



THE LONDON BOROUGH
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DATE: 13 January 2020

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
Tajana Reeves, 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 21 JANUARY 2020**
AT 7.00 PM

MARK BOWEN
Director of Corporate Services

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

PART 1 AGENDA

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

STANDARD ITEMS

- 1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 2 DECLARATIONS OF INTEREST**
- 3 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC
ATTENDING THE MEETING**

In accordance with the Council's Constitution, questions 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 the agenda should be received within two working days of the normal publication date of the agenda. Please ensure that questions specifically relating to reports on the agenda are received by the Democratic Services Team by **5 pm on Wednesday 15 January 2020**.

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

4 MINUTES OF THE RENEWAL, RECREATION AND HOUSING PDS COMMITTEE MEETING HELD ON 5 NOVEMBER 2019 AND MINUTES OF THE SPECIAL MEETING HELD ON 20 DECEMBER 2019 (Pages 5 - 50)

5 MATTERS OUTSTANDING FROM PREVIOUS MINUTES (Pages 51 - 54)

HOLDING THE RENEWAL, RECREATION AND HOUSING PORTFOLIO HOLDER TO ACCOUNT

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

Portfolio Holder decisions for pre-decision scrutiny.

- a **CAPITAL PROGRAMME MONITORING - 2ND QUARTER 2019/20**
(Pages 55 - 64)

7 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS

- a **HOUSING STRATEGY 2019-2029** (Pages 65 - 80)
- b **TENANCY SUPPORT SERVICE FOR HOMELESS PEOPLE** (Pages 81 - 90)

POLICY DEVELOPMENT AND OTHER ITEMS

8 RENEWAL, RECREATION AND HOUSING PORTFOLIO DRAFT BUDGET 2020/21
(Pages 91 - 106)

9 HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN 2019-2020 UPDATE - QUARTER 3 (Pages 107 - 136)

10 CONTRACT REGISTER (Pages 137 - 146)

11 HOUSING, PLANNING AND REGENERATION RISK REGISTER (Pages 147 - 158)

- 12 HOUSING PERFORMANCE REPORT (Pages 159 - 166)
- 13 RENEWAL, RECREATION AND HOUSING PDS COMMITTEE WORK PROGRAMME - MARCH 2020 (Pages 167 - 172)

PART 2 (CLOSED) AGENDA

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

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

Items of Business

Schedule 12A Description

- 15 EXEMPT MINUTES OF THE RENEWAL, RECREATION AND HOUSING PDS COMMITTEE MEETING HELD ON 5 NOVEMBER 2019 (Pages 173 - 174)

- 16 PRE-DECISION SCRUTINY OF PART 2 (EXEMPT) EXECUTIVE REPORTS

- a TENANCY SUPPORT SERVICE FOR HOMELESS PEOPLE (Pages 175 - 176)

PART 2 (EXEMPT) POLICY DEVELOPMENT AND OTHER ITEMS

- 17 CONTRACT REGISTER - PART 2 (Pages 177 - 178)

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RENEWAL, RECREATION AND HOUSING POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 5 November 2019

Present:

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

Also Present:

Ade Adetosoye OBE, Chief Executive
Councillors Nicholas Bennett J.P., Mark Brock, Ian Dunn,
Peter Morgan and Michael Tickner

39 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

An apology for lateness was received from Councillor Suraj Sharma.

40 DECLARATIONS OF INTEREST

No declarations of interest were received.

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

41a QUESTIONS FOR THE CHAIRMAN OF RENEWAL, RECREATION AND HOUSING PDS COMMITTEE

No questions were received.

41b QUESTIONS FOR THE RENEWAL, RECREATION AND HOUSING PORTFOLIO HOLDER

No questions were received.

42 MINUTES OF THE RENEWAL, RECREATION AND HOUSING PDS COMMITTEE MEETING HELD ON 3 SEPTEMBER 2019

RESOLVED that the Minutes of the meeting held on 3 September 2019 be confirmed and signed as a correct record.

43 MATTERS OUTSTANDING FROM PREVIOUS MINUTES

Members considered matters outstanding from previous meetings.

RESOLVED to note that all outstanding actions from previous Minutes had been completed.

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

44a BUDGET MONITORING 2019/20 Report FSD19097

The Committee considered an update on the latest budget monitoring position for 2019/20 for the Renewal, Recreation and Housing portfolio based on activity levels up to the end of September 2019.

Members were advised that the projected overspend for 'Running expenses' (para. 3.8), was due in part to the costs of the housing furniture scheme in the amount of £170k; this would be offset by a drawdown from the Welfare Fund. The remaining overspend related to the Building Control Trading Account reserve which was an accounting requirement. The overspend was offset by a drawdown from earmarked reserves.

In regard to the Housing Needs deficit of £228k, the Director of Housing, Planning and Regeneration highlighted the increased use of nightly paid accommodation outside of London. Whilst it appeared beneficial as the charges were lower, the Housing Benefit subsidy was capped at the January 2011 Local Housing Allowance rates which made placements more costly than those in London, especially when removal and furniture costs were factored in.

It was noted that, not for the first time, the Travellers budget was overspent by £54k. This was partly due to one particular site experiencing a high use of utilities and the cost of maintenance which included the installation of water meters and the loss of income due to rent arrears.

RESOLVED that the Portfolio Holder be recommended to endorse the latest 2019/20 budget projection for the Renewal, Recreation and Housing Portfolio.

45 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS

The Committee considered the following reports on the Part 1 agenda for the meeting of the Executive on 27 November 2019:-

45a BECKENHAM LIBRARY AND CULTURAL VENUE – AUTHORITY TO PROCEED TO PROCUREMENT

Report DRR19/051

Members were requested to consider a proposal to move Beckenham Library from its current site into Beckenham Public Hall - a Grade II listed building with significant potential for community use and situated in a more central town location.

Members were also requested to consider the option of making the existing Beckenham Library site available for housing.

The Assistant Director, Culture and Regeneration informed Members that as part of the Regeneration Strategy in development, opportunities were being sought to improve and enhance the borough's libraries. In addition, Council owned sites were being assessed for housing and current results suggested there was not enough to meet the target of 1000 homes. This report was, therefore, a good news story in that the scheme had the potential to address both those needs.

Having been assessed for housing, the existing library site could accommodate 46 homes (50% affordable) as shown in the appendix. Cushman and Wakefield had provided a professional view that the site value was £2.12m.

High level feasibility work had been undertaken by officers to assess the potential of transforming Beckenham Public Hall into a new modern library and cultural venue.

The work undertaken suggested that the site had potential, however further information was required to understand the true viability of the scheme.

Therefore this report merely sought initial approval to proceed to procurement for an architect led team to undertake surveys and develop costed concept designs. If shown to be viable, full community consultation would take place prior to a report coming back to Members to request to proceed to the next stage of development.

Visiting Ward Member for Clock House, Councillor Ian Dunn, addressed the Committee on behalf of the local community. The West Beckenham Residents' Association had written to him raising concerns in regard to:-

- the impact of the development on the vitality of the area;
- the impact of the development on the Elm Road Conservation Area; and
- the availability of public transport.

The existing library was one of three focal points in the area. Relocation would inconvenience visitors to both the spa and library. The building itself was located opposite the Grade II listed building Venue 28 and situated within a Conservation Area. Councillor Dunn suggested that the views of the Assistant Director of Planning be sought prior to proceeding further.

The site was readily accessible from Beckenham with four bus routes along Beckenham Road and Clock House railway station nearby.

It was clear there were a number of previous options for the proposals and Councillor Dunn urged the Committee to ask officers to evaluate these before proceeding further.

The Assistant Director Culture and Regeneration assured Councillor Dunn that the proposals for the scheme did take the Conservation Area into account and discussions with the Planning Department had been undertaken. Public transport had also been addressed in the Equality Impact Assessment.

Visiting Ward Member for Copers Cope, Councillor Michael Tickner, acknowledged that a feasibility study for the proposals would be undertaken. In regard to inconvenience/convenience of the library relocation for local residents, this obviously depended on how close they lived to either the existing library site or the proposed relocation site.

Councillor Tickner accepted there was a pressing need to provide housing however, it was important to ensure that, if feasible, the development was very sympathetic to the surrounding area and in particular the Grade II listed Venue 28 building.

Part of the basement of Beckenham Public Hall was currently leased to a private members' club and Councillor Tickner queried whether the club would be able to remain in situ during redevelopment of the building. The Assistant Director, Culture and Regeneration saw no reason why they would need to move out as the area was separated from the main building.

Councillor Tickner supported the proposals and welcomed the upgrading of libraries within the Borough.

In opening the debate, Ward Member and Committee Member Councillor King, commented on the proposals for the Beckenham Library building.

While supporting the proposal for housing including 50% affordable, he did have reservations about how the plans had been presented in the report. Massing of the development was questionable as it was located within the Elm Road Conservation Area and close to Venue 28, a Grade II listed building. The report stated that the number of units proposed may result in a value of £2m however, he questioned whether this was actually realistic. He understood there could be a number of issues with the plans and accepted that they were not final but he was apprehensive that the actual number of homes built would fall short of the proposed number and asked what would happen if this was the case. The figure appeared to conveniently match the cost of the hall renovations and adaptations.

Sale of the land to a developer would ultimately result in the Council losing control over what was built. With this in mind, Councillor King would prefer the scheme to be carried out in collaboration with a housing association.

Moving the library to Beckenham Public Hall would result in the loss of two out of three libraries in Wards north west of the Borough. GLL would likely take on responsibility for the management of any remaining hall space which, given their current industrial relations profile, was not acceptable.

Members were being asked to approve a plan at a very early stage without much detail. There was no mention in the report as to why Beckenham Public Hall was underutilised or, indeed, what criteria this had been assessed on. There was no sign of the Lambert Smith Hampton review and no details of what the enhanced facilities would offer.

As no alternative had been presented to Members, Councillor King suggested the following options be considered:-

- redevelopment with housing above a new library;
- extending the Spa and using car parking space at the side or rear of the site.
- shared facilities which had proved popular at Biggin Hill and was being proposed at West Wickham.

Councillor King moved that the recommendations in the report be deleted and replaced with the following recommendation:-

‘Agree that officers bring a report with costed alternative redevelopment proposals for the Beckenham Library site which include, amongst other options, redevelopment with library facilities on the site, back to a future Renewal Recreation and Housing PDS Committee for consideration.’

In response to Councillor King, the Assistant Director Culture and Regeneration confirmed that the site value of £2.12m was the professional evaluation submitted by Cushman and Wakefield. All monies gained from the existing library site would be reinvested in the scheme to restore Beckenham Public Hall and for fitting out the new library. The visual in the report appendix was designed to take the Conservation Area into account and the approach to deliver the housing scheme would be informed by the Lambert Smith Hampton review which was due to be presented to Members later in the year. The primary reason for underutilisation of the Public Hall was due to its current state of disrepair. MyTime had been asked to provide usage figures.

Contrary to any rumour, there were no plans to close Shortlands Library.

Relocating the library and transferring management of the service to GLL would result in the provision of a more modern and improved library service.

Councillor Benington was greatly involved in the relocation of Biggin Hill Library to the town centre. Following the move, usage of the library had increased. Doing the same with Beckenham Library would make it more accessible for the local community and should increase footfall to the town centre. Whilst acknowledging that further detail would need to be worked out, Councillor Benington fully

supported the proposals which would enhance Beckenham Town Centre and not detract from the Grade II Listed Venue 28 building. He congratulated officers on producing an excellent report.

Councillor Michael supported the scheme. There were excellent public transport links to and from the new library site. There was however, a need to be sensitive in regard to the housing scheme. A traditional design would be preferable and the development should be in keeping with the surrounding area. Members were informed that although the concept design made best use of the land available, there would be no loss of green space.

Councillor King considered the scheme would result in the loss of business in Clock House Parade.

Councillor Morgan acknowledged that the Public Hall building was seriously in need of repair and refurbishment. He considered the site value of £2.12m to be a conservative figure and believed it may be higher than anticipated. The housing scheme, consisting of traditional buildings, would be considered by way of planning applications in the usual manner. Relocating the library would be convenient for both library users and retail visitors to the town centre.

Councillor Tickner questioned the lengthy timeframe allocated up to the award of contract (para. 3.23). The Assistant Director, Culture and Regeneration advised that the Christmas holiday period contributed to the delay and approval must be sought in regard to the procurement framework. However, it may be possible to publish the design team tender earlier than anticipated.

RESOLVED that:-

- 1 the report be noted and the Committee's comments be provided to Members of the Executive;**
- 2 two further recommendations be added as set out at 3.3 and 3.4 below.**
- 3 the Executive be recommended to:-**
 - 3.1 agree to proceed to procurement for the appointment of a multi-disciplinary team, to develop a scheme for Beckenham Public Hall up to RIBA Stage 2 in the first instance, at an estimated cost of £70k;**
 - 3.2 agree in principle to use the existing Beckenham Library site for housing. The approach taken to deliver the housing will depend on the outcome of the review being undertaken by Lambert Smith Hampton and any subsequent agreement of a housing delivery vehicle. This will be subject to a further report;**

3.3 the housing scheme comprise units of traditional build; and

3.4 the timeframe allocated for publishing the design team tender up to the award of contract be brought forward.

Councillor King's vote against supporting the recommendations was noted.

45b OPTIONS APPRAISAL FOR CHIPPERFIELD ROAD SITE (BROMLEY VALLEY GYMNASTICS CENTRE)

Report DRR19/059/A

As outlined in the Local Plan, the Council intended to utilise the site of Bromley Valley Gymnastics Centre and adjacent land at Chipperfield Road (St Paul's Cray), to build approximately 200 residential units.

Part of the development would include a new community facility to bring together St Paul's Cray Library and Cotmandene Community Resource Centre. There was also potential to provide a new facility for Bromley Valley Gymnastics Centre.

In this regard, Members considered the current lease arrangement for Bromley Valley Gymnastics Centre and reviewed the proposed options for the use of the site.

Members also considered the confidential financial information set out in the accompanying Part 2 (Exempt) report (DRR19/059(b)).

The Head of Regeneration outlined the report to Members.

As the current facility was not fit for purpose, Councillor Stevens welcomed the proposals and supported Option 1 as recommended although he sought and obtained assurance that the Gymnastics Centre could continue to provide a continuity of service whilst work was being undertaken.

Details of the timeframe for work to be carried out was yet to be arranged and consideration was currently being given to submission of applications for funding.

In response to a query from Councillor Bear, Members were informed that the Gymnastics Club operated within a niche market and there were some elements of concern in regard to finding alternative operators in the unlikely event that it became necessary to do so. However, officers were confident that requirements would be met.

Councillor Botting fully supported the recommendations and welcomed the development of a new gymnastics centre together with the proposed additional café and crèche facilities, which would benefit the local community.

It was agreed that the recommendations to the Executive include an additional proviso to ensure that costs/rent paid by Bromley Valley Gymnastic Centre remain fair and viable.

RESOLVED that:-

- 1 the report be noted and the Committee's comments be provided to Members of the Executive; and**
- 2 a further recommendation be added as set out at 3.3 below.**
- 3 Members of the Executive be recommended to:-**
 - 3.1 agree to re-provide a gymnastics centre for Bromley Valley Gymnastics Club as set out in paragraphs 3.12 to 3.18 of the Part 1 report;**
 - 3.2 agree the recommendation set out in the accompanying confidential Part 2 (Exempt) report (DRR19/059(b)); and**
 - 3.3 ensure that costs/rent paid by Bromley Valley Gymnastic Centre remain fair and viable.**

45c PROVISION OF HOUSING AT WEST WICKHAM LIBRARY AND STATION ROAD CAR PARK, WEST WICKHAM

Report DRR19/053

Members considered a summary of the initial feasibility work undertaken in relation to the current site of West Wickham Library and Station Road car park in West Wickham to provide approximately 34 residential units and 500sqm of commercial unit.

The report recommended that further feasibility work be undertaken in order to fully assess the viability of the scheme and a procurement exercise be run concurrently to appoint a multi-disciplinary design team. The results of this further work would be reported to a meeting of the Executive in spring 2020.

Members also considered additional confidential information set out in the accompanying Part 2 (Exempt) report (DRR19/054).

The Head of Town Centre Renewal drew Members' attention to the immense pressures on the borough in relation to housing supply and specifically in relation to affordable homes and housing for temporary accommodation. As a result, the Executive agreed that Council-owned land would be reviewed in light of its potential for residential development which included Council owned car parks.

The report identified development potential at the site of Station Road car park, West Wickham. This potential could be maximised if it was expanded to include the current site of West Wickham Library, two rear land parcels and a private road.

The report summarised the initial feasibility work undertaken to date that suggested the site was financially viable with the provision of up to 34 units but only if no car parking was retained.

Additional feasibility work was needed to build a full business case for the scheme. The report sought a political mandate to continue to look at the site together with the allocation of resources to undertake the additional feasibility work set out in paragraph 3.24.

Members' attention was specifically drawn to recommendations for the following work:-

- That a more detailed assessment of the traffic and economic impact of the loss of car parking would be completed.
- That options would be considered for the re-provision of the library on an interim basis. It may be that the outcome of this work recommended a phased approach to the residential scheme for example, to avoid relocating the library twice. It was not anticipated that the library would close except to facilitate the transition between venues. The Head of Town Centre Renewal clarified that there were no plans to relocate the library to a porta cabin in the car park of the leisure centre.
- That the massing examples provided with the report were indicative; in response to the informal feedback from planning colleagues, the massing would be reconfigured to address concerns about height and loss of privacy for residents whose properties were adjacent to the land parcels.

The outcome of this and the other items of additional work outlined in paragraph 3.24 would inform the final business case to be reported back to Members, at which point officers would recommend whether or not the site should go forward for development. It was emphasised that it was not a forgone conclusion that the scheme would be taken forward; if the outcome of the additional feasibility work showed a detrimental impact on the town that cannot be mitigated or avoided, then it may be that officers would not recommend taking the scheme forward. However, this would not be known until the additional work was completed.

The report recommended that a procurement process be run concurrently to identify a multi-disciplinary design team that would be appointed if the business case recommended the scheme go ahead. This would avoid any further delay to progressing the scheme should Members approve it be taken forward in the Spring.

Visiting Ward Member Councillor Bennett JP had discussed the proposals with officers and supported them in principle. Alternative car parks i.e. Sainsburys were very well used whereas Station Road car park was used the least. Councillor Bennett emphasised the need for housing units to be of a design appropriate to the site, in keeping with the surrounding area and not over-dominant. He did not wish the current library to be inconvenienced by moving twice and preferred the previous option of moving the library directly into West Wickham Leisure Centre.

The Council were currently in a desperate situation having to find accommodation for a total of 1600 homeless families in the borough. Once the London Plan came into effect, the target for the provision of housing would almost double.

Councillor Bennett emphasised the need for public consultation to be undertaken on the proposed scheme.

Visiting Ward Member Councillor Mark Brock highlighted the fact that these proposals were still at a very early stage.

Councillor Allatt stated that West Wickham was a popular local shopping destination. The loss of the Station Road car park could impact on parking in the High Street and may lead to the demise of retail business in the area.

Councillor Michael supported the proposals which would help to create a modern leisure centre for the local community. As reported earlier, usage of libraries had increased following similar moves to leisure centres/town centres. However, heed should be taken to ensure there was no impact on the town centre due to the lack of car parking facilities. West Wickham was a more traditional shopping centre and it was imperative that it remain so.

Councillor Stevens had received correspondence from residents and emphasised the need for their concerns to be taken into account.

Referring to Strategic Option 1 set out on page 107 of the report, Councillor Benington asked if the scheme would still be financially viable if the proposed flats at the top of the three storey central block were removed and the block reduced to two storeys. The Head of Town Centre Renewal advised that it would depend on how massing was reconfigured; any change to the number or type of unit provided would affect the viability calculation. All options to reduce the height of the development and the impact on the privacy of surrounding residents would be considered.

It was confirmed that the proposed design of the housing units would be of traditional construction methods: bricks and mortar.

The Head of Renewal agreed to circulate information to Members on the likely income that could be generated per year by the proposed 34 housing units and how much per annum could be saved on nightly paid accommodation.

Councillor Sharma considered that bullet point two on page 98 of the report should become a priority recommendation until discussions had taken place with the owners of the privately held freehold.

Councillor Bennett advised there was ample car parking available in West Wickham. The report only referred to three car parks however, there were others including Sainsburys, Lidl and the Leisure Centre. He urged Members and officers to ensure that the following points be given priority consideration:-

- the library only be relocated once the new building is ready for occupation;
- the new library building must be in keeping with the local area;
- the housing scheme consist of traditionally built housing for residents; and
- the Council engage at an early stage with affected freeholders.

Councillor Morgan was committed to ensuring that the existing library would only relocate when the new library was ready for occupation. The new library should also be in keeping with the local area.

RESOLVED that:-

- 1 the report be noted and the Committee's comments be provided to Members of the Executive;**
- 2 Members of the Executive be recommended to:-**
 - 2.1 review the feasibility work undertaken to date and approve the West Wickham library and adjacent parcels of land and the car park at station Road, West Wickham as a potential site for housing development;**
 - 2.2 approve the additional feasibility work identified at paragraph 3.24, including instructing Cushman & Wakefield to enter into formal negotiations with the land owners for the purchase of additional land to maximise the site's development potential; and**
 - 2.3 approve the procurement strategy outlined in paragraphs 4.1-4.10 for the appointment of a multi-disciplinary design team for the scheme via the ADUP (Architecture Design and Urbanism Panel) framework.**

46 HOUSING PERFORMANCE REPORT

Report HPR19001

Members considered a summary of the work undertaken by the Housing Needs Service together with an update of key performance statistics.

The Assistant Director Housing outlined the report and referring to paragraph 3.3 advised that the number of homeless approaches to the Council had increased by four and Housing Register applications had increased by 26 but remained stable. There had been a decrease in the number of nightly paid accommodation households due to the More Homes Bromley scheme which was in the process of concluding. The number of properties available from housing associations had decreased by an average of 16 per month and moves into the private sector had decreased by one-third.

The Chairman commented on the usefulness of the report and requested that comparison column(s) be added to the headline statistics. More graphs like the Temporary Accommodation Data set out in paragraph 4.7 would be useful.

It would also be helpful to incorporate key performance targets i.e. how many people the Council aimed for in each service including how long people remained in temporary accommodation and on the Housing Register.

Members were informed that the waiting times for accommodation for accepted homeless households were:-

- two bedroom accommodation - in excess of 4½ years;
- three bedroom accommodation - 3+ years; and
- one bedroom accommodation - approximately 12 months to 2 years.

The Assistant Director Housing stated that some control was needed in regard to the housing market. Having looked on the property website Zoopla, only 6% of properties advertised in July were affordable for people reliant on benefits who were seeking to rent privately.

In regard to the approaches to service on page 114, para. 4.4 of the report, Members were advised that the 56 days referred to in the table was the statutory turnaround time.

The 'lack of action' referred to on page 117, para. 6.2 of the report, related to following up progress on cases. However, officers were now more reactive and dealt with cases quickly and efficiently. Changes had also been made to IT systems, processes and procedures.

RESOLVED that the report be noted.

47 CONTRACT REGISTER

Report DRR19/057

The Committee considered an extract from the Contracts Register which provided key information concerning contracts within the Renewal, Recreation and Housing Portfolio with a total contract value greater than £50k as at 24 September 2019.

Members also considered additional confidential information set out in the accompanying Part 2 (Exempt) report.

The Chairman was satisfied with the information contained in the report.

