490k which is fully funded by government, grant providing a net carry forward of £0k. Details are provided in the table below:

2018/19 Carry Forward Sums - Request to Drawdown		£'000
Fire Safety Grant	In June 2017, the Council received £56,589 from the London Fire and Emergency Planning Authority, following the successful bid made for gas safety checks, minor repairs for gas appliances and fire retardant bedding and clothing for disabled or vulnerable clients. To date, £13,935 has been spent and the remaining grant sum of £42,654 is requested to be carried forward to 2019/20, in order to continue to carry out the works as set out in the grant conditions.	42.7
New Homes Bonus - Regeneration	In total there were 4 NHB top slice revenue projects which secured funding agreed through the LEP in 2015/16. These were due to be delivered over 2 years commencing in 2015/16, although the GLA agreed to extend the period to the end of 2018/19. The 4 projects include: Penge town centre and Orpington town centre (a proportion of which was allocated to TCM and is included in a separate carry forward request), Biggin Hill Technology & Enterprise centre and Lagoon Rd industrial estate refurbishment. At the end of 2018/19, £94,416 remains unspent and a carry forward is requested so that the associated project work can be completed in 2019/20, as agreed with the GLA.	94.4
New Homes Bonus - Town Centre Management	There was an underspend of £23k in 2018/19 relating to the two NHB top slice projects within Orpington and Penge. Executive are requested to agree a carry forward on the balance for these specific projects, which will be completed during 2019/20, as agreed with the GLA.	23.5
Appeal & Enforcement - Asset Recovery Incentivisation Scheme (ARIS)	The Council was awarded a sum of £144,388 from a Proceeds of Crime Act prosecution as part of the Asset Recovery Incentivisation Scheme to carry out works on asset recovery, crime reduction projects and community projects. Due to the late notification of this funding, on 28th March 2018 Executive agreed to carry forward the unspent balance of £132,758 into 2018/19. £84,633 of this is allocated to Planning Enforcement (RR&H Portfolio) and the remaining balance of £48,125 is allocated to Trading Standards (PPE Portfolio). 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. Members are asked to approve a carry forward request for both the income and expenditure budget to 2019/20.	84.6
Planning Strategy & Projects - Custom Build Grant	The Custom Build grant of £30k was carried forward from 2017/18 due to late notifications from DCLG, as approved by Executive on 21 May 2018. In March 2019, notification was received from DCLG that the Council had been awarded an additional £30k Custom Build grant. The majority of the work funded from these grants will follow on from the Local Plan. Due to a lengthy public examination including legal challenges, the plan was eventually adopted much later than expected in January 2019, which resulted in the works being delayed. Therefore Executive are asked to carry forward these grants in order to carry out the works in 2019/20	60.0
Continued overleaf		305.2

2018/19 Carry Forward Sums - Request to Drawdown (cont'd)		£'000
Implementing Welfare Reform Changes	The funds provided were to meet the cost of implementing welfare reform. Caseloads are likely to increase substantially. This funding will be needed in 2019/20 to help mitigate the impact and potential increase in homelessness resulting from these changes. In addition there have been delays in implementing Universal Credit nationally. The funding will therefore be needed to cover the costs of local implementation.	54.8
Flexible Homelessness Support Grant	The Flexible Homelessness Support Grant was a new grant in 2017/18 that has replaced the Management Fee included within the Housing Benefit Grant. The spend has been used during the year to offset the loss of income from the end of the HB Management Fee. Looking at next years grant allocation and expected spend, it is currently expected that the grant income will not be enough to cover the costs, and therefore this carry forward would assist in meeting the expected demand in 2019/20.	41.0
Homelessness Reduction Grant	The additional grant which has been given to reflect the latest MHCLG visits. The funding has been provided to assist in preventing and relieving homelessness for young people and as such will be required to during 2019/20 to implement the initiatives identified through the work with the MHCLG specialist adviser.	89.0
Total Expenditure		490.0
Grant Income		-490.0
Total (net of Grant Income)		0.0

Non-Applicable Sections:	Legal, Procurement and Personnel Implications
Background Documents: (Access via Contact Officer)	2018/19 budget monitoring files within the finance sections

This page is left intentionally blank

Renewal, Recreation & Housing Budget Monitoring Summary

2017/18 Actuals £'000	Division Service Areas	2018/19 Original Budget £'000	2018/19 Final Approved £'000	2018/19 Provisional Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
ENVIRONMENT AND COMMUNITY SERVICES DEPARTMENT								
Planning								
Cr 7	Building Control	82	81	Cr 11	Cr 92	1	Cr 83	0
Cr 140	Land Charges	Cr 126	Cr 124	Cr 127	Cr 3	2	Cr 1	0
764	Planning	736	724	844	120	3	162	0
850	Renewal	801	932	733	Cr 199	4	Cr 226	0
1,467		1,493	1,613	1,439	Cr 174		Cr 148	0
Recreation								
1,686	Culture	1,786	1,908	1,923	15	5	10	0
5,784	Libraries	5,030	4,881	4,859	Cr 22	6	Cr 13	0
219	Town Centre Management & Business Support	189	170	132	Cr 38	7	Cr 8	0
7,689		7,005	6,959	6,914	Cr 45		Cr 11	0
ECS - Housing								
194	Housing Improvement	203	203	188	Cr 15	8	Cr 17	0
194		203	203	188	Cr 15		Cr 17	0
9,350	Total Controllable ECS DEPT	8,701	8,775	8,541	Cr 234		Cr 176	0
Cr 814	TOTAL NON CONTROLLABLE	2,542	1,421	1,421	0		7	0
2,466	TOTAL EXCLUDED RECHARGES	1,857	1,978	1,978	0		0	0
11,002	Total ECS DEPARTMENT	13,100	12,174	11,940	Cr 234		Cr 169	0
EDUCATION, CARE & HEALTH SERVICES DEPARTMENT								
Operational Housing								
913	Supporting People	1,013	1,013	939	Cr 74	9	Cr 74	Cr 94
8,074	Housing Needs	6,241	8,733	8,784	51	10	33	521
0	Enabling Activities	Cr 1	Cr 1	0	1		0	0
Cr 1,838	Housing Benefits	Cr 1,984	Cr 1,484	Cr 1,149	335	11	281	0
7,149	Total Controllable ECHS DEPT	5,269	8,261	8,574	313		240	427
789	TOTAL NON CONTROLLABLE	286	423	423	0		0	0
3,209	TOTAL EXCLUDED RECHARGES	3,675	3,677	3,677	0		0	0
11,147	Total ECHS DEPARTMENT	9,230	12,361	12,674	313		240	427
22,149	PORTFOLIO TOTAL	22,330	24,535	24,614	79		71	427

Reconciliation of Final Approved Budget	£'000
Original budget 2018/19	13,943
Transfer of Housing to Renewal, Recreation & 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 & Projects - Custom Build Grant - Expenditure	30
Planning Strategy & 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 & Saving opportunity (AMEY)	Cr 110
Increase in Cost of Homelessness/Impact of Welfare Reforms	1,739
Homelessness Reduction Act	750
Additional Homelessness Prevention Grant Allocation	89
Additional Homelessness Prevention Grant Allocation	Cr 89
Universal Credit - Claimant Fault Overpayment Recoveries	500

Other

R&M - Fire Risk Assessments & Cyclical Maintenance	Cr 21
Customer Relations Officer post	Cr 4
Strategic and Business Support Services restructure	Cr 3
Merit Award	27

Final Approved Budget for 2018/19	<u><u>25,372</u></u>
-----------------------------------	----------------------

Memorandum Items

Insurance	Cr 60
IAS19 (FRS17)	839
Past service cost	Cr 65
Repairs & Maintenance	292
Capital Charges 5802	Cr 1,440
Deferred Charges (REFCUS) 5804	3,898
Impairment 5806	Cr 3,493
Gov Grants Deferred 5807	Cr 938
Rent Income	4
Excluded Recharges	126

24,535

REASONS FOR VARIATIONS

1. Building Control Cr £92k

Within the chargeable account for Building Control, there was an income deficit of £164k. This was partly offset by an underspend within salaries of £150k arising from reduced hours being worked and vacancies. Other minor underspends total £4k. In accordance with Building Account Regulations, the net deficit for 2018/19 of £10k has been carried forward into 2019/20 via the earmarked reserve for the Building Control Charging Account. The cumulative balance on this account is therefore now £192k, taking into consideration the opening balance of £202k at the start of 2018/19.

Within the non-chargeable service, as a result of delays in appointing to vacant posts, there was an underspend of £84k on staffing and an minor underspend of £8k on supplies and services.

2. Land Charges Cr £3k

There was an income deficit of £34k within the Charging Account. This was partly offset by underspends on staffing and running expenses of £18k. The net deficit of £16k has been carried forward into 2019/20 via the earmarked reserve for the Land Charges Account. The cumulative balance on this account is now a deficit of £26k, taking into consideration the opening balance of a £10k deficit at the start of 2018/19. To address this, officers have implemented a price increase for 2019/20.

There was an underspend of £3k on the Non-Chargeable budget mainly due to part year vacancies.

3. Planning Dr £120k

Income from non-major planning applications was £160k under budget for 2018/19. For information, actual income received in 2018/19 was £30k lower compared to 2017/18. As the housing target is set to increase under the new London plan, it is likely that the smaller developers were delaying submitting applications until the plan comes into effect in 2019/20.

For major applications, £560k was received in 2018/19, which was £260k above budget. Actual income was £204k more than that received for 2017/18.

Income from pre-applications was £27k below budget for 2018/19. This was due to a combination of reduced fees and a reduction in the number of schemes submitted. If the income continues to drop, officers will have to consider changing the pricing structure.

There was a net overspend of £194k for the cost of consultancy and legal 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 net variations total Dr £1k across the planning service.

Summary of variations within Planning:	£'000
Shortfall of income from non-major applications	160
Surplus of income from major applications	Cr 260
Deficit of income from pre-application meetings	27
Consultancy costs on major appeals	194
Other minor variations	Cr 1
Total variation for Planning	120

In 2017/18 the Council was awarded a sum of £144.4k from the Proceeds of Crime Act prosecution as part of the Asset Recovery Incentivisation Scheme, and £84.6k of this sum was allocated to the Planning Service. Both the income and expenditure budget was carried forward from 2017/18 in order to carry out works on asset recovery, crime reduction and community projects. The cost of the works undertaken during 2018/19 have been funded from underspends elsewhere in the Planning Division, enabling the funding to be carried forward for another year. A carry forward request for both the £84.6k income and expenditure budget will be submitted to the Executive.

4. Renewal Cr £199k

Part year vacancies have resulted in a £172k underspend on staffing. This has been used to offset extra costs of £39k on consultancy and legal fees for the public enquiries, following the submission of the London Plan, and £28k for Local Plan Implementations.

There was an underspend of £94k on the Town Centre Development Works funded by the New Homes Bonus. The GLA have agreed the re-profile of spend and therefore a request will be submitted to the Executive to carry forward the NHB unspent balance, in order to complete the specific projects.

£30k Custom Build grant was carried forward from 2017/18 due to late notifications from DCLG, as approved by Executive on 21 May 2018. In March 2019, notification was received from DCLG that the Council had been awarded an additional £30k Custom Build grant. The majority of the work funded from these grants will follow on from the Local Plan. Due to a lengthy public examination including legal challenges, the plan was eventually adopted much later than expected in January 2019, which resulted in the works being delayed. A request will be submitted to the Executive to carry forward these grants in order to carry out the works in the next financial year.

Summary of variations within Renewal:	£'000
Staff vacancies	Cr 172
Consultancy and legal fees for public enquiries	39
Additional cost for Local Plan implementation	28
Underspend on projects funded by NHB (carry forward request)	Cr 94
Total variation for Renewal	Cr 199

5. Culture Dr £15k

Overall Culture services have a net overspend of £15k. There was an underspend of £26k on staffing as a result of 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 resulted in an overspend of £18k, which has been offset by underspends elsewhere within the Recreation division.

Additional costs of £30k were incurred for surveys, valuation and legal works relating to the Leisure service lease proposal with Mytime Active. Other minor underspends total £7k.

Summary of variations within Culture:	£'000
Staff vacancies	Cr 26
Inflation on Mytime contract	18
Additional costs relating to Leisure service lease proposal	30
Other minor net underspends	Cr 7
Total variation for Culture	15

6. Libraries Cr £22k

The Library service has a net underspend of £22k. This includes a £44k underspend on staffing due to flexible retirement, which was partly offset by an overspend of £22k across premises and supplies and services budgets. This was mainly 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 £38k

There was an overall £38k underspend for Town Centre Management & Business Support.

The Penge and Orpington town centre schemes were underspend by £23k. Both of these projects are funded from the New Home Bonus, and the GLA have agreed the re-profile of spend. A request will be submitted to Executive for approval to carry this amount forward, in order to complete the specific projects.

In addition, the £22k underspend on staffing due to a vacancy was partly offset by an £7k overspend on supplies and services.

8. Housing Improvement Cr £15k

Part year vacancies have resulted in an underspend of £16k, and other minor variations total Dr £1k.

9. Supporting People Cr £74k

There is an underspend of £74k in the Supporting People budget as a result of contract negotiation savings.

10. Housing Needs Dr £51k

There is a final overspend of £163k in Temporary Accommodation budgets. 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 929 - an increase of 33 during the year. This is 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 35% in December to now just under 37%.

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 1,560 clients in Temporary Accommodation.

Offsetting the increased costs of Temporary Accommodation area is an underspend on homelessness prevention work of £156k.

The Travellers budget is overspent by £44k and this is due to one of the sites experiencing high use of utilities and maintenance costs (£27k) due to the site not having meters, and loss of income (£27k) due to particular residents rent arrears. This is being offset by a £10k underspend on staffing due to staff vacancies earlier in the year.

There has been a reduction of income relating to the Choice Based Letting advertising (£27k) due to Housing Associations not requesting to advertise properties on this platform, which has been offset by a reduction in the running costs of £48k. This has given a net underspend for the year of £21k.

The remaining £21k overspend is various staffing and running costs variations.

Summary of overall variations within Housing:	£'000
Temporary Accommodation	99
Increase in Bad Debt Provision	252
Homelessness Prevention	Cr 156
Travellers Sites	44
Furniture Storage	Cr 104
Choice Based Letting	Cr 21
Housing Benefit	147
New Housing System	49
Other Costs	3
Total variation for Housing	313

11. Housing Benefits Dr £335k

Following the end of year review of the Bad Debt Provision, it has been identified that the provisions needed to be increased by £188k more than the budget for the year to cover the increase in unrecoverable benefit. The remaining overspend mainly relates to the overpayment subsidy being lower than budgeted.

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.

Report No.
xxxxx

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **EXECUTIVE**
For pre decision scrutiny by the Renewal, Recreation and Housing Policy, Development and scrutiny Committee on 2nd July 2019

Date: **Executive - 10th JULY 2019**

Decision Type: Non-Urgent Executive Key

Title: **DRAFT HOUSING STRATEGY 2019-2029**

Contact Officer: Sara Bowrey, Director: Housing
Tel: 020 8313 4013 E-mail: sara.bowrey@bromley.gov.uk

Chief Officer: Ade Adetosoye; Interim Chief Executive

Ward: (All Wards)

1. Reason for report

The Council has developed a new draft housing strategy (a summary of which is contained in appendix 1 of this report) to take account of major changes in the housing sector and wider demographic and economic changes. The strategy addresses the key challenges of increased housing demand, rising costs pressures in relation to homelessness and provision of temporary accommodation, growth and regeneration in the borough. Subject to Executive approval, the Council will undertake public consultation on the aims of the draft strategy with key stakeholders including housing associations, developers, tenants and residents. The Executive will then be asked to review responses to the consultation and approve a final version of the Housing Strategy.

2. **RECOMMENDATION(S)**

The RR&H PDS are asked to:

- i) Note the report and comment on the key priorities identified within the draft Housing Strategy.

The Executive are asked to:

- i) Approve the proposed draft Housing Strategy for public consultation
- ii) Authorise officers to commence public consultation for a period of 6 weeks. The results of the consultation will be reported back to the Executive together with officers' recommendations and final version of the Housing Strategy for formal approval.