RESOLVED that:-

- 1 the report be noted; and**

- 2 the additional confidential information set out in the accompanying Part 2 (Exempt) report be noted.**

48 RENEWAL, RECREATION AND HOUSING PDS COMMITTEE WORK PROGRAMME: JANUARY-MARCH 2020

Report CSD19139

Members considered the Renewal, Recreation and Housing PDS Committee Work Programme for the period January to March 2020.

It was agreed that a report setting out the further work undertaken in regard to the abolition of Section 21 of the Housing Act 1988 be scheduled.

Officers would discuss and schedule the reports listed under the heading 'To be arranged'.

RESOLVED that, subject to the addition of the above report, the Renewal, Recreation and Housing PDS Committee Work Programme for the period January-March 2020 be noted.

49 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 moved 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.

50 PRE-DECISION SCRUTINY OF PART 2 (EXEMPT) EXECUTIVE REPORTS

The Committee considered the following reports on the Part 2 agenda for the meeting of the Executive on 27 November 2019:

50a OPTIONS APPRAISAL FOR CHIPPERFIELD ROAD SITE (BROMLEY VALLEY GYMNASTICS CENTRE)

Report DRR19/059(b)

Members considered the Part 2 (Exempt) report containing confidential financial information in relation to the accompanying Part 1 report DRR19/059a.

RESOLVED that:-

- 1 the report be noted and the Committee's comments be provided to Members of the Executive;**

- 2 Members of the Executive be recommended to agree the recommendations in the report.**

50b PROVISION OF HOUSING AT WEST WICKHAM LIBRARY AND STATION ROAD CAR PARK, WEST WICKHAM – PART 2

Report DRR19/054

Members considered the Part 2 (Exempt) report containing commercially sensitive information in relation to the accompanying Part 1 report DRR19/053.

RESOLVED that:-

- 1 the report be noted and the Committee's comments be provided to Members of the Executive;**
- 2 Members of the Executive be recommended to agree the recommendations in the report.**

51 CONTRACT REGISTER - PART 2

Members considered the Part 2 (Exempt) report containing commercially sensitive information in relation to the accompanying Part 1 report DRR19/057.

RESOLVED that the report be noted.

The meeting ended at 8.20 pm

Chairman

RENEWAL, RECREATION AND HOUSING POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 9.00 am on 20 December 2019

Present:

Councillor Michael Rutherford (Chairman)
Councillor Suraj Sharma (Vice-Chairman)
Councillors Gareth Allatt, Yvonne Bear, Julian Benington,
Nicholas Bennett J.P., Josh King, Alexa Michael and
Gary Stevens

Also Present:

Councillors Marina Ahmad, Vanessa Allen, Ian Dunn,
Peter Morgan, Michael Tickner and Angela Wilkins

39 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

An apology for absence was received from Councillor Kim Botting; Councillor Nicholas Bennett JP attended as substitute.

40 DECLARATIONS OF INTEREST

Councillor Michael declared a non-pecuniary interest as she was a librarian by profession but did not currently work in that capacity. She also declared that this would not have any impact on her consideration of the item.

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

A total of 14 oral questions were received from members of the public. A copy of those questions, together with the Portfolio Holder's responses are set out in Annex A to these Minutes.

A further 26 questions would receive a written reply; a copy of those questions together with the Portfolio Holder's responses can be viewed at Annex B.

42 BECKENHAM LIBRARY AND CULTURAL VENUE - AUTHORITY TO PROCEED TO PROCUREMENT: CALL-IN

Report CSD19181

At its meeting on 27 November 2019, the Executive considered a report on the Beckenham Library and Cultural Venue –Authority to Proceed to procurement. The report had previously been scrutinised by the Renewal, Recreation and Housing PDS Committee at its meeting on 5 November 2019 and by the

Executive, Resources and Contracts PDS Committee on 20 November 2019. The Executive decided to approve the proposals as recommended in the report however, the decision had been called in by Councillors Josh King, Angela Wilkins, Vanessa Allen, Ian Dunn, Marina Ahmad and Kevin Brooks with support from other members of the Labour Group. This Committee was requested to consider what action should be taken in response to the call-in of this decision.

The Chairman outlined the reason for the call-in as follows:-

“The recommendations as approved do not reflect the discussion at the meeting. Recommendation 2 commits the Council to the use of the current library site for housing irrespective of the outcome of the viability study referenced in Recommendation 1.”

Visiting Ward Member for Clock House, Councillor Ian Dunn considered the recommendations approved by the November Executive did not reflect the discussion at the meeting and the decision was flawed in a number of ways. He focused on the following specific points:-

- 1 The complete lack of any evidence or analysis in the paper to support the decision in principle to demolish the library and replace it with housing.
- 2 The impact on the Elm Road Conservation Area.

In conclusion, Councillor Dunn requested the Committee to refer the report back to the Executive for reconsideration.

A full copy of Councillor Dunn’s representations can be viewed at [Annex C](#) to these Minutes.

Visiting Ward Member for Clock House, Councillor Vanessa Allen addressed the Committee on the housing element of the proposals. The planning application for the Library site, quite apart from the Conservation Area issues, would be objected to on the grounds of mass and height, and would result in a clear lack of any outdoor amenity space for residents, let alone the loss of public open space which was currently enjoyed.

In conclusion, Councillor Allen contended that the proposed development of this site did not conform with Bromley’s Local Plan, and contradicted planning guidelines.

A full copy of Councillor Allen’s representations can be viewed at [Annex D](#) to these Minutes.

Visiting Member Councillor Angela Wilkins made the following points in regard to process:-

- Only comments from Copers Cope members were reported – it was worth noting that whilst this ward was the beneficiary of the proposal, Clock House Ward would lose a library.

- The report to the Executive made no reference to the library being in a conservation area.
- Cllr Morgan's comments, made at the Executive meeting were not included in the report pack currently before Members. They were extremely important because:
 - a) his comments made clear that this decision/recommendations were conditional; and
 - b) he spoke specifically about the provision of "social housing" on the site.
- Recommendation 3.2 was a very clear commitment to use the library land for housing of any type; it was in no way conditional on the outcome of the feasibility study referred to in 3.1.
- The decision should therefore be re-considered by the Executive.

Councillor King supported visiting Members Councillors Dunn, Allen and Wilkins.

Given the fact that the Regeneration and Culture division had explored the proposals, it was unclear how the scheme would fit in with the library operator GLL and its contract with the Council.

Various groups made use of the Public Halls despite reference to the building being underutilised. The removal of community space would have a significant impact on those groups and should, therefore, be retained.

The Quality Impact Assessment did not contain any reference to the loss of public space or the impact this would have on users.

The current library was a valued community hub with the spa, leisure centre and Venue 28 nearby.

The proposals included no investment. Proceeding with one element of the scheme was dependent on the sale of the other. Councillor King sought clarification that the new library would only be built once capital had been released from the sale of the existing site.

Councillor King moved that the decision be referred back to the Executive for the following reasons:-

- 1) the decision in principle to demolish the library building went against the policy in the Conservation Area documentation with the assumption that the site would be used for housing;
- 2) the Quality Impact Assessment was inadequate and had omitted assessments on various user groups;

- 3) there was no justification within the existing papers for the current library site to be used for housing; and
- 4) comments made at the Executive meeting had been omitted.

Visiting Ward Member for Copers Cope, Councillor Michael Tickner welcomed the wide public interest generated by the proposals.

The Council had a good history of protecting, enhancing and modernising the library service. He confirmed that the use of the existing library site for housing would only proceed if the feasibility study proved it viable to do so.

Councillor Tickner would like to see the library service improved with flexible working practices, longer opening hours and better use of space. He was not sentimental about the current library building and could see no reason why the proposal to relocate to a more central part of Beckenham should not be explored further.

Councillor Tickner requested that no further action be taken on the call-in.

The Chairman referred to the Executive Minutes of the meeting held on 27 November 2019 (page 53) in which the Leader had confirmed that if the proposals for the Public Halls did not proceed then the library site would not be sold. Resolution 2 at the bottom of page 53 also stated:- 'In principle, the existing Beckenham Library site be used for housing – the approach taken to deliver the housing will depend on the outcome of the review being undertaken by Lambert Smith Hampton and any subsequent agreement of a housing delivery vehicle would be subject to a further report'. The Chairman stated that any further report would be submitted to the RR&H PDS Committee for consideration.

He confirmed that the RR&H PDS Committee would not support redevelopment of the Beckenham Library site if the library itself was not moved.

Reverting to the report currently before Members, the Chairman explained that the only item for consideration on this call-in was the description of Recommendation 2 which, in his opinion, was incredibly clear and on that basis he moved that no further action be taken on the call-in. Councillor Sharma seconded the motion.

As Design and Heritage Champion, Councillor Bennett had been contacted by the Beckenham Society, Councillor Dunn and the other Ward Members in relation to the Beckenham Library requesting that the building be listed. He had considered the request very carefully and came to the conclusion that the building had not been listed for the past 80 years and English Heritage did not consider it should be. Although it was of historic interest it was not a building worthy of being listed.

Councillor Michael understood the public's concern and confirmed that the library would not be moved to the Public Halls if the viability study found it was not feasible to do so. She also confirmed that should the library move, the service provided would remain equal if not better.

Should the scheme progress, any planning applications would be considered on their own merits. In regard to the housing scheme, Councillor Michael would like the proposed units to be of a traditional design and the entire development should respect the Conservation Area.

Councillor Michael supported continued study of the proposals.

RESOLVED that no further action be taken in respect of the Call-in.

The meeting ended at 10.00 am

Chairman

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Renewal, Recreation and Housing PDS Committee

20th December 2019

Public Questions to the Renewal, Recreation and Housing Portfolio Holder

1. From Sue Blackburne

Please could the Council confirm that any consultation will include the possibility of not moving the library from its current location on the basis that the current premises are more suitable and preferred by local residents, and that it will not simply be a narrow consultation on the Public Halls refurbishment proposals/housing proposals?

Portfolio Holder's Response

The consultation will enable people to comment on the reasons that they do not support any proposal that comes out of the viability work.

Supplementary Question

Will the consultation be on the proposals to use the Library site for housing?

Portfolio Holder's Response

The viability study that we are doing is for the Public Halls not for the Library. So it is about moving the Library into the Public Halls and seeing how that works. That is what the consultation will be about.

Supplementary Question

So there will be an opportunity for people to say if they disagree with the proposal?

Portfolio Holder's Response

Yes of course.

2. From Graham Clayden MD FRCP FRCPC

How was it possible that the committee concluded that there was no negative impact on children when the child population (2011 census) in the wards close (or safe access) to existing site greatly exceeds that of Copers Cope ward? Isn't crossing three major roads from station more dangerous than one?"

Portfolio Holder's Response

There is no negative impact on the child population as both sites are served by public transport which goes door to door, car ownership is high and children walking should be accompanied by parents. Older teenagers walking alone would have road safety awareness which is taught by schools and are expected to use pedestrian crossings.

Supplementary Question

There are a number of children who live in the wards affected and the ward closest to Clock House has the highest number. I am concerned that the children who can use the facilities for study (not just books), would be travelling by public transport and good access routes to the Library is vitally important. Libraries are more than just a place for books, they are a place for study. In the Building a Better Bromley document, the Council admits that giving Bromley's children the best start in life includes having a library. A library close to their physical exercise makes a lot of sense.

Portfolio Holder's Response

There are children distributed all over the town of Beckenham and a proper study will be undertaken however, in all probability there are more children living closer to the proposed new library. Children living at the other end will have the opportunity to visit Penge library as well. All of this will be looked at as part of the viability study.

Supplementary Statement

It is very important though for you to look at the feasibility and the access point. One thing you have to do is look at the speed of travel and easy access to a place. You will find that the population density around Clock House and Eden Park is where people live.

3. From John Mansi

Having spent £70,000 of resident's money, on consultants to progress the proposals, can you publish a full copy of their report. Please confirm that this contract was awarded in full compliance with applicable Council Procurement Rules?

Portfolio Holder's Response

£70,000 has not been spent, that is the estimated cost of undertaking the viability works which this report sought approval to proceed with.

Supplementary Question

Can you confirm that this contract was awarded in full compliance with applicable Council procurement rules?

Portfolio Holder's Response

The contract has not been awarded.

Supplementary Question

Will it be?

Portfolio Holder's Response

Yes, of course it will be.

Supplementary Question

And it will go out to full commercial tender and open to audit?

Portfolio Holder's Response

Yes.

4. From Garnet Frost

The Council has agreed to consider a report concerning these proposals, which is being compiled by The Beckenham Society. Eventually, this may consist of several chapters, but the most urgent and comprehensive submissions received to date refer to spatial measurements. Is the committee willing to hear an outline of this objective yet compelling evidence?

Portfolio Holder's Response

Whilst we are open to reading your work the Council will of course be appointing its own specialists to undertake the viability assessment. The sizes of the two buildings are already known – the main spaces in the existing library total 569m², and the main spaces in the Public Hall total 639m².

Supplementary Question

There is compelling evidence to refute that overall suggestion. I have with me here Mr Goy and Mr Cole who spent a long time measuring the spaces and checking one another's measurements and have produced some very compelling, graphics. I assume the purpose of this meeting is to examine evidence. We have factual evidence here. What is the point of the meeting if the evidence is not actually considered?

Portfolio Holder's Response

That is not the purpose of this meeting – that is what the viability assessment will do.

Supplementary Question

So what is the purpose of the meeting then?

Chairman's Response

The purpose of this meeting primarily is to discuss the wording of one of the recommendations from the Executive, Resources and Contracts PDS meeting. It is specifically about the use of the existing Beckenham Library site for housing in the event that the library proposal does not go ahead. I have read the documents submitted by Mr Goy and I think a lot of the difference in sizing comes down to whether the main hall will be used for library purposes or otherwise.

Portfolio Holder's Response

There has been a lot of confusion about what rooms in the Public Halls could be used as a library and that is what the feasibility study is all about. If I am not happy with the outcome, we will not do it.

Supplementary Question

The only way to squeeze the library service into the Public Halls would be to commandeer the lease from the Club.

Portfolio Holder's Response

No.

5. From Hulya Mustafa

As well as proposals to demolish the library and build flats, can the remit for any work by consultants also consider –

a) how to further enhance the library and other services in the current site, given it is a cultural and leisure 'hub' of which the Council should be proud of, and which it could value and improve and

b) other sources of income for the refurb of the public halls which would be of lower impact than demolishing the library, as the Council seems to be unable to identify any (although it is noted, they have managed to find £300k to refurb Bromley Library.) And if not, why not?

Portfolio Holder's Response

The work will address the viability of the proposal, and as such will also address the impact of not proceeding. Funding will be considered as part of this.

Supplementary Question

So the consultants are just looking at Beckenham Public Halls?

Portfolio Holder's Response

Yes.

Supplementary Question

They are not looking at what will happen to the current Beckenham Library site?

Portfolio Holder's Response

Not initially.

6. From Patrick McGrath

Why has the Churchfield Rd relocation of the Recycling centre to the 1 hectare site below its current position not been considered as a suitable alternative to permanently removing a considered community service? The relocation would free a 1.1 hectare site for housing development in an already residential area.

Portfolio Holder's Response

As far as we are aware this land is not for sale, and even if it were it is unlikely to be suitable for development in any case. We believe there are two pylons on the site and access is limited.

Supplementary Question

Having already spoken to the owners of that particular site, they were very eager to engage in that particular project which would have released the existing recycling centre land for development of housing. It would have been easier to develop something that was in a residential environment going with the residential requirements and also use brownfield sites which would encourage further negotiations with the Council to develop a relationship so the Council is not trying to squeeze these development and losing essential community icons.

Portfolio Holder's Response

The Council has to build 1,000 homes over the next three years. Every single site that the Council owns is being considered. Some sites are suitable, some are not and we have to find lots of other land besides. It may well include the Churchfield Road depot. We do not have a lot of brownfield land in Bromley.

Supplementary Question

To be more inclusive with arguments like this, in regard to the public who are bringing up these suggestions, a forum would be good where suggestions could be considered in a much better fashion. This could be bypassed altogether by taking on a 1.1 hectare piece of land which would obviously provide more housing than the site you are arguing about right now.

Portfolio Holder's Response

My point is, we need both.

7. From Mrs Caroline Duguid

Given that the library is already the 3rd most popular in the borough, has any research has been carried out as to what impact investment in its current site might have?

Portfolio Holder's Response

Previous experience, for example the move of Orpington Library, has shown that moving libraries in to town centres increases usage. There is no funding to invest in the library on its current site so this is not an option at this time.

Supplementary Question

You are claiming that the project is cost neutral, so if that is the case why not put the money straight into the Public Halls to refurbish that building and leave the library where it is?

Portfolio Holder's Response

It is only cost neutral if we develop the Beckenham Library site which will generate well over £2m as well as providing 50% affordable housing for the homeless. If we didn't develop the library site then we would not have the money to do the public halls.

Supplementary Question

The main point of the report is about the under-utilisation of the Public Halls not about the library. So why is it that our public buildings are being stretched so far that we are having to get rid of our valuable assets such as libraries just because the Public Halls (which is a very utilised within the community) has been left in this state. Why do we have to rob Peter to pay Paul in that respect?

Portfolio Holder's Response

Because I am afraid the public purse is very short of money. We have had austerity for the last 10 years and the budget has been cut by some £90m per year so we do not have the money to spend as we would like on our buildings.

Supplementary Question

I am just wondering, with an investment portfolio worth £350m and in 2019 an additional £19m investment in commercial property, could some of this money be used for housing on Bromley's existing Brownfield sites?

Portfolio Holder's Response

It will.

Supplementary Statement

The library is actually just a five minute walk away from the High Street in its existing state and is ideally located with The Spa, Beckenham Baptist Church and Venue 28. It is a really hub for the community there.

Portfolio Holder's Response

That point is noted.

8. **Stuart Froment**

The Equality Impact Assessment of October 2019 states, at the top of page 4, that the current Beckenham Library Building is tired and in need of repair and redecoration. Has the Council evaluated the cost of this work? If not, why not? If so, how much is it? Does the Council agree that all the services that could be provided at Beckenham Public Halls could just as easily be provided at the existing library?

Portfolio Holder's Response

The Council suspended its redecoration programme for all sites seven years ago so there is no budgetary provision. The Council reacts to urgent repairs as required and any required high value works are added to the planned programme. Statutory testing and any subsequent remedial works are carried out.

We think the Public Hall offers more scope for a developing library service than the current building, however this won't be known until this first stage of viability work is carried out.

Supplementary Question

It might be a good idea to have costed the refurbishment of the library so it could remain where it is? It seems odd to move forward with moving the library to the public halls without looking at whether or not it is possible to retain the existing library where it is.

Portfolio Holder's Response

Clearly it would be possible to retain the existing library where it is but what we achieve with this proposal is (a) a fantastic refurbishment of the Public Halls and (b) the provision of up to 40 new homes which is very much required.

Supplementary Statement

I am still slightly of the opinion that the existing situation should be examined before the whole matter proceeds much further than this.

9. **From Alan Old**

The Council makes reference for the urgent need to provide new housing in the borough, and uses this argument as a principal reason for demolishing the library and selling the site.

Two years ago, researchers at Jones Lang Lasalle carried out a report into building homes on council-owned sites used as surface car parks in suburban London, often old WW2 bomb sites. They identified 45 such sites in the borough of Bromley alone.

See this article in Homes and Property 17th September 2019: <https://www.homesandproperty.co.uk/property-news/world-car-free-day-2019-80000-homes-could-be-built-on-london-car-parking-spaces-within-a-mile-of-a-a133491.html> ; and this one, in The Evening Standard, 2nd November 2017:

<https://www.standard.co.uk/news/london/building-flats-on-london-car-parks-could-solve-housing-crisis-report-suggests-a3674256.html>

Has the Council conducted feasibility studies on all of these assets with regard to providing housing, following the publication of this research?

Portfolio Holder's Response

Yes and this is an ongoing piece of work. To date three car park sites are being progressed for housing – Burnt Ash, Anerley and West Wickham, Station Road.

Supplementary Question

The Council has made reference to the urgent need to provide housing in the borough which is the reason for demolishing the library. JLL identified 45 sites in the borough itself. Has the Council assessed and carried out initial feasibility studies on all those sites?

Portfolio Holder's Response

I believe I am correct in saying we have. Some were immediately discarded as being unfeasible, others are still being looked at and at least three were deemed in a fit state to move forward with which is what we are doing. We are, however, looking at every single piece of land including car parks.

Supplementary Question

Will the Council publish their assessment of all of these 45 identified sites?

Portfolio Holder's Response

We hadn't intended to, there is no particular reason why we should but there's no particular reason why we shouldn't either. It is a big piece of work to ask officers to do and they are short of time but we will do it if we can.

Second Round of Questions

10. From Sue Blackburne

Has any thought been given to including a library in the proposed housing development project e.g. by having a dedicated library on the ground floor of the housing and if not, why has that not been considered?

Portfolio Holder's Response

This has not been considered as the Equality Impact Assessment has shown there to be no negative impacts that can't be mitigated in relation to the potential move. Moving the library to the Public Hall would bring the library into a more central location and bring a new lease of life to the building.

Supplementary Question

It seems like an obvious alternative proposal – I am wondering why the different, various options have not been explored because that certainly seems to be one that might satisfy different interests in terms of what people want.

Portfolio Holder's Response

Yes. It makes sense on the face of it but the fact of the matter is that if we put the library back on the ground floor (a) we would have a problem for two years whilst it was being built (which could be overcome with temporary building but that is not satisfactory) and (b) a great many of the housing units would be lost and therefore no cash would be generated from the development and subsequently we could not refurbish the Public Halls with that money.

Supplementary Question

But if it is a five storey building, you wouldn't lose that many units if you kept the library on the ground floor.

Portfolio Holder's Response

We would clearly lose some.

11. From John Mansi

I understand that you have allocated a further £300,000 for further hire of consultants. Can you please issue the parameters that will be laid on any future consultants and confirm that this will be subject to all procurement rules which apply?

Portfolio Holder's Response

The specification cannot be shared until after the tender process has taken place. Procurement rules will be adhered to.

Supplementary Question

How will we get to audit the process as members of the public?

Portfolio Holder's Response

From all tenders that the Council puts out, the results are submitted to the appropriate committee. If it is a very big project (in terms of money), it also goes to the Executive, Resources and Contracts PDS Committee and the full Executive of the Council. All of these committees audit the process on behalf of the public. Sometimes, in terms of the results of the actual bid are commercially confidential and are studied in Part 2 of the Council agendas and are, therefore, not available to the public.

Supplementary Question

Will we be able to audit the bid document as members of the public and how will we get access to it?

Portfolio Holder's Response

As far as I know, yes. I will find out how and let you know.

12. From Hulya Mustafa

The proposals cite a potential 5-storey development of 46 flats and 33 parking spaces. This gives a very finely balanced financial case of c £2m to refurbish the public halls. However, a 5-storey block is unlikely to get planning permission in a conservation area, and councillors have already recognised that 46 flats is a maximum and will likely be less. In addition the proposal includes 33 parking spaces, which given the acknowledged well-served location, is unnecessary and unenvironmental, so this should also be reduced. A reduction in number of flats or parking, will inevitably impact the amount any developer will give for the land, impacting the financial case.

In the Council's current view, at what point -

- (a) will the value of the land (as determined by the anticipated planning value) cease to be viable, and indeed become an overall financial cost to the council? and
- (b) will the number of housing units possible make it unattractive, given the complexity of the project and significant loss of amenity involved?

Portfolio Holder's Response

At this time the viability assessment will work on a cost neutral basis, however this may change in the future.

Supplementary Question

You are trying to make enough money from the existing Beckenham Library site to cover the refurbishment of Beckenham Public Halls. How much is that?

Portfolio Holder's Response

We have set a maximum of £2m.

Supplementary Question

In your previous answer you said if you lost the ground floor to another library that reduces it. You said yourself you did not think it would be five storeys and that reduces it. Do you have any sense at what point (given the planning application), you would consider the scheme is not financially viable or unattractive in terms of the number of houses that could be built?

Portfolio Holder's Response

To raise £2m we would need about 20 units possibly a few less units than that.

Supplementary Question

And what about parking and amenity space?

Portfolio Holder's Response

The parking is part of the units element and in accordance with the Mayor's parking provision in the London Plan.

Supplementary Question

Does that mean you could go ahead with this proposal by just having 20 private homes and not having the affordable units?

Portfolio Holder's Response

I don't think we would do that.

Supplementary Question

Have you considered building on The Spa car park which is just behind, given what you were saying about surplus car parks?

Portfolio Holder's Response

The Spa car park is for users and is a different issue than parking for residents. So I doubt we would want to do that. But we will consider anything.

13. From Mrs Caroline Duguid

With an investment portfolio worth £350 million in 2019 and an additional £90 million investment in commercial property, could some of this money be used for housing on Bromley's existing brownfield sites instead of selling off more public assets and fundamentally altering the character and function of an existing conservation area?

(The library is currently very well placed as part of a hub consisting of the Spa, the Library, Venue 28, Beckenham Baptist church and the Clock House parade of shops as well as being a 5 minute walk from Beckenham High Street.)

Portfolio Holder's Response

The Council is utilising some of its capital monies to take forward housing schemes – in the past year we have started to progress five housing schemes in different wards across the borough. However a careful balance has to be struck as the Council relies on income from investments to reduce the impact of the budget cuts on services.

Supplementary Question

I am aware that Bromley is one of the richest boroughs and to me it seems phenomenal that you are having to get rid of these public assets such as libraries which families really rely on. Why can't you use some of your reserves?

Portfolio Holder's Response

The point is, we do need to provide homes. We have to find all the sites that we possibly can including our own sites including library sites where feasible. The reason why Bromley is one of the richest boroughs is because we have been very prudent and put money aside and we've invested it. The income from that enables us to provide the services. If we did away with that we would not be able to provide the services.

Supplementary Question

I thought the point of the project was for the Public Halls to be utilised and not provide housing. Surely that is the main point of the report?

Portfolio Holder's Response

There are two stages to this project. The first is to find out whether we are able to move the library to the Public Halls consistent with everything else that goes on there. If it is, then we can talk about the redevelopment of the library site which would produce the money for the other scheme.

Chairman's Statement

One of the main elements of this project is to provide housing.

Supplementary Question

What about the bats?

Portfolio Holder's Response

We will study that when it comes to it.

Supplementary Question

Will it be part of the £17k feasibility study?

Portfolio Holder's Response

We have not yet discussed this but will in due course. You are quite right, it may be wise to do it now. If we can do it now we will.

14. From Stuart Froment

The feasibility study states that there would be partial remodelling of the park landscape adjacent to the existing library, but with no net loss of open space, and that loss of trees requires mitigation. Given that the proposed flats are to occupy parkland between the current library and Beckenham Road, how is the net area of parkland to be protected? The document does not show any private amenity space surrounding the proposed flats. Does the Council undertake not to allow any of the parkland to be used as private amenity space for the flats at any time in the future? How will the existing trees be protected, being in the Elm Road Conservation Area,

and, if any are removed, will they be replaced with the same number and size? Will memorial trees be preserved?

Portfolio Holder's Response

This will only be known once we undertake the viability work. However the massing study that was produced (provided as an appendix to the report) shows that zero loss of green space could be achieved.

Supplementary Question

I am concerned about whether any of the park land will be used for private amenity space as the drawings in the feasibility study indicate that the building would have any private land around it. Often, flats have some private amenity space around them. I am concerned that the park land might be eroded.

Portfolio Holder's Response

It is not our intention and I am happy to give an undertaking on that.

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Renewal, Recreation and Housing PDS Committee

20th December 2019

Public Questions to the Renewal, Recreation and Housing Portfolio Holder for written reply

1. From Susan Movahedi

Where will all the various organisations that currently use the public hall be able to hold their meetings etc?

Reply:

If this scheme goes ahead, they can be held in the new library at the Public Hall.

2. From Susan Movahedi

Where will local residents without access to the internet be able to go to use computers for research and day to day needs - especially those who are perhaps unemployed or even homeless?

Reply:

As above, in the new library.

3. From Jennifer Smith

Given that the new proposed town hall site needs £400,000 worth of work, where will the library be housed while this work is being undertaken? As it is my understanding that from the survey of work carried out which produced that figure there is no way a business of any kind could just move straight in without any work being done.

Reply:

The current library would stay open whilst the new library was constructed. There would be no gap in provision.

4. From Jennifer Smith

What will happen to the library staff during this transition? Many of whom are locals themselves and should be commended that while being out on strike are having to endure this additional stress.

Reply:

The staff will work in the library as normal.

5. From Louisa Cook

Please can you share your plans for the new location and share your impact assessment you have made on taking this building out of action for the current community groups and activities which regularly use it?

Reply:

All plans/documents are in the public domain and were provided as appendices to the report.

6. From Louisa Cook

What decision making route has the Council used to make this decision? And why has there been so little consultation?

Reply:

The decision route is as per this initial report. The Executive was asked to take the decision.

7. From Julia Vanoli MCIPD

Why was there a lack of public consultation on the decision to demolish our existing Library site and replace with flats in the lead up to the planning proposal for this site?

Reply:

Consultation will take place if the work determines that the scheme is viable. This is set out in the report.

8. From Julia Vanoli MCIPD

How many elected local councillors are in favour of this proposal and what have they done to find out what their constituents think, in light of a petition with 5,000 signatures being submitted since the planning proposals were made public.

Reply:

This is unknown, however the report was positively scrutinised by two PDS committees and the recommendations approved by the Executive.

9. From Konkona Kundu

Why is a different location not being considered for example the corner one storied building diagonally opposite to the Odeon near the war memorial instead of the library which is the part of our community?

Reply:

All land in the Council's ownership continues to be considered for housing.

10. From Konkona Kundu

What other ideas were considered before deciding on destroying the library?

Reply:

We wish to undertake a viability assessment. The aim is a better library for Beckenham and more much needed homes.

11. From Nigel Foley

What facilities will be lost in transferring the library to Beckenham Public Hall, both in terms of current library facilities and current uses of the Public Hall?

Reply:

It is envisaged that there will be no loss of facilities, however we need to undertake the viability work.

12. From Nigel Foley

Given that the area is within the Elm Road Conservation area, what constraints will be applied to any development e.g. in terms of height and appearance?

Reply:

Any development will take the conservation area into account as already addressed in the massing study provided as an appendix to the report.

13. From Lucy Williams

Can you confirm that the proposed development of the site does not conflict with the terms that the land was originally gifted over 100 years ago by Albermarle Cator?

Reply:

It does not.

14. From Lucy Williams

I have seen bats flying around the building in the summer and believe they are hibernating in the library building. Are the Council aware of bats at the building and have Natural England been consulted about this?

Reply:

We are at viability stage, any bat surveys would be conducted further along the process.

15. From Natalie Moss

I am a regular user of the children's sport classes at Beckenham public halls. The proposed library move to this site will significantly damage public spaces, particularly for sport. What will happen to all the classes, in particular the sports classes which need large spaces, currently taking place there?

Reply:

Modern libraries are as much about community activity as they are about issuing books. There is no reason why activities of this nature cannot continue. However this will specifically be looked at during the viability stage.

16. From Natalie Moss

Are there any plans to create new publicly available spaces/sports facilities for sports and other classes to replace those to be lost at Beckenham public halls if the library moves there, or will Beckenham now lose these facilities?

Reply:

No because there is no anticipated loss at this stage. As per response above.

17. From Nick Metcalf

What community groups currently use the space that would be redeveloped at Beckenham Public Halls?

Reply:

There are a range of groups who use the space, from a Church group to yoga class.

18. From Nick Metcalf

Have you considered replacing Beckenham Library with a new building with a library and community rooms on the ground floor and flats on the floors above?

Reply:

As per previous response.

19. From Catherine Hildebrand

The Beckenham library site and adjacent green space has over 20 mature trees of a variety of species. I understand the plans for the new site involve some green space. How many of the existing trees do you hope to retain through the period of construction?

Reply:

This will only be known once we undertake the viability work. However the massing study that was produced (provided as an appendix to the report) shows that zero loss of green space could be achieved.

20. From Catherine Hildebrand

The Library and Beckenham Spa car parks between them always have spaces available as they are used for short-stay parking. Given the car park nearest the Public Halls site is predominantly used by commuters, has there been any research into availability and waiting time for parking spaces at different days and times?

Reply:

No, because we are not at that stage yet. It would be considered as part of the viability work.

21. From Eve Bolton

Will the flats be an ugly modern design or after spending billions making Beckenham "more villagey" will you continue the theme and stick to traditional architecture that will complement the building opposite and the houses across the road?

Reply:

A traditional architectural style is envisaged at this stage.

22. From Colette Laws-Chapman

Can you please let us know why you would consider closing the Beckenham library, Beckenham Spa/Clock House when it is such a vital community hub in this area?

Reply:

At this stage we merely wish to undertake a viability assessment. The aim is a better library for Beckenham and more much needed homes.

23. From Colette Laws-Chapman

The area has been slowly regenerating - with thanks to Love my Hound, 500 degree pizza and Three Hounds Beer company joining the Spa combined with the library as the core/real attractions - the library is so accessible at the moment - families combine it with a trip to the spa as they can park and it's close by - moving it would be both ridiculous - and damaging to access by all the people at this end of Beckenham plus further increase traffic in an already congested area of Beckenham.

Reply:

The Equality Impact Assessment does not show that there would be a negative impact on people.

24. From Dr Elizabeth Arno

You suggest that Biggin Hill and Orpington libraries are being used more frequently now that they have moved to town-centre locations. Both these libraries, however, have been moved into buildings where there are other leisure facilities, notably swimming pools (the Walnuts in Orpington and the Biggin Hill Memorial Library and Pool), which is a very similar set-up to that of the current Beckenham Library and Spa complex (the 3rd most popular library in the borough as it is).

Please could you provide full statistics for the use of all your libraries? Isn't it more likely that these libraries have become more popular as parts of larger leisure offerings, which just happen to be in town-centre locations?

Reply:

The data can be provided, however in the meantime I suggest looking at the bi-annual libraries report that is scrutinised by the RRH PDS.

25. From Dr Elizabeth Arno

Why is Beckenham Library, a fine and elegant example of late art deco architecture, not considered worthy of conservation by the London Borough of Bromley, particularly as part of the Elm Road Conservation Area?

Reply:

We wish to undertake a viability assessment. The aim is a better library for Beckenham and more much needed homes.

26. From Philip King

Please can you provide the covenants detailing the land that the Library occupies, the details of the conservation area that was gifted to the public and why and when you changed this to remove these covenants?

Reply:

The library site, together with other land, was acquired by the Council from John Cator on the 15th February 1911 following the exercise by the Council of an option to purchase the said land contained in two leases previously granted to the Council by Albemarle Cator Esq and others.

The only covenant imposed on the Council in the conveyance dated 15th February 1911 was in respect of maintenance of a wall on one of the boundaries and fences along the southern and northern boundaries.

The Council had, in 1899, previously acquired land to the west of the site which was subject to various covenants and subsequently in 1923 acquired the land to the north of the previously acquired land, which was similarly subject to covenants. These covenants were varied by a deed dated 31st May 1932 and then released by a deed dated 16th July 1984.

It is likely that we will not have details as to the reasoning for the variation and release given the amount of time that has passed.

Thank you Mr Chairman

And the number of people in the public gallery this early on a Friday morning shows just how strongly the people of Beckenham feel about this scheme.

We have called in this proposal, because the recommendations as approved by the November Executive do not reflect the discussion at the meeting. We believe that this decision is flawed in a number of ways and ask this committee to refer it back to the Executive for reconsideration.

I will focus on two points:-

1. The complete lack of any evidence or analysis in the paper to support the decision in principle to demolish the library and replace it with housing.
2. The impact on the Elm Road Conservation Area.

The original paper does not contain the slightest justification for the decision in principle to demolish the library and indeed does not give any consideration to the implications. This morning, I would like to ask anyone in this Council Chamber, whether Member or Officer, to show me one sentence justifying it. And we must remember that this decision, with no justification whatsoever, might be seen as predetermining a future planning application.

The paper also contains no information on the results of any public consultation on moving the Library. Hardly surprising, given that there hasn't been any. And no real Member consultation either. The first time the Clock House Councillors were sent a partial draft of the paper, it was described as "a good news story" – hardly member consultation. This decision is therefore on very shaky ground legally.

Recommendation 2 commits the Council to the use of the current Library site for housing, irrespective of the outcome of the viability study referenced in Recommendation 1. The paper has tried to hide this. Its title is "Authority to proceed to Procurement". Nothing about the demolition of the Library.

As has been said several times, the Library is within the Elm Road Conservation Area. However, the paper contains nothing about the policy and legal implications of demolition and re development in a Conservation Area.

As members will recall, we approved our new Local Plan in this Council Chamber in January this year. Policy 41 covers development in Conservation Areas. It permits development, and even demolition, but it specifies tests to be passed before any building in a Conservation Area can be demolished. These tests are stringent, and defined in the National Planning Policy Framework, for buildings which make a positive contribution to the Conservation Area, and less stringent for buildings making a neutral or negative contribution.

The library is described in the Supplementary Planning Guidance for the Elm Road Conservation Area, although this description is silent on the contribution the Library makes. However, whatever the contribution, the paper should have provided the results of the tests which should have been carried out to justify the proposed demolition. That it did not, a serious omission from the paper, is one reason to refer back to the Executive.

However, there is another, much more significant reason to refer this back to the Executive. When we were considering the Call-in, I read the Supplementary Planning Guidance in full. And I found something really important in section 6, Policy Guidance.

This section covers details of how to manage changes. One of the sections, paragraph 6.13, covers demolition. I will read 6.13.2 out in full, and have copies of the relevant page for circulation:-

“ALL the principle buildings [and as the Library is individually described, it is clearly a principal building] are deemed to make a positive contribution to the character and appearance of the Conservation Area and therefore the Council will resist demolition of ANY building.”

The use of the words “all” and “any” make this completely unambiguous.

“ALL the principal buildings are deemed to make a positive contribution and the Council will resist demolition of ANY building”.

This project is based on the sale of the Library site for around £2 million for redevelopment. What sort of developer would offer £2 million for a site for which the Council’s existing policy is to resist demolition of any building? In fact, what sort of developer would even look twice at it?

Mr Chairman, this proposal goes against the previously agreed guidance for the Elm Road Conservation Area, and risks the predetermination of a future planning application. It should be referred back to the Executive for them to think again.

6.13 Demolition

- 6.13.1 Within the Conservation Area, total or substantial demolition of a building normally requires conservation area consent. Applications for work of this kind must be made to the Council using the appropriate form. As undertaking demolition work without consent is a criminal offence, it is advisable to seek the Council's advice before demolishing any structure in a Conservation Area.
- 6.13.2 All the principle buildings are deemed to make a positive contribution to the character and appearance of the Conservation Area and therefore the Council will resist demolition of any building.

6.14 Satellite Dishes

- 6.14.1 Satellite dishes are not normally deemed acceptable within conservation areas as they cause visual clutter. They will normally be resisted on prominent elevations and should ideally be placed out of sight at the rear of the property.

7 ENHANCEMENT ACTION BY THE COUNCIL

- 7.1 Many of the buildings in the Conservation Area are private dwelling houses. As such, there is little scope for direct Council action to enhance the area. Whilst the repair and improvement of the houses will generally be a matter for individual property owners, the Council does have powers to address untidy or neglected buildings or sites and will consider their use on a case-by-case basis.
- 7.2 The Council has a diverse variety of statutory and administrative responsibilities, which can impact in a variety of ways upon the character and appearance of the Conservation Area. Street works, traffic management and placement of street furniture will attempt to reconcile Conservation Area needs with wider functional objectives.

8 ADVISORY PANEL FOR CONSERVATION AREAS

- 8.1 The Council will ensure that development control in Conservation Areas is undertaken with the aim of preserving and enhancing the character and appearance of the area. It does this by undertaking appropriate consultations and referring applications to the Advisory Panel for Conservation Areas (APCA). The Panel consists of independent representatives of relevant professions (such as architecture and town planning) and interest groups (such as the Campaign to Protect Rural England and The London Borough of Bromley Residents' Federation).
- 8.2 Each Conservation Area is entitled to a local representative, usually nominated by the local residents' association. The Panel meet monthly to comment on proposals that affect conservation areas. The panel's comments are passed on to the Planning officer for consideration as part of the normal planning process.

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ORAL REPRESENTATIONS RECEIVED FROM COUNCILLOR VANESSA ALLEN

The premise of this proposed development is the need to provide housing. We do not disagree that housing is needed in the Borough. What we do disagree with is the destruction of this library building.

Bromley has a Local Plan, adopted last January, and it includes provision of 641 additional homes per annum for 10 years. There is a list of allocated sites, and policies to enable this development. The Local Plan contains the requirement for 35% affordable provision, which has never been met in Bromley to date. The projected 50% affordable for this site is desirable but unrealistic.

Bromley also has a draft Housing Strategy which is not yet adopted and which proposes further housing in addition to the Local Plan.

The draft London Plan has been mentioned in previous discussions. The current status is that the inspector has recommended reductions in the Mayor's housing targets, with Bromley's target falling from 1424 to 774. This will be confirmed next year.

If Bromley council engaged more with developers, landowners and social housing providers, we would be much better placed to address the housing needs of the borough. We hear much about the 1600 families on the housing register, but not so much about the extremely slow progress being made on several schemes to provide good quality temporary housing in the borough. When considering use of council owned sites, the committee would also do well to reconsider the limitations it has put on development sites such as the Civic Centre.

There are planning issues with the Library site. Carlton Court, a nearby site just outside the conservation area on the corner of Hayne Road and Beckenham Road, was the subject of a 2017 planning application for provision of 30 flats. This was refused by the council and lost at appeal, due to the effect of the proposals on the character and appearance of the area, and lack of provision of outdoor space, among other reasons. A subsequent application for a smaller development of 24 flats was approved earlier this year subject to legal agreement. The Carlton Court character and appearance issues related partly to the height, and the revised approved application reflects the height of the adjacent Victorian buildings. Needless to say there is no affordable provision.

The Library site proposals, quite apart from the Conservation Area issues (to be) covered by my colleague, would run into the same objections of mass and height, and a clear lack of any outdoor amenity space for residents, let alone the loss of public open space which is currently enjoyed.

Although we note the proposal includes appointing consultants to look at the Public Halls, the discussions have revolved around the use of the Library site which does not seem to be reflected in the brief. You cannot look at one without the other. The Executive agreed various suggestions about what the new housing might look like, which in view of my earlier comments should also be a vital part of any feasibility study.

In summary therefore Mr Chairman I contend that the proposed development of this site does not conform with Bromley's Local Plan, and contradicts planning guidelines.

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Report No.
CSD20011

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Renewal, Recreation and Housing PDS Committee

Date: 21 January 2020

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

APPENDIX A

<u>Minute Number/Title</u>	<u>Updates/Feedback Requested</u>	<u>Action By</u>	<u>Current Status</u>
<p>Minute 45c – 05.11.19 Provision of Housing at West Wickham Library and Station Road Car Park, West Wickham</p>	<p>Information on the likely income that could be generated per year by the proposed 34 housing units and how much per annum could be saved on nightly paid accommodation.</p>	<p>The Head of Renewal</p>	<p>Information below sent to RR&H PDS Members via e-mail on 6 November 2019. Action completed.</p>
<p><u>Response</u></p> <p>The initial financial viability assessment of the West Wickham Scheme will be refined as we collect more accurate data as a result of the additional feasibility work recommended by the report.</p> <p>At this stage, we anticipate that 34 units would generate up to £395k per annum. On average, savings on nightly paid accommodation is £6.7k per unit per annum. The average rental income is £10.8k per unit per annum. The total amount is then adjusted to take into account loss of interest on Council reserves, the management fee and the loss of parking income.</p>			

Report No.
FSD20009

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: RENEWAL, RECREATION & HOUSING PORTFOLIO HOLDER

Date: For pre-decision scrutiny by the Renewal, Recreation & Housing PDS Committee on 21st January 2020

Decision Type: Non-Urgent Executive Non-Key

Title: CAPITAL PROGRAMME MONITORING - 2ND QUARTER 2019/20

Contact Officer: Katherine Ball, Principal Accountant
Tel: 020 8313 4792 E-mail: Katherine.ball@bromley.gov.uk

Chief Officer: Director of Finance

Ward: All

1. Reason for report

On 27th November 2019, the Executive received a report summarising the current position on capital expenditure and receipts following the 2nd quarter of 2019/20 and agreed a revised Capital Programme for the four year period 2019/20 to 2022/23. This report highlights changes agreed by the Executive in respect of the Capital Programme for the Renewal, Recreation & Housing Portfolio. The revised programme for this portfolio is set out in Appendix A and detailed comments on individual schemes are shown in Appendix B.

2. **RECOMMENDATION(S)**

The Portfolio Holder is asked to note and confirm the changes agreed by the Executive on 27th November 2019.

Corporate Policy

1. Policy Status: Existing Policy: Capital Programme monitoring is part of the planning and review process for all services. Capital schemes help to maintain and improve the quality of life in the borough. Effective asset management planning (AMP) is a crucial corporate activity if a local authority is to achieve its corporate and service aims and objectives and deliver its services. For each of our portfolios and service priorities, we review our main aims and outcomes through the AMP process and identify those that require the use of capital assets. Our primary concern is to ensure that capital investment provides value for money and matches the Council's overall priorities as set out in the Community Plan and in "Building a Better Bromley".
 2. BBB Priority: Excellent Council
-

Financial

1. Cost of proposal: Total increase of £10.4m over the four years 2019/20 to 2022/23, mainly due to the approval of Provision of Housing in Burnt Ash Lane (£6m) and Modular Homes at York Rise (£3.8m)
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Capital Programme
 4. Total current budget for this head: £55.5m for the Renewal, Recreation & Housing Portfolio over the four years 2019/20 to 2022/23
 5. Source of funding: Capital grants, capital receipts, S106 and earmarked revenue contributions
-

Staff

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

Legal

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

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Capital Monitoring – variations agreed by the Executive on 27th November 2019

- 3.1 A revised Capital Programme was approved by the Executive on 27th November 2019, following a detailed monitoring exercise carried out after the 2nd quarter of 2019/20. The base position is the programme approved by the Executive on 10th July 2019, as amended by variations approved at subsequent Executive meetings. All changes to schemes in the Renewal, Recreation & Housing Portfolio Programme are itemised in the table below and further details are included in paragraphs 3.2 to 3.3. The revised Programme for the Renewal, Recreation & Housing Portfolio is attached as Appendix A whilst Appendix B shows actual spend against budget, in the second quarter of 2019/20, together with detailed comments on individual scheme progress.