Impact on Vulnerable Adults and Children

1. Summary of Impact: The initiatives and priorities set out within the housing strategy will seek to ensure that vulnerable adults and young people are supported to remain in their own homes wherever possible or to secure alternative suitable and sustainable accommodation solutions.
-

Corporate Policy

1. Policy Status: New Policy: The Housing Strategy supports the existing priorities to address housing need and homelessness. It does however propose a number of new innovative approaches to achieving affordable housing supply
 2. BBB Priority: Quality Environment Supporting Independence Regeneration
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Operational Housing
 4. Total current budget for this head: £7.8m
 5. Source of funding: Council's General Fund
-

Personnel

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

Legal

1. Legal Requirement: Non-Statutory - Government Guidance: The Housing Strategy supports the delivery of a number of statutory requirements in relation to housing duties
 2. Call-in: Applicable:
-

Procurement

1. Summary of Procurement Implications: N/A
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): There are approximately 331,000 residents living in an estimated 141,000 households. This figure is likely to increase by more than 6% during the period of a new housing strategy. During the past year Bromley received approaches from around 3,000 households at risk of homelessness. There are currently approximately 1,560 households living in temporary accommodation of which around 900 are in forms of costly insecure nightly paid accommodation.
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 It has been a number of years since Bromley has had an overarching Housing Strategy. With the adoption of the Bromley Local Plan and the publication of the Councils Homelessness Strategy it is timely to also produce a new housing strategy to sit alongside the suite of corporate strategies which set out the Council's aspirations and plans for Bromley over the coming years.
- 3.2 Bromley faces a number of significant challenges in relation to housing, including increased housing need, rising homelessness and use of temporary accommodation - pressures that are set to continue for a number of years.
- 3.3 The housing transformation programme provides an opportunity to address these challenges and significantly reduce the current cost pressures in relation to homelessness and provision of temporary accommodation. The housing strategy sets out what the Council plans to do over the next ten years to address housing pressures in the borough, and provide good quality, safe housing for its residents.
- 3.4 The new draft housing strategy has therefore been developed with the following strategic objectives:
- More homes – increasing the number of homes in Bromley
 - Better quality, more affordable homes
 - Preventing and tackling homelessness
 - Supporting vulnerable people
- 3.5 Investing in housing will, in the longer term, reduce the financial demands on the public purse. Having a secure home in a decent condition is pivotal to an individual's health, safety, educational attainment, employability and mental wellbeing. Without it, all these are put at severe risk. Residential development also contributes towards the regeneration and prosperity of an area, providing Council Tax income, support for local businesses and contributions towards community facilities. Good housing design enhances the local environment for everyone.
- 3.6 The new draft housing strategy was developed using a range of sources to compile a comprehensive evidence base to inform the priorities and actions proposed. Issues and potential solutions were then explored with a range of stakeholders including local residents, business organisations, housing associations, private landlords and representatives from the voluntary and community sector, as well as council officers from every department and at all levels, from the Interim Chief Executive to frontline staff.
- 3.8 Public consultation is proposed in line with requirements during the summer to gain wider feedback on the priorities to be contained in the housing strategy to ensure that it will help meet the housing challenges that the Council and residents face.
- 3.9 The Executive will be asked to consider and approve a final version of the Strategy which takes into account the outcomes of the consultation exercise. The strategy document contains the actions that will be delivered in order to achieve each objective.
- 3.10 Once adopted, an action plan will be developed to drive the delivery of the priorities set out in the Housing Strategy. This will be reviewed annually to provide the opportunity to respond to any emerging trends including changes in the housing market and levels of housing need

- 3.11 Lead officers will report progress against their actions on a quarterly basis and this report will be scrutinised by the Housing Strategy Implementation Board. The Board will then report each quarter to the Chief Executive and the Corporate Leadership Team on an exception basis.
- 3.12 The Director of Housing will also report progress to the Portfolio Holder for Renewal, Recreation and Housing on a quarterly basis.
- 3.12 A short report will be published annually, to inform the public about progress.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 The initiatives and priorities set out within the homelessness strategy will seek to ensure that vulnerable adults and young people are supported to remain in their own homes wherever possible to secure alternative suitable and sustainable accommodation solutions.

5. POLICY IMPLICATIONS

- 5.1 Housing objectives are set out within the relevant Departmental business plans:
- 5.2 The new housing strategy will set the strategic framework ensuring objectives are compliant with the statutory framework within which the Council's Housing function must operate and incorporates both national targets and priorities identified from the findings of review, audits and stakeholder consultation
- 5.3 The spatial expression of the housing strategy is provided by the Local Plan. The Affordable Housing Supplementary Planning Document (SDP) sets out the Council's current approach to securing affordable housing. The SDP will be updated as required during the life of the strategy to ensure that the approach reflects planning policy, market decisions and demand.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications arising directly from this report. The pressures faced in relation to increasing homelessness and temporary accommodation has been widely reported. Any financial implications arising from the priorities contained within the Housing Strategy will be reported to Members alongside the established budget monitoring and performance monitoring reports.

7. LEGAL IMPLICATIONS

- 7.1 Pursuant to section 8 of the Housing Act 1985 there is a duty on local housing authorities to consider housing conditions and the needs of the district with respect of the provision of further housing accommodation.
- 7.2 Pursuant to the Equality Act 2010, the Council has a duty to have 'due regard' to eliminating unlawful discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; advancing equality of opportunity between persons with a protected characteristics and those without; and foster good relations between persons with protected characteristics and those without.

- 7.3 An initial high level outline equalities impact assessment has been completed. A full equalities impact assessment will be completed and reported back to Executive Committee when the draft Housing Strategy is submitted for approval.

Non-Applicable Sections:	Procurement Personnel
Background Documents: (Access via Contact Officer)	

This page is left intentionally blank

DRAFT Housing Strategy 2019 to 2029



Summary for Consultation

Setting the scene

- Bromley is experiencing severe housing pressures.
- Although the borough has delivered above its current target for new homes in recent years, demand for housing dramatically outstrips supply due to:
 - high house prices
 - increasing rents
- Homelessness applications are increasing, and the need for affordable homes, particularly those at a social/affordable rent, is growing all the time.

About Bromley and our residents

- **59 square miles** - largest London borough
- **8th most populated** borough in London
- **331,000 (approx) residents** living in an estimated **141,000 households** -
 - 9% increase in population since 2001
 - 6% predicted growth by 2027
 - Estimated to increase to 393,000 in next 20 years
- **Ageing population** -
 - 2017 - 17% aged 65+
 - 2022 - 18% aged 65+
 - 2027 - 19% aged 65+
- **78% of 16-64 year olds in employment**
- **2nd lowest out of work benefit claimant count** in London

Housing in Bromley

Ownership

- **14% socially rented**
 - London average - 23%
 - Lower than anywhere else in London
 - 80% owned by Clarion
- **73% privately owned**
 - London average - 50%
- **14% private rented sector**
 - London average - 27%

Sections of the population

- **Ageing population -**
 - 3,500 sheltered or retirement housing units
 - 6 extra care schemes
- **5 traveller sites -**
 - 2 council-run
 - 3 privately-run
- **Largest settled traveller populations in the UK**

Housing register

- **3,457 households on the Housing Register**
 - up from 3,332 in May 2018
- **homeless applications made to the Council**
 - 630 were deemed homeless and accepted onto the Housing Register

Building and development

- Bromley Local Plan (2019) -
 - **minimum of 641 new homes per year until 2030**
- Strategic Housing Market Assessment (2014) -
 - **calculated potential need for approx. 1,320 new homes per year**
- Draft London Plan (Inspectors Panel report anticipated September 2019)
 - **suggests new target at 1,424 new homes per year**

Priorities for housing



More homes increasing the number of homes in Bromley

We will:

- Support the **building of 10,645+ new homes in a range of locations as identified in the Local Plan** by 2030
- Develop **1,000 new homes on council-owned land or acquired sites**
- Ensure **developments supported with infrastructure** - roads, transport, education, health & community facilities
- **Review opportunities in the renewal areas:**
 - Crystal Palace, Penge and Anerley, Bromley Common, The Cray Valley, Orpington, Mottingham and Ravensbourne, Plaistow and Sundridge
- **Require the provision of affordable housing as set out in Local Plan**
- **Use s106* housing contributions effectively** to maximise delivery of affordable housing

Better quality, more affordable homes

We will:

- **Review and update the Affordable Housing Supplementary Planning Document** as required to ensure it continues to support the development of a range of affordable housing products
- **Aim to achieve 80%+ of homes in Bromley-led developments** are for affordable rent and offered to households on the Housing Register
- Support **housing associations to develop more affordable housing**
- **Improve standards and security of tenure** in the affordable and private rented sector
- **Increase the number of private landlords** signed up to accept tenants from our waiting list

Preventing and tackling homelessness

We will:

- Reduce:
 - number of **households in temporary accommodation**
 - proportion of **households in nightly paid temporary accommodation**
 - **number of homeless applications** through early intervention and support
 - **number of parental evictions** through proactive support to families
- Deliver an **awareness raising campaign** to increase access to early intervention and private sector accommodation
- Increase supply of **good quality, self-contained temporary accommodation**, to maintain

zero use of bed and breakfast accommodation for families and young people.

Supporting vulnerable people

We will:

- **Use multi-disciplinary approach to commissioning services**
- Increase the amount of **accommodation available to people with specialist needs** - such as mental health issues, physical and learning disabilities
- Encourage developers to include **specialist homes for older people** in their schemes
- Develop **information-sharing protocols with other local authorities** so that households moving there can be provided with appropriate support straight away
- **House every child leaving care within the borough** -
 - unless they have suitable support elsewhere

Delivering this strategy

20 key measures will monitor our progress in delivering the targets and actions

- Targets will be reviewed and set annually

Equalities impact assessment to be published

- Action plan to be developed

Regular reporting systems

- Including a short annual public report

Want to know more?

Visit www.bromley.gov.uk/housing

Email Housing.Compliance@bromley.gov.uk

Report No.
ECHS 19061

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **EXECUTIVE**
For Pre-Decision Scrutiny by the Renewal, Recreation and Housing Policy Development and Scrutiny Committee on Tuesday 2nd of July 2019

Date: Executive – 10th July 2019

Decision Type: Non-Urgent Executive Key

Title: **AWARD OF CONTRACT FOR THE BUILD AND MANAGEMENT OF MODULAR HOMES AT THE YORK RISE SITE**

Contact Officer: Sara Bowrey, Director; Housing
Tel: 020 8313 4013 E-mail: sara.bowrey@bromley.gov.uk

Chief Officer: Director: Housing (ECHS)

Ward: Farnborough and Crofton

1. REASON FOR REPORT

- 1.1 Members have received regular reports detailing the current pressures in relation to homelessness and nightly paid temporary accommodation. Executive on the 10th January 2018 agreed permission for a formal tender to commence to appoint a supplier of modular build accommodation at the York Rise site in Orpington.
- 1.2 This report provides details of the tenders received for the delivery and management of modular build accommodation and makes recommendations for the award of contract and supporting finance arrangements.

2. RECOMMENDATIONS

- 2.1 Members of the Renewal, Recreation and Housing PDS Committee are asked to review and provide their comments on the proposal for the award for the provision of modular build accommodation at the York Rise site together with a management contract, to the Executive for consideration.
- 2.2 The Executive are asked to:
 - i) Award a contract for the the provision of modular build accommodation and management contract at the York Rise site for a contract period of 15 years, with the option to extend for a further 5 years.

- ii.) Bidders were requested to provide prices for both the leasing of the modular units to the Council and the option for the Council to purchase the modular units at the outset or during the lifetime of the contract. Members are asked to agree to the modular units being purchased on day 1 of the contract period.
- iii) Recommend that Council approves the addition of funds to the Capital Programme funded from the Housing Investment Fund and the Investment Fund for the purchase of the modular constructed units, planning, preparation and associated constructions costs.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Modular constructed units will provide suitable accommodation in borough to help meet housing needs and safeguard vulnerable adults and children.

Corporate Policy

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

Financial

1. Cost of proposal: Included within Part 2 Report
 2. Ongoing costs: Included within Part 2 Report
 3. Budget head/performance centre: Capital Programme
 4. Total current budget for this head: N/A
 5. Source of funding: Housing Investment Fund and Investment Fund
-

Staff

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

Legal

1. Legal Requirement: Statutory duty: The statutory rehousing duty is set out in the Housing Act 1996
 2. Call-in: Applicable Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): During the past year Bromley received approaches from around 3,000 households at risk of homelessness. There are currently approximately 1,560 households living in temporary accommodation of which around 900 are in forms of costly insecure nightly paid accommodation
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments: Ward Councillors were asked to comment on the initial proposal for use of York Rise for modular constructed affordable units and attended a site visit. Full consultation will be undertaken with ward Councillors in developing the final designs for the scheme both prior to and during the planning application process.

3. COMMENTARY

- 3.1 As previously reported, the Council has received a sharp increase in the number of households approaching for assistance and accommodation leading to a significant increase in the number of households having to be accommodated in temporary accommodation. The Council needs to secure a much higher percentage of accommodation through a wider range of schemes to reduce the current reliance on high costs nightly paid units and associated cost pressures.
- 3.2 On the 24th May 2017 Executive were informed on the potential of the Council owned piece of land at York Rise for the provision of modular constructed homes. Executive agreed that officers should proceed with a further analysis to assess the suitability of the site and to engage the market to obtain a good understanding of market solutions as this is the first modular build project the Council has worked on.
- 3.3 Executive were informed of the findings of the market engagement on the 10th of January 2018 and agreement was made for the formal tender process to begin to appoint a supplier to provide the construction of the modular units including the management of the units.

4. DESCRIPTION OF SERVICE AND SUMMARY OF THE BUSINESS CASE

- 4.1 Like most London boroughs one of the most significant long term cost pressures is the increase in temporary accommodation to meet statutory rehousing duties and the shift in the market to nightly rate accommodation. Due to the ever growing demands of temporary accommodation, it is accepted that the Council will need to make some placements in other local authority areas, however there are risks attached to doing this in volume and recently other London Boroughs have faced significant six figure sum fines for placing out of borough or in shared accommodation. As such, the York Rise site being within the Bromley Borough brings easy transport links, local support networks, and access to employment and so forth thus continuing to ensure that the Council meets its statutory obligations in relation to the suitability criteria for temporary accommodation.
- 4.2 The proposal offered by the recommended solution operates as a full “turn-key solution” for the delivery and management of a scheme which includes the following range of services:
 - Detailed analysis of the land capacity to support accommodation in order to make best use of the land
 - Design of the units and site layout, recognising the need for an appropriately designed accommodation to suit the surrounding area
 - Formal planning application on the Council’s behalf, including the carrying out a public consultation to inform local residents of the new scheme and guide any local concerns
 - Ground analysis of the site, carrying out surveys and investigatory works before beginning any groundworks
 - Acquisition and installation of the units including ensuring all utility works are carried out and completed and up to the necessary standards to let including preparation of the site and landscaping
 - Disassembly and disposal of the units at the end of the term (if this option is exercised)
 - Management of the units and the site as detailed in section 4.3
- 4.3 As this contract is considered to be a turn-key solution, the provider will also undertake all housing and tenancy management duties on the Council’s behalf. The

Council will retain 100% nomination rights to have direct control over letting of the units.

- 4.4 The units are built off site and can be installed in a relatively short time period subject to planning permission has been granted. They can also be dismantled and moved to a different location if this option was ever required. The proposed unit mix is set out within the Part 2 Report.
- 4.5 This Contract is awarded on the basis of the initial outline design and estimated costs which is subject to final consultation and sign off by the Council prior to the Planning Process.

Capital Funding

- 4.6 The providers were asked to submit two costs within their proposals; the cost for the Council to lease the units on an annual basis (with the option to purchase at any point during the lifetime of the contract) and a cost for the Council to purchase the units at the start of the contract. Both prices were requested to determine which option proposed best value for money. The recommended proposal is for the Council to purchase the units upfront as a one-off cost because it represents significantly better value for money to the Council, as detailed in section 12 of the Part 2 Report.
- 4.7 Capital funding is also required to underwrite the planning process and for the site preparation and construction works including all groundworks as set out in section 12 of the Part 2 Report.

Revenue

- 4.7 The Council has full nomination rights and flexibility of use for temporary and settled housing solutions to best meet demand and statutory rehousing requirements in the most effective way.
- 4.8 The ongoing management and maintenance costs would be financed through the rental stream, with the surplus returned to the Council.

5 CONTRACT AWARD RECOMMENDATION

- 5.1 **Recommended Provider** – Included within the Part 2 Report
- 5.2 **Estimated Contract Value (annual and whole life)** – Included within the Part 2 Report
- 5.2 **Other Associated Costs** – Included within the Part 2 Report
- 5.3 **Proposed Contract Period** – 15 years + 5 years
- 5.4 A competitive procedure with negotiation was undertaken with an evaluation criteria based on 60% price and 40% quality, with a minimum quality qualifying score criteria.
- 5.5 The tender documents were published on the 23rd of March 2018 with the supplier shortlisting's (SQ) to be returned by the 1st of May 2018. Initially there were 44 expressions of interest and only 6 providers submitted the Selection Questionnaire for the first round. Of this 6, only 3 providers were taken through to the next stage and invited to submit their initial proposal.