	2019/20	2020/21	2021/22	2022/23	TOTAL 2019/20 to 2022/23
	£'000	£'000	£'000	£'000	£'000
Programme approved by Executive 10/07/19	18,815	26,317	10	10	45,152
Modular Homes at York Rise Site (Council 15/07/19)	500	5,000	500	0	6,000
Provision of Housing in Burnt Ash Lane (Council 14/10/19)	250	3,000	536	0	3,786
Approved Programme prior to 2nd Quarter monitoring	19,565	34,317	1,046	10	54,938
<u>Variations approved by Executive 27/11/19</u>					
London Private Sector Renewal Scheme (See para 3.2)	499	0	0	0	499
Disabled Facilities Grant Scheme (See para 3.2)	117	0	0	0	117
Schemes rephased from 2019/20 into 2020/21 (para 3.3)	Cr 7,667	Cr 12,986	8,653	12,000	0
Total amendments to the Capital Programme	Cr 7,051	Cr 12,986	8,653	12,000	616
Total Revised Renewal, Recreation & Housing Programme	12,514	21,331	9,699	12,010	55,554

- 3.2 Loan Repayment (Net Increase of £616k in 2019/20; London Private Sector Renewal Scheme £499k, Disabled Facilities Grant £117k)

Members agreed, at the 27 November 2019 Executive a net increase of £616k in 2019/20; £499k to the London Private Sector Renewal Scheme and £117k to the Disabled Facilities Grant Scheme to reflect the total funding available. The total accumulated funding available includes repayments of £31k on Home Improvement Loans, £94k on Empty Homes grant, £374k on SELHP grant, and £117k on DFG renovation grant repayments.

- 3.3 Schemes re-phased from 2019/20 to 2020/21

As part of the 2nd quarter monitoring exercise, a total of £20,653k has been re-phased from 2019/20 and 2020/21 into 2021/22 and 2022/23 to reflect revised estimates of when expenditure is likely to be incurred. This is itemised in the table below and comments on scheme progress are provided in Appendix B. This has no overall impact on the total approved estimate for the capital programme.

Capital Expenditure - Rephasing in Q2 Monitoring	2019/20	2020/21	2021/22	2022/23	TOTAL
	£'000	£'000	£'000	£'000	£'000
Payment in Lieu Fund - Properties Acquisitions	Cr 60	60	0	0	0
Provision of Housing Supply in Anerley and Chislehurst	Cr 3,200	Cr 1,800	1,000	4,000	0
Disabled Facilities Grant (DFG) Renovation Grants	0	Cr 1,153	1,153	0	0
Site G	Cr 3,157	Cr 11,343	6,500	8,000	0
Replacement of District Heating System Boilers and Works to Walnuts Leisure Centre	Cr 1,250	1,250	0	0	0
Total Renewal, Recreation and Housing Portfolio rephasing	Cr 7,667	Cr 12,986	8,653	12,000	0

Post-Completion Reports

3.4 Under approved Capital Programme procedures, capital schemes are subject to a post-completion review within one year of completion. After major slippage of expenditure in prior years, Members confirmed the importance of these as part of the overall capital monitoring framework. These reviews should compare actual expenditure against budget and evaluate the achievement of the scheme's non-financial objectives. There are no post-completion reports currently due for the Renewal, Recreation & Housing Portfolio.

4. POLICY IMPLICATIONS

4.1 Capital Programme monitoring and review is part of the planning and review process for all services. The capital review process requires Chief Officers to ensure that bids for capital investment provide value for money and match Council plans and priorities.

5. FINANCIAL IMPLICATIONS

5.1 These were reported in full to the Executive on 27th November 2019. Changes agreed by the Executive for the Renewal, Recreation & Housing Portfolio Capital Programme are set out in the table in paragraph 3.1.

Non-Applicable Sections:	Legal, Personnel and Procurement Implications, Impact on Vulnerable Adults and Children
Background Documents: (Access via Contact Officer)	Capital Programme Monitoring Qtr 1 2019/20 (Executive 10/07/19); Capital Programme Monitoring Qtr 2 2019/20 (Executive 27/11/19)

APPENDIX A

RENEWAL, RECREATION & HOUSING PORTFOLIO - APPROVED CAPITAL PROGRAMME 27 NOVEMBER 2019									
Code	Capital Scheme/Project	Total Approved Estimate	Actual to 31.3.19	Estimate 2019/20	Estimate 2020/21	Estimate 2021/22	Estimate 2022/23	Responsible Officer	Remarks
		£'000	£'000	£'000	£'000	£'000	£'000		
LIBRARIES & MUSEUMS									
941538	Relocation of Exhibitions - Bromley Musuem	395	393	2	0	0	0	Colin Brand	Approved by Executive 10/06/15
941542	Biggin Hill Memorial Museum	3,202	2,868	115	219	0	0	Colin Brand	Approved by Executive 02/12/15. £106k funding from Treasury Grant, Executive 15/06/16 £157.4k Treasury Grant, £3.2k BHMM Trust
	TOTAL LIBRARIES & MUSEUMS	3,597	3,261	117	219	0	0		
LEISURE TRUST CLIENT - RECREATION									
941887	Bromley MyTime Investment Fund	4,439	4,309	130	0	0	0	Colin Brand	Revenue contribution to capital works
941898	Replacement of District Heating System Boilers & Works to Walnut Leisure Centre	1,500	0	250	1,250	0	0	Cathy Pimm	Approved by Executive 10th July 2019
941897	Norman Park Athletics Track	300	3	297	0	0	0	Lydia Lee	Approved by Executive 28 March 2018. S106 funding.
941896	West Wickham Leisure Centre	993	311	682	0	0	0	Alicia Munday	Approved by Executive 28 March 2018.
	TOTAL LEISURE TRUST CLIENT - RECREATION	7,232	4,623	1,359	1,250	0	0		
HOUSING									
950819	Gateway Review of Housing I.T System	679	687	-8	0	0	0	Sara Bowrey	Approved by Executive 11/02/15
950821	Payment in Lieu Fund - Properties Acquisitions	1,326	1,209	57	60	0	0	Sara Bowrey	Funded from PIL (S106) receipts
950822	Payment in Lieu Fund - Site K	672	605	67	0	0	0	Sara Bowrey	Funded from PIL (S106) receipts
950825	Housing Feasibility Studies	100	0	100	0	0	0	Sara Bowrey	Growth Fund
950830	Affordable Housing	800	800	0	0	0	0	Sara Bowrey	Funded from PIL (S106) receipts
950792	Payment in Lieu Fund - unallocated	3,206	0	3,206	0	0	0	Sara Bowrey	Funded from PIL (S106) receipts
90835	Provision of Housing Supply in Anerley & Chislehurst	8,400	0	200	3,200	1,000	4,000	Sara Bowrey	Approved by Executive 10/07/19
941545	Provision of Housing - Burnt Ash Lane	3,786	0	250	3,000	536	0	Alicia Munday	Approved Council 14/10/19
941546	Modular Build - York Rise	6,000	0	500	5,000	500	0	Alicia Munday	Approved Council 15/07/19
914110	London private sector renewal schemes	3,742	3,239	503	0	0	0	Steve Habgood	100% external funding
950501	Empty Homes Programme	620	443	117	60	0	0	Steve Habgood	100% external funding
916XXX	Renovation Grants - Disabled Facilities	15,856	11,084	1,619	2,000	1,153	0	Steve Habgood	Gov't grant £1,681k in 2016/17; Gov't grant £1,838k in 2017/18 (additional £178k recvd); Gov't grant £1,995k in 2018/19
	TOTAL HOUSING	45,187	18,067	6,611	13,320	3,189	4,000		

APPENDIX A

RENEWAL, RECREATION & HOUSING PORTFOLIO - APPROVED CAPITAL PROGRAMME 27 NOVEMBER 2019									
Code	Capital Scheme/Project	Total Approved Estimate	Actual to 31.3.19	Estimate 2019/20	Estimate 2020/21	Estimate 2021/22	Estimate 2022/23	Responsible Officer	Remarks
		£'000	£'000	£'000	£'000	£'000	£'000		
	OTHER								
917000	Feasibility Studies	50	0	20	10	10	10	Colin Brand	
941530	Bromley North Village Public Realm Improvements	6,652	6,580	72	0	0	0	Lydia Lee	Renewal and improvement of Bromley North; £3,298k TfL; £1,829k GLA Outer London Fund; £25k private sector; £1,500k Capital receipts.
941540	Penge Town Centre	746	544	202	0	0	0	Lydia Lee	Approved Executive 24/03/15 - funded by New Homes bonus
941541	Orpington Town Centre - Walnuts Centre & New Market infrastructure	875	723	152	0	0	0	Lydia Lee	Approved Executive 24/03/15 - funded by £400k New Homes bonus and £125k High Street Fund, Exec 30/11/16 £106k from S106 fund
941544	Bromley High Street Improvements	3,875	1,577	2,298	0	0	0	Colin Brand	Approved Executive 22/03/17 - funded from Growth Fund / S106
950823	Site G	24,292	2,190	1,070	6,532	6,500	8,000	Colin Brand	Funded from PIL (S106) receipts, Growth Fund , Capital Financing, Contribution. Approved Executive 07/11/17 Council 11/12/17
941894	Crystal Palace Park Improvements	2,583	2,490	93	0	0	0	Lydia Lee	£160k LBB £2m GLA funded (Executive 22/07/14) £116k Historic England grant
941895	Crystal Palace Park - Alternative Management Options	1,120	799	321	0	0	0	Lydia Lee	
941981	Chipperfield Road Development - St Paul's Cray	105	39	66	0	0	0	Colin Brand	Approved by Executive 18/10/16
941529	Star Lane Traveller Site	250	117	133	0	0	0	Sara Bowrey	Urgent water and drainage works (statutory duty)
	TOTAL OTHER	40,548	15,059	4,427	6,542	6,510	8,010		
	TOTAL RENEWAL, RECREATION & HOUSING PORTFOLIO	96,564	41,010	12,514	21,331	9,699	12,010		

RENEWAL, RECREATION & HOUSING PORTFOLIO - APPROVED CAPITAL PROGRAMME 2019/20 - 2nd QUARTER MONITORING				
Capital Scheme/Project	2ND QUARTER 2019/20			Responsible Officer Comments
	Revised Estimate July 2019	Actuals to 02.12.19	Revised Estimate Nov 2019	
	£'000	£'000	£'000	
LIBRARIES & MUSEUMS				
Relocation of Exhibitions - Bromley Museum	2	0	2	Scheme complete.
Biggin Hill Memorial Museum	115	54	115	Approved 02/12/15. Executive approval on 20/06/17, for project to proceed with delivery. The Capital element of the scheme has completed. Awaiting invoice for Final Account to be settled.
TOTAL LIBRARIES & MUSEUMS	117	54	117	
LEISURE TRUST CLIENT - RECREATION				
Bromley MyTime Investment Fund	130	125	130	A report was submitted to the Executive on 28 November 2018 setting out a range of proposals for a 40 year lease between London Borough of Bromley and My Time. All existing contractual and financial agreements between both parties came to an end as at 1st April 2019. Allocation of £671k added to budget at year end. Last balance payment now made. Scheme completed.
Replacement of District Heating System Boilers & Works to Walnut Leisure Centre	1,500	0	250	Consultant to be appointed. Programme likely to be for 6-12 months as long as design is fast tracked. Anticipate spend of £250k in 2019-20. Remaining budget to be rephased to future years.
Norman Park Athletics Track	297	29	297	Scheme approved by Executive on 28 March 2018 for £300k S106 funding, provided by Kent County Cricket Club, to undertake improvement works. Scheme currently underway and due for completion prior to Christmas.
West Wickham Leisure Centre	682	58	682	Feasibilities underway - Architects have been instructed. Committee approval given in May 2019.
TOTAL LEISURE TRUST CLIENT - RECREATION	2,609	212	1,359	

RENEWAL, RECREATION & HOUSING PORTFOLIO - APPROVED CAPITAL PROGRAMME 2019/20 - 2nd QUARTER MONITORING				
Capital Scheme/Project	2ND QUARTER 2019/20			Responsible Officer Comments
	Revised Estimate July 2019 £'000	Actuals to 02.12.19 £'000	Revised Estimate Nov 2019 £'000	
HOUSING				
Gateway Review of Housing IT System	Cr 8	233	Cr 8	Exec 21/03/17 additional of £459k for purchase of Housing IT System. Phase one complete and final phase now live. Retention and final account costs higher than budgeted - £20k of H-CLIC grant used to finance this - remaining overspend to be transferred to revenue.
Payment in Lieu Fund - Properties Acquisitions	117	0	57	£1m budget used to purchase 9 properties with remaining budget allocated for Capital refurb. £57k of current budget to be used for replacement of boilers, roofing etc with remainder rephased to 20/21.
Payment in Lieu Fund - Site K	67	67	67	Scheme is complete with final payments made.
Housing Feasibility Studies	100	0	100	New Scheme - approved by Executive in Nov 2018 and funded by Growth Fund. Budget is in relation to Housing acquisitions. Approval to go out to tender has gone out.
Payment in Lieu Fund - unallocated	3,206	0	3,206	Scheme approved by Exec in July 2018. Budget has been reprofiled from PIL - unallocated (code 950792) with £1,321k s106 approved by Exec in May 2019 and will be utilised this FY. How the funds are allocated will be finalised through the Bromley Housing Development Group. Anticipate to spend no more than £500k with remaining £2.7m to be rephased to 20/21.
Provision of Housing supply in Anerley & Chislehurst	3,400	5	200	New scheme - approved at May 2019 Exec. Currently out to tender to appoint contractor before new year. £3.2m of current years budget to be rephased to FY and £5m of 20/21 budget to be rephased also.
Provision of Housing - Burnt Ash Lane	0	0	250	New Scheme - Approved by Executive on 02/08/19. For the design and construction of up to 25 residential units in a car park behind Burnt Ash Lane, off of Brindley Way, Bromley.
Modular Build - York Rise	0	0	500	Following Contract Award of dwellings on York Rise, the contract is now being mobilised and will be subject to pre planning application prior to public consultation.
London Private Sector Renewal Schemes	4	16	503	All spend incurred this FY to be transferred to code 916389 at year end. Currently 8 cases are being processed. Budget to be increased with any income received.
Empty Homes Programme	117	26	117	Funding criteria changed in 2017 to improve take up - all long term empty property owners being targeted and made aware of assistance available. Currently 6 cases are in progress.
Renovation Grants - Disabled Facilities	1,502	1,071	1,619	18/19 starting budget, after roll-forward, was £1,521k. An additional £224k has also been provided in December 2018. Additional schemes to provide physical improvements to client's home environments and to assist with creating safer and healthier homes, reduce admissions to hospital and keep clients in their own home for longer have been prepared and will be considered at integration meetings. A private OT agency have been employed to deal with a backlog of assessments and have referred an additional 50 cases for grant aid. New procurement system being used to increase output. 2019-20 allocation of £2,153k approved by May 2019 Exec - anticipate to spend £1.7m this financial year - Nov 2019 Exec approved rephasing of £1,153k from 20/21 budget to 21/22.
TOTAL HOUSING	8,505	1,418	6,611	

RENEWAL, RECREATION & HOUSING PORTFOLIO - APPROVED CAPITAL PROGRAMME 2019/20 - 2nd QUARTER MONITORING				
Capital Scheme/Project	2ND QUARTER 2019/20			Responsible Officer Comments
	Revised Estimate July 2019	Actuals to 02.12.19	Revised Estimate Nov 2019	
	£'000	£'000	£'000	
Feasibility Studies	20	0	20	
OTHER				
Bromley North Village Public Realm Improvements	72	2	72	Scheme has completed - remaining budget required for remedial works expected in FY20/21. Budget to be rolled-forward to 2020/21.
Penge Town Centre	202	15	202	The New Homes Bonus (NHB) funded project consists of public realm improvements, Shopfront improvements, Business Support, and Wayfinding. The scheme was to implement planned TfL bus route and carriageway improvements. The scheme commenced implementation in November 2017 and completed September 2018. Remaining works outstanding are Wayfinder / Heritage/ Shop Fronts - these are expected to be complete by the financial year end.
Orpington Town Centre - Walnuts Centre & new market infrastructure	152	120	152	High Street Fund and New Homes Bonus funded project to enhance the pedestrian experience of the prime shopping areas to increase footfall. This includes paving, lighting, treatment for trees, new street furniture, and new market infrastructure. Berkeley Homes have made a further payment of £163k of Section 106 contributions towards the Walnuts Public Realm Improvement project. Scheme completed - currently final account being reviewed.
Bromley High Street Improvements	2,298	1,059	2,298	High Street Fund and New Homes Bonus funded project to enhance the pedestrian experience of the prime shopping areas to increase footfall. This includes paving, lighting, treatment for trees, new street furniture, and new market infrastructure.
Site G	4,227	1,195	1,070	Executive 24.03.15 - Housing Zone bid and Site G report 24/03/15 - £360k PIL and £2.7m from Growth fund (Bromley Town Centre). Report was submitted to Council 11/12/17 formalising the Development Agreement with the preferred development partner and the Compulsory Purchase Strategy for the site. Demolition & starting on site anticipated in 2020 with completion of 410 units in 2024. Total anticipated cost of £24,292k was noted. 2 properties purchased in 2018 for approx £800k. £3.16m rephasing approved by Nov 2019 Executive.
Crystal Palace Park Improvements	93	11	93	Scheme completed and now in defects period. Remaining budget for final account and retention payments.
Crystal Palace Park - Alternative Management Options	321	92	321	Consultancy work in completion stge for OPA submission in January 2020.
Chipperfield Road Development - St Paul's Cray	66	0	66	Approved by Executive 18/10/16 - This is to be used for further feasibility works such as appointing architects, carrying out financial modelling as well as marketing. Awaiting Cushman & Wakefields final invoice - approx £60k. Budget to be utilised fully this financial year.
Star Lane Traveller Site	133	0	133	Work has been carried out by Thames Water to replace much of the water supply to meet minimum regulatory standards has now completed. The project was assigned to Amey to implement and project manage. Tender for work onsite have been received and will be reported back to Executive for additional budget.
TOTAL OTHER	7,584	2,494	4,427	
TOTAL RENEWAL, RECREATION & HOUSING PORTFOLIO	18,815	4,178	12,514	

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Report No.
DRR20/008

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **EXECUTIVE**
For decision scrutiny by the Renewal, Recreation and Housing Policy, Development and scrutiny Committee on 21st January 2020

Date: **21st January 2020**

Decision Type: Non-Urgent Executive Non-key

Title: **HOUSING STRATEGY 2019-2029**

Contact Officer: Tracey Wilson, Head of Compliance & Strategy, Planning & Regeneration
Tel: 020 8313 4515 E-mail: Tracey.Wilson@bromley.gov.uk

Chief Officer: Sara Bowrey, Director Housing Planning and Regeneration
Tel 0208 313 4013 Email: sara.bowrey@bromley.gov.uk

Ward: (All Wards);

1. Reason for report

The Council has developed a new draft housing strategy (a summary of which is contained in Appendix 2 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. Following Executive approval, the Council has undertaken public consultation on the aims of the draft strategy with key stakeholders including housing associations, developers, tenants and residents. The Executive is now being asked to review responses to the consultation and approve a final version of the Housing Strategy which can be found on Bromley's website.

2. **RECOMMENDATION(S)**

The RR&H PDS are asked to:

- i) Note the findings from the housing strategy consultation and thereafter an action plan will be prepared to deliver agreed outcomes.

The Executive are asked to:

- i) Approve, subject to final formatting, the final draft of the housing strategy and findings from the housing strategy consultation
- ii) Delegate authority to the Director Housing, Planning & Regeneration to finalise the action plan to implement and deliver the strategy

Impact on Vulnerable Adults and Children

1. Summary of Impact: The initiatives and priorities set out within the housing strategy 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: £7.9m
 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: N/A
-

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 the new housing strategy. During the past year Bromley received approaches from around 3,000 households at risk of homelessness. There are currently approximately 1600 households living in temporary accommodation of which around 900 are in forms of costly and insecure nightly paid accommodation.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments?
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 four 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 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 Chief Executive to frontline staff.
- 3.7 Public consultation took place between the 27th August 2019 and 21st October 2019.
- 3.8 The Executive is being 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 recommended actions that are required in order to achieve each objective.
- 3.9 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.
- 3.10 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.

- 3.11 The Director of Housing, Planning & Regeneration will also report progress to the Portfolio Holder for Renewal, Recreation & Housing on a quarterly basis.
- 3.12 A short report will be published annually, to inform the public about progress.
- 3.13 Overall there were 75 responses to the consultation exercise. 76% responses received were from residents. The remaining 24% were professionals that included private landlords, statutory/non statutory agencies, charities and council staff.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 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 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 have 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.

Non-Applicable Sections:	Procurement Personnel
Background Documents: (Access via Contact Officer)	Appendix 1: Draft Housing Strategy Consultation Summary Appendix 2: Draft Housing Strategy Summary

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Appendix 1: Consultation Feedback Summary:

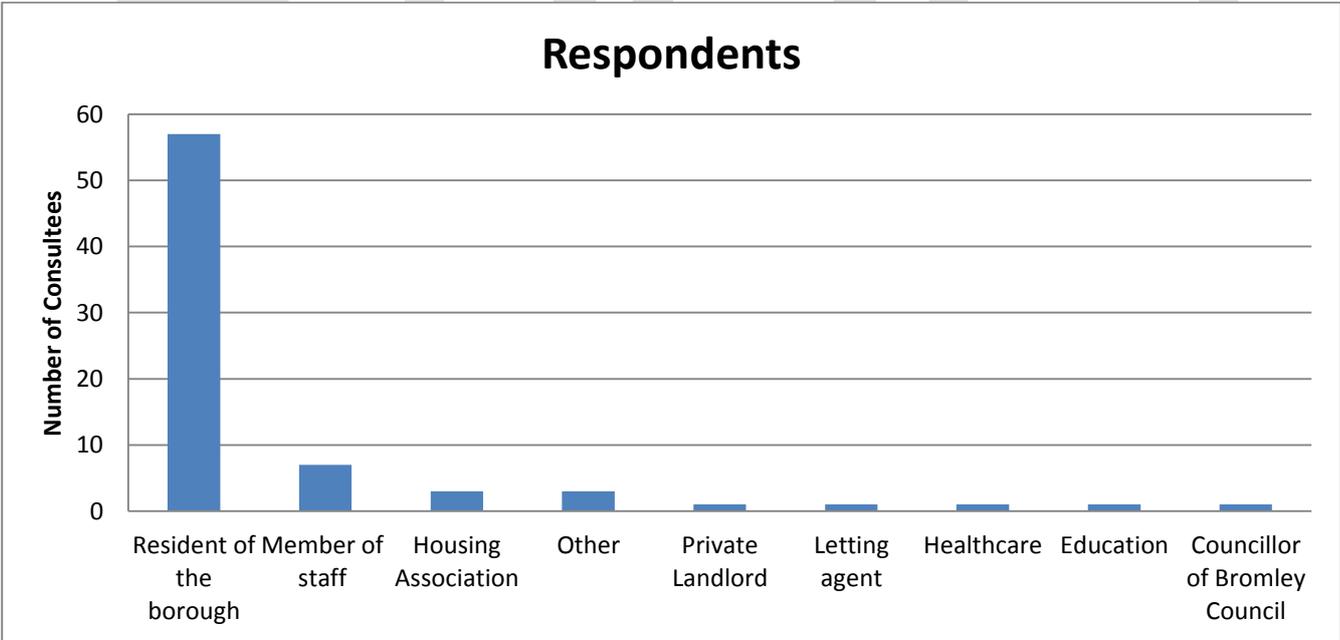
Introduction

The purpose of this report is to provide a summary of the comments and feedback received during the consultation period. The final stage public consultation commenced on the 27th August 2019 and closed on 21st October 2019. All comments have been analysed and will be used to inform the strategy implementation action plan.