- 5.6 The providers were asked to submit a bid based on the current service specification and the Council's published contract documents which provided for the Council's minimum requirements under the negotiated process. On the 25th of June 2018, 3 providers were asked to submit their initial tender bids.
- 5.7 The providers' submissions were scored on the 60% Price, 40% Quality criterion. The following breakdown shows the quality criterion as evaluated on:

	Criteria	Weighting
Criterion 1	Financial Resources and Contract Affordability	10%
Criterion 2	Design and Planning	15%
Criterion 3	Consultation	15%
Criterion 4	Implementation	20%
Criterion 5	Housing Management – Buildings	20%
Criterion 6	Housing Management – Tenants	20%

- 5.8 Under the competitive procedure with negotiation, the Council can repeat the initial tender, feedback and negotiation stages as a re-iterative process until the Council arrives at a point where they wish to seek final tender bids from the remaining candidates.
- 5.9 After the first submission, one provider did not score above the criteria threshold and was therefore removed from the process. The remaining providers were asked to submit two further outline proposals with clarification and negotiation meetings. Final tender submission was requested on the 14th of June 2019.
- 5.10 The tender process, including the evaluation arrangements were overviewed by a project team and a wider Management Board which included lead officers from Procurement, Legal, Finance, Renewal & Recreation and the service area.
- 5.11 The outcome of the evaluation of the final tender submission is included within the Part 2 Report.

6 MARKET CONSIDERATIONS

- 6.1 With all London boroughs facing increased pressure to meet statutory rehousing responsibilities, competition to secure available temporary accommodation is fierce. Housing Benefit freezes have meant that this market has become less attractive to providers and there has been a significant market shift to costly nightly rate accommodation. Use of Council owned sites for the development of affordable and temporary accommodation offers a cost effective solution to reduce the reliance on the nightly rate market.
- 6.2 Soft market testing was undertaken to inform the tender process and engage with the market.
- 6.2 The tender allowed for comparison of both leasing and outright purchase options to ensure best value for money.
- 6.3 Whilst off-site construction is still a relatively new delivery model, there are an increasing number of providers entering the market for both short and long term

housing solutions. Particular attention was given within the specification to ensure the quality and life span of the units will be fit for purpose.

7. STAKEHOLDER ENGAGEMENT

- 7.1 The Council has a published temporary accommodation procurement and placement policy and homelessness strategy, both of which have been developed in consultation with key partners and service users.
- 7.2 The Council has consulted widely with other housing authorities in London and the South East who have developed similar modular schemes. London Councils Housing Directors group has undertaken extensive data sharing in relationship to the Temporary Accommodation market (providers, prices, availability) and homeless demand. The Council continues to liaise frequently with housing providers to gain insight into the market.
- 7.3 Before going out to tender, the Project Team undertook a “Suppliers Day” which informed the decision on which tendering procedure to use and the suitability around the length of contract. The Suppliers Day also helped to inform the specification and requirements.

8. SUSTAINABILITY AND IMPACT ASSESSMENTS

- 8.1 Improving the supply of good quality accommodation will have a positive impact on homeless people placed by the Council. The scheme will bring more access for temporary accommodation within Bromley or retaining temporary accommodation for existing Bromley residents; this will enable them and their families to retain contact with their own community, health resources, schools etc. This will have a positive impact on the well-being of Bromley residents and the life chances of children.
- 8.2 Full consideration will be given to the design in order to minimise the impact on those homes overlooking the site. Residents and Ward Members will be consulted as part of the formal process in order to ensure that the scheme compliments the local street scene.
- 8.3 Due to the nature of the location of the site, there may be minor disruption to the local people living in Crofton. However, the modular units are manufactured offsite and are craned in over a short period of time thus causing minimal disruption when compared to traditional build methods.
- 8.4 It has been noted that the empty site has attracted loitering and anti-social behaviour which has caused disruption to local residents. The development of the site will eliminate this and improve the environment for local residents.

9. POLICY CONSIDERATIONS

- 9.1 The housing objectives are set out in the relevant business plans. These objectives are compliant with the statutory framework within which the Council’s housing function must operate and incorporate both national targets and local priorities identified from findings of the review, audits and stakeholder consultation.
- 11.2 The Council has a TA procurement and placement policy which seeks to ensure compliance with the statutory framework for the provision of temporary accommodation meeting the requirements for suitability whilst seeking value for money in all placements. The homelessness strategy and forthcoming housing

strategy also set out the range of initiatives required to prevent homelessness and secure a sufficient supply of accommodation to meet statutory housing needs.

- 11.3 The provision of additional accommodation through modular construction methods would provide warm, safe and fully equipped homes to meet housing need and reduce the number of families placed into insecure and costly forms of nightly paid provision. Such accommodation can be used flexibly as the Council would maintain full control over nominations to enable use on a best term basis for temporary or settled housing solutions to meet statutory housing need.

10. IT AND GDPR CONSIDERATIONS

- 10.1 There is a third party Statement from the recommended provider detailing compliances with GDPR.

11. PROCUREMENT RULES

- 11.1 This report seeks to award the contract for the build and management of modular homes at York Rise, Orpington.
- 11.2 The Tender was advertised as a Competitive Procedure with Negotiation and the process has been carried out.
- 11.3 In Compliance with the Council's Contract Procedure Rules 8.2.1 the Council made use of a Public Advertisement for the Invitation to Tender. The opportunity was also included on 'Contract Finder' and the Official Journal of the European Union (OJEU), with all Suitable Candidates responding, being considered.
- 11.4 A sufficient number of candidates responded to the Stage One 'Selection Questionnaire', with 3 candidates going on to Stage 2 tender submissions. Of these one candidate did not meet the minimum score at the initial submission, and was ruled out of the process. Further rounds of clarification, negotiation and discussion were undertaken, resulting in 3 further submissions from the 2 remaining bidders.
- 11.5 Following the decision of this report, an OJEU Award Notice will be issued and, as the contract value is over £25,000, which will be published on Contracts Finder. A mandatory standstill period of 10 days, known as the Alcatel Mandatory Standstill Period, will need to be observed.
- 11.6 The actions identified in this report are provided for within the Council's Contract Procedure Rules, and the proposed actions can be completed in compliance with their content.

12. FINANCIAL CONSIDERATIONS

- 12.1 It is proposed that the Council award the contract under the up-front purchase option. Details regarding the financial considerations of the tenders and the total capital costs are included within the Part 2 Report.
- 12.2 The 'Draft 2019/20 Budget and Updated on Council's Financial Strategy 2020/21 to 2022/23' reported to Executive on 16th January 2019 referred to the Growth and Investment Funds retained by the Council and that the monies remaining would be prioritised for housing investment at this stage. It is proposed that the scheme is funded from the Housing Investment Fund and the Investment Fund.

- 12.3 There may be the opportunity to secure grant funding from the GLA towards this scheme, which will reduce the need for Council capital funding.
- 12.4 By utilising this site for housing, the Council is foregoing a capital receipt estimated at £2.5m if the site were to be disposed of on the open market.
- 12.5 If planning permission is not obtained for the scheme then the Council will be liable for some of the costs incurred by the provider. These are specified in the Part 2 Report.

13. PERSONNEL CONSIDERATIONS

- 13.1 See paragraph 14.9.

14. LEGAL CONSIDERATIONS

- 14.1 The Housing Act 1996 sets out the Council's statutory Housing duties.
- 14.2 The Council can rely on Part 7 of the Housing Act 1996 to provide temporary accommodation together with the general power of competence in section 1 Localism Act 2011. Accommodation made available under Part 7 of the Housing Act 1996 strictly as provided by Schedule 1 of the Housing Act 1985, will not be a secure tenancy or license.
- 14.3 The demand for homeless accommodation has continued to increase following the implementation of the Homeless Reduction Act 2018, as the duties towards homeless households are expanded. The Council must make decisions in accordance with the law and also in accordance with its fiduciary duty to its tax payers in using Council resources. The report explains the benefits including the financial benefits that must be properly weighed up and considered before taking the decisions set out in the recommendations.
- 14.4 A contract for the procurement of modular buildings and management of the units and tenants is a mixed public contract within the meaning of the Public Contracts Regulations 2015 (Regulations) for supplies works and services. Due to the value the Council was therefore required to follow a fully compliant EU tender exercise starting with publishing a Notice in OJEU.
- 14.5 The Executive is being asked to consider the outcome of the procurement exercise which has sought competitive tenders to provide a 'turn-key' solution namely the build, supply, installation and management of the modular homes at York Rise. The report recommends that the Executive approves the outright purchase option from the bidder that provided the most economically advantageous tender having applied the contract award procedure as more fully explained in The Contract Award Recommendation section 5 of this report.
- 14.6 In accordance with the Council's Constitution in setting the Budget as identified within the recommendations the Executive is being asked to agree the funding through the allocation of Capital expenditure and seek the approval of Full Council.
- 14.7 Under the Councils Contract Procurement Rules (CPR 16.7) the award of contracts which exceed in total £1M must be agreed by the Chief Officer, the Director of Corporate Commissioning, and the Portfolio Holder and approved by the Executive through the use of this report.

- 14.8 It would appear from the contents of the report which sets out the evaluation and award details that the Council have carried out a fully compliant EU procurement exercise and have complied with its CPR's. A standstill period following awards will need to be carried out under the Regulations.
- 14.9 Legal have provided input in relation to the finalisation of the Contract Documentation. As mentioned elsewhere in this report as part of the Management Agreement there is a nominations agreement where the council has 100% nomination rights. The Management Agreement also makes provision for TUPE rights arising in circumstances where in the future there is any service provision change under the Management Agreement. The Contract Documents will be contingent on obtaining planning permission and also makes provision to provide the provider with the initial funding for design and planning costs identified in their tender and makes provision for termination in the event that the council cannot agree on the design or planning is refused.
- 14.10 As part of the legal arrangements the Provider will be the landlord and grant non-secure tenancies to persons nominated by the Council and the provider will be granted a lease of 20 years with a 5 year break clause from the Council.
- 14.11 Under Section 123 of the Local Government Act 1972 the Council has a legal obligation to dispose of land at the best consideration reasonably obtainable. Disposal includes the grant of a lease. Where the term of a lease exceeds seven years the Council has to let at the best rent reasonably obtainable. In this transaction the rent is a peppercorn however this is related to the value of the development and the associated arrangements surrounding management and maintenance of the modular homes and tenants. Officers have advised that given the commercial arrangements which have been the subject of a tender process, the lease when looked at as part of a commercial arrangement overall as set out in the Contract Documents, shows the letting is the best rent reasonably obtainable

Non-Applicable Sections:	
Background Documents: (Access via Contact Officer)	

Report No.
DRR19/036

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: RENEWAL RECREATION AND HOUSING POLICY
DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Tuesday 2nd July 2019

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

Title: RENEWAL RECREATION AND HOUSING PORTFOLIO PLAN –
QUARTER 4 UPDATE

Contact Officer: Nina Terry Administration Officer, Leisure and Culture
E-mail: Nina.Terry@Bromley.gov.uk

Chief Officer: Colin Brand
Director of Regeneration

Ward: (All Wards)

1. Reason for report

- 1.1 This report summarises the aims and objectives of the Renewal and Recreation portfolio for 2018/19 (Appendix 1) and is accompanied by an update for Quarter 4 2019.

2. **RECOMMENDATION(S)**

- 2.1 The Renewal & Recreation Policy Development & Scrutiny Committee are asked to review and note the contents of the report (primarily **Appendix 1**) and provide their comments to the Portfolio Holder.

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Excellent Council, Healthy Bromley, Quality Environment, Vibrant & Thriving Town Centres, Regeneration of Borough including meeting housing requirements
-

Financial

1. Cost of proposal: Not applicable
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Renewal, Recreation and Housing Portfolio 2018/19 approved budget and capital programme.
 4. Total current budget for this head: £67.3m as detailed in 5.1 below
 5. Source of funding: Existing revenue budget for 2018/19, S106 funding, Earmarked Reserves, Capital Receipts, Investment/Growth Fund, External Funding (GLA & Treasury), TfL LIP funding & Town Centre Development Fund monies
-

Personnel

1. Number of staff (current and additional): 201.6ftes
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

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

Procurement

1. Summary of Procurement Implications: N/A
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All those resident in the London Borough of Bromley
-

Ward Councillor Views

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

3. COMMENTARY

Renewal and Recreation Portfolio Plan 2018/19

- 3.1 Renewal, Recreation and Housing is responsible for a range of leisure, culture and recreation services across the Borough. Since April 2018, housing has also been incorporated into the department ensuring a more strategic approach to regeneration across the Borough
- 3.2 The Department leads and manages a range of economic initiatives, including town centre development, a leisure and culture offer – including the management of libraries and Council owned leisure, theatre and museum services. Services are delivered through 5 operational divisions:
- Town Centres and Business Development
 - Leisure, Culture & Libraries
 - Regeneration
 - Housing
 - Planning
- 3.3 The division's key aims are to support and deliver the following Build a Better Bromley priorities:
- Promote economic development in the Borough
 - Promote high quality housing developments to meet the Borough's housing requirements
 - Ensure good strategic asset management
 - Support vibrant thriving town centres
- 3.4 The attached report (appendix 1) summarises the aims of the department for 2018/19 and lists an update of these aims for Quarter 4. The portfolio is continuing to pursue the following outcomes:
- Economic Development
 - Protection, conservation and enhancement of the natural and built environment
 - Enhanced opportunities for leisure, cultural activities and community led services
 - Affordable, decent and secure homes
- 3.5 The department has robust monitoring in place for services delivered directly and on the Council's behalf by contractors, as well as ambitious plans to support development. The Portfolio Plan is a key tool for identifying strategic outcomes, as well as measuring success. For each aim the plan identified :
- Details of actions to be taken
 - Measures of success
 - Target dates for completion
 - Lead Officer
 - Quarter 4 update

- 3.6 The plan monitors our performance in relation to how our work impacts on the ability to deliver strategic outcomes, with performance measures related to each strategic outcome identified.
- 3.7 The Renewal & Recreation Policy Development & Scrutiny Committee are invited to comment on the Quarter 4 update of the plan and make recommendations to the Portfolio Holder with respect to any amendments or additions.
- 3.8 The Renewal & Recreation Portfolio Holder is invited to review the recommendations from the Renewal & Recreation Policy Development & Scrutiny Committee and provide comments on the Quarter 4 update of the Renewal & Recreation Portfolio Plan.

4. POLICY IMPLICATIONS

- 4.1 Outcomes, aims and actions identified in the Renewal & Recreation Portfolio Plan 2018/19 contribute towards the Bromley 2020 Vision and 'Building a Better Bromley' priorities, and towards meeting relevant legislative requirements.

5. FINANCIAL IMPLICATIONS

- 5.1 The Renewal and Recreation Portfolio Plan 2018/19 referred to in Appendix 1 will be implemented using the agreed controllable revenue budget for 2018/19 together with any additional external funding that officers have already secured as well as other funding secured throughout the year as detailed below: -

2018/19	R & R £'000	Hsg £'000	Total £'000
RR&H Portfolio latest approved controllable budget - ECS dept (exclude NHB c/f)	8,572.2	203.2	8,775.4
RR&H Portfolio latest approved controllable budget - ECHS dept (Housing)		8,261.5	8,261.5
Earmarked Reserves	1,740.4		1,740.4
TfL LIP Funding (Bromley North & Beckenham)	1,432.0		1,432.0
S106 contributions	1,127.6	1,086.2	2,213.8
LBB capital receipt/revenue fundings towards BHMM, Crystal Palace Park, Mytime, Beckenham and Chipperfield Rd Development scheme	4,367.5	252.9	4,620.4
Capital Financing	20,932.0		20,932.0
Private Developer contribution to Site G	100.0		100.0
Investment Fund/Growth Fund	12,753.7	50.0	12,803.7
External Funding (GLA, NHB, Treasury)	5,131.4	1,321.2	6,452.6
	56,156.8	11,175.0	67,331.8

- 5.2 It should be noted that the unallocated balance of the growth fund as at 1.4.19 is £10.102m.

Non-Applicable Sections:	Impact on vulnerable adults and children Procurement implications Personnel implications Legal implications
Background Documents: (Access via Contact Officer)	N/A

This page is left intentionally blank

Appendix 1

Renewal, Recreation and Housing Portfolio Plan

PRIORITY 1 – ECONOMIC DEVELOPMENT

To support a vision for vibrant, thriving town centres promoting industrial development to generate new income and employment opportunities

Rationale

Through delivery of a range of town centre developments, improving working and living spaces, Bromley will enhance its economic potential.

Key strategies/plans

Bromley Area action Plan
Renewal Strategy
Strategic Assessment
Management

Aligns to Building a Better Bromley

- ✓ Regeneration in the Borough through economic development and investment
- ✓ Supporting local infrastructure development
- ✓ Local plan and 15 year vision for town centre development
- ✓ Robust Asset Management

Page 87

Priority 1:		Economic Development				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
1	Support the vitality of Bromley Town Centre, including continued delivery of the Bromley Area Action	A) Working with Countryside Properties to secure planning consent for Phase 1 of	Planning consent for Phase 1 by Countryside secured	31-Mar-19	Virgil Rappa	Countryside planning application still being considered by the planning department. The Council is currently awaiting a response from Countryside with regard to comments on scheme

Priority 1:		Economic Development				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
	Plan	Opportunity Site G.				design and layout which are expected to be received by the middle of July.
		B) Prepare and serve Compulsory Purchase Order (CPO) documentation and agreed timetable for CPO Inquiry on Phase 1.	Process to commence on the securing of planning consent for the Phase 1 by Countryside	31-Mar-19	Virgil Rappa	The draft CPO documents are being prepared. CPO timetable is dependent upon determination of the Churchill Quarter planning application.
		C) Produce and secure Member approval of Bromley town centre AAP review programme.	Production and approval of AAP Review (subject to the adoption of the Local Plan)	31-Mar-19	Virgil Rappa	Work will now progress on this review as a result of the adoption of the Local Plan. Discussions with the Portfolio Holder and Ward Councillors in progress.
		D) Complete all ground plane improvement works, delivered and let the Market Kiosks and agreed the design and procurement of the commercial units and mirrored canopies.	The works on the ground plane Market kiosks are being completed. Design agreed and procurement commenced	30-Nov-19	Virgil Rappa	Planning permission for commercial units have been granted. Installation of feature lighting was commenced. Installation of Hostile Vehicle Mitigation Safety measures at Elmfield Road junction were commenced. All works to be completed in Summer 2019.
2	Support and develop the vitality of Beckenham	A) Continue to support the transition arrangements for the Business Improvement District(BID)and the newly established BID Board in Beckenham.	BID Team fully established and successfully managing the town centre.	Bid team fully established and operational by September 2018	Lorraine McQuillan	BID team fully established and operational. BID Manager provided an update on activities to date at the 6 th March 2019 Renewal, Recreation and Housing PDS meeting.

Priority 1:		Economic Development				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
		B) Fully completed and snagged public realm improvement scheme.	The works being completed	30-Nov-18	Virgil Rappa	The main scheme works were completed before the end of November 2018 and snagging works are still underway. A number of granite planters and wooden seats were installed in January 2019. Nine trees are scheduled to be planted in November 2019 during the tree planting season. The David Bowie Flash logo to be situated outside of Zizzi's is due to be in place in Summer 2019.
3	Support and develop the vitality of Orpington	A) Consult on and adopt the Orpington Town Centre renewal strategy	Production of the Renewal Strategy	31-Mar-19	Virgil Rappa/ Mike Watkins	Bid submitted to the Future High Streets Fund to produce a Masterplan for Orpington Town Centre. Bid submitted at the end of March 2019 with outcome expected in Summer 2019.
		B) Fully completed the public realm improvements	The works being completed	28-Feb-19	Virgil Rappa	The public realm works were completed in mid- February 2019 and snagging has commenced. Replacement furniture to be installed in May 2019.
4	Support and develop the vitality of Penge and the borough's smaller town centres	A) Continue to support the transition arrangements for the Business Improvement District and the newly established BID Board in Penge	BID Team fully established and successfully managing the town centre.	Bid team fully established and operational by September 2018	Lorraine McQuillan	BID team fully established and operational. BID Manager provided an update on activities to date at the 6 th March 2019 Renewal, Recreation and Housing PDS meeting.
		B) Fully complete public realm improvements.	The works being completed	30-Apr-19	Virgil Rappa	Public realm improvements completed in March 2019. Shop front improvement scheme is being implemented with a targeted completion by July 2019. Additional works for a wayfinding scheme, heritage plaques and an expanded shop front program to be

Priority 1:		Economic Development				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
						implemented in Autumn 2019
5	Consider the establishment of a Business Improvement District (BID) in Chislehurst.	<p>Appoint consultants to undertake a feasibility study for the establishment of a BID.</p> <p>Report the results of feasibility study to the RR and H PDS Committee.</p> <p>Subject to outcome of the feasibility study and RR and H PDS Committee approval, appoint consultants to develop a BID proposal and undertake a Ballot of local business rate payers on the establishment of a BID.</p> <p>Subject to a 'yes' vote for a BID from the Ballot, develop the required legal and operational arrangements and establish the new BID Team.</p>	<p>Feasibility study completed.</p> <p>Report to R R and H Committee.</p> <p>Subject to outcome of feasibility study and ballot, establish a BID team.</p>	<p>Dec 2018.</p> <p>6 March 2019.</p> <p>June 2020</p>	Lorraine McQuillan	<p>The outcome of the feasibility study for a BID in Chislehurst showed that there was not a desire from the business community for a BID in this area. This was noted by Members of the Recreation, Renewal and Housing PDS on 6th March 2019. Chislehurst will not be progressing to the next stage of the BID development process.</p>
6	Consider the establishment of a Business	Appoint consultants to undertake a feasibility study for the	Feasibility study completed.	Dec 2018.	Lorraine McQuillan	On 6 th March 2019 Members of the Recreation, Renewal and Housing PDS noted the outcome of the feasibility

Priority 1:		Economic Development				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
	Improvement District (BID) in West Wickham.	<p>establishment of a BID.</p> <p>Report the results of feasibility study to the RR and H PDS Committee.</p> <p>Subject to outcome of the feasibility study and RR and H PDS Committee approval, appoint consultants to develop a BID proposal and undertake a Ballot of local business rate payers on the establishment of a BID.</p> <p>Subject to a 'yes' vote for a BID from the Ballot, develop the required legal and operational arrangements and establish the new BID Team.</p>	<p>Report to R R and H Committee.</p> <p>Subject to outcome of feasibility study and ballot, establish a BID team.</p>	<p>6 March 2019.</p> <p>Aug 2020</p>		<p>study which recommended that West Wickham progress to the next stage of BID development.</p> <p>Members approved the allocation of up to £75k to cover the costs of the proposed West Wickham BID project.</p> <p>A procurement exercise has been undertaken to appoint consultants to assist with the BID development project in West Wickham.</p>
7	Promote business investment and development in the borough's key commercial and industrial areas and	A) Complete a review of Council assets and assess the commercial opportunities for the provision of WIFI and Full Fibre networks	Production of the review	28-Feb-19	Virgil Rappa	Review of the Councils assets is currently underway. Options to take forward improvements to digital connectivity within the borough are currently being explored.

Priority 1:		Economic Development				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
	employment priority zones	utilizing Council assets to improve Gigabit connectivity for local businesses and residents				

PRIORITY 2 – PROTECTION , CONSERVATION AND ENHANCEMENT OF BOROUGH

To support a vision for economic investment and development

Rationale

To provide local planning services that support, maintain and enhance the Borough

Aligns to Building a Better Bromley

Set vision for development in the Borough
 Regeneration of Borough
 Lobby GLA and other bodies to support local infrastructure development
 Excellent Council
 Quality Environment

Key strategies/plans

- ✓ Our Journey to Excellence
- ✓ Older People’s Strategy
- ✓ Children and Young People’s Plan
- ✓ The Roadmap to Excellence
- ✓ Housing Strategy
- ✓ Homelessness Strategy
- ✓ Corporate Parenting Strategy
- ✓ Children Looked After Strategy
- ✓ Care Leavers Strategy

Priority 2		Protection, conservation and enhancement of the natural and built environment				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
1	Provide Local Planning Policy services.	<p>A) Develop the new Local Plan which will replace the Unitary Development Plan for Bromley.</p> <p>B) Maintain the Council’s planning policy position. Respond to regional</p>	<p>Adoption of Local Plan</p> <p>Representing LBB policy position at</p>	<p>Winter 2018/19</p> <p>Spring 2019 (hearings rescheduled).</p>	Katie Ryde, Gill Slater	<p>Local Plan adopted 16th January 2019.</p> <p>On going</p>

Priority 2		Protection, conservation and enhancement of the natural and built environment				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
		and national policy changes and to external consultations. Respond to internal and external requests for planning advice	London Plan Inquiry. Responses made to consultations	On going		On going
2	Develop Local Community Infrastructure Levy (CIL) and maintain Mayoral CIL collection.	A) Consulted on the CIL Draft Charging Schedule.	Launching the 6 week consultation.	June/July 2019	Terri Holding	Viability evidence being revised and IDP evidence being updated.
		B) Submit the CIL Draft Charging Schedule for Examination.	Submission for Examination	Sept 2019	Terri Holding	Submission date revised in line with revised consultation period.
		C) Continue to collect Mayoral CIL in line with CIL Regulations	Serviced delivered and no appeals.	Ongoing service	Gill Slater	MCIL payments collected.
2i	Maintain Local Land Charges services.	Continue to maintain Local Land Charges and Common Land Registers and requests in accordance with national regulations. Continue to maintain-Street Naming and Numbering and Local Land and Property Gazetteer (LLPG)	Service delivered in line with Local Land Charges Act 1975 and rules 1977. LBB address data service delivered.	Ongoing service Ongoing service	Jim Kehoe Jim Kehoe	Service has been delivered in line with regulations. Service has been delivered in line with regulations.
2ii	Maintain Street Naming and Numbering, Local Land and Property Gazetteer services					

Priority 2		Protection, conservation and enhancement of the natural and built environment				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
		records and requests in accordance with national regulations				
3	Maintain Building Control services	Continue to respond to Building Control requests in accordance with national regulations.	Service delivered in line with national regulations.	Ongoing service	Jim Kehoe	Service has been delivered in line with regulations.
4	Ensure the ongoing effectiveness of planning regulatory functions	<p>Made considered determinations of planning applications within a reasonable period of time, acknowledging national targets whilst focussing on delivering a quality outcome for the borough.</p> <p>Protected trees, listed buildings and conservation areas in the borough by improving the effectiveness of planning functions by resolving cases more quickly and considering more cases of planning control.</p>	<ul style="list-style-type: none"> • Determine 60% of major applications within 13 weeks of receipt • Determine 70% of minor applications within 8 weeks of receipt 	Ongoing service	Tim Horsman	63% of major applications within 13 weeks of receipt 71% of minor and other applications within 8 weeks of receipt

Priority 2		Protection, conservation and enhancement of the natural and built environment				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
5	Planning Enforcement	A) Determined over 750 cases where a breach of planning control may have taken place, using the Council's Planning Enforcement Policy to guide any actions to be taken.	Number of cases determined	Ongoing service	John Stephenson	863 cases determined.

PRIORITY 3 – LEISURE, CULTURAL ACTIVITIES AND COMMUNITY SERVICES

To support a vision for enhancing leisure, cultural and community activities across the Borough

Rationale

To sustain services that promote residents health and wellbeing, including a diverse offer of leisure, cultural and community services.

Key strategies/plans

Bromley Area Action Plan
Renewal Strategy
Strategic Assessment
Management

Aligns to Building a Better Bromley

- ✓ Regeneration in the Borough through economic development and investment
- ✓ Supporting local infrastructure development
- ✓ Local plan and 15 year vision for town centre development
- ✓ Robust Asset Management
- ✓ Excellent Council

Priority 3		Enhance opportunities for leisure, cultural activities and community led services				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
1	To provide a comprehensive and efficient library service considering new ways of delivering library services in challenging financial circumstances	A) Commenced the second year of a 10 year contract with Greenwich Leisure Limited (GLL) our Service Provider to deliver Bromley Library Services under the supervision and direction of the Council. Produce ongoing evidence of performance and adherence by GLL to the contract and specification using a suite of KPIs to ensure that service levels are being maintained. Monitor the contract to encourage the Service Provider to think innovatively and continually look for ways to develop and improve the service whilst continuing to reduce operating costs and	Service Provider delivers on KPIs in line with the Contract and Specification.	March 2019	Tim Woolgar	Six month Performance Review reported to Renewal, Recreation and Housing PDS on 6 March 2019 demonstrating that the Contractor has continued delivering a quality library service in line with the contract, specification and Key Performance Indicators.

Priority 3		Enhance opportunities for leisure, cultural activities and community led services				
Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update	
	achieving value for money					
	B) Further explored and identified options for the upgrade and re-development of library facilities including progressing a mixed development proposal for Chislehurst Library to include retail and residential opportunities and new library facilities and a proposed shared Leisure and Library facility at the existing West Wickham Leisure Centre site. Developed Identified options for upgrading a range of libraries working alongside GLL our Service Provider	<p>Planning Application for Chislehurst site submitted by developer.</p> <p>Appoint design consultant following Executive Approval in March 2018</p> <p>Executive approval for planning application and scheme progression</p> <p>Planning Application for West Wickham site submitted by developer</p>	<p>Dec 2018</p> <p>September 2018</p> <p>October 2019</p> <p>Jan 2020</p>	Lydia Lee/ Alicia Munday	<p>Milngate developer agreement finalized and being prepared for signature by legal in relation to Chislehurst Library.</p> <p>Design team appointed and concept design completed for West Wickham. Presented to the Executive in May 2019.</p>	

Priority 3		Enhance opportunities for leisure, cultural activities and community led services				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
2	Establish Bromley as a destination for culture	A) Work with AECOM to submit the Outline Planning Application for Crystal Palace Park and work with the Crystal Palace Park Trust to build their capacity to take on some management and maintenance responsibilities in the park.	Outline Planning Application submitted.	Dec 2018	Lydia Lee	Planning application delayed due to affordable housing issue. A new programme has been agreed with AECOM and the outline planning application is expected to be submitted at the end of 2019.
		B) Complete the Crystal Palace Park Improvement scheme; finish construction of the café and open to the public and monitor the recipients of grants and support them to deliver their projects.	Café is open to the public. Community Grants fund Projects are successfully delivered.	Café Construction: January 2019 Community Grants: March 2019	Lydia Lee	This is complete.
		C) Take part in national heritage and cultural events.	Take part in Heritage Open Days.	March 2019 / Ongoing	Lydia Lee	The Council continues to run events as part of national cultural schemes including the Big Draw, Open House and Heritage Open Days.
		D) Finish construction and fit	Biggin Hill Memorial Museum opens to	November 2018	Lydia Lee	This is complete.

Priority 3		Enhance opportunities for leisure, cultural activities and community led services				
	Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update
		out of the Biggin Hill Memorial Museum and open to the public	the public			
3	Enhance the borough's leisure facilities	A) Continue to support the proposals by Blackheath and Bromley Harriers to take over the management of Norman Park Athletics Track and for them to develop a new pavilion and community facilities.	Planning applications by Blackheath and Bromley Harriers are submitted and approved, in respect to the Athletics Track and their clubhouse in Hayes. Implementation of the proposals for the redevelopment of the Athletics Track.	Planning applications for the 2 sites to be submitted by September 2018. Planning consents for the 2 sites agreed Jan 2019. Development proposals to be started by March 2019.	Lizzi Hewitt-Brown	The Council is undertaking track refurbishment work to the Norman Park Athletics Track over eight weeks between August and October 2019.
		B) Identified a suitable developer and awarded a contract for a mixed use development to include a community hub, housing and public realm work and a new gymnastics centre at Chipperfield Road, St Paul's Cray.	A suitable developer identified and contract awarded.	Report to Executive in October 2018.	Alicia Munday	Officers are reviewing the requirements of the scheme and looking at the potential of including a library and increased leisure facilities.

Priority 3		Enhance opportunities for leisure, cultural activities and community led services				
Action	Detail	Measure of Success	Target Date	Lead Officer	Quarter 4 update	
	C) Secure for the long term arrangements for the Councils leisure centres, golf courses and community halls.	An agreement on a long term arrangement is made between the Council and Mytime Active. If this is not attainable then proposals for a wider market testing process will be developed.	Agreement reached with Mytime Active by October 2018. Wider marketing to commence in November 2019 if agreement is not reached.	Alicia Munday	Lease agreements complete.	
	D) Explore the medium to long term options for future theatre provision in Bromley town centre, and develop an options appraisal.	The development of suitable options for the Theatre for consideration by the Executive.	Report to Executive in 2019 following completion of works.	Lydia Lee	Immediate building issues are being dealt with and following Executive approval the cladding will be made safe this summer enabling the removal of the scaffolding.	

PRIORITY 4 – AFFORDABLE, DECENT AND SECURE HOMES

Enable residents to access and sustain a place to live that is affordable, decent and secure.

Rationale

By maximising the supply of accommodation, promoting good quality housing across all sectors and assisting those in housing need to resolve their own housing difficulties, we will reduce demands on our housing operation services and ensure that residents are safe, protected, well supported and living within strong communities.