Summary

75 consultees responded to the online survey and 77% of consultees advised that they are residents of Bromley Borough, the remaining responses were from Housing Associations, Private Landlords, Letting Agents, Healthcare, Education, members of staff at Bromley Council and Councillors of Bromley Council. 85% of consultees confirmed that they understood what the strategy is trying to achieve, whilst 68% supported the four proposed priorities (below)

- More homes – increasing the number of homes in Bromley
- Better quality, more affordable homes
- Preventing and tackling homelessness
- Supporting vulnerable people

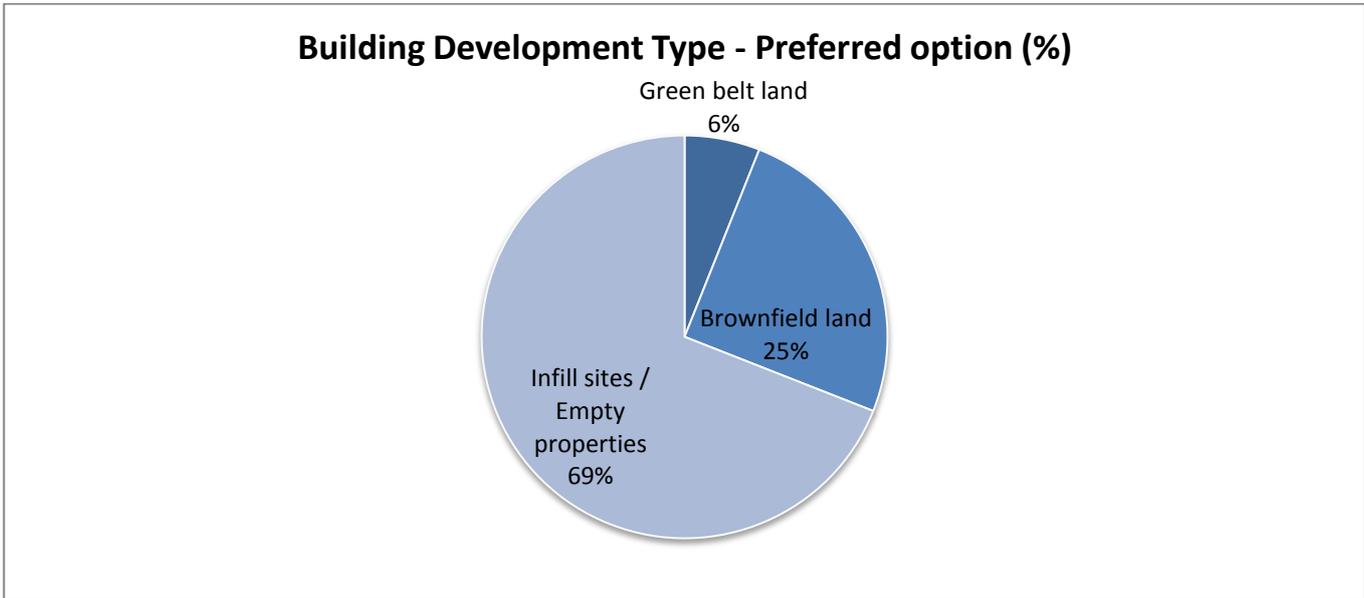


In terms of the four key priorities that have been proposed, consultees felt that preventing and tackling homelessness was the most important priority as this would then help to indirectly address the other priorities that have been identified.



Location of homes

95% of people who completed the survey felt that more homes should be built. Few favoured using green belt land, but the majority of people felt that infill sites (the use of vacant or underutilised sites within existing developments), empty properties and brownfield land should be used to provide more homes in the first instance.



Type of homes

A number of recommendations were made including; supported housing, social housing, private housing, student accommodation, lifetime/adapted housing. Some of the suggestions put forward mentioned that there was a need for affordable one bedroom properties to accommodate downsizing opportunities for those that are under occupying. It was felt that this would also help to address sofa surfing and to assist adult children who are unable to move out of their family homes due to affordability. The proportion of young people in Britain aged 20 to 34 who live with their parents has risen from 19.48% in 1997 equating to 2.4 million people, to 25.91% in 2017 equating to 3.4 million people.

A number of responses recommended that Bromley Council should own any new build properties; as opposed to housing associations and that any new build properties should be dispersed throughout the borough so they would not be concentrated within the same areas.

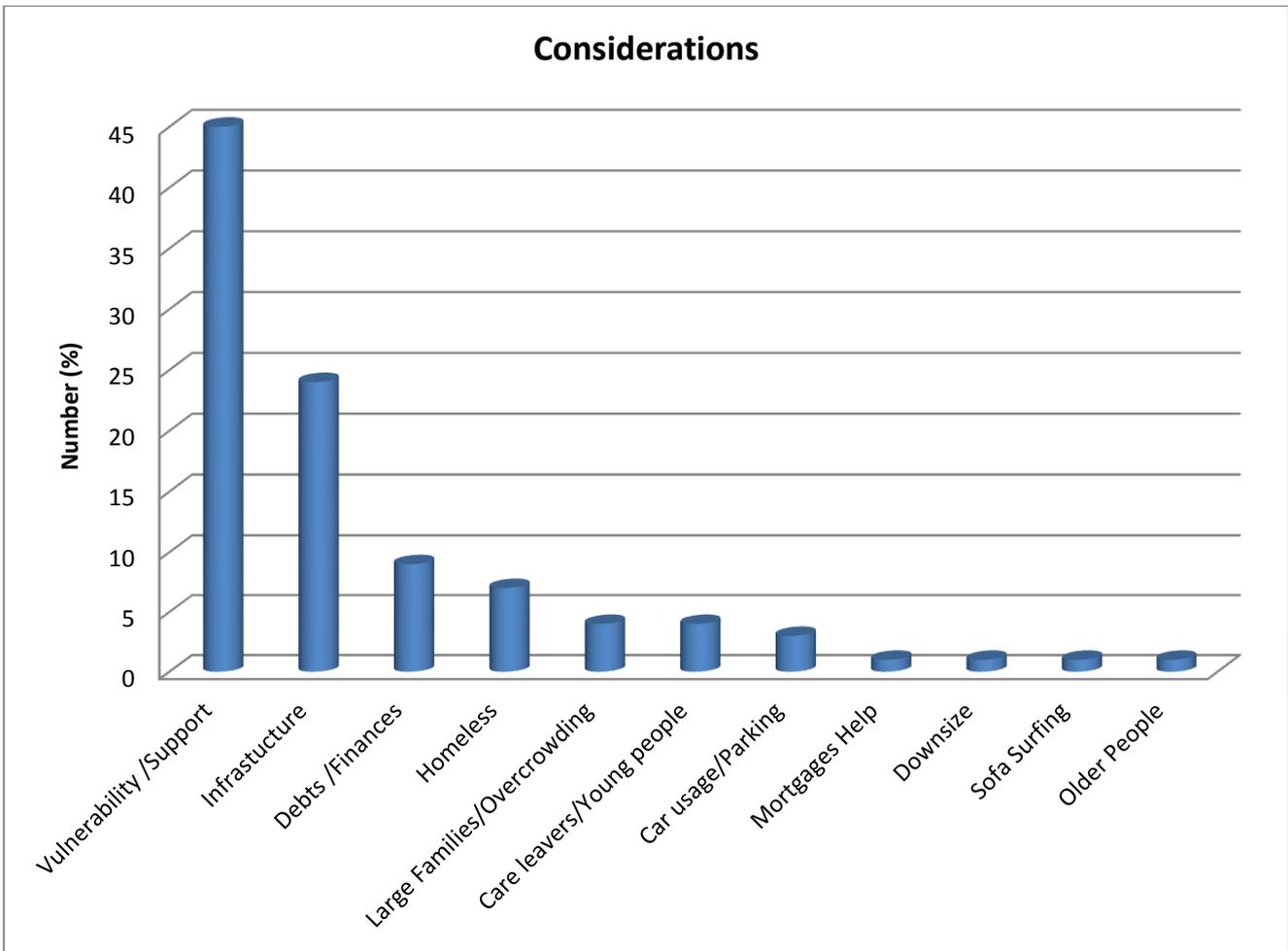
It was generally felt that more houses not high-rise flats should be built and these should also be lifetime homes. Concerns were highlighted about the high rental levels and the need to ensure there is relevant affordable housing, including; social, affordable rents and private rented properties particularly in more deprived areas.

Considerations

Consultees felt that the needs of certain groups of people, for example; people with disabilities or the elderly should be assessed when considering whether or not to build and where to develop. The infrastructure that was highlighted as necessary to be considered and incorporated into any housing development plans included the location of: hospitals, drug & alcohol services, face-to-face advice centres, GP's, Community centres, specialist mental health services, educational facilities, water, waste, police and fire services.

The transport links; roads, the Bakerloo line proposals and trams were highlighted as necessary for additional housing to be considered in specific areas. If enhanced they could also potentially increase employment in the borough which also increases the likelihood for residents to be able to buy a property.

The results highlighted a need to better understand the complex needs of residents in order to provide appropriate housing suitable for specific needs. It was reported that there needs to be increased opportunities for the charitable sector to be involved in planning processes as well as ensuring Members are provided with all of the information including pressures and challenges for the Council in order to inform planning applications.



Recommendations from the respondents of the consultation

Several suggestions were made about Section 106 contributions and how this should be utilised;

It should be used in more accessible areas, rather than create exclusive social housing clusters which could cause culture division.

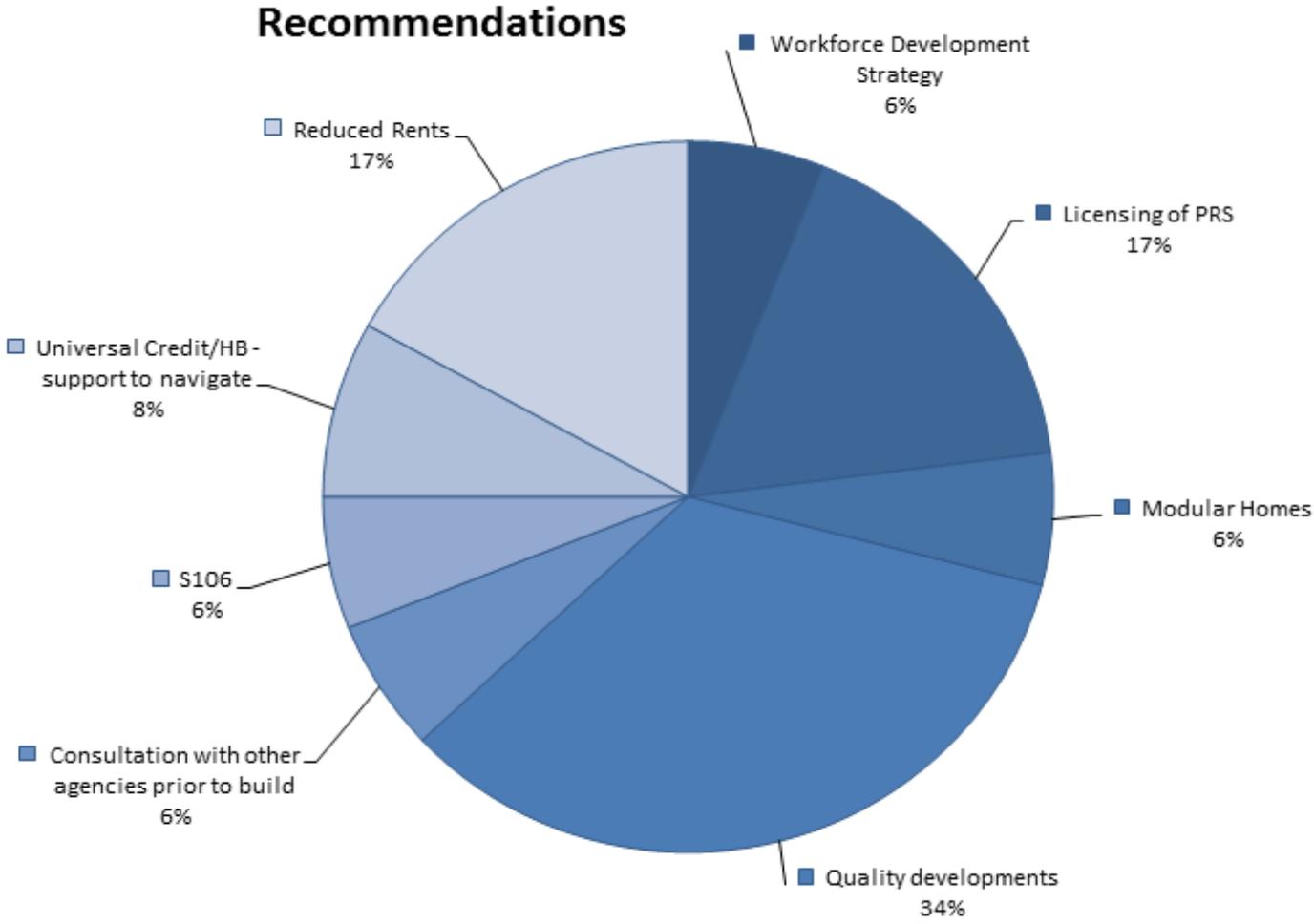
Setting Section 106 contributions aside for homeless persons accommodation

It was proposed that downsizing in housing association accommodation for those that are under occupying their property should be imposed, providing support and assistance to help tenants with the process and cost

To implement a skills [commissioning plan/ MCA / workforce development strategy](#) incorporating the [London Living wage](#) as well as building contracts that produce good quality homes.

There were also recommendations for more partnership working to increase development of properties, and the opportunity for affordable lettings with all types of landlords. This follows the seven principles set by [Housing First England](#).

The [CIH report](#) Building Bridges September 2017 was referred to and the general responses mirror these recommendations.



Conclusion

In summary, the people that completed the survey agreed that additional housing is required in Bromley, but the wider picture needs to be considered;

- More homes are required –concern was raised about the number of people located in temporary housing placed outside of borough
- Types of homes – analysis of what type and size of accommodation is required for older persons, supported housing for people with a range of issues, such as autism, mental health issues, disabled adapted accommodation etc
- Innovation – make use of emerging technologies – modular homes
- Affordability – ability for the ‘next generation’ to be able to afford to live and work in Bromley
- Planning Processes – transparency, ease of contact to ask questions at an early stage
- Community – any developments should consider impact on local residents, infrastructure for example; health, education, transport, parking etc.

The results of the consultation process were positive, confirming that that the proposed priorities are correct. Careful consideration needs to be given to what type of housing is developed, where it is located and how it fits the needs of the immediate as well as the wider community.

Many young people who aspire to live independently and work in Bromley are unable to do so because of the cost of renting and buying.

The needs of older persons were also mentioned. The results from the housing needs survey carried out last year found that the majority of older people would like to remain in their homes for as long as possible and this will only be achievable with ‘lifetime homes’. [Lifetime Homes](#) are ordinary homes that incorporate 16 design criteria such as a car parking width/accessibility, entrances, doorways, halls, should allow access for pushchairs, wheelchairs, entrance level WC and drainage etc.

Investing in housing will in the longer term, reduce the financial demands on the public purse. Good quality, affordable housing is required and for specific supported housing, it must be well designed, accessible and safe taking into account the needs of the people that may live there.

More social housing that is affordable is required and consultees felt that Bromley Council should own and manage any properties that are developed.

It was widely agreed that more housing is required but consultees feel that the greenbelt land in Bromley is a massive attribute for a London Borough and they do not want the overall picture of Bromley to disappear.

A comment made in the survey stated: ‘*focus on building homes, not units*’. This encompasses what the Housing Strategy needs to accomplish. Consideration needs to be given to what will most positively impact the community of Bromley as a whole, taking into account its residents and their needs.

Setting the scene

- Bromley is experiencing severe housing pressures.
- Although the borough has managed to deliver slightly 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 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 Overview 2018/19

- **3,457 households on the Housing Register**
 - up from 3,332 in May 2018
- **2,940 households approached the Council as Homeless** the Council
 - 302 were deemed homeless and accepted onto the Housing Register

Building and development

- Bromley Local Plan (2019) -
 - **average of 700 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 (out for consultation)
 - **sets 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 10,605+ new homes** by 2030
- Develop **1,000 new homes on council-owned land or acquired sites** by 2022
- 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
- **Achieve affordable housing targets** set out in Local Plan
- **Use s106* housing contributions effectively** to maximise delivery of affordable housing

Better quality, more affordable homes

We will:

- **Revise the Affordable Housing Supplementary Planning Document (2008)**
- **Agree a target of additional affordable homes** to be built by 2030*
- **Review the exceptional circumstances** that allow the affordable housing targets in the Local Plan to be waived
- **Ensure 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 **self-contained temporary accommodation**, with a view to eliminating the use of units with shared facilities

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.
DRR20-001

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Executive

For Pre-Decision Scrutiny by the Renewal, Recreation and Housing PDS Committee on 21st January 2020

Date: 21st January 2020

Decision Type: Non-Urgent Executive Non-Key

Title: **TENANCY SUPPORT SERVICES FOR HOMELESS PEOPLE**

Contact Officer: Lynnette Chamielec, Assistant Director of Housing
Tel: 0208 313 4009 E-mail: Lynnette.Chamielec@bromley.gov.uk

Chief Officer: Sara Bowrey: Director of Housing, Planning, Property and Regeneration

Ward: (All Wards);

1. Reason for report

1.1 The Council currently engages two contracts to supply accommodation based and floating support services for vulnerable homeless people:

The first contract is provided by Evolve. This provides accommodation based support.

The second contract is provided by Hestia. This provides floating support and specialist accommodation based support for ex-offenders.

1.2 Both contracts are due to expire on the 30th of September 2020. All extension options available in the contracts have been exhausted. This report is requesting authorisation to extend these contracts via an exemption to competitive tendering for a period of **up to 6 months** in order to allow for the services to be amalgamated and re-tendered as one contract.

1.3 The value of the Evolve contract is £198k per annum; £99k for 6 months. The value of the Hestia contract is £195k per annum; £97.5k for 6 months.

2. RECOMMENDATION(S)

2.1 The Renewal, Recreation and Housing PDS Committee are asked to note and comment on the contents and recommendations contained within this report.

2.2 Executive is recommended to authorise a six month extension to 31 March 2021 for both contracts, via exemption from competitive tendering, to enable the services to be amalgamated and put out to tender. The combined estimated value of the extension is £196.5k.

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Supporting Independence:
-

Financial

1. Cost of proposal: Estimated Cost up to £197k:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Housing Supporting People
 4. Total current budget for this head: £1,004k
 5. Source of funding: Existing revenue budget
-

Personnel

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

Legal

1. Legal Requirement: Statutory Requirement:
 2. Call-in: Applicable:
-

Customer Impact

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

There are currently in the region of 1600 households in temporary accommodation.

The Evolve contract provides accommodation and support to 41 single person households for (on average) a period of up to 2 years as part of a supported housing pathway and an alternative to nightly paid temporary accommodation enabling the Council to fulfill its statutory rehousing obligations. Evolve provide access to 2 x emergency out of hours units which allows immediate access to safe and managed emergency accommodation for households in crisis thus avoiding use of hotel or bed and breakfast accommodation.

The Hestia contract provides accommodation and support to 9 ex-offenders and floating support for (up to) 100 tenants who have been identified as vulnerable and requiring support to maintain existing social tenancies, reducing the pressure on housing services and helping to ensure that the number of presentations from households losing their tenancies remains low.

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments:

Cllr Morgan, Ward Member for Plaistow and Sundridge and Portfolio Holder for Renewal, Recreation and Housing highlighted concerns regarding issues of anti-social behaviour which have occurred and which have or are perceived to have been linked to residents at Charles Darwin and Lewis King House and the impact that this has had on local residents and retailers. He would welcome any changes to the service that would enhance the management of the accommodation and allow for any issues to be logged and responded to promptly. He also advised that it would be appreciated, if changes are proposed, that prior notice and consultation with the ward councillors be undertaken. These views were supported by Cllr Allatt, Ward Member for Plaistow and Sundridge.

3. COMMENTARY

- 3.1 The Homelessness Act places a legal duty on Councils so that anyone who is homeless or at risk of homelessness will have access to meaningful help as long as they are eligible for assistance. For those to whom the Council owes a statutory rehousing duty, the legislation also sets out clear criteria on the suitability of accommodation and support that must be provided to enable households to sustain that accommodation. The two contracts in question provide in borough accommodation based and floating support to vulnerable households. Evolve are based in Sundridge Park and the accommodation aspect of the Hestia contract is based in Crystal Palace.
- 3.2 The Evolve Scheme has been in place since 1st October 2014 and provides supported housing for 41 homeless people in Charles Darwin House and Lewis King House. Please note that the initial contract was awarded to the South London YMCA. On the 22nd of July 2015 a special resolution was passed and the company adopted the name Evolve Housing and Support. The accommodation is owned by the Riverside Housing Group who are a Registered Provider (RP). The service users referred to the service are vulnerable, single homeless people who the Council has a duty to re-house. The scheme also provides two emergency rooms which enable the Council to place households who approach in a crisis out of hours. This is a direct alternative to hotel or bed and breakfast accommodation. Support staff provide a permanent on site presence.
- 3.3 The accommodation provided by Hestia has been in place since 1st October 2016 and offers support and accommodation for up to 9 ex-offenders. Support staff are based at the scheme during the day with a concierge service overnight. The owner of the property in which the scheme is located is The Home Group who are a registered provider (RP). This accommodation is used as a direct alternative to nightly paid temporary accommodation as part of a rehousing pathway for ex-offenders.
- 3.4 The floating support element that is provided by Hestia is designed to avoid tenants in general needs social housing losing their existing tenancies. This has a positive impact on reducing the pressure on housing services and ensuring that the number of presentations from households losing their social housing tenancies remains low. The service is not a frontline homelessness service, but a short term service designed to intervene prior to crisis in order to resolve problems and prevent escalation. Under the terms of the contract Hestia are required to support up to 100 tenants at any one time.
- 3.5 Both contracts are due to expire at the same time. Individually they are relatively small and may not attract competitive market interest if re-tendered in the current format. This report seeks to consider all the available options in order to continue to provide a high quality service for Bromley residents whilst also achieving a cost effective solution for the Council going forwards.

4. SUMMARY BUSINESS CASE

- 4.1 The Housing Tenancy Support Service contracts enable the Council to fulfil its statutory obligations to meet the needs of eligible vulnerable adults with regards to their housing. Both contracts are relatively low value and initial market observations concluded that combining the services when the time came to re-tender would generate more competition from the market and achieve greater efficiencies of scale and in turn potential financial savings.
- 4.2 There are currently approximately 1,600 households in temporary accommodation of which approximately 960 households are in insecure forms of costly nightly paid accommodation. Around 35% of households accepted as homeless are single vulnerable adults. These services

provide an alternative option to nightly paid accommodation and contribute towards reducing the risk of those in settled accommodation from accruing significant level of arrears, abandonments or relapse. The service is fully utilised with a waiting list of applicants requiring these services.