Aligns to Building a Better Bromley

- ✓ Supporting independence
- ✓ Supporting children and young people
- ✓ Excellent Council

Key strategies/plans

- ✓ Our Journey to Excellence
- ✓ Older People's Strategy
- ✓ Children and Young People's Plan
- ✓ The Roadmap to Excellence
- ✓ Housing Strategy
- ✓ Homelessness Strategy
- ✓ Corporate Parenting Strategy
- ✓ Children Looked After Strategy
- ✓ Care Leavers Strategy

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4 update
1. Increase the supply of new homes, including affordable housing	<p>A) Develop a new Housing Strategy for Bromley</p> <p>B) Seek innovative ways to secure housing by working closely with colleagues across the Council to develop and exploit opportunities for joining up housing, employment, transport and other strategies</p>	Housing Strategy launched	April 2019	Director Housing	<p>A) Completed : The Housing Strategy review and development has been completed and is now progressing to formal consultation and publication during summer 2019.</p> <p>B) On track: 135 private rented properties were secured via the new enhanced offer to landlords. The More homes property purchase programme is on track in line with the financial model having secured 90% of the 400 units.</p> <p>Soft market has been undertaking to inform the potential to develop a second programme of property purchase.</p> <p>A Housing Transformation Board has been established to consider options to increase the supply of affordable housing including the second phase of property purchase and the potential to develop affordable housing on Bromley owned or acquired sites. A development group with registered social landlords has been</p>

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4 update
					<p>established to review and improve the relationship between Housing Associations, planners and developers to increase the supply of affordable housing. Terms of Reference have been set and an action plan for 2019/20 established.</p> <p>£800,000 from S106 housing contributions has been approved for grant funding for Clarion's additional affordable housing which should realise 186 units by 2021. Grant terms agreed and monies transferred early 2019.</p>
	C) Deliver the Modular Home programme	Modular Homes filled	Summer 2019	Director Housing	The tendering for the development and management of the modular constructed site in York Rise in Orpington is now in its final stage and due to be completed by summer 2019. Timescales for full implementation will be confirmed upon contract award with an overall target for completion in 2020. Lessons learned have been used to inform future developments. 3 further sites have now been identified for modular constructed units: Bushel Way, Annerley town hall overflow carpark and Burnet Ash Lane.
2. Reduce homelessness	A) Embed a new approach to managing homelessness by focusing on early intervention and gaining a stronger understanding about why some families and individuals report as homeless	<p>Reduction in homelessness applications</p> <p>Reduction in use of Temporary Accommodation</p>	April 2022 [AP]	Director Housing	<p>On track</p> <ul style="list-style-type: none"> • Year one of the homelessness strategy has been completed with the review underway to confirm the priority actions for year 2. • A multi-agency homelessness forum has been established. The first Homelessness Forum was well attended by a range of agencies including representatives from various LBB departments, Housing Associations and 3rd sector partners. A number of working groups are progressing actions. • The new staffing structure has been embedded. From January 2019 the Intake Team in Housing Options have commenced a proactive visiting role for early intervention.

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4 update
					<ul style="list-style-type: none"> The new private rented sector offer for homelessness prevention has been in place for a year and assisted over 130 families mitigating approximately £1.8m of costs. Extracting data to meet the reporting requirements of the new legislation from the current IT system is proving problematic and meaningful data has yet to be provided. The new IT system is at the adoption and testing stage, which has raised some technical issues which are currently being resolved. Officers have worked hard to maintain deadlines and implementation is expected in Qtr1 2019/20.
	B) Review the placement policy	Reduction in use of Temporary Accommodation	July 2018	Director Housing	B) Completed: The placement policy was reviewed to ensure that it met the requirements of the Homelessness Reduction Act.
	C) Review procurement strategy for Temporary Accommodation		May 2019		C) Completed the placement policy has been reviewed to ensure that it continues to meet the legislative requirements. This will continue to be monitored and reviewed to reflect new schemes coming forward.
	D) Launch Personal Housing Plans to include housing support and preventative solutions	Reduced risk of homelessness	May 2018	Director Housing	D) Completed: Personal Housing Plans have been fully implemented.
	E) Maintain a rolling programme of Personal Housing Plans	Reduced repeat homelessness	April 2022 [AP]		E) A rolling programme of audits are in place. The plans are now being migrated to the new IT system which will enable clients to provide updates themselves: the system will be launched in summer 2019.

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4 update
3. Appropriate accommodation for older people	A) Develop a more strategic approach to the provision of accommodation for older people in the borough including supported accommodation, extra care housing and residential/nursing care	Older People's Strategy includes housing element	Jan 2019	Director Programmes	A new integrated Older People's Strategy (Ageing Well in Bromley) is in development with Bromley CCG. One of the anticipated outcome statements to be delivered is: My home meets my aspirations and needs.
		Housing Strategy includes older people element	April 2019	Director Housing	The Older People Housing Needs Survey has been completed and its findings are have informed the housing and homelessness strategies and will feed into the Ageing Well in Bromley and Housing Strategies. Following on from the findings a working group has been established to review Extra Care Housing. The review covers the referral process, maximising the use of Extra Care Housing for vulnerable older people and future needs for specialist housing in Bromley. Work is progressing with key ECH providers to review processes.
4. Appropriate accommodation for Children in Care and Care Leavers	A) Increase net in-house foster carers	Children Looked After sufficiency of provision	April 2022 [AP]	Director Children's Social Care	On track. Discussions with provider to consider being part of consortium to increase capacity, choice for placements
	B) Increase Staying Put take-up	Effective in-house Fostering offer			Increase year on year for foster carers – target 25 households by March 2020 equivalent to 50 carers
	C) Develop a procurement framework for Care Leavers accommodation	Increase in Care Leavers living within families			Our staying put numbers are increasing with our care leavers remaining in staying put placements – currently 20 staying put arrangements
		Ensure good quality and suitable accommodation and support	April 2020	Director Children's Social Care/ Housing	On track: processes are in place to ensure the suitability of all accommodation.
		Reduction in the average cost of Care Leavers			The review and soft market testing has been completed to consider the potential for a framework with the gateway review due to come back in Autumn 2019. efficiency savings through providers without compromising quality.

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4 update
		placements			
5. Appropriate accommodation for children and adults with special educational needs and/or disabilities (SEND)	A) Review how the Disabled Facilities Grant (DFG) is used across the borough	Effective use of DFG	April 2020	Director Housing	This action was deferred. Responsibility for the DFG is currently with the Director of Environmental Services. This will now be undertaken during by July 2020.
	B) Increase Shared Lives take-up	Expanded Shared Lives programme Increase in number of vulnerable adults living with families	April 2022 [AP]	Director Adult Social Care	<ul style="list-style-type: none"> At March 2019 there were 40 carers providing 34 long term placements. Respite will be provided by respite carers for named service users as well as carers approved to provide respite. There are also 2 day support placements which compares well with other Shared Lives schemes in neighbouring local authorities. Further carers will be approved in June 2019. Adult Social Care is learning from the work undertaken by the Fostering Team to recruit carers to the service. A programme of new and different ways of advertising, including social media, is being carried out. A plan to improve the Shared Lives website and publications is being implemented together with a communications plan to recruit new carers. <p>An inspection of this service by CQC took place in January 2019 and received a rating of 'Good'. An improvement plan has been developed to deliver on CQC recommendations particularly to improve the health of users of the service through Personal Health Plans</p>

	Action	2017/18	Target	2018/19 Qtr 1	2018/19 Qtr 2	2018/19 Qtr 3	2018/19 Qtr 4
4.1	Number and % of homeless prevention (as this indicator is being measured differently from previous years there are no figures for 17/18 or targets. Data will be available in Qtr 2)	N/A	N/A	N/A	N/A	N/A	N/A
4.2	Proportion of households in Nightly Paid Accommodation as % of total in temporary accommodation	59.7%	60%	61%	61%	61%	60%
4.3	Number of families with dependent children in shared accommodation (including B&B and shared annex) over 6 weeks	0%	0%	0%	0	0%	0%

Report No.
DRR19/034

London Borough of Bromley

PART ONE – PUBLIC

Decision Maker: PUBLIC PROTECTION AND ENFORCEMENT PDS COMMITTEE
RENEWAL, RECREATION AND HOUSING PDS COMMITTEE

Wednesday 26 June 2019

Date: Tuesday 2 July 2019

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

Title: UPDATE ON THE PURPLE FLAG ACCREDITATION IN
BECKENHAM TOWN CENTRE

Contact Officer: Lorraine McQuillan, Town Centres & BID Development Manager
E-mail: Lorraine.McQuillan@bromley.gov.uk

Chief Officer: Joanne Stowell, Assistant Director Public Protection
Colin Brand, Director of Regeneration

Ward: Clock House; Copers Cope

1. Reason for report

This report updates Members on the progress to date of the Purple Flag accreditation for Beckenham Town Centre and requests ongoing support for further applications to renew the accreditation.

2. **RECOMMENDATION(S)**

2.1 **Members note the update on progress to date of the Purple Flag accreditation for Beckenham Town Centre.**

2.2 **Members support further applications to renew the Purple Flag accreditation.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: N/A
-

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: The cost of the renewal will be met by the Beckenham Together BID
 3. Budget head/performance centre: N/A
 4. Total current budget for this head: N/A
 5. Source of funding: N/A
-

Personnel

1. Number of staff (current and additional):
 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: N/A
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): There are approximately 150 businesses within the Beckenham Purple Flag area.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments:
Councillor Tickner "It is important that Members are kept informed of developments and have the opportunity to discuss and hopefully support efforts to keep Purple Flag going through the newly set up BID company, Beckenham Together. This initiative encourages the local economy and lays down high standards for public safety at night"

3. COMMENTARY

- 3.1 Purple Flag is an accreditation process similar to the Green Flag award for parks and the Blue Flag for beaches. It allows members of the public to quickly identify town and city centres that offer an entertaining, diverse, safe and enjoyable night out.
- 3.2 The Association of Town and City Management (ATCM) manage the 'Purple Flag' standard, which was launched in 2012. As the governing body for the award the ATCM set out the Purple Flag standards that must be achieved and maintained for accreditation. These core standards include:
- **Movement:** successful destinations offer appropriate options for getting home safely after an evening out and the ability to move around the town on foot with ease
 - **Appeal:** successful destinations offer a vibrant choice of leisure and entertainment for a diversity of ages, groups, lifestyles and cultures
 - **Place:** successful areas are vibrant during the day as well as in the evening. They contain a blend of overlapping activities that encourage people to mingle and enjoy the place. They reinforce the character and identity of the area as well as flair and imagination in urban design for the night.
 - **Wellbeing:** successful destinations are safe and welcoming with all sectors playing their part in delivering high standards of customer care.
 - **Policy Envelope:** an after-hours policy that shows a clear strategy based on sound research, integrated public policy and a successful multi-sector partnership.
- 3.3 There are now over 70 Purple Flag towns and cities in the UK. The benefits of Purple Flag are a raised profile and an improved public image for the location, a wider patronage, increased expenditure, lower crime and antisocial behaviour, and a more successful mixed use economy in the longer term.
- 3.4 Beckenham Town Centre was awarded the prestigious Purple Flag accreditation in 2015. The application for the award was initiated by the Town Centre Management team who formed a group of key stakeholders. This group included the Licensing Department, Police, Businesses, Ward Councillors, Residents, Churches, Transport Providers, Town Team, Business Association and Street Pastors. This group worked in partnership and was instrumental in introducing a number of projects to improve the evening economy of Beckenham Town Centre. The award was celebrated by the unveiling of a Purple Flag outside Beckenham Junction Train Station. Some of the projects that have been introduced as part of the Purple Flag accreditation are as follows:
- Taxi Marshals
 - Coordinated Police Operations targeting the night time economy
 - Street Pastors providing free water, flip flops and care to members of the public
 - Street Marshals
 - Pub Watch Meetings
 - Footfall monitoring
 - Perception Surveys
 - 'Clock House Celebrates' events
 - Radio scheme

- 3.5 As part of the Council's investment into Beckenham Town Centre the area has also benefitted from upgraded CCTV cameras, wider pavements enabling more outdoor seating, better lighting, better signage, and improved pedestrian crossings which all help to meet the core standards for the Purple Flag accreditation.
- 3.6 The application to renew the Purple Flag in 2018 was co-led by the voluntary sector. The majority of the Purple Flag group were there in a voluntary capacity representing a Residents' Association, business community or church. The Purple Flag accreditation was successfully renewed in 2018, however concerns were raised by the volunteers about sustainability and the difficulties associated with Beckenham continuing to apply for Purple Flag under the current structure.
- 3.7 In response to this the Beckenham Together Business Improvement District (BID) included the retention of the Purple Flag accreditation as one of their key aims in their Business Plan. The Beckenham Together Business Improvement District (BID) was established in 2018 and works on behalf of the businesses to improve and enhance Beckenham Town Centre. Therefore the Beckenham Together BID has recently taken over the responsibility for Purple Flag and will now lead on the interim renewal of the accreditation this summer.
- 3.8 The interim renewal will continue to require support from volunteers and also from the Council where available. Specifically the Council will assist with providing data relating to the performance of the town centre, such as footfall and vacancy rates. They will also provide data from partners relating to crime statistics and alcohol related calls to the London Ambulance Service.
- 3.9 The cost to renew the Purple Flag accreditation is £750. Previously this cost has been met by the Council. The cost to renew the Purple Flag accreditation will now be met by the Beckenham Together BID.
- 3.10 Beckenham continues to be the only town centre in the borough with the Purple Flag accreditation with the next full renewal of the accreditation taking place in the summer of 2020. Further update reports will be provided to future meetings regarding the status of the Purple Flag accreditation.

4. POLICY IMPLICATIONS

- 4.1 The Purple Flag is awarded to town centres that offer an entertaining, diverse, safe and enjoyable night out assisting with the Council's ambition to encourage Vibrant Thriving Town Centres and a Safe Bromley

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

Report No.
DRR19/035

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: RENEWAL, RECREATION AND HOUSING PDS COMMITTEE

Date: 2 July 2019

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

Title: TOWN CENTRES DEVELOPMENT PROGRAMME UPDATE

Contact Officer: Virgil Rappa, Senior Regeneration Officer
Tel: 020 8313 4519 E-mail: virgil.rappa@bromley.gov.uk

Chief Officer: Colin Brand, Director of Regeneration

Ward: All Wards

1. Reason for report

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

2. RECOMMENDATION(S)

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

Corporate Policy

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

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A:
 3. Budget head/performance centre: Renewal budget, Capital Programme and S106 Funding
 4. Total current budget for this head: £35.343m
 5. Source of funding: Town Centre Development Fund, Growth Fund, Investment Fund, S106 resources, NHB/GLA High Street funding, Capital Financing and TfL funding
-

Staff

1. Number of staff (current and additional): 3
 2. If from existing staff resources, number of staff hours:
-

Legal

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

Customer Impact

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

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillor's comments: Officers hold regular update meetings with Ward Councillors.

3. COMMENTARY

Development Programme

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

Site G: West of the High Street

- 3.2 On 17th July 2017, the Executive approved the detailed terms of the development agreement and lease for the development and on 11th December 2017, Full Council approved an allocation to the capital programme for the purpose of acquiring properties within the red line area. On 13th February 2019 the Executive further approved the “in principle” use of the Council’s Compulsory Purchase Order (CPO) powers to secure vacant possession of the development site to provide certainty and allow the preliminary processes required for the making of a CPO to be carried out at the same time as ongoing negotiations with landowners. The Council’s development team continue to liaise directly with property owners within the development site to exercise the Council’s Duty of Care to residents directly impacted by the proposed redevelopment. To date progress has been made on several property acquisitions.
- 3.3 In accordance with the terms of the development agreement, Countryside Properties’ planning application for their scheme is currently still being considered by the Council’s Development Control team. At this point in time the Council is awaiting a response from Countryside with regard to a number of comments on the scheme design and layout. These are expected to be received by the middle of July.

Bromley Town Centre High Street Public Realm Improvements

- 3.4 Phase 2 of the improvements has been completed and the Elmfield Road / High Street junction was completed and reopened on programme. All the planters have been installed and planted but additional seasonal bulbs will be added in the Autumn. Hostile vehicle mitigation measures have been installed at the northern and southern end of the pedestrianised area.
- 3.5 The installation of architectural feature lighting has commenced. The project team is working closely with representatives of Primark, the adjoining HG Wells building, 145-155 High Street, the adjoining Offspring Shoes building and Marks and Spencer to ensure that this is done with minimal disruption.
- 3.7 Planning permission has been granted for two commercial units to be located on the pedestrianised High Street south of Bromley Central Library. The manufacturers for the two shop units are currently being procured by open advertisement through the London Tenders Portal with a programme of installation due in the winter of 2019/20.

Beckenham Town Centre Public Realm Improvements

- 3.8 The Beckenham High Street improvements are almost complete apart from tree planting, remaining snagging issues and the installation of the David Bowie flash logo in the pavement outside Zizzi’s restaurant. Formal agreement of the image rights holders has now been agreed and installation is anticipated in early summer.