- 4.3 Given the current pressures in relation to homelessness and temporary accommodation and limited availability of local supply, it is critical that the Council is able to ensure access to local, supported accommodation in order to ensure that homeless households can be provided with the appropriate level of support to sustain accommodation and reduce the numbers of repeat homelessness.
- 4.4 Through the approval of Members officers have been given permission, via the transformation work streams, to explore new and innovative ways to increase access to accommodation. This work is well underway and has included reviewing all land owned by the Council in order to consider its potential for housing and other community uses. Officers have also been looking at both traditional and more innovative build models in order to expedite accommodation once a suitable site has been identified. Consultation is also being undertaken to explore all of the routes to market available to the Council in further increasing development and accommodation opportunities and this will be passed to Members for scrutiny in due course.
- 4.5 Whilst the Council considers how best to utilise its land and assets careful consideration must be given to the way that we facilitate this period of transition between the utilisation of accommodation provided by third parties and to potentially using accommodation that is under Council control. Failure to carefully map through service demand, contract start and end dates and the on boarding of new stock will result in increased pressure on housing services and an inability to meet our statutory responsibilities.
- 4.6 Both contracts are due to expire at the same time. Individually they are relatively small and may not attract competitive market interest if re-tendered in the current format.
- 4.7 The properties out of which the accommodation services are provided are not under the direct control of the Council and are managed by two separate Registered Providers. This has potential repercussions on market interest for an amalgamated contract as it would require any new provider to agree and enter into arrangements with two different providers across two separate sites in order to deliver the service.
- 4.8 The current schemes are well established. Maintaining the services in these locations on an interim basis will ensure that disruption to services is kept at a minimum.

5. SERVICE PROFILE / DATA ANALYSIS

- 5.1 There are currently approximately 200 single vulnerable adults placed into costly forms of nightly paid accommodation.
- 5.2 Both services currently operate at full capacity and provide much needed supported housing as an alternative to nightly paid accommodation, providing those more vulnerable people with a comprehensive support package to enable them to sustain their placement before moving on to independent accommodation.
- 5.3 In the event that the Council was unable to retain this provision we would have no option but to secure two further emergency units with 24 hour cover and alternative placements for 50 households. Due to a lack of available accommodation, given the number of households, the most likely move on option would be nightly paid temporary accommodation. At present this is the most costly form of accommodation at an average annual net cost of £6,500 per household per annum. This equates to £325k per annum for all 50 households (41 at Evolve and 9 at Hestia).

- 5.4 The cost of providing 5 hours of floating support per week per client is in the region of £5,200 per annum. This equates to £260k per annum for all 50 households.
- 5.5 The services therefore represent value for money to the Council considering the alternative of accommodating people in costly forms of in nightly paid accommodation.
- 5.6 Both services are monitored and reviewed via the Council's Contract Compliance and Monitoring service annually. Contracts are scored in accordance with an A-D rating, A being high. Neither service was awarded any D ratings, with the majority of areas reviewed for both contracts being awarded a B grading or above. The conclusions of the most recent monitoring report were as follows:
- Evolve: Overall Evolve are doing a good job and are adhering to the development and delivery of the service. They scored reasonably well on the QAF and they are ensuring that the service is carried out in compliance with all relevant legislation.
 - Hestia: (the Manager) and his team are doing a good job and are adhering to the development and delivery of the service. They scored well on the QAF and they are ensuring that the service is carried out in compliance with all relevant legislation.

6. OPTIONS APPRAISAL

- 6.1 The options are as follows:

Option 1: Terminate the contracts.

This would result in the inability to maintain the service and would result in increased cost to the Council as alternative placements would be required alongside the need to procure appropriate support for those households.

Option 2: Put the services out to tender in their current formats.

Due to the size and value of the contracts, it is extremely unlikely that better pricing can be achieved through retendering at this point. Initial market testing has indicated that there is little interest in pursuing contracts of this size as the economies of scale needed in order for the service to be financially viable are marginal if achievable.

Option 3: Award a new contract, via an exemption to competitive tendering, for up to 6 months in order to go out to tender for an amalgamated service.

Initially it is anticipated that the services would be provided at the existing locations. However, this would be kept under review as part of the transformation work being undertaken so that, in the future we could consider options to relocate the combined service into one centralised hub, owned and managed by or on behalf of the Council thus securing greater control of the accommodation and achieving greater operational efficiencies.

- 6.2 **Preferred Option:** Option 3 as outlined above. This will ensure there is no break in the service and the Council sees the full benefit from the transformation agenda whilst allowing the successful award and mobilisation of the new contract.

7. MARKET CONSIDERATIONS

- 7.1 There is a relatively limited market for this service considering the specialist nature of support to be provided.

7.2 When reviewing similar contracts for the provision of support services, stakeholders suggested that larger contracts would attract a greater degree of interest from providers and allow for the delivery of a higher quality of service.

7.3 Soft market testing is being undertaken to establish market interest.

8. STAKEHOLDER ENGAGEMENT

8.1 The current service providers have all been contacted and have all indicated that they are happy to proceed with a temporary contract extension pending re-tender.

9. PROCUREMENT AND PROJECT TIMESCALES AND GOVERNANCE ARRANGEMENTS

9.1 Estimated Contract Value

Hestia – £195k per annum; £97.5k over 6 months

Evolve – £198k per annum; £99k over 6 months

9.2 **Other Associated Costs** – None

9.3 **Proposed Contract Period** – Extend for up to a further 6 months.

9.4 There is no procurement or tendering involved in the exemption of this contract. The exemption period will commence on 1st October 2020.

10. SUSTAINABILITY AND IMPACT ASSESSMENTS

10.1 This decision has been judged to have no or a very small impact on local people and communities.

11. POLICY CONSIDERATIONS

11.1 The housing objectives are set out in the relevant business plans and Homelessness Strategy. These objectives are compliant with the statutory framework within which the Council's housing function must operate

11.2 The legislation pertaining to homelessness requires appropriate support to be provided to households at risk of homelessness and suitable accommodation and support to those households to whom the Council owes a statutory rehousing duty. These services play a key part within the overall provision of homeless prevention and accommodation services

12. PROCUREMENT CONSIDERATIONS

12.1 This report seeks to award a contract to Evolve for a duration of 6 months at a value of £99k. A mini-competition process was completed in 2014 for the current contract, awarding a contract for a period of three years with a two year extension period which was taken, ending in October 2019. A further 1 year exemption was previously approved, due to end in October 2020.

12.2 This report seeks to award a contract to Hestia for a duration of 6 months at a value of £97.5k. The current contract commenced in November 2016 for a period of three years, with an option to extend for 1 year ending September 2020.

12.3 The Council's specific requirements for authorising an exemption are covered in CPR 13 with the need to obtain the Approval of the Portfolio Holder following Agreement by the Chief Officer, the Assistant Director Governance & Contracts, the Director of Corporate Services and the Director of Finance for a contract of this value.

13. IT AND GDPR CONSIDERATIONS

13.1 Both organisations operate in compliance with data sharing and GDPR.

14. FINANCIAL IMPLICATIONS

14.1 The total value of the proposed six month exemptions is £197k, which will bring the total whole life value of the contracts to £2,166k as set out in the table below:

	Evolve	Hestia	Total
	£'000	£'000	£'000
<u>Existing contracts</u>			
2014/15 (6 months)	99		99
2015/16	198		198
2016/17	198	98	296
2017/18	198	195	393
2018/19	198	195	393
2019/20	198	195	393
2020/21 (6 months)	99	98	197
	1,188	781	1,969
<u>Proposed extension</u>			
2020/21 (6 months)	99	98	197
	1,287	879	2,166

14.2 These costs of these contracts will be contained within the existing Supporting People budget, which is currently £1,004k per annum.

15. LEGAL IMPLICATIONS

15.1 The service provided under both contracts are “light touch” services under the Public Contracts Regulations 2015 (Regulations) . The cumulative value of each contract is in excess of the relevant threshold and subject to the application of the Regulations and competitive tendering requirements under the Council’s Contract Procedure Rule 8.2.

15.2 The report seeks an exemption from competitive tendering requirements as set out in the Council’s Contract Procedure Rules. Further legal implications are set out in part two of the report.

Non-Applicable	HR, Personnel
Sections:	
Background Documents: (Access via Contact Officer)	[Title of document and date]

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Report No.
FSD20016

London Borough of Bromley

PART ONE - PUBLIC

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

Date: Tuesday 21st January 2020

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

Title: RENEWAL, RECREATION AND HOUSING PORTFOLIO DRAFT
BUDGET 2020/21

Contact Officer: Keith Lazarus, Head of Finance, Environment, Community & Corporate
James Mullender, Head of Finance, Adults, Health & Housing
Tel: 020 8313 4312 & 4196
E-mail: Keith.Lazarus@bromley.gov.uk, James.Mullender@bromley.gov.uk

Chief Officer: Director of Finance

Ward: All

1. Reason for report

- 1.1. The prime purpose of this report is to consider the Portfolio Holder's Draft 2020/21 Budget which incorporates future cost pressures and initial draft budget saving options which are being reported to Executive on 15th January 2020. Members are requested to consider the initial draft budget being proposed and also identify any further action that might be taken to reduce cost pressures facing the Council over the next four years.
- 1.2. Executive are requesting that each PDS Committee consider the proposed initial draft budget savings and cost pressures for their Portfolio and the views of each PDS Committee be reported back to the next meeting of the Executive, prior to the Executive making recommendations to Council on 2020/21 Council Tax levels.
- 1.3. There are still outstanding issues and areas of uncertainty remaining. Any further updates will be included in the 2020/21 Council Tax report to the next meeting of the Executive.
-

2. **RECOMMENDATIONS**

2.1 **The Renewal, Recreation and Housing PDS Committee is requested to:**

- i) Consider the update on the financial forecast for 2020/21 to 2023/24;**
- ii) Consider the initial draft 2020/21 budget as a basis for setting the 2020/21 budget; and**
- iii) Provide comments on the initial draft 2020/21 budget for the February meeting of the Council's Executive.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: Adult Care and Health Portfolio budget setting supports the provision of services to vulnerable adults
-

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Recurring Cost
 3. Budget head/performance centre: Renewal, Recreation and Housing portfolio budgets
 4. Total current budget for this head: £19.804m (draft 2020/21 budget)
 5. Source of funding: Draft revenue budget for 2020/21
-

Personnel

1. Number of staff (current and additional): Full details will be available with the Council's 2020/21 Financial Control Budget to be published in March 2020
 2. If from existing staff resources, number of staff hours: Not Applicable
-

Legal

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

Procurement

1. Summary of Procurement Implications: Not Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The 2020/21 budget reflects the financial impact of the Council's strategies, service plans etc. which impact on all of the Council's customers (including council tax payers) and users of the services.
-

Ward Councillor Views

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

3. COMMENTARY

3.1. APPROACH TO BUDGETING, FINANCIAL CONTEXT AND ECONOMIC SITUATION WHICH CAN IMPACT ON PUBLIC FINANCES

3.1.1. In considering this report, further background information was available through the Members' seminars as follows:

(a) Members' Welfare Reform Seminar on 14th January 2019;

(b) Members' Finance Seminar on 24th June 2019.

3.1.2. Details of the Provisional Local Government Finance Settlement 2020/21, Council-wide Draft 2020/21 Budget and Financial Forecast 2021/22 to 2023/24, and an update on the Council's financial strategy were reported to Executive on 15th January 2020. Members should consider that report in conjunction with this report for the Renewal, Regeneration & Housing portfolio.

3.1.3. Forward financial planning and financial management is a key strength at Bromley and this has been recognised previously by our external auditors. This report continues to forecast the financial prospects for the next 4 years and includes the outcome of the Provisional Local Government Finance Settlement 2020/21. It is important to note that some caution is required in considering any projections for 2021/22 to 2023/24 as this depends on the outcome of the Government's next awaited Spending Review period as well as the awaited impact of the Fair Funding Review and Devolution of Business Rates.

3.1.4. A strong economy with growth increases revenues which supports the Government's ability to reduce public sector debt as the gap between finances raised and spend on public services is reduced. An "Update on Economic Situation which can impact on Public Finances" is provided in Appendix 1 of the report to the Executive.

3.1.5. Local Government has borne the brunt of austerity and savings compared with other areas of Government expenditure. Despite the announcements by the Government that "austerity is over", local government funding remains 'unprotected' and the impact of additional funding for NHS and other 'protected' services results in likely real term funding reductions remaining for local government or even if funding levels are maintained the ongoing demographic and other costs pressures are unlikely to be matched by corresponding increases in government funding.

3.1.6. The financial forecast assumes ongoing funding reductions from 2021/22, at a significantly lower rate, compared with previous years. The Spending Round 2019 provided funding proposals for one year only and the financial forecast assumes that various elements of the additional funding will continue in future years which may be optimistic. For local government the fiscal squeeze is likely to continue, whilst cost pressures remain and to reflect the ongoing prioritisation of funding for health, education, police and other security services.

3.1.7. The Budget Strategy has to be set within the context of a reducing resource base or at the very least cost and demographic pressures not being matched by Government or other external funding with potential ongoing Government funding reductions in real terms, although at a lower level compared with previous years – the on-going need to reduce the size and shape of the organisation to secure priority outcomes within the resources available. There is also a need to build in flexibility in identifying options to bridge the budget gap as the gap could increase further.

3.1.8. Bromley has the second lowest settlement funding per head of population in 2019/20 for the whole of London, giving us £112 per head of population compared with the average in London of £297 – the highest is £503. Despite this, Bromley has retained the third lowest council tax in outer London (other low grant funded authorities tend to have higher council tax levels). If

the council tax was the average of the five other low grant funded Boroughs, our income would increase by £25m. The lower council tax level has been achieved by having one of the lowest costs per head of population in outer London. The Council has expressed and continues to express serious concerns with the current and previous governments about the fairness of the funding system and to lobby for a fairer deal for our residents. Despite being a low cost authority, Bromley has achieved general savings of around £100m since 2011/12 but it becomes more challenging to achieve further savings with a low cost base.

3.2. SUMMARY OF FINANCIAL FORECAST

- 3.2.1. Details of the financial forecast are provided in the Draft 2020/21 Budget and Update on the Council's Financial Strategy 2021/22 to 2023/24 report to the Executive on 15th January 2020. This shows that even though the draft budget would be broadly balanced next year, the future year's budget gap is projected to increase to £16.9m per annum by 2023/24.
- 3.2.2. Even using a 'best case scenario' that there are no government grant reductions over the four year period, the final budget gap in future years will remain (£7.9m).
- 3.2.3. In the financial forecast, after allowing for inflation, council tax income and other changes we have an unfunded budget gap due to reductions in government funding and net service growth/cost pressures. Therefore significant elements of service growth/cost pressures are effectively unfunded. This highlights the importance of scrutinising growth and recognition that corresponding savings will need to be found to achieve a statutory balanced budget. It is timely as we all have to consider what level of growth the Council can afford and the need for significant mitigation or alternative transformation options.
- 3.2.4. In considering action required to address the medium term "budget gap", the Council has taken significant action to reduce the cost base while protecting priority front line services and providing sustainable longer term solutions. Significant savings of around £100m have been realised since 2011/12. Our Council has to balance between the needs of service users and the burden of council tax on council tax payers. With the Government placing severe reductions in the level of grant support, the burden of financing increasing service demand falls primarily upon the level of council tax and business rate income.

3.3. CHANGES SINCE THE 2019/20 BUDGET THAT IMPACT ON THE DRAFT 2020/21 BUDGET AND FINANCIAL FORECAST

- 3.3.1. The 2019/20 Council Tax report reported to Executive in February 2019 identified a significant "budget gap" over the four year financial planning period. Some key changes are summarised below.
- 3.3.2. The Provisional Local Government Finance Settlement 2020/21, which covers 2020/21 only, provides a significant improvement in funding for local government and represents the most positive funding proposal for local government since austerity began 10 years ago. Some of the proposals may ultimately be for one year only which results in uncertainty for future years.
- 3.3.3. The main measure of inflation for annual price increases for the Council's contracted out services is Retail Price Index (excluding mortgage interest rates) i.e. RPIX. This measure is normally up to 1% above the Consumer Price Index (CPI) level. The Draft 2020/21 Budget assumes contract price increases of 2.3% per annum from 2020/21, which compares with the existing RPIX of 2.3%. Increases of 2.5% per annum have been assumed, at this stage, from 2021/22. Action will need to be taken by Chief Officers to fund increasing costs through alternative savings in the event that inflation exceeds the budget assumptions.
- 3.3.4. Given the scale of savings identified and any inherent risks, the need for longer term financial planning, the uncertainty on future year cost pressures, significant changes that may follow

relating to future new burdens, effect of ongoing population increases and the potential impact of other public agencies identifying savings which impact on the Council's costs, a prudent approach has been adopted in considering the Central Contingency Sum required to mitigate against these risks. If the monies remaining are not required during the year the policy of using these resources, in general, for investment, generate income/savings and provide a more sustainable financial position should continue.

3.3.5. The 2019 Spending Round included an announcement of additional funding (£1bn nationally) that can be used towards children's social care and adult social care. This equates to £4.2m for Bromley. The additional funding should be considered to partly offset the growth/cost pressures identified in the report to the Executive.

3.3.6. With a remaining uncertainty on Government funding available in the future and the ongoing requirement for local authorities to be more self-sufficient, there is a need to consider what significant changes are required to manage within this new environment. The required changes relate to opportunities for partnership working, collaboration, reviewing the approach to managing risks, using technology to enable transformation of our services, helping people help themselves (friends groups) and exploring opportunities around community based place shaping led by the Council as a community leader. The Council will need to plan for significant changes including the risk of a future recession. As pressures in statutory services such as adult social care, children's social care and high needs as well as homelessness are growing, the scope to invest in local priorities and services that benefit the widest range of people is reducing. The Council has delivered savings of around £100m per annum over the last 9 years and as the ability to make savings in lower priority areas becomes more problematic. The need for savings in areas that support the Council's key priorities becomes more critical to meet the legal requirements for a balanced budget. The Council will continue to look for ways to operate more efficiently and generate more income but this alone will not be enough to meet the future years' budget gap. The key consideration is how the Council can balance the budget over the next four years. Apart from the core statutory minimum review, Chief Officers are undertaking a transformational review across all services, focussing on higher spend services first with options being presented to future meetings. The outcome of the transformation review will be a key consideration in addressing the budget gap over the next four years.

3.3.7. The Renewal, Recreation & Housing Portfolio Draft 2020/21 Budget includes the first phase of savings identified through the Transformation Programme which equate annual savings of £1.3m in 2020/21, £2.4m in 2021/22, £2.6m in 2022/23 and £2.7m in 2023/24. A summary of the savings are provided below with more details within Appendix 1:

Transformation Savings – Phase 1

	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000
Various Housing Initiatives	1,050	2,185	2,341	2,497
Staffing Vacancy Factor & Other	248	248	248	248
Total	1,298	2,433	2,589	2,745

3.3.8. This key work continues and further proposals will be reported to Members as part of addressing the four year financial forecast and meeting the 'budget gap' whilst ensuring key priorities are met.

3.4. DETAILED DRAFT 2020/21 BUDGET

3.4.1. Detailed Draft 2020/21 Budgets are attached in Appendix 1 and will form the basis for the overall final Portfolio/Departmental budgets after any further adjustments to deal with service pressures and any other additional spending. Under the budget process previously agreed,

these initial detailed budgets are forwarded to PDS committees for scrutiny and comment prior to the next Executive meeting in February.

3.4.2. Appendix 1 sets out:

- A summary of the Draft 2020/21 Revenue Budget for the Portfolio showing actual 2018/19 expenditure, 2019/20 budget, 2020/21 budget and overall variations in planned spending between 2019/20 and 2020/21;
- A summary of the main reasons for variations for the Portfolio in planned spending between 2019/20 and 2020/21 together with supporting notes;
- A high level subjective summary for the Portfolio showing expenditure on employees, premises etc.

3.5. REVIEW OF FEES AND CHARGES

3.5.1. There will need to be an ongoing review identifying opportunities as the medium term 'budget gap' remains significant. Chief Officers will continue to review fees and charges during 2020/21 to identify opportunities to reduce the future years 'budget gap'

3.6. IDENTIFYING FURTHER SAVINGS/MITIGATION

3.6.1. The scale of savings required in future years cannot be met by efficiency alone – there will be a need for a reduction in the scope and level of services. The Council will need to continue to review its core priorities and how it works with partners and key stakeholders and the overall provision of services. A significant challenge is to consider discretionary services which, if reduced, could result in higher cost statutory obligations. Therefore, it is important to consider the risk of 'unintended consequence' of reducing discretionary services adversely impacting on the cost of statutory services. The Draft 2020/21 Budget includes the first phase of transformation savings identified which are summarised in paragraph 3.3.7. This key work continues and further proposals will be reported to Members as part of addressing the four year financial forecast and meeting the 'budget gap' whilst ensuring key priorities are met.

3.6.2. Local Authorities undertake numerous functions and provide a wide range of services. Some are mandatory and some are discretionary. We cannot stop carrying out functions where we are under a duty to deliver that function or service.

3.6.3. In 2011 Central Government compiled a list of 1,335 statutory duties which local authorities need to comply with. There followed a consultation on a possible reduction in the number of statutory duties. However this was not taken forward at government level, despite local government facing significant grant reductions. The consensus is that rather than decreasing, the number of statutory duties has increased since. For example work recently undertaken on behalf of the Directors of Children's Services indicates that children's services duties have increased by 50% since 2011. Therefore the number of statutory duties Local Authorities need to comply with is now far closer to 2,000 than the 1,335 identified in 2011.

3.6.4. Bromley has undertaken several pieces of work to align its services closely with its statutory duties. As part of the most recent work service leads have completed a template which identifies statutory and non-statutory services within their area to inform and support key Transformation work and each individual work stream is addressing the extent of the statutory service and savings proposed.

3.6.5. As part of the core statutory minimum requirements review, the Council will need to consider an element of early intervention and prevention to avoid the escalation of costs arising from more expensive statutory interventions.

3.7. POSITION BY DEPARTMENT – KEY ISSUES/RISKS

Housing

3.7.1. Housing costs continue to escalate for those qualifying for temporary accommodation. The key challenges continue to centre on:

- The overall lack of access to accommodation that is affordable as a result of reduced lettings and drying up of leased properties.
- Reduced social housing stock turnover silting up temporary accommodation.
- The combined impact of the welfare reform changes – resulting in a greater number of approaches, increased rent arrears and shortfall in rent which requires LBB top up.
- The extended statutory duties arising from the implementation of the Homelessness Reduction Act 2017 since April 2018.
- Complexity of some households approaching requiring intensive support and intervention to access and sustain accommodation.
- Identification of suitable sites through acquisition or land supply and the time taken to develop them to provide sufficient alternative affordable accommodation.

3.7.2. Overall these pressures are likely to rise by a further £2.8m by 2023/24.

3.7.3. There are a range of activities being undertaken to slow down the rate of increase and seek to mitigate the overall costs pressures. However it must be noted that pressures continue to rise and capital schemes regarding housing supply will take several years lead in to design, gain planning consent and complete:

- Costs can best be contained by continuing to focus on early intervention and advice. The service has been redesigned to proactively identify those at risk of homelessness to offer early intervention services prior to crisis and thus reduce the need for temporary accommodation.
- Increasing access to private rented sector accommodation. A new offer has been put in place for landlords to increase the level of access. To date this has achieved 135 PRS lettings for 2018/19.
- Pan-London arrangements to share details on temporary accommodation costs and set benchmark rates to reduce the level of price increases.
- It is clear however that in order to start to mitigate the cost of temporary accommodation, increased housing supply is required. A transformation board is now in operation to pursue the range of options to increase accommodation supply including the use of vacant dwelling, modular units, property purchase and the development of Bromley owned or acquired sites. Cumulatively the schemes identified to date would offer full-year mitigation actions in the region of £9.6m.