Orpington Public Realm Improvements

- 3.9 The Orpington improvements are complete, including the installation of the three prong granite bench. Council officers are liaising with the Walnuts shopping centre to address any

snagging issues which may arise. Final accounts are currently under review and once agreed Council officers will determine if there are remaining funds for any legacy projects.

Future High Streets Fund Bid – Orpington Masterplan

- 3.10 The Council is currently awaiting the outcome of its bid submission to the Ministry of Housing, Communities and Local Government's Future High Streets Fund for the production of a new masterplan for Orpington Town Centre. The aim of the Phase 1 Expression of Interest bid is to secure revenue funding for the production of a masterplan as part of the development of a full business case for a Phase 2 submission.
- 3.11 The masterplan will serve to provide a coherent vision for the future transformation of Orpington Town Centre through an analysis of the town centre and current and predictive trends in retail, leisure and housing opportunities that will determine the location, mix and amount of development and provide sufficient detail and robust overall guidance for viable and achievable schemes to come forward. The masterplan will also ensure developers, land owners, residents and stakeholders are fully aware of what is proposed and how it could be implemented.
- 3.12 It is anticipated that the outcome of the bids for Phase 1 funding will be announced in July with developed business cases for Phase 2 to be submitted in Spring 2020.

Penge Town Centre Improvements

- 3.14 You & Me architecture and their sub-contractors have to date, almost completed the improvements to 12 units as required under the New Homes Bonus Programme for Penge. Currently outstanding are the installation of the awnings for the Mobile Zone shop and Penge Café and snagging works. As part of an expanded programme, officers are now looking to implement additional improvements which will include additional shop fronts and building refurbishments.
- 3.15 The Council's term contractor, have now confirmed that they will be supplying and installing the two customised noticeboards and litter bins requested by the SE20 BID Company. It is anticipated that installation will take place in September.
- 3.16 Officers are also currently looking into installing way-finding signage for Penge town centre that is more vernacular, unique and functionally appropriate. There will be consultation process with the BID on the choice of designs before procuring a manufacturer. The signs will be installed by the term contractor and are anticipated to be in place in the Autumn of this year.
- 3.17 To support the Penge Heritage Trail, 13 bronze Heritage plaques that provide further way-finding with an emphasis on the town's heritage assets will also be installed at strategic locations in Penge town centre in October this year.

4. POLICY IMPLICATIONS

- 4.1 Work delivering the Town Centres Development Programme is entirely consistent with Policy Objectives set out in Building A Better Bromley and the Renewal & Recreation Portfolio Business Plan 2017/18. The work of the Renewal team links to the Building a Better Bromley priorities by working towards the provision of Vibrant and Thriving Town Centres.

5. FINANCIAL IMPLICATIONS VR/CM to Update

- 5.1 On 11th of December 2017, Full Council approved a net increase of £18.4m resulting in a revised capital estimate of £24.292m for the Site G development programme. To date £2.47m has been spent/committed on the acquisition of properties in Ethelbert Close leaving a balance of £21.821m.
- 5.2 Within the £24.292m was a sum of £1.1m allocated for specialist development consultancy for CPO related costs inclusive of all professional fees, legal and development consultancy and internal management costs. This sum includes the £200k previously allocated from the growth fund. To date £412k has been spent/committed, leaving a balance of £688k.
- 5.3 On 17th October 2018, the Executive approved an addition of £415k to the Bromley High Street Improvement Capital Scheme, thereby increasing the overall budget for the scheme to £3.875m. To date £2.565m has been spent/committed leaving a balance of £1.31m.
- 5.4 On the 13th February the Executive approval the addition of £81k to the Orpington scheme in the Capital Programme. It should be noted that the revenue maintenance costs of the Orpington Public Realm Scheme will be borne by the Head Leaseholder.
- 5.5 The table below summarises the financial position for each Town Centre Development project. It shows individual budgets, funding streams, spend and commitments and the remaining balances, including the split between capital and revenue expenditure: -

Capital	Budget	Spend	Com'tmts	Total	Balance
	£'000	£'000	£'000	£'000	£'000
<u>Site G</u>					
Properties w ithin red line development site - capital financing	20,932.0	0.0	0.0	0.0	20,932.0
Grow th Fund - Specialist legal & development advice	1,100.0	147.0	264.8	411.8	688.2
Grow th Fund	1,800.0	1,699.1	0.0	1,699.1	100.9
Private Developer contribution	100.0	0.0	0.0	0.0	100.0
S106 PIL	359.6	359.6	0.0	359.6	0.0
	24,291.6	2,205.7	264.8	2,470.5	21,821.1
<u>Beckenham Improvement Scheme</u>					
TfL Funding	2,896.0	2,896.0	0.0	2,896.0	0.0
TfL Funding - LIP allocation re Southend Rd/Rectory Rd	200.0	200.0	0.0	200.0	0.0
Capital receipts	995.0	711.8	30.6	742.4	252.6
Earmarked Reserve balance for Beckenham Improvements	150.0	150.0	0.0	150.0	0.0
Principal Road Maintenance TFL allocation (Subject to approval)	200.0	0.0	0.0	0.0	200.0
	4,441.0	3,957.8	30.6	3,988.4	452.6
<u>New Homes Bonus and High Street Funded Projects</u>					
Penge Tow n Centre Improvements	746.0	552.5	7.6	560.1	185.9
Orpington Tow n Centre	525.0	508.9	0.0	508.9	16.1
	1,271.0	1,061.4	7.6	1,069.0	202.0
<u>Orpington Tow n Centre</u>					
S106 funding tow ards Walnuts Shopping Centre area	350.0	307.9	0.0	307.9	42.1
	350.0	307.9	0.0	307.9	42.1
<u>Bromley Tow n Centre Public Realm Scheme</u>					
S106 funding - Tow n Centre contributions	152.0	0.0	0.0	0.0	152.0
Grow th Fund (may be replaced by S106 from Langley Court funding w hen available)	3,723.0	2,451.8	113.4	2,565.2	1,157.8
	3,875.0	2,451.8	113.4	2,565.2	1,309.8
Total Capital	34,228.6	9,984.6	416.4	10,401.0	23,827.6
Revenue					
<u>New Homes Bonus and High Street Funded Projects</u>					
Penge Tow n Centre Improvements	200.0	154.5	3.0	157.5	42.5
Orpington Tow n Centre	100.0	85.5	14.5	100.0	0.0
Biggin Hill Aviation Technology & Enterprise Centre	150.0	137.4	0.0	137.4	12.6
Cray Business Corridor	150.0	130.0	0.0	130.0	20.0
	600.0	507.4	17.5	524.9	75.1
<u>Bromley Tow n Centre High Street redevelopment programme</u>					
Investment Fund - Initial feasibility cost of development programm	118.0	80.8	0.0	80.8	37.2
Investment Fund - Detailed design cost & survey w ork	287.0	214.3	36.1	250.4	36.6
Broadband Infrastructure Investment project	64.7	64.7	0.0	64.7	0.0
S106 Funding for street furniture refurbishments	45.0	35.0	8.6	43.6	1.4
Sub-total High Street Redevelopment	514.7	394.8	44.7	439.5	75.2
Total Revenue	1,114.7	902.2	62.2	964.4	150.3
Total Funding - Capital and Revenue	35,343.3	10,886.8	478.6	11,365.4	23,977.9

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

Report No.
DRR19/031

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: RENEWAL, RECREATION AND HOUSING POLICY,
DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Tuesday 2 July 2019

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

Title: PLANNING APPEALS - COSTS 2018-2019

Contact Officer: John Stephenson, Development Control Manager, Appeals and Planning Investigation. Tel: 0208 461 7887 E-mail: John.Stephenson@bromley.gov.uk

Chief Officer: Jim Kehoe, Chief Planner

Ward: (All Wards)

1. Reason for report

This report provides an update on the award of costs from planning appeals made in the financial year 2017/2018. **17** applications claiming for costs were made in the period April 2018 to March 2019 of which **6** have been allowed and **11** refused (**published as Appendix 1 in the Part 2 confidential section of the agenda**)

The report also provides an update on cost claims that were paid in 2018/2019. The total of planning appeal cost claims paid in 2018/2019 is **£38,150 (published as Appendix 2 in the Part 2 confidential section of the agenda)**.

The Council have actively been applying for an award of costs against the appellant where the Council believe they have acted unreasonably. One such case has been applied for within this financial year which is currently being processed.

2. **RECOMMENDATION(S)**

Members note the report.

Impact on Vulnerable Adults and Children

1. Summary of Impact:
-

Corporate Policy

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

Financial

1. Cost of proposal: n/a as reporting on actual spend
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Central contingency
 4. Total current budget for this head: £60k
 5. Source of funding: Central contingency for 2018/19
-

Personnel

1. Number of staff (current and additional): 53.86ftes
 2. If from existing staff resources, number of staff hours: n/a
-

Legal

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

Procurement

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

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 In planning and enforcement appeals the main parties are normally expected to meet their own expenses irrespective of the outcome. Costs may be awarded on the grounds of 'unreasonable behaviour' resulting in unnecessary wasted expense. Policy guidance concerning the costs procedure was provided in the Costs Circular (CLG Circular 03/09). On 6 March 2014 Circular 03/09 was superseded by National Planning Practice Policy Guidance (NPPG) concerning Appeals.
- 3.2 Section 4 of the NPPG Appeals guidance sets out the circumstances when an award of costs may be applied for. The award of costs supports an effective and timely planning system in which all parties are required to behave reasonably. In order to support this aim further, it is stated that Inspectors will now use their existing legal powers to make an award of costs where they have found unreasonable behaviour, including cases where no application has been made by either party, applying the same guidance when deciding an application for an award of costs, or making an award at their own initiative. Costs may be awarded at the initiative of the Inspector in relation to planning appeals received on or after 1 October 2013.
- 3.3 Costs awards may also be made against statutory consultees as there is a clear expectation that a statutory consultee will substantiate its advice at appeal.
- 3.4 In Local Planning Authorities with a high appeals workload such as Bromley, the number of claims against the Council can be significant. Bromley consistently has one of the highest number of planning appeals in the UK. The volume of appeals is reflected in the relatively high number of claims for costs.
- 3.5 The number of cost claims against the Council has increased this financial year to 17 compared to 2017/2018 where 12 claims were received. However the amounts claimed can vary significantly depending on the type of case. It is not sufficient for the appellant to claim costs on the grounds that the Council has made an incorrect decision. It is necessary to demonstrate that the Council has acted unreasonably, for example if it is unable to produce convincing evidence in support of its reasons to refuse permission.
- 3.6 Members have requested to be advised of the some of the main factors which have resulted in the Planning Inspectorate to award costs against the Council in 2018/2019 for unreasonable behaviour. The reasons have included:
1. Lack of evidence to substantiate its reasons for refusal.
 2. Grounds of refusal contrary to technical and or officer advice which includes statutory consultees.
 3. Unnecessary use of side space Policy 8 of the Bromley Local Plan states that the Council will normally require 1 metre side space the word normally adds an element of discretion within the policy to consider the specific circumstances of each proposal.
 4. Previous Planning Inspectors decision the Council failed to take account of the Inspectors recent decision, a significant material consideration.
- 3.7 This report principally provides an update on the award of costs in planning appeals that were received by the Planning Inspectorate in the financial year 2018/2019. **17** applications claiming for costs were made in the period April 2018 to March 2019 of which **6** have been allowed and **11** refused.
- 3.8 The report also provides an update on cost claims that were paid in 2018/2019 arising from planning appeals made in previous years totalling **£4,550**. The total of planning appeal cost claims paid in 2018/2019 is **£ 38,150, including the £4,550**.
- 3.9 Two claims against appeal decisions made in 2018/2019 are awaiting submission and one is pending submission.
- 3.10 Members are notified of all cost decisions together with all appeal decisions on a weekly basis. A list of all cost applications received and their decision in 2018/2019 is attached. **(Appendix 1)**. A list of all cost claims paid in 2018/2019 is also attached. This includes payments arising from planning appeals in previous years **(Appendix 2)**.

- 3.11 In some cases the decisions made at committee may be contrary to officer's recommendations. Whilst the Council is not bound to accept the advice given by officers, on appeal it will be required to show that there are reasonable planning grounds for doing so, and that the relevant evidence is provided to justify its decision.
- 3.12 The Council have applied for an award of costs against the appellant where the Council believe they have acted unreasonably. One such case has been applied for within this financial year and award to the Council, payment has been received.

4. FINANCIAL IMPLICATIONS

- 4.1 A total of **£38.2k** has been paid during 2018/2019 in settlement of planning appeal cost claims received. This includes a previous outstanding claim from 2016/2017. This additional cost has been contained within the overall planning budget.
- 4.2 The latest budget monitoring report includes an estimated £50k projection for appeal costs, which includes an estimated substantial cost for Westmoreland Road.
- 4.3 Other claims of £3.3k have been received in relation to 2018/19 lost appeals and will be paid in 2019/20.
- 4.3 It should be noted that amounts totalling £15.2k were received in 2018/19 in relation to cost claims submitted by the Council.

Non-Applicable Sections:	Policy, Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	N/A

Report No.
DRR19/032

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: RENEWAL, RECREATION AND HOUSING POLICY,
DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Tuesday 2 July 2019

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

Title: PLANNING APPEALS MONITORING REPORT - APRIL 2018 TO
MARCH 2019

Contact Officer: John Stephenson, Development Control Manager (Appeals and Planning
Investigation)
Tel: 0208 313 4687 E-mail: John.Stephenson@bromley.gov.uk

Chief Officer: Jim Kehoe, Chief Planner

Ward: (All Wards)

1. Reason for report

The report provides an update on planning appeals received and decided for the year 2018/2019.

2. **RECOMMENDATION(S)**

Members to consider the report.

Impact on Vulnerable Adults and Children

1. Summary of Impact:
-

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Central Contingency
 4. Total current budget for this head: £60k
 5. Source of funding: Central Contingency for 2018/19
-

Personnel

1. Number of staff (current and additional): 53.86ftes
 2. If from existing staff resources, number of staff hours: n/a
-

Legal

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

Procurement

1. Summary of Procurement Implications: n/a
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 This report provides an overview of appeals activity for the period 1 April 2018 to 31 March 2019 which gives Members a comprehensive view of planning appeals, especially those where a recommendation for permission had been overturned by Members and their appeal outcome.
- 3.2 This full listing would comprise of the appeal site location/address and which Ward the appeal was situated in. The report would also have a breakdown of whether the planning applications were refused at Committee or under delegation and if refuse by Committee, whether the item had been recommended for permission or refusal.
- 3.3 The report would provide the final decision/outcome of the Appeal and should also include whether there had been an award of costs granted, together with whether a claim for costs were applied for (and obtained).
- 3.4 This report gives Members a comprehensive view of planning appeals, especially those where a recommendation for permission had been overturned by Members and what was the appeal outcome.
- 3.5 319 appeal decisions were made by the Planning Inspectorate within the actual reporting financial year, of which 180 were dismissed, 132 were allowed and 7 were part allowed/part dismissed.

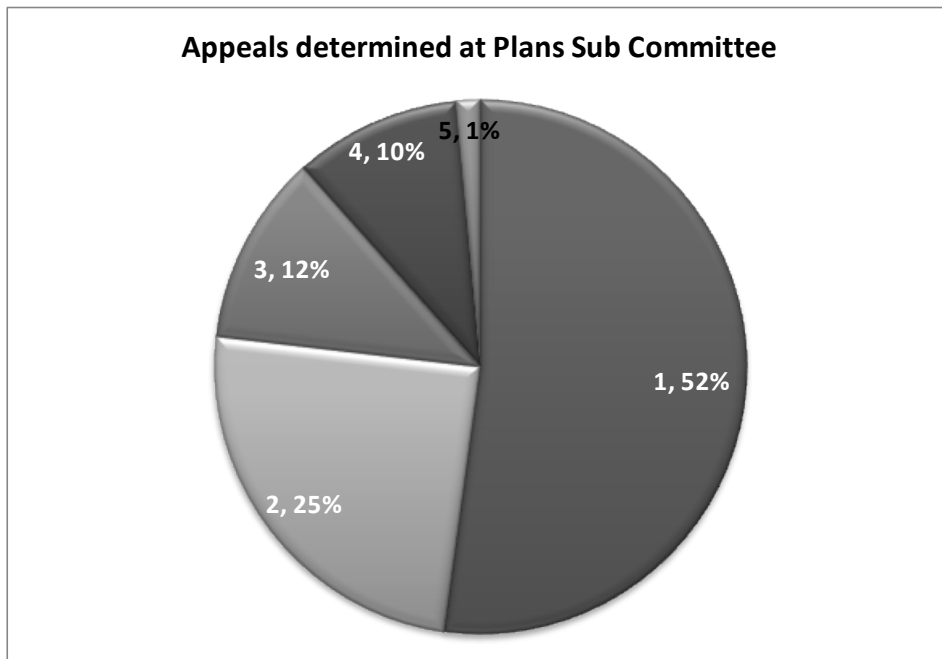
	Fastrack	Written	Hearing	Inquiry	Total
No. of appeals allowed	79	49	1	3	132
No. of appeals dismissed	62	116	0	2	180
No. of appeals part allowed/dismissed	2	3	0	2	7
Total appeals decided	143	168	1	7	319
% appeals allowed	55%	29%	100%	43%	41%
National comparison*	38%	29%	42%	47%	39%

*Source: Planning Inspectorate statistical report (figures provisional)

- 3.6 A detailed analysis of the 319 decided cases are shown in the following graph and Table Two. For brevity, references to Planning Sub Committees include Development Control Committee.

	Label	%	No. of decisions received
Dele rec. for refusal - appeal dismissed	A	45%	143
Dele rec. for refusal - appeal allowed	B	27%	85
PSC rec. for permission - appeal allowed	C	11%	36
PSC ref. for refusal - appeal dismissed	D	5%	17
ENF - appeal dismissed	E	3%	10
PSC rec. for permission - appeal dismissed	F	3%	8
PSC rec. for refusal - appeal allowed	G	2%	7
non determination	H	1%	4
dele rec for permission - appeal part allowed	I	1%	3
ENF - appeal part allowed	J	1%	3
PSC ref refusal - appeal part allowed	K	0%	1
dele rec. for permission - appeal allowed	L	0%	1
ENF - appeal allowed	M	0%	1
	Total	100%	319

3.7 69 planning appeals relating to applications determined at Plans Sub Committee are detailed in the table and graph below:



Key Breakdown	Label	%	Number of decisions made
PSC P - Plans Sub Committee recommended for permission - appeal allowed	1	52%	36
PSC R - Plans Sub Committee recommended for refusal - appeal dismissed	2	25%	17
PSC P - Plans Sub Committee recommended for permission - appeal dismissed	3	12%	8
PSC R - Plans Sub Committee recommended for refusal - appeal allowed	4	10%	7
PSC R - Plans Sub Committee recommended for refusal - appeal part allowed	5	1%	1
			69

- 3.8 The full breakdown by Ward of the 319 appeal decisions received within the 2018-2019 financial year is shown as **Appendix 1 published in the confidential section of the agenda.**
- 3.9 Details of planning applications recommended for permission are shown at **Appendix 2 published in the confidential section of the agenda.**
- 3.10 Details of enforcement appeals are shown at **Appendix 3 published in the confidential section of the agenda.**
- 3.11 Details of cost claims received are shown at **Appendix 4 published in the confidential section of the agenda.**
- 3.12 For Members information the list of weekly appeals decisions made includes the Ward in which the appeal relates to.
- 3.13 In s78 appeals, members of the Development Control Committee requested to see comparison figures of appeal decisions made by PINS between the periods April 2018 to March 2019 with other London Boroughs. Table Four shows comparison figures with neighbouring Local Planning Authorities.

**Table Four : Decisions by local planning authority - S78 planning appeals
England - April 2018-March 2019**

Local Planning Authority	No. Decided	Number allowed	Split decisions	% allowed
Bexley	29	5	0	17%
Bromley	153	47	1	31%
Croydon	84	23	0	27%
Greenwich	85	21	0	25%
Lewisham	93	18	1	19%
Southwark	56	12	1	21%
London (Total)	2602	776	24	
England (Total)	10175	2939	79	

Implications to consider

- 3.14 In Local Planning Authorities with a high appeals workload such as Bromley, the number of claims against the Council can be significant. Bromley consistently has one of the highest number of planning appeals in the UK. The volume of appeals is reflected in the relatively high number of claims for costs. Cost may be awarded on the grounds of “Unreasonable Behaviour” by any of the parties involved resulting in unnecessary wasted expense.
- 3.15 The number of costs claims against the Council has increased this financial year to 17 compared to 2017/2018 where 12 claims were received. However the amounts claimed can vary

significantly depending on the type of case. It is not sufficient for the appellant to claim costs on the grounds that the Council has made an incorrect decision. It is necessary to demonstrate that the Council has acted unreasonably, for example if it is unable to produce convincing evidence in support of its reasons to refuse permission.

- 3.16 Members have requested to be advised of the some of the main factors which have resulted in the Planning Inspectorate to award costs against the Council in 2018/2019 for unreasonable behaviour. The reasons have included:
1. Lack of evidence to substantiate its reasons for refusal.
 2. Grounds of refusal contrary to technical and or officer advice which includes statutory consultees.
 3. Unnecessary use of side space Policy 8 of the Bromley Local Plan states that the Council will normally require 1 metre side space the word normally adds an element of discretion within the policy to consider the specific circumstances of each proposal.
 4. Previous Planning Inspectors decision the Council failed to take account of the Inspectors recent decision, a significant material consideration.
- 3.17 On all appeal cases the Council will be required to show that there are reasonable planning grounds for the reasons for refusal which stand up to scrutiny, and that the relevant evidence is provided to justify its decision. Previous inspector's decisions needs to be considered to avoid unnecessary cost awards.

4. FINANCIAL IMPLICATIONS

- 4.1 The Planning Appeals Costs 2018-2019 is also being reported to this committee together with Renewal, Recreation and Housing Policy Development and Scrutiny Committee.
- 4.2 A total of **£38.2k** has been paid during 2018/2019 in settlement of planning appeal cost claims received. This includes a previous outstanding claim from 2016/2017. This additional cost has been contained within the overall planning budget.
- 4.3 Two claims against appeal decisions made in 2018/2019 are awaiting submission and one is pending submission.
- 4.4 The latest budget monitoring report for 2019/20 includes an estimated £50k for potential appeal costs, which includes the Westmoreland Road claim.
- 4.5 Other claims of £3.3k have been received in relation to 2018/19 lost appeals and will be paid in 2019/20.
- 4.6 It should be noted that amounts totalling £15.2k were received in 2018/19 in relation to cost claims submitted by the Council.

Non-Applicable Sections:	Policy, Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	National Planning Practice Guidance Planning appeals monitoring report – April 2017 to March 2018 – update DCC 6 November 2018

Report No.
DRR19/033

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: RENEWAL, RECREATION AND HOUSING POLICY,
DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Tuesday 2 July 2019

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

Title: PLANNING ENFORCEMENT PROGRESS AND MONITORING
REPORT 2018-2019

Contact Officer: John Stephenson, Development Control Manager, Appeals and Planning
Investigation]
Tel: 0208 461 7887 E-mail: John.Stephenson@bromley.gov.uk

Chief Officer: Jim Kehoe, Chief Planner

Ward: (All Wards);

1. Reason for report

This report provides an update on the progress of the current cases under investigation / pending consideration, cases which are currently at appeal, cases which are also waiting compliance period, cases where enforcement action has been instigated, cases awaiting prosecution action. Enforcement action authorised, cases that are currently with our legal department awaiting further action, cases where direct action has been authorised, cases which have now been closed together with a full breakdown on the range of current complaints.

2. **RECOMMENDATION(S)**

Members to consider the report

Impact on Vulnerable Adults and Children

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

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Planning (excluding Building Control & Land Charges)
 4. Total current budget for this head: £724k
 5. Source of funding: Existing revenue budget for 2018/2019
-

Personnel

1. Number of staff (current and additional): 53.86 ftes
 2. If from existing staff resources, number of staff hours: n/a
-

Legal

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

Procurement

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

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 Planning Enforcement team investigates allegations of breaches of planning control across the whole of the Borough, as set out in the Council's Planning Enforcement Policy. This policy was approved by Members in order to provide some guidance on any actions the Council may wish to consider when enforcement action could be taken. This includes where building work requiring planning permission is undertaken without such permission and where conditions are attached to an approved scheme and the conditions are not complied with. The team investigates the condition of land or property or where the use of a building or land is changed without the benefit of planning permission. The team investigates alleged unauthorised advertisements, which may not have express consent.
- 3.2 Based on the information provided above I can confirm that progress has been achieved in reaching our projected target as set out in our portfolio Plan 2018/2019
- 3.3 The Planning investigations team is currently made up of five investigating officers, 3 full time permanent planning investigating officers and in November 2017 the team had been given two additional temporary full time investigating officers in order to be able to meet the demands on our current service delivery. As a result from the additional resources in staffing albeit temporary the current levels of enquiries although it has exceeded the projected figures, we are able to keep our current outstanding cases to within targets. We are being more proactive in our approach to investigating breaches of planning control.
- 3.4 The Council has a statutory duty to investigate planning enforcement enquires/complaints, but they are given discretionary powers as to whether/ when to instigate formal enforcement action in each individual case. In each and every individual case expediency test/assessment is carried out before considering instigating any formal enforcement action.
- 3.5 We liaise very closely with our legal department to get clear advice as part of the expediency test in order that we can be satisfied that we are taking the appropriate actions on all enforcement matters at any given time as we may leave the Council open to an award of costs if at appeal the Planning Inspectorate allows an appeal and if the Council may have been unreasonable.
- 3.6 We have had seen a steady increase over the last couple of years in the amount of enquiries received where the condition of land or property is causing an adverse effect on the amenities under Section 215 of the Planning Act 1990 (as amended). In some instances where voluntary compliance cannot be achieved the Council may consider taking direct action to remedy the breach of planning control. In the last year **97** which amounts to 11%, cases have been reported for further investigation **57** of the 97 cases have now been closed as compliance has been achieved and no further action is required.
- 3.7 Direct action will always involve a cost, and as a result quotes will be obtained in order for the Council to carry out the works in default of the notice. These cases will be presented to a Committee with a recommendation for Members to consider. It is for Members to make a decision to agree to authorise direct action, as this type of action may involve some considerable financial cost to the Council. A charge on the property/land can be considered by the Council in order to recover the Council's initial cost together with the appropriate interest rate charged until the bill is paid.
- 3.8 In June 2018 a report was presented to committee of the 370 open enforcement cases which were currently under investigation or pending consideration. Since the report to members last June 2018 we have received an additional 390 new cases. As it currently stands a total of **450** open enforcement cases are currently under investigation or pending consideration this

includes 122 new cases registered from the 1/04/2019. A list of these cases is attached as Appendix 1 published in the confidential section of the agenda.

3.9 In the financial year 2018-2019 a total number of **863** cases were received, the table below lists the type and total number of enquiries received.

Range of enquiries 2018-2019	No. of enquiries	% of enquiries
Operational Development	219	25%
Plans - not built according to	102	12%
Untidy Sites (S215)	97	11%
Change of Use	97	11%
Breach of condition	95	11%
Trees	72	8%
General	55	6%
Commercial Activity	43	5%
Boundary treatment	32	4%
Adverts	32	4%
Access	7	1%
Shop shutters	6	1%
Commercial vehicle - parking of	5	1%
Satellite Dishes	1	0%
Total	863	

3.10 **34** enforcement cases are currently held in abeyance pending the outcome of an appeal with the Planning Inspectorate against the enforcement notices served or are the subject of an appeal against a S78 refused planning decisions. This number also includes cases where a compliance date is pending.

3.11 **26** of these cases has as a result of the planning investigation/enforcement action have now submitted a planning application for material consideration in an attempt to remedy the breach of planning control , further enforcement action is currently on hold pending the outcome/decision of these planning applications.

3.12 In terms of enforcement activity, **60** Enforcement Notices have been served in connection with breaches of planning control in the period April 2018 to March 2019, in other case, successful negotiation led to matters being resolved before formal enforcement notices were issued. This activity is summarised in the table below.

Type of Notice	Number of Notices issued 2018/19
Operational Development	19
Change of Use	15
S215	6
Breach of Condition Notice	10
Planning Contravention Notice	8
Stop Notice	0
Failure to comply with Conditions	2
TOTAL	60

- 3.13 A total of **781** Cases which have been closed within the last financial year 01/04/2018 to 01/03/2019.
- 3.14 In some cases where an enforcement notice has been effective and has not been complied with, the Council may exercise its powers by taking prosecution action. The council is currently in the process of prosecuting on the following cases:
- A property in Babbacombe Road – located in the Plaistow and Sundridge Ward.
 - A property in Market Meadow – located in the Cray Valley East Ward.
 - A property in Boyland Road – located in the Plaistow and Sundridge Ward.
 - A site in Beaverwood Road – located in the Chislehurst Ward.
 - A premises in Croydon Road – located in the Kelsey and Eden Park Ward.
 - A premises in Copers Cope Road – located in the Copers Cope Ward.
 - A property in Midfield Way- located in the Cray Valley West Ward.
 - A property in Queens Road- located in the Clock House Ward.
 - A site in Green Street Green – located in the Chelsfield and Pratts Bottom Ward.
 - A premises in Old Homesdale Road – located in the Bromley Town Ward.
- 3.15 A list of all cases where delegated authority action has been approved is attached as Appendix 2.
- 3.16 Our next Planning Enforcement Progress and Monitoring Report are due to be presented to Public Protection and Enforcement Policy Development and Scrutiny Committee and Development Control Committee.

Non-Applicable Sections:	Policy, Legal, Financial and Personnel Implications
Background Documents: (Access via Contact Officer)	Planning enforcement progress and monitoring report – RR&HSG PDS committee 26 June 2018

This page is left intentionally blank

List of Enforcement Notices issued 2018\2019

	ENF Ref	Complaint	Site	Ward	Recommendation	Decision date
1	17/00598	Flytipped waste material	Land east side of Blackbrook Lane	Bickley	Prosecution	17/04/2018
2	17/00583, 17/00588, 17/00589, 17/00590, 17/00592	Flytipped waste material	Land east side of Blackbrook Lane	Bickley	Prosecution	17/04/2018
3	17/00641/OPDEV	Enforcement notice to secure the removal of the unauthorised decking/platform	Serviden Drive, Bromley, BR1 2UB	Bickley	Enforcement Notice	18/05/2018
4	17/00759/OPDEV	Breach of condition notice	Station Yard, Bickley Railway Station Yard, Southborough Road, BR1 2EB	Bickley	Breach of condition notice	23.10.18
5	17/00699/CHANGE	Unauthorised change of use of the land from car sales to a small commercial car wash for use by the public	Homesdale Road, Bromley, Kent, BR1 2QL	Bickley	Prosecution	13.03.19
6	17/00593/UNTIDY	Flytipped waste material	Blackbrook Lane, Bickley	Bickley	Prosecution action	26.07.2018
7	17/00595/UNTIDY & 17/00599/UNTIDY	Flytipped waste material	Blackbrook Lane, Bickley	Bickley	Prosecution action	26.07.2018
8	17/00594/UNTIDY	Flytipped waste material	Blackbrook Lane, Bickley	Bickley	Prosecution action	26.07.2018
9	17/00597/UNTIDY	Flytipped waste material	Blackbrook Lane, Bickley	Bickley	Prosecution action	26.07.2018
10	18/00038/UNTIDY	Flytipped waste material	Blackbrook Lane, Bickley	Bickley	Prosecution action	26.07.2018
11	17/00585	Untidy site - Land Reg SGL269044 Plot 8	Land east side Blackbrook Lane, Bickley	Bickley	Untidy Site Notice	28.8.18
12	18/00221/COMMER	Business being operated, work materials on grass verge	Timbertop Road, Biggin Hill, TN16 3QR	Biggin Hill	COMMER	22/05/2018
13	18/00386/CHANGE	Unauthorised change of use of land for storage of caravan, and also waste materials stored on the land	Highfield Road, Biggin Hill	Biggin Hill	Material change of use enforcement notice	03.07.2018
14	18/00198/OPDEV	Roof alterations, conservatory, raised platform and balustrade	Sutherland Road, Biggin Hill, TN16 3HG	Biggin Hill	Enforcement Notice	05.11.18
15	15/00466/GENERA	Alleged unauthorised fence structure and enclosure of public land	Greenoak Rise, Biggin Hill, TN16 3RL	Biggin Hill	Enforcement Notice	20.11.18
16	14/00494/UNTIDY	Untidy site	Lower Gravel Road, Bromley	Bromley Common and Keston	Prosecution	12.10.18
17	17/00357/COMMER	Unauthorised change of use to a gym	Compass Lane, Bromley, BR1 1ST	Bromley Town	Mterial Change of use Enforcement Notice requiring cessation of the unauthorised use.	26/04/2018
18	14/00058/BRCOND	Breach of conditions 3 and 5 of application 12/03353, namely the unauthorised changes to the bin store, cycle parking and creation by subdivision, of an additional flat	Martins Road, Bromley, BR2 0EF	Bromley Town	Breach of Condition	01.06.2018
19	17/00381/OPDEV	Alleged unauthorised car port in the front garden	Downs Hill Road, Beckenham, BR3 5HB	Bromley Town	Enforcement Notice	14.09.18
20	18/00256/OPDEV	Unauthorised engineering alterations and the erection of new gates and pillars without planning permission	Warren Road Junction on the East side of chelsfield lane	Chelsfield & Pratts Bottom	Enforcement Notice	18/05/2018
21	15/00129/OPDEV	Failing to respond to the PCN within the required time	New Years Lane, Knockholt, Sevenoaks	Chelsfield & Pratts Bottom	Prosecution action	24.07.2018
22	17/00136/PLANS	Breach of condition regarding insertion of window	Homestead Road, Orpington	Chelsfield & Pratts Bottom	Prosecution action	07.09.18
23	18/00651/OPDEV	Unauthorised structure	Land adjacent to Knockholt Railway Station North Side, Sevenoaks Road, Halstead	Chelsfield And Pratts Bottom	Enforcement Notice	04.10.18
24	18/00655/OPDEV	Removal of a bank of soils, new fencing and increase of height of sleepers	Land opposite Knockholt Station House, Sevenoaks Road, Halstead	Chelsfield And Pratts Bottom	Enforcement Notice	12.10.18
25	15/00129/OPDEV	Possible unauthorised dwelling erected within the site	Knockhold Farm, New Years Lane, Knockholt, Sevenoaks	Chelsfield And Pratts Bottom	Enforcement Notice	12.10.18
26	15/00398/CHANGE	unauthorised change of use of building to a holiday let property	Windsor Drive, Orpington, Kent, BR6 6EY	Chelsfield And Pratts Bottom	Breach of condition notice	30.10.18
27	18/00589/OPDEV	Unathorised creation of a hardstanding and storage of shipping containers	Land junction with Sevenoaks Road and Wheatsheaf Hill Halstead, Sevenoaks	Chelsfield And Pratts Bottom	Enforcement Notice	14.11.18
28	14/00475/OPEDV	Outbuilding and barn conversion	Skeet Hill Lane, Orpington, BR5 4HB	Chelsfield And Pratts Bottom	Enforcement Notice	15.11.18
29	18/00812/BRCOND	Aleged breach of condition in relation to 17/02441/full6 condition 5. Pre Occupation condition. Requiring amended plans.	Elmstead Lane, Chislehurst, BR7 5EQ	Chislehurst	Breach of Condition Notice	22.11.18
30	15/00286/UNAUTH	Unauthorised retention of temporary building	Beaverwood Road	Chislehurst	Prosecution action	26.07.2018
31	18/00698/CHANGE	Alleged unauthorised change of use to lap dancing club	Flamingo Park club, Sidcup by Pass, Chislehurst, BR7 6HL	Chislehurst	Enforcement Notice	17.10.18
32	18/00698/CHANGE	Alleged unauthorised change of use to lap dancing club	Sidcup by Pass, Chislehurst, BR7 6HL	Chislehurst	PCN	18.10.18
33	18/00408/BRCOND	Balcony screening and windows not in accordance with plans as required by condition 11 of permission 14/04167	White Horse Hill, Chislehurst, BR7 6DG	Chislehurst	Breach of condition notice	23.10.18
34	18/00014/CHANGE	Storage building being used as a self-contained residential unit	High Street, Chislehurst, Kent, BR7 5AG	Chislehurst	Enforcement Notice	29.10.18
35	16/00373/UNAUTH	Enforcement Notice	Croydon Road, Beckenham BR3 4HR	Clock House	Enforcement Notice	24/04/2018