Planning Services

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

- 3.7.5. There is a risk that Section 106 developer contributions are not spent in accordance with the legal agreements, for example in the right location or timescale. Regular reports are made to the ER&C PDS to monitor these.
- 3.7.6. The Community Infrastructure Levy (CIL) is a local levy on developments that local planning authorities can introduce to help fund infrastructure in the area linked to the Local Plan. Implementation is planned for later in 2020/21 following consultation on the charging schedule and will also be subject to independent inspection before adoption. The levy also partly mitigates against future reduced income from Section 106 monies. It is planned to establish an infrastructure delivery team which will have specific responsibility for managing future CIL and S106 receipts, allocation and spending.
- 3.7.7. Action is ongoing to reduce risk of Government Designation for Special Measures due to planning performance.

Regeneration

- 3.7.8. A Regeneration Strategy is in development to ensure that moving forward the Council's Growth Fund is utilised for maximum positive impact for the benefit of residents and local businesses across the Borough. This includes maximising funding opportunities through securing S106 and future CIL monies, creating opportunities for income generation, and leverage in of grant funding whilst aligning the existing Growth Fund with the Regeneration Strategy's Action Plan which will set out the Council's regeneration priorities over the next ten years.
- 3.7.9. As a long term ambition, the Strategy will inevitably involve significant capital investment over a number of years, and therefore there will be the risks to the Council that are associated with large capital projects, including construction industry inflation, cost overruns, unforeseen delays, and the long term security of funding resources, potentially including financing costs. Where schemes are reliant on capital receipts and housing sales, then there would also be the volatility of the property market impact on land and property prices that could affect schemes' viability and affordability.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 The Draft 2020/21 Budget reflects the Council's key priorities which includes, for example, supporting vulnerable adults with children and being ambitious for all our children and young people.

5. POLICY IMPLICATIONS

- 5.1 The Draft 2020/21 Budget enables the Council to continue to deliver on its key priorities and the financial forecast enables medium term financial planning allowing for early decisions to be made which impact on the medium term financial plan. The Council continues to deliver key services and lives within its means.

6. FINANCIAL IMPLICATIONS

- 6.1 Financial implications are contained within the overall body of the report.

7. PERSONNEL IMPLICATIONS

- 7.1 Staff, departmental and trade union representatives will be consulted individually and collectively on any adverse staffing implications arising from the Draft 2020/21 Budget. Managers have also been asked to encourage and facilitate staff involvement in budget and service planning.

8. LEGAL IMPLICATIONS

- 8.1 The adoption of the budget and the setting of the council tax are matters reserved for the Council upon recommendation from the Executive. The Local Government Finance Act 1992 (as amended) requires the Council to set an amount of Council Tax for each financial year and provides that it must be set before 11th March in the financial year preceding that for which it is set. Sections 73-79 of the Localism Act 2011 amended the calculations billing and precepting authorities need to make in determining the basic amount of Council Tax. The changes included new sections 31 A and 31 B to the Local Government Finance Act 1992 which has modified the way in which a billing authority calculates its budget requirement and basic amount of Council Tax.
- 8.2 Schedule 5 to the Localism Act 2011 inserted a new section 52ZB in the 1992 Act which sets out the duty on billing authorities, and precepting authorities to each determine whether their relevant basic amount of council tax for a financial year is excessive. If an authority's relevant basic amount of council tax is excessive, the provisions in relation to the duty to hold a referendum will apply.
- 8.3 The making of these budget decisions at full Council is a statutory responsibility for all Members. Members should also have regard to the changes from the Localism Act relating to council tax increases and the recent introduction of the Adult Social Care precept. The Council has a number of statutory duties which it must fulfil by law – although there can be an element of discretion on level of service provision. The Council also discharges a range of discretionary services. The Council is not bound to carry out such activities in the same way as it is for statutory duties – although it may be bound contractually to do so. A decision to cease or reduce provision of a discretionary service must be taken in accordance with sound public /administrative law decision making principles. The Council must also comply with the Public Sector Equality Duties in section 149 of the Equality Act 2010. In doing so, the Council must have due regard to elimination of discrimination, harassment and victimization, advance equality of opportunity and foster good relations with persons who share a protected characteristic.
- 8.4 The Local Government Act 2003 included new requirements to be followed by local authorities, which includes the CIPFA Prudential Code. This includes obligations, which includes ensuring adequacy of future years reserves in making budget decisions and section 25 of that Act requires the Director of Finance to report on the robustness of the estimates made for the purposes of calculating the Council Tax and the adequacy of the reserves. Further details to support these obligations will be reflected in the 2020/21 Council Tax report to be reported to the February meeting of the Executive.

Non-Applicable Sections:	Procurement Implications
Background Documents: (Access via Contact Officer)	Draft 2020/21 Budget and Update on the Council's Financial Strategy 2021/22 to 2023/24, Executive 15 th January 2020. Finance monitoring, Estimate Documents, etc all held in Finance Section

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RENEWAL RECREATION AND HOUSING PORTFOLIO**DRAFT REVENUE BUDGET 2020/21 - SUMMARY**

2018/19 Actual	Service Area	2019/20 Budget	Increased costs	Other Changes	2020/21 Draft Budget
£		£	£	£	£
	Recreation				
1,923,078	Culture	933,410	13,990	Cr 191,420	755,980
4,858,077	Libraries	4,921,030	71,350	Cr 199,450	4,792,930
132,396	Town Centre Management & Business Support	133,180	1,330	Cr 57,020	77,490
6,913,550		5,987,620	86,670	Cr 447,890	5,626,400
	Planning				
Cr 11,341	Building Control	87,810	5,010	Cr 23,000	69,820
Cr 127,211	Local Land Charges	Cr 124,930	330	Cr 5,000	Cr 129,600
1,577,352	Planning	1,706,750	38,150	Cr 120,970	1,623,930
1,438,801		1,669,630	43,490	Cr 148,970	1,564,150
	Operational Housing				
0	Enabling Activities	Cr 900	0	0	Cr 900
Cr 1,148,548	Housing Benefits	Cr 1,912,600	Cr 28,690	0	Cr 1,941,290
8,783,951	Housing Needs	9,058,690	148,890	Cr 877,000	8,330,580
938,930	Supporting People	1,003,670	15,050	0	1,018,720
8,574,333		8,148,860	135,250	Cr 877,000	7,407,110
	ECS - Housing				
188,358	Housing Improvement	209,070	4,790	Cr 6,710	207,150
188,358		209,070	4,790	Cr 6,710	207,150
17,115,042	TOTAL CONTROLLABLE	16,015,180	270,200	Cr 1,480,570	14,804,810
1,844,159	TOTAL NON CONTROLLABLE	Cr 273,970	Cr 7,590	Cr 999,100	Cr 1,280,660
5,654,419	TOTAL EXCLUDED RECHARGES	6,282,730	0	Cr 3,180	6,279,550
24,613,620	PORTFOLIO TOTAL	22,023,940	262,610	Cr 2,482,850	19,803,700

RENEWAL RECREATION AND HOUSING PORTFOLIO

SUMMARY OF BUDGET VARIATIONS 2020/21

DGET 2020/21 - SUMMARY

Ref	VARIATION IN 2020/21		ORIGINAL BUDGET 2019/20 £'000
	£'000	£'000	
1	2019/20 BUDGET		22,024
2	Increased Costs		263
	Movements Between Portfolios/Departments		
3	Realignment of lease car budget to Home Improvement		7
4	Cr 137	Cr 134	362
	Real Changes		
	<i>Savings identified for 2020/21 as part of the 2019/20 Budget process</i>		
5		Cr 120	8,306
	<i>Growth</i>		
6		465	15,297
	<i>Mitigation</i>		
7	Cr 196		15,297
8	Cr 30	Cr 226	15,297
	<i>Other Real Changes:</i>		
9	Cr 214		4,318
10	Cr 46	Cr 168	Cr 1,710
	<i>Transformation Programme Savings</i>		
11	Cr 800		15,297
12	Cr 250		414
13	Cr 247		8,306
14	Cr 1	Cr 1,298	17
15		Cr 1,011	
16		Cr 3	
18		0	
17		2	
18		10	
19	2020/21 DRAFT BUDGET		19,804

RENEWAL RECREATION AND HOUSING PORTFOLIO

Notes on Budget Variations in 2020/21

Ref Comments

Movements Between Portfolios/Departments

- 3 Realignment of Lease Car Budget to Home Improvement (Dr £3k)
There was a small adjustment to realign lease car budgets to lease car users across the PPE and RR&H portfolios.
- 4 Transfer of Budget from RR&H to ECS Portfolio as part of Leadership Restructure (Cr £137k)
As part of the Leadership Restructure implemented in 2019, budget was transferred from Renewal, Recreation and Housing to Environment and Community Services.

Real Changes

- 5 Review of Staffing (Cr £120k)
This represents the full year effect relating to the Leadership staff savings drawn up during the course of 2019/20.
- 6 Housing Growth (Dr £465k)
The growth pressure on the temporary accommodation budgets is due to the increase in homelessness in the Borough.
- 7 York Rise Modular Units (Cr £196k)
This is the estimated part-year savings from placing homeless households in newly built modular homes on the York Rise site compared to nightly paid accommodation.
- 8 Additional PRS Lettings (Cr £30k)
The estimated savings in the cost of placing Homeless clients in private rented accommodation compared with the current cost of placing them in nightly paid temporary accommodation.
- 9 Library Contract Savings (Cr £214k)
On 19 July 2017, Executive approved the award for the provision of library services to Greenwich Leisure Limited for 10 years from November 2017. This adjustment reflects the net additional savings for 2020/21, built into the forecast reported to Members in February 2018.
- 10 Absorption of Inflation for Statutory Planning Fees (Dr £46k)
Estimates are prepared on the basis that inflation is added to both income and expenditure. As planning fees are statutory, inflation has been absorbed as part of the budget setting process.
- 11 250 Additional Modular Units for TA on Bromley Sites (Cr £800k)
This is part of the estimated savings in the cost of placing Homeless clients in newly built modular homes compared with the current cost of placing them in nightly paid temporary accommodation.
- 12 Reduction in Bad Debt Provision (Cr £250k)
There is expected to be a reduction to the annual increase in the Housing Bad Debt Provision, following the introduction of the new Housing Rent Accounts system that contains better credit control processes.
- 13 Staffing Vacancy Factor (Cr £247k)
A budget reduction to LBB funded posts has been applied for 2020/21 on the assumption that savings can be achieved through staff turnover.
- 14 Exchequer Contract savings (Cr £1k)
This represents the savings expected on the Exchequer contract following the tendering exercise undertaken in 2019/20 and the award of contract to Liberata from 1 April 2020.

Variations in Capital Charges, Recharges & Rent Income**15 Variations in Capital Charges (Cr £1011k)**

The variation in capital charges is due to a combination of the following:

- (i) Depreciation – the impact of revaluations or asset disposals in 2018/19 (after the 2019/20 budget was agreed) and in the first half of 2019/20;
 - (ii) Revenue Expenditure Funded by Capital Under Statute (REFCUS) – mainly due to variations in the value of schemes in the 2020/21 Capital Programme that do not add value to the Council's fixed asset base.
 - (iii) Government Grants – mainly due to variations in credits for capital grants receivable in respect of 2020/21 Capital Programme schemes, which are used to finance expenditure that is treated as REFCUS.
- These charges are required to be made to service revenue accounts, but an adjustment is made below the line to avoid a charge on Council Tax.

16 Variations in Recharges (Cr £3k)

Variations in cross-departmental recharges are offset by corresponding variations elsewhere and therefore have no impact on the overall position.

17 Variations in Insurance (Dr £2k)

Insurance recharges to individual portfolios have changed between years, partly because an extra year of claims experience since the 2019/20 budget was finalised has been factored in. The overall variation across the Council is Dr £21k.

18 Variations in Rent Income (Dr £10k)

This relates to the reallocation of rental income budgets across departments/portfolios. There are corresponding adjustments in other portfolios and these net out to zero in total.

DRAFT REVENUE BUDGET 2020/21 - SUMMARY**DRAFT REVENUE BUDGET 2020/21 - SUBJECTIVE SUMMARY**

Service area	Employees	Premises	Transport	Supplies and Services	Third Party Payments	Transfer Payments	Income	Controllable Recharges	Capital Charges/ Financing	Total Controllable
	£	£	£	£	£	£	£	£	£	£
Recreation										
Culture	765,630	62,020	5,930	90,660	55,580	0	Cr 55,670	Cr 168,170	0	755,980
Libraries	113,520	294,650	0	194,490	4,190,270	0	0	0	0	4,792,930
Town Centre Management & Business Support	40,590	19,370	930	20,790	36,520	0	Cr 40,710	0	0	77,490
	919,740	376,040	6,860	305,940	4,282,370	0	Cr 96,380	Cr 168,170	0	5,626,400
Planning										
Building Control	777,580	0	12,030	80,300	0	0	Cr 800,090	0	0	69,820
Local Land Charges	164,040	0	100	11,910	0	0	Cr 305,650	0	0	Cr 129,600
Planning	3,045,670	3,090	21,400	268,540	16,330	0	Cr 1,731,100	0	0	1,623,930
	3,987,290	3,090	33,530	360,750	16,330	0	Cr 2,836,840	0	0	1,564,150
Operational Housing										
Enabling Activities	0	0	0	0	0	0	Cr 900	0	0	Cr 900
Housing Benefits	0	0	0	531,960	0	102,373,280	Cr 104,846,530	0	0	Cr 1,941,290
Housing Needs	3,445,800	99,130	14,000	1,157,830	18,445,700	0	Cr 14,768,050	Cr 63,830	0	8,330,580
Supporting People	0	0	0	0	1,018,720	0	0	0	0	1,018,720
	3,445,800	99,130	14,000	1,689,790	19,464,420	102,373,280	Cr 119,615,480	Cr 63,830	0	7,407,110
ECS - Housing										
Housing Improvement	423,500	0	4,100	4,060	0	0	Cr 138,580	Cr 85,930	0	207,150
	423,500	0	4,100	4,060	0	0	Cr 138,580	Cr 85,930	0	207,150
	8,776,330	478,260	58,490	2,360,540	23,763,120	102,373,280	Cr 122,687,280	Cr 317,930	0	14,804,810

DRAFT REVENUE BUDGET 2020/21 - SUMMARY
DRAFT REVENUE BUDGET 2020/21 - SUBJECTIVE SUMMARY

Service area	Capital Charges/ Financing	Repairs, Maintenance & Insurance	Property Rental Income	Not Directly Controllable	Recharges In	Total Cost of Service	Recharges Out	Total Net Budget
	£	£	£	£	£	£	£	£
Planning								
Building Control	0	1,700	0	1,700	308,820	380,340	Cr 103,750	276,590
Local Land Charges	0	550	0	550	203,100	74,050	0	74,050
Planning	0	7,360	0	7,360	2,176,550	3,807,840	Cr 1,301,150	2,506,690
	0	9,610	0	9,610	2,688,470	4,262,230	Cr 1,404,900	2,857,330
Recreation								
Culture	1,870,000	147,400	Cr 862,420	1,154,980	544,000	2,454,960	Cr 355,310	2,099,650
Libraries	342,000	197,520	0	539,520	289,870	5,622,320	Cr 61,680	5,560,640
Town Centre Management & Business Support	0	90	0	90	147,800	225,380	0	225,380
	2,212,000	345,010	Cr 862,420	1,694,590	981,670	8,302,660	Cr 416,990	7,885,670
Operational Housing								
Enabling Activities	0	0	0	0	178,940	178,040	0	178,040
Housing Benefits	0	0	0	0	2,156,670	215,380	0	215,380
Housing Needs	207,000	19,430	0	226,430	1,955,750	10,512,760	Cr 148,830	10,363,930
Supporting People	0	0	0	0	0	1,018,720	0	1,018,720
	207,000	19,430	0	226,430	4,291,360	11,924,900	Cr 148,830	11,776,070
ECS - Housing								
Housing Improvement	Cr 3,213,000	1,710	0	Cr 3,211,290	288,770	Cr 2,715,370	0	Cr 2,715,370
	Cr 3,213,000	1,710	0	Cr 3,211,290	288,770	Cr 2,715,370	0	Cr 2,715,370
	Cr 794,000	375,760	Cr 862,420	Cr 1,280,660	8,250,270	21,774,420	Cr 1,970,720	19,803,700

Report No.
DRR20/009

London Borough of Bromley

PART ONE - PUBLIC

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

Date: Tuesday 21 January 2020

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

Title: HOUSING, REGENERATION AND PLANNING PORTFOLIO
PLAN 2019-2020 UPDATE – QUARTER 3

Contact Officer: Denise Mantell, Strategy Officer
Tel: 020 8313 4113 Email: denise.mantell@bromley.gov.uk

Chief Officer: Sara Bowrey, Director, Housing, Planning and Regeneration

Ward: N/A

1. Reason for report

- 1.1 This report presents the Renewal, Recreation and Housing Policy Development and Scrutiny Committee with the Quarter 3 update of the Housing, Regeneration and Planning Portfolio Plan.
-

2. **RECOMMENDATION(S)**

- 2.1 Members are asked to note progress on the actions associated with the Housing, Regeneration and Planning Portfolio Plan for Quarter 3 of 2019/20 – Appendix 1.

Impact on Vulnerable Adults and Children

1. Summary of Impact: There is no direct impact, however many of the initiatives set out in the Portfolio Plan support the provision of and access to suitable accommodation to meet the housing needs of, and safeguard, vulnerable adults and children. Additionally, services such as Libraries and the Resource Shops are community focussed and support this group.
-

Corporate Policy

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

Financial

1. Cost of proposal: No cost:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Renewal, Recreation and Housing Portfolio 2019/20 approved revenue budget and capital programme
 4. Total current budget for this head: £71.3m
 5. Source of funding:
-

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:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All vulnerable adults and older people within Bromley
-

Ward Councillor Views

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

3. COMMENTARY

Background

3.1 The Housing, Regeneration and Planning Portfolio Plan was refreshed for 2019/20 in alignment with the Council's departmental re-structure and Transformation Programme. The refresh of the Portfolio Plan 2019/20 was presented at the Renewal, Recreation and Housing PDS Committee meeting on 3 September 2019 and agreed by the Portfolio Holder following comments by the Committee. The Plan is separated into capital projects and service delivery areas in each of the four divisions of the department:

- Culture and Regeneration
- Housing
- Strategy Property
- Planning

3.2 Key achievements of the Portfolio Plan in 2019/20 so far are:

- Culture and Regeneration:
 - Agreed the forty year lease of leisure facilities with MyTime Active, generating significant income.
 - Delivery of cultural events throughout the borough, including public access events to view the Battle of Britain lace, and Open House weekend which attracted 3500 visitors.
 - Excellent management of the Library Service contract as assessed by Audit.
 - Funding granted to 12 local shopping parades.
 - Supporting Pro-active Bromley to register as a Community Interest Organisation to take the lead coordinating leisure and sport across the borough.
 - Providing local economy support through Grow Bromley and the Business Doctors.
 - Replacement of Norman Park running track.
 - Public realm works delivered at Bromley, Beckenham, Orpington and Penge.
 - Four housing schemes taken forward to contract award.
 - Grant secured for Crystal Palace Subway of £2.34m.
- Housing:
 - Front door redesigned to offer increased early intervention and visiting to prevent homelessness; implementation of new information management system (HOPE) which went live in December 2019.
 - Held successful Homeless Forum.
 - 95 private rented tenancies secured, the majority of which were used in prevention of homelessness, in the year to date.
 - Overall, 97% of nominations during August to November 2019 were turned around within the set timescales, exceeding the 88% target.
 - Secured grant funding to assist rough sleepers.
 - Housing Strategy drafted and circulated for consultation.
- Strategic Property:
 - Continuing to progress the disposal of Y blocks on Civic Centre site.
 - Development of Civic Centre Accommodation strategy.
 - Chislehurst Library re-marketed with improved library specification.
 - Consultants appointed to design new district heating scheme for the Walnuts.
- Planning:
 - Continuing to meet legislation and national standards for listed buildings, protected trees and planning enforcement.
 - Working to deliver on service improvement plans in building control and planning regulatory function.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

There is no impact on vulnerable adults and children. However, the individual projects and service delivery areas will in many cases have an impact on this group.

5. POLICY IMPLICATIONS

There are no policy implications. However, the Portfolio Plan will reflect relevant Council adopted policies and statutory duties in relation to planning, housing need and homelessness.

6. FINANCIAL IMPLICATIONS

The Portfolio Plan will be delivered within the resources identified in the 2019/20 budget, including capital receipts, together with any external funding that has and will be secured.

7. LEGAL IMPLICATIONS

The Portfolio Plan includes the Council’s statutory obligations in relation to this department’s area of work.

8. PROCUREMENT IMPLICATIONS

There are no procurement implications. Individual projects will be subject to specific reports detailing the procurement route.

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

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Cllr Morgan, Portfolio Holder Renewal, Recreation and Housing
Sara Bowrey, Director of Housing, Regeneration and Planning

The Housing, Regeneration and Planning department's work is delivered by four divisions:

- Culture and Regeneration
- Housing
- Strategic Property
- Planning

These divisions manage both community services, such as the libraries contract, and projects, such as housing schemes.

The priorities of the department are to:

1. Support the economic development of town centres.
2. Protect, conserve and regenerate the borough's built and natural environment.
3. Support wellbeing, particularly through culture and leisure.
4. Ensure residents have access to affordable, decent and secure homes.

These priorities align with Bromley Council's 'Building a Better Bromley' guiding principles.

This is a living rolling document, rather than being tied to a financial year, which allows new services and projects to be added as and when they are agreed by Members. This approach means that it will be consistently up to date for regular scrutiny by the Renewal, Recreation and Housing Policy Development and Scrutiny Committee.