List of Enforcement Notices issued 2018\2019

36	18/00202/CHANGE	Alleged unauthorised sub-division of property into two self-contained flats	birkbeck Road, Beckenham, Kent, BR3 4SP	Clock House	planning contravention notice to be served	28.2.19
37	18/00249/UNTIDY	Fly tipping on dwelling subject of planning appeal	The Avenue, Beckenham Kent, BR3 5EE	Copers Cope	Untidy Site Notice	06.07.2018
38	18/00663/BRCOND	Untidy site	Repton Court Road, The Avenue, Beckenham, BR3 5EN	Copers Cope	Untidy Site Notice	03.10.18
39	18/00410/CHANGE	Unauthorised change of use of land for storage of a caravan, and damage to ancient hedgerow	East Hall Road, Orpington	Cray Valley East	Material change of use Enforcement Notice for removal of caravan	17.07.2018
40	15/00035/OPDEV	Unauthorised alterations to dwelling house	Trunks Alley, Swanley, BR8 7QL	Cray Valley East	Enforcement Notice	10.10.18
41	17/00374/OPDEV	Alleged unauthorised parapet wall and unauthorised part one/two storey side/rear extension and external staircase	Star Lane, Orpington, BR5 3LJ	Cray Valley East	Enforcement Notice	18.10.18
42	18/00675/OPDEV	Alleged unauthorised development taking place on land	Star Lane, Orpington, BR5 3LW	Cray Valley East	PCN	23.10.18
43	18/00672/CHANGE	Creation of hardstanding and caravan placed on site	Land junction with A20 South East Side Cookham Road, Swanley	Cray Valley East	Enforcement Notice, A stop notice and an injunction	09.11.18
44	18/00786/CHANGE	Alleged unauthorised change of use from a retail shop (Class A1) to studio Flat (Class C3)	Chelsfield Road, Orpington, BR5 4DN	Cray Valley East	Enforcement notice	18.3.19
45	17/00230	Alleged Unauthorised change of use as Headquarters for Air Conditioning Business.	Kedleston Drive, Orpington, BR5 2DR	Cray Valley West	Enforcement Notice	18/04/2018
46	17/00608	Out Building erected partly on amenity land.	Midfield Way, Orpington, BR5 2QW	Cray Valley West	Enforcement Notice	18/04/2018
47	18/00162/BRCOND	Front gate has not been set back at least 5m from the footpath in accordance with plans	Chislehurst Road, Orpington, BR5 1NR	Cray Valley West	Breach of Condition	21/05/2018
48	17/00499/BOUND	Gate over 1M high adj to highway A224	Brook Villas, Sevenoaks Way, Orpington, BR5 3JD	Cray Valley West	Enforcement notice	20.2.19
49	17/00182/CHANGE	Alleged unauthorised change of use to a child minding business, and also an unauthorised construction of a wooden shed in front garden	Seymour Villas, Penge, SE20 8TU	Crystal Palace	Material change of use enforcement notice requiring cessation of the unauthorised use as a child minding business	02/05/2018
50	18/00228/BRCOND	Breach of condition notice	Sevenoaks Road, Pratts Bottom, BR5 7LP	Darwin	Breach of Condition	18/04/2018
51	18/00340/COMMER	Material change of use Enforcement Notice to secure the cessation of unauthorised business use.	Highams Court, Layhams Road	Darwin	Material change of use	20.07.2018
52	18/00074/CHANGE	Unauthorised change of use of the land to storage of a coach	Blackness Lane, Keston	Darwin	Material Change of use Enforcement Notice	16.8.18
53	18/00364/UNTIDY	Untidy site/overheight boundary	Hazelwood Road, Cudham	Darwin	S215 Untidy Notice	06.09.18
54	18/00039/CHANGE	Stationing of a mobile home	Renniks Stud, Buckhurst Road, Westerham, TN16 2HS	Darwin	Material Change Of Use Enforcement Notice	11.10.18
55	16/00329/OPDEV	Alleged unauthorised building works	Burlington Close, Orpington BR6 8PP	Farnborough & Crofton	Enforcement Notice	04.06.2018
56	17/00102/BRCOND	Breach of conditions 10 - car parking spaces	PRU, Farnborough Common, Orpington	Farnborough & Crofton	Breach of conditions	20.06.2018
57	16/00329	Unauthorised single storey flat roof rear extension	Burlington Close, Orpington, BR6 8PP	Farnborough and Crofton	Prosecution	14.2.19
58	18/00587/PLANS	Shed and fence built not shown on plans	Crofton Road, Orpington	Farnborough and Crofton	Enforcement notice	22.3.19
59	17/00468/OPDEV	Alleged loft conversion	Hayes wood Avenue Hayes	Hayes & Coney Hall	Enforcement Notice	05/04/2018
60	16/00570/OPDEV	Unauthorised side and rear dormers with loft conversion	Birch Tree Avenue, West Wickham, BR4 9EL	Hayes and Coney Hall	Enforcement Notice	12.11.18
61	18/00192/BRCOND	Breach of condition notice in relation to DC/14/04503/FULL1	Upper Elmers End Road, Beckenham, BR3 3QY	Kelsey	Breach of Condition	05/04/2018
62	18/00015/UNTIDY	Overgrown Vegetation	Barts Close, Beckenham, BR3 3LY	Kelsey and Eden Park	Untidy	21/05/2018
63	16/00501/BRCOND	Unauthorised extraction unit at the rear of the property	Croydon Road, Beckenham, BR3 3RA	Kelsey and Eden Park	Breach of condition notice	16.8.18
64	18/00668/LISTED	Unauthorised metal hoarding	Wickham Road, Beckenham	Kelsey and Eden Park	Enforcement Notice	24.09.18
65	16/00501	Breach of condition 1 -details of ventilation duct	Croydon Road, Beckenham, BR3 3RA	Kelsey and Eden Park	Prosecution	20.2.19
66	17/00204/CHANGE	Operational development - unauthorised single storey rear extension 16/05507/HHPA	Langley Road, Beckenham, BR3 4AE	Kelsey and Eden Park	Enforcement notice	28.2.19
67	17/00204/CHANGE	Change of use - unauthorised HMO alterations from 1 self-contained unit to 2 self-contained units on the ground floor	Langley Road, Beckenham, BR3 4AE	Kelsey and Eden Park	Enforcement notice	28.2.19
68	18/00737/UNTIDY	Untidy land	Dunkery Road, Mottingham, SE9 4LP	Mottingham and Chislehurst north	Untidy site notice	04.2.19
69	16/00268/UNTIDY	Untidy site	Vinson Close, Orpington, BR6 0EG	Orpington	Untidy Site Notice	17.10.18
70	18/00031/CHANGE	Unauthorised change of use from storage building to a 3 bedroom residential dwelling	Southey Street, Penge, London, SE20 7JD	Penge & Cator	Material change of use enforcement notice	16.07.2018
71	18/00531/OPDEV	8ft metal fence erected around front perimeter	Avenue Road SE20 7RZ	Penge and Cator	Enforcement Notice	14.11.18
72	16/00302/CHANGE	Unauthorised conversion of office on first floor to flats	High Street, Penge, SE20 7DS	Penge and Cator	Prosecution	22.11.18
73	17/00157/OPDEV	Construction of structure on forecourt together with the alteration to the shop front	Petts wood Road, Petts wood, Orpington, BR5 1LG	Petts wood and Knoll	Enforcement Notice	05/04/2018
74	18/00720/OPDEV	Unauthorised roof light on front roof elevation	Petts Wood, Orpington, BR6 0BU	Petts Wood and Knoll	Enforcement Notice	02.11.18

List of Enforcement Notices issued 2018\2019

75	18/00637/OPDEV	Unauthorised garden structures - PD rights removed under 14/03673	Irene Road, Orpington, BR6 0HA	Petts Wood and Knoll	Enforcement notice	20.2.19
76	17/00144/BOUND	Overheight boundary walls	Burnt Ash Lane, Bromley, BR1 5DL	Plaistow & Sundridge	Enforcement Notice	28.08.18
77	17/00419	Conversion of detached garage & shed to studio flat for rent	Oak Tree Gardens, Bromley, BR1 5BG	Plaistow and Sundridge	PCN	18/04/2018
78	18/00476/COMMER	Unauthorised car repairs	Thornton Road, Bromley, BR1 5AP	Plaistow and Sundridge	PCN	06.09.18
79	18/00748/BRCOND	Stationing of mobile home cond. 1 of 15/01518/FULL6 exceeding time	Park Avenue, Bromley, BR1 4EG	Plaistow and Sundridge	Breach of condition notice	13.11.18
80	18/00830/OPDEV	Additional boundary fence erected adjacent to existing boundary fence	Park Avenue, Bromley, BR1 4EG	Plaistow and Sundridge	Enforcement Notice	03.12.18
81	14/00532/CHANGE	Alleged unauthorised change from A1 (retail) to C3 (dwellinghouse) no prior approval	College Road, Bromley, BR1 3PE	Plaistow and sundridge	Enforcement notice	14.1.19
82	15/00274/CHANGE	Alleged unauthorised sub-division of property into two self-contained flats	Boyland Road, Bromley, Kent, BR1 4QF	Plaistow and sundridge	Prosecution	28.2.19
83	16/00482/OPDEV	Unauthorised roof terrace on garage	Briar Lane, West Wickham	West Wickham	Enforcement Notice	06.07.2018
84	16/00358/CHANGE	Unauthorised creation of two flats within a single dwelling	Ravenswood Avenue, West Wickham, BR4 0PN	West Wickham	Enforcement Notice	24/04/2018

This page is left intentionally blank

Report No.
CSD19089

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Renewal, Recreation and Housing PDS Committee

Date: 2 July 2019

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

Title: RENEWAL, RECREATION AND HOUSING PDS COMMITTEE
WORK PROGRAMME: SEPTEMBER 2019 – MARCH 2020

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

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

1.1 This report updates the Committee's work programme.

2. **RECOMMENDATION**

2.1 The Committee is invited to review its work programme for the period September 2019 to March 2020.

Corporate Policy

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

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £358,740
 5. Source of funding: Existing 2019/20 revenue budget
-

Staff

1. Number of staff (current and additional): There are 8 posts (6.79 fte) in the Democratic Services Team.
 2. If from existing staff resources, number of staff hours: Preparation of the Work Programme report can normally be expected to take 2-3 hours
-

Legal

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

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

3.1 Each PDS Committee has a responsibility to develop and review its work programme balancing the key roles of:

- Holding the Executive to account;
- Policy development and review; and
- External scrutiny.

3.2 The Committee is invited to consider its work programme having regard to guidance at Section 8 of the Scrutiny Toolkit and in consultation with the Renewal, Recreation and Housing Portfolio Holder and Chief/Senior Officers.

3.3 The Committee's Work Programme for the period September 2019 to March 2020 is attached at **Appendix A**.

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

This page is left intentionally blank

Report Title	Report Author	PH Decision (Yes/No)
Renewal, Recreation and Housing Policy Development and Scrutiny Committee – 3 September 2019		
Matters Outstanding from Previous Meetings	LT	No
Capital Programme Monitoring – 1 st Quarter 2019/20	JM	Yes
Renewal, Recreation and Housing Portfolio Plan	MS-C	No
Town Centres Development Programme Update Report	KM	No
Work Programme 2019/20	LT	No
<u>Exempt Reports</u>		
Renewal, Recreation and Housing Policy Development and Scrutiny Committee - 5 November 2019		
Matters Outstanding from Previous Meetings	LT	No
Budget Monitoring 2019/20	CM	Yes
Town Centres Development Programme Update Report	KM	No
Work Programme	LT	No
<u>Exempt Reports</u>		
Renewal, Recreation and Housing Policy Development and Scrutiny Committee – 21 January 2020		
Matters Outstanding from Previous Meetings	LT	No
Capital Programme Monitoring - 2 nd Quarter 2019/20	JM	Yes
Town Centres Development Programme Update	KM	No
Draft Budget 2020/21	CM	No
Renewal, Recreation and Housing Portfolio Plan – Quarter Two Update	JG	No
Work Programme	LT	No
<u>Exempt Reports</u>		

Report Title	Report Author	PH Decision (Yes/No)
Renewal, Recreation and Housing Policy Development and Scrutiny Committee – 25 March 2020		
Matters Outstanding from Previous Meetings	LT	No
Budget Monitoring	CM	Yes
Annual Contract Performance Report – Orchard and Shipman	LChamielec	No
Annual Renewal, Recreation and Housing Portfolio Plan	M S-C	No
Expenditure on Consultants	P Gibbs	No
Town Centres Development Programme Update	KM	No
Planning Performance and Planning Enforcement	JK/JS	No
Chairman’s Annual Report	Chairman	No
Work Programme	LT	No
<u>Exempt Reports</u>		

To be arranged

Renewal and Recreation

Report – Penge High Street
 Report – Orpington Regeneration Strategy
 Crystal Palace Masterplan and Member Visit to Crystal Palace
 Report Chipperfield Road
 Update – Provision of Full Fibre Broadband

Housing

Report – Banbury House (SB)
 Update – Traveller Sites (SB)
 Report – Tender for York Rise Modular Units
 Presentation by new Contractor for York Rise Modular Units

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

Document is Restricted

This page is left intentionally blank

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is left intentionally blank

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is left intentionally blank

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is left intentionally blank

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is left intentionally blank

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is left intentionally blank

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is left intentionally blank

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is left intentionally blank

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is left intentionally blank

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is left intentionally blank

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is left intentionally blank

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

Document is Restricted

This page is left intentionally blank