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Culture and Regeneration

Responsible Assistant Director: Lydia Lee

No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
CR1	Leisure: MyTime lease	Leisure facilities borough wide lease in place.	2019-2059	Head of Regeneration	<ul style="list-style-type: none"> Lease agreed April 2019. 	Completed
CR2	Libraries: Greenwich Leisure Limited service contract	Contract for all Bromley libraries including Bromley Historic Collections delivered	2018-2028	Principal Client - Libraries	<ul style="list-style-type: none"> Annual Report from GLL on 10 December, including progress updates on contract delivery and future plans. Some impact on service from protracted, ongoing industrial action taken by some staff. 	
CR3	Small Shopping Parades improvements	Programme to deliver improvements to small shopping parades throughout the borough implemented	2017 -	Renewal Project Manager	<ul style="list-style-type: none"> Twelve local parades have been granted funding amounting to £122,000 leaving a total of £128,000 in the fund. Eight improvement projects have been completed or are very close to completion and there are currently eleven local parades with funding applications at various stages of preparation. 	
CR4	Small leisure leases and license agreements	<p>A) Civic Centre café concession</p> <p>B) Crofton Roman Villa and the Roman Bath House.</p>	Oct 2019	Head of Regeneration	<p>A) New service went live October 2019</p> <p>B) Annual update meeting held December 2019</p>	Completed

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Culture and Regeneration

Responsible Assistant Director: Lydia Lee

No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
CR5	Cultural events programme	<p>Successful delivery of following programmes:</p> <p>A) Big Draw</p> <p>B) Heritage Open Days</p> <p>C) Art Week</p> <p>D) Open House</p>	Ongoing service	Renewal Project Officer	<p>A) The Big Draw was replaced with the Battle of Britain Lace Half Term Event this year, which attracted around 60 visitors. The Battle of Britain Lace Panel was on display for the day and there were talks, children's activities and lace making displays in the Main Hall at Bromley Central Library.</p> <p>B) The Heritage Open Days festival was particularly successful this year. Seven free events were arranged over the Heritage Open Day weekend, attracting over 2000 visitors.</p> <p>C) Art week was replaced with a free Bromley Heritage Trail event attracting 300 adults and children. Participants could follow the heritage trail around Bromley North, followed by free children's activities in front of Bromley Central Library and a display about HG Wells prepared by the Bromley Archivist.</p> <p>D) Eight buildings, including the Old Palace, opened their doors and four local groups arranged cultural tours around the borough as part of the Open House weekend. In total the weekend attracted 3500 visitors.</p>	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Culture and Regeneration

Responsible Assistant Director: Lydia Lee

No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
CR6	Proactive Bromley and London Sport relationship	Wellbeing improved and active lives promoted through partnership work with London Sport	Ongoing relationship	Regeneration Project Officer	<ul style="list-style-type: none"> • Currently meeting with Public Health and Planning to identify actions going forward. • Working closely with David Gentles of London Sport who will be based at LBB one day a month from August 2019. • Investigating establishing Pro-active Bromley to be registered as a charitable incorporated organisation (CIO). • Relaunch of Proactive Bromley and Sport Forum scheduled for June 2020 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Culture and Regeneration

Responsible Assistant Director: Lydia Lee

No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
CR7	Local economy support	A) Supporting the Business Improvement Districts in Bromley, Beckenham, Penge and Orpington.	Ongoing service	Town Centres and BID Development Manager	A) <ul style="list-style-type: none"> • Quarterly BID Engagement Meetings were held in September and December with Heads of Service attending. • In November, there was an introductory meeting between the Chief Executive and BID Managers, with an agreement that this become a regular opportunity for dialogue. • Officers have initiated a Terms of Reference document to clarify and set expectations about how the Council and the BIDs work together to support the viability of the borough's town centres. • Officers have attended BID Board Meetings and the Beckenham Together BID AGM. • Officers have supported BIDs with Christmas event arrangements 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Culture and Regeneration

Responsible Assistant Director: Lydia Lee

No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
CR7	Local economy support	B) Managing the BID development in West Wickham and business growth through events.	Ongoing service	Town Centres and BID Development Manager	<p>B)</p> <ul style="list-style-type: none"> • Over 50% of the business community in West Wickham participated in the BID viability survey conducted throughout September. An open forum business meeting held in November to address queries and concerns from businesses about a potential BID for the town centre. • Business support activities in this quarter have included: <ul style="list-style-type: none"> ○ A Grow Bromley event in October with over 80 businesses in attendance. ○ Business Doctors workshop held in November with 16 local businesses. ○ Supported the Small Business Saturday initiative • In this quarter, information, advice and guidance for businesses on our website has been updated resulting in 30% increase to visits to the website and an increase of 177% to subscribers to the business e-bulletin. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Culture and Regeneration

Responsible Assistant Director: Lydia Lee

No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
CR8	Cotmandene and Mottingham Resource Shops	Community accesses services such as Citizen's advice and back to work support.	Ongoing service	Resource Centre Manager	Resource shops continue to open to the public four days per week	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Housing						
Responsible Assistant Director: Lynnette Chamielec						
No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
H1	Increasing supply of new homes, including affordable housing and temporary accommodation	Implement the work of the Housing Transformation Board to increase supply of cost-effective temporary accommodation and affordable housing, including modular homes.	2019-2023	Head of Allocations and Accommodation	<ul style="list-style-type: none"> Public consultation concluded and scheduled for formal adoption by Members in early 2020. 3 year Action Plan in place to increase housing supply and to identify delivery vehicle. Planning permission being submitted on first site and being developed on 5 other sites. Lambert, Smith and Hampton commissioned to provide options analysis for vehicle delivery. 	
H2	Increasing supply of new homes, including affordable housing and temporary accommodation, in partnership with housing associations	Encourage the development of affordable housing and estate regeneration by establishing a development group with partner housing associations,	Ongoing	Head of Allocations and Accommodation	<ul style="list-style-type: none"> S106 funding supported the development programme of 125 new homes pipeline. Activity taking place with other Housing Associations on other potential sites. The Development Group continues to meet quarterly. 	
H3	Increasing access to private rented accommodation in discharge of duty	Maximise access to the private rented offer through providing a new incentive offer.	Ongoing	Housing Management & Acquisitions Group Manager	<ul style="list-style-type: none"> Continued work locally with landlords promoting reviewed incentive offer. 93 PRS lets have been achieved in 2019/20 in April to December 2019. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Housing						
Responsible Assistant Director: Lynnette Chamielec						
No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
H4	Temporary accommodation management	Reprovision of management arrangements for temporary accommodation contracts.	2019-2021	Head of Housing Allocations & Accommodation	<ul style="list-style-type: none"> Gateway Review on track to go to Members in Q4 2019/20. 	
H5	Temporary accommodation	Effective use of accommodation to minimise the use of nightly paid accommodation	2019-2021	Housing Registration & Allocations Group Manager	<ul style="list-style-type: none"> Placement policy revised and procurement strategy under review. 	
H6	Homelessness strategy	Deliver the Homelessness Strategy by working with partners.	Annual Plan	Head of Housing Options and Support	<ul style="list-style-type: none"> Milestones from year one met. Homelessness Forum established with membership extended to include Oxleas NHS Foundation Trust. Rough Sleepers Working Group scoped out: to be established early in 2020. End of year review to take place. 	
H7	Provision of essential items for care leavers and homeless households	Review and recommissioning of the welfare fund provision.	2019-2021	Head of Housing Compliance & Strategy	<ul style="list-style-type: none"> Gateway review to be completed by February 2020. Contract in place in March 2021. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Housing						
Responsible Assistant Director: Lynnette Chamielec						
No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
H8	Reduction in homelessness	Manage homelessness by ensuring a strong focus on early intervention and gaining a stronger understanding about why some families and individuals report as homeless.	Ongoing	Head of Housing Options & Support	<ul style="list-style-type: none"> • Front door redesigned to offer increase early intervention and visiting to prevent homelessness. • Review begun in November 2019 to assess the impact of the front door re-design. • Sub-regional Homelessness Group re-established to benchmark against other authorities and identify good practice. 	
H9	Reduction in homelessness	Maintain a rolling programme of Personal Housing Plans and review outcomes to tailor prevention work. Increase access to privately rented accommodation.	Ongoing	Head of Housing Options & Support	<ul style="list-style-type: none"> • New PHP format in place subject to monthly casework audits. They have been transferred to the interactive PHP on the Hope system. 	
H10	Minimise homelessness arising through debt	Maximise the effectiveness of debt and money advice	Ongoing	Head of Housing Compliance & Strategy	<ul style="list-style-type: none"> • Debt advice service has been expanded. • The Money Advise Service has been moved to the new Housing IT systems. • 267 individuals have received enhanced money advice this financial year up to December. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Housing						
Responsible Assistant Director: Lynnette Chamielec						
No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
H11	Provision of appropriate accommodation for vulnerable adults	Develop a more strategic approach to the provision of accommodation for vulnerable adults in the borough through the Transformation Board including supported accommodation and extra care housing.	2019-2020	Head of Housing Allocations & Accommodation	<ul style="list-style-type: none"> Review completed and the nomination of extra care housing into the wider allocation scheme will take place early 2020 to ensure most effective use of stock. 	
H12	Provision of appropriate accommodation for vulnerable adults	Review and recommissioning of supported accommodation and floating support for homeless vulnerable adults.	2019-2021	Head of Housing Allocations & Accommodation	<ul style="list-style-type: none"> Gateway review completed with agreement to extend current service to enable re-design of the two current schemes into one more flexible contract. 	
H13	Provision of appropriate accommodation for vulnerable adults	Review and recommissioning of domestic violence refuge provision.	2019-2021	Head of Housing Options & Support	<ul style="list-style-type: none"> Gateway review completed with agreement to go out to tender. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Housing						
Responsible Assistant Director: Lynnette Chamielec						
No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
H14	Provision of appropriate accommodation for young homeless people and care leavers	Develop a procurement framework for Care Leavers accommodation, including market analysis. Implement Transition to Independence priority in Corporate Parenting Board Strategy Action Plan.	2019-2021	Housing Options Group Manager	<ul style="list-style-type: none"> Framework in place for Looked After Children. Review to take place to expand framework for care leavers and young people experiencing homelessness. 	
H15	Provision of appropriate accommodation for children and adults with special educational needs and/or disabilities (SEND)	<p>Ensure new housing supply includes accessible accommodation, and review how the Disabled Facilities Grant (DFG) is used across the borough.</p> <p>Develop a more strategic approach to the provision of accommodation in the borough through the Transformation Board.</p>	2019-2021	Head of Allocations and Accommodation	<ul style="list-style-type: none"> The grant continues to be spent and the review is in planning stages. Home Improvement Team now located in the Housing Service and work to ensure full integration is taking place. Further review of the service to support the wider Transformation agenda is planned. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Housing						
Responsible Assistant Director: Lynnette Chamielec						
No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
H16	Effective use of stock	Ensure nomination timescales are met on all accommodation.	Ongoing	Housing Allocations Manager	<ul style="list-style-type: none"> Weekly report set up and targets achieved. Overall, 97% of nominations during August to November 2019 were turned around within the set timescales, exceeding the 88% target. Review to be undertaken in order to align all allocation/nomination workstreams within one service area. 	
H17	Effective use of stock	Monitor and maximise nominations to RP stock in the borough.	Ongoing	Housing Allocations Manager	<ul style="list-style-type: none"> Rolling monitoring to ensure all nomination rights are exercised. Reports are being monitored and further review is planned in early 2020 to identify further improvements. 	
H18	Allocations scheme	Review of the Allocations scheme undertaken	2019-2021	Housing Register Manager	<ul style="list-style-type: none"> Scoping and benchmarking completed. Full review to be undertaken in 2020/21. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Strategic Property						
Responsible Assistant Director: Michael Watkins						
No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
SP1	Disposal of property	Delivering corporate objectives of income generation and regeneration.	Ongoing	Michael Watkins	Disposal strategy in progress with development policy to be taken to Members in April 2020. Major forthcoming projects include: Y blocks (in final stages of sale), Adventure Kingdom (disposal to BCCG), Chislehurst Library (currently out to market), Hill Car Park and Chipperfield Road site (latter two due to be marketed in early 2020).	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Planning						
Responsible Assistant Director: Tim Horsman						
No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
P1	Provision of Local Planning Policy services	Maintain the Council's planning policy position. Respond to regional and national policy changes, including London Plan, and to external consultations. Respond to potential designation. Respond to internal and external requests for planning advice.	Ongoing	Head of Planning Policy and Strategy	<ul style="list-style-type: none"> Local Plan adopted. Representations to draft London Plan made and publication awaited in early 2020. Successfully recruited to new Head of Planning Policy and Strategy role. 	
P2	Community Infrastructure Levy (CIL)	Development of the Local Community Infrastructure Levy (CIL) and maintenance of the Mayoral CIL collection.	Local CIL by Autumn 2020	Head of Planning Policy and Strategy/ Infrastructure Delivery Team Leader	<ul style="list-style-type: none"> Preparing for public examination of Local CIL to implement in summer 2020. Recruitment for a team manager taking place. 	
P3	Section 106 Planning Legal Agreements	Management of allocations and spend of S106.	Ongoing	Head of Planning Policy and Strategy/ Infrastructure Delivery Team Leader	<ul style="list-style-type: none"> Review undertaken by Assistant Director Planning with input from other Council teams and external bodies is nearing completion. A working group to monitor S106 agreements and ensure full spend is being set up. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Planning

Responsible Assistant Director: Tim Horsman

No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
P4	Maintenance of Local Land services	Maintenance of 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).	Ongoing	Local Land Charges Manager/Local Land & Property Gazetteer Officer	<ul style="list-style-type: none"> Service continues to be provided. 	
P5	Building Control	Respond to Building Control requests in accordance with national regulations.	Ongoing	Head of Building Control	<ul style="list-style-type: none"> Service continues to be provided. Draft service improvement plan produced and majority of recruitment achieved including trainee and apprenticeship posts. 	
P6	Planning regulatory function	Make considered determinations of planning applications within a reasonable period of time, acknowledging national targets whilst focussing on delivering a quality outcome for the borough.	Ongoing	Head of Development Management	<ul style="list-style-type: none"> Service continues to meet national targets. A PAS review has taken place with an agreed action plan for improvement agreed by the Development Control Committee. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Services

2019/20 Quarter 3 Update

Division: Planning						
Responsible Assistant Director: Tim Horsman						
No	Service Delivery Area	Measure of success	Time scale	Lead Officer	Progress Update	Status
P7	Historic environment	Ensure appropriate development in relation to listed buildings and conservation areas.	Ongoing	Principal Conservation Officer	<ul style="list-style-type: none"> Service continues to be provided and is meeting required legislation. 	
P8	Protected trees	Ensure that trees with TPOs are protected. Determine applications for tree works. Assess the making of new TPOs.	Ongoing	Principal Trees Officer	<ul style="list-style-type: none"> Service continues to be provided and is meeting national standards. 	
P9	Planning enforcement	Determine 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.	Ongoing	Head of Planning and Development Support Team	<ul style="list-style-type: none"> Service continues to be provided and is meeting national standards. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Projects

2019/20 Quarter 3 Update

Division: Culture and Regeneration							
Responsible Assistant Director: Lydia Lee							
No	Project	Measure of success	No of housing units	Time scale	Lead Officer	Progress Update	Status
CR1	Biggin Hill Memorial Museum Construction	Construction of new museum including conservation of listed chapel.	N/A	2017 - 2020	Programme Manager - Regeneration	<ul style="list-style-type: none"> • Complete - defects period runs until January 2020. 	
CR2	Biggin Hill Memorial Museum Fit-Out Contract	Construction of exhibitions and other fit out works.	N/A	2018 - 2020	Programme Manager - Regeneration	<ul style="list-style-type: none"> • Complete - defects period runs until January 2020. 	
CR3	Crystal Palace Park Café	Construction of a new park café.	N/A	2017 - 2020	Programme Manager - Regeneration	<ul style="list-style-type: none"> • Complete - defects period runs until April 2020. 	
CR4	Crystal Palace Park Regeneration Plan	Regeneration of the park, enabling new business model and transfer of governance to a Trust.	The housing (210 units) within this scheme is enabling development and is therefore outside the target.	2017 - 2024	Programme Manager - Regeneration	<ul style="list-style-type: none"> • Regeneration Plan agreed and planning application being prepared. Due to delays caused by affordable housing discussions with the GLA the application is due to be submitted in January 2020. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Projects

2019/20 Quarter 3 Update

Division: Culture and Regeneration							
Responsible Assistant Director: Lydia Lee							
No	Project	Measure of success	No of housing units	Time scale	Lead Officer	Progress Update	Status
CR5	West Wickham Library & Leisure Centre Re-Development	Re-provision of new leisure centre & Library alongside residential.	90 units	2019 - 2022	Head of Regeneration	<ul style="list-style-type: none"> Project agreed. Report to Executive due in early 2020 to confirm finances. 	
CR6	Norman Park Running Track	Replacement of track/Utilisation of S106 Funding agreed Executive 27th March 2018.	N/A	2019	Programme Manager - Regeneration	<ul style="list-style-type: none"> Works complete, track now reopen, and into 'defects' period. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Projects

2019/20 Quarter 3 Update

Division: Culture and Regeneration							
Responsible Assistant Director: Lydia Lee							
No	Project	Measure of success	No of housing units	Time scale	Lead Officer	Progress Update	Status
CR7	Bromley High Street	Public realm works.	N/A	2019 - 2021	Head of Town Centre Renewal	<ul style="list-style-type: none"> Architectural feature lighting has been installed to improve the night time ambience, and to encourage movement between the Churchill Theatre and Bromley North as part of the strategy for the town's night time economy. Final works to the pavement on the High Street will be undertaken once the scaffolding is removed following the completion of works on the cladding on Central Library and the Churchill Theatre. Officers are reviewing the business case for the commercial units on Bromley High Street after tenders returned over budget. 	
CR8	Beckenham High Street	Public realm works	N/A	2019	Head of Town Centre Renewal	<ul style="list-style-type: none"> Snagging works are due to be completed before Christmas. Additional street furniture has been installed and new trees are due to be planted in December. Heritage plaques have been procured and are in production. These are due to be installed in January 2020. 	
CR9	Orpington High Street	Public realm works	N/A	2019	Head of Town Centre Renewal	<ul style="list-style-type: none"> Snagging works have been progressed. This has included rectification works to the tree pits and fire escape. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Projects

2019/20 Quarter 3 Update

Division: Culture and Regeneration

Responsible Assistant Director: Lydia Lee

No	Project	Measure of success	No of housing units	Time scale	Lead Officer	Progress Update	Status
CR10	Penge High Street	Public realm works	N/A	2019 - 2020	Head of Town Centre Renewal	<ul style="list-style-type: none"> • The heritage plaques have been procured and are currently in production, with installation due in January 2020. • Wayfinding options have been researched and discussed with the Penge Business Improvement District. A preferred style has been chosen and officers are finalising the award of contract for the manufacture and installation of the infrastructure. • Bins and noticeboards have been procured with installation due in December 2019/January 2020. • Officers have reviewed the contract for the first phase of the shop front improvement scheme and are currently seeking authorisations to award a contract for the second phase. • Snagging list agreed with Cllr Bance. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Projects

2019/20 Quarter 3 Update

Division: Culture and Regeneration							
Responsible Assistant Director: Lydia Lee							
No	Project	Measure of success	No of housing units	Time scale	Lead Officer	Progress Update	Status
CR11	Small sites	Review of small sites across the borough for housing.	N/A	2019 - 2020	Head of Town Centre Renewal	<ul style="list-style-type: none"> Initial due diligence and feasibility works have been completed for a number of small sites. As a result, one site will not be progressed. The Executive has agreed the allocation of resources for additional feasibility work to build the full business case for residential development at Station Road car park, West Wickham and West Wickham Library. Grant funding has been secured to undertake additional feasibility work to better understand the contamination risk at another site. 	
CR12	Bushell Way – Small Site Development	Modular housing development for temporary accommodation.	25 units	2020 - 2021	Head of Regeneration	<ul style="list-style-type: none"> Insufficient interest in initial tender. Further tender has been re-issued and due back December. Contract Award report due to Executive Feb 2020 	
CR13	Anerley - Small Site Development	Modular housing development for temporary accommodation.	15 units	2020 - 2021	Head of Regeneration	<ul style="list-style-type: none"> Insufficient interest in initial tender. Further tender has been re-issued and due back December. Contract Award report due to Executive Feb 2020. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Projects

2019/20 Quarter 3 Update

Division: Culture and Regeneration							
Responsible Assistant Director: Lydia Lee							
No	Project	Measure of success	No of housing units	Time scale	Lead Officer	Progress Update	Status
CR14	Burnt Ash Lane - Small Site Development	Zed Pod development for temporary accommodation.	25 units	2019 - 2020	Head of Regeneration	<ul style="list-style-type: none"> • Agreed at August Executive. Contract award being prepared. • Pre planning application completed. • Planning application submission due Dec 19/Jan2020. 	
CR15	York Rise	Modular housing development for temporary accommodation.	53 units	2019 - 2020	Head of Regeneration	<ul style="list-style-type: none"> • Contract currently being mobilised. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Projects

2019/20 Quarter 3 Update

Division: Strategic Property							
Responsible Assistant Director: Michael Watkins							
No	Project	Measure of success	No of housing units	Time scale	Lead Officer	Progress Update	Status
SP1	Depot Improvement Scheme	Utilising capital expenditure to improve infrastructure on retained depots.	N/A	2008 - 2021	Senior Property Manager	<ul style="list-style-type: none"> In process of appointing consultancy service to design and manage construction work. 	
SP2	Central Depot Wall	Structural works to reconstruct defective depot wall.	N/A	2019 - 2020	Senior Property Manager	<ul style="list-style-type: none"> Tender process completed and Executive to approve award of contract in January 2020. 	
SP3	Site G	Residential development with public realm works and commercial units. Development agreement in place with Countryside.	To be determined	2018 - 2022	To be appointed	<ul style="list-style-type: none"> Countryside submitted a planning application March 2018, however further design work is now being undertaken following urban design recommendations. Expectation that Countryside will finalise plans for determination by Development Control Committee in February 2020. 	
SP4	Star Lane Water Main	Provision of new water main and connections to utility blocks.	N/A	2019 - 2019	Senior Property Manager	<ul style="list-style-type: none"> Thames Water installed new water main. On-site work is being re-tendered in New Year. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Projects

2019/20 Quarter 3 Update

Division: Strategic Property							
Responsible Assistant Director: Michael Watkins							
No	Project	Measure of success	No of housing units	Time scale	Lead Officer	Progress Update	Status
SP5	Walnuts - District Heating Replacement	The replacement of the boilers and associated controls.	N/A	2019 - 2020	Senior Property Manager	<ul style="list-style-type: none"> • Consultant appointed to design new scheme and manage construction work. 	
SP6	Project 1 - Depot Office Accommodation	Demolition of existing structures and construction of offices suitable for Council staff or contractors.	N/A	2018 - 2024	Senior Property Manager	<ul style="list-style-type: none"> • Consultancy service appointed to design and manage construction work. Initial options have been drafted and are being reviewed. 	
SP7	Project 2 - Accommodation - Civic Offices	The reconfiguration and rationalisation of the Civic Centre Office Accommodation.	N/A	2018 - 2024	Senior Property Manager	<ul style="list-style-type: none"> • Consultancy team appointed to take scheme to feasibility stage prior to final approval by Executive. 	

HOUSING, REGENERATION AND PLANNING PORTFOLIO PLAN

Housing, Regeneration and Planning Projects

2019/20 Quarter 3 Update

Division: Strategic Property							
Responsible Assistant Director: Michael Watkins							
No	Project	Measure of success	No of housing units	Time scale	Lead Officer	Progress Update	Status
SP8	Adventure Kingdom	Provision of public sector accommodation. Potential residential being explored as part of the wider Civic Centre accommodation strategy.	To be determined	2019 - 2022	Senior Property Manager	<ul style="list-style-type: none"> The site has now been included in the disposal programme. 	Complete

Report No.
DRR20/004

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: RENEWAL, RECREATION AND HOUSING PDS COMMITTEE

Date: 21 January 2020

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

Title: Contract Register

Contact Officer: Lydia Lee, Assistant Director, Culture & Regeneration
Tel:020 8313 4456 Email:Lydia.lee@bromley.gov.uk

Chief Officer: Sara Bowrey, Director, Housing, Planning, Property and Regeneration
Tel:020 8313 4013 Email:sara.bowrey@bromley.gov.uk

Ward: All Wards

1. Reason for report

- 1.1 This report presents an extract from January 2020's Contracts Register for detailed scrutiny by PDS Committee – all PDS committees will receive a similar report each contract reporting cycle, based on data as at 13th December 2019 and presented to E & RC PDS on 8 January 2020.
- 1.2 The Contracts Register contained in 'Part 2' of this agenda includes a commentary on each contract to inform Members of any issues or developments (there is no covering report).

2. **RECOMMENDATIONS**

That the Renewal, Regeneration and Housing PDS Committee:

- 2.1 Reviews and comments on the Contracts Register as at January 2020.
- 2.2 Note that in Part 2 of this agenda the Contracts Register contains additional, potentially commercially sensitive, information in its commentary.

Impact on Vulnerable Adults and Children

1. Summary of Impact: The appended Contracts Register covers services which may be universal or targeted. Addressing the impact of service provision on vulnerable adults and children is a matter for the relevant procurement strategies, contracts award and monitoring reports, and service delivery rather than this report.
-

Corporate Policy

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

Financial

1. Cost of proposal: - N/A
 2. Ongoing costs: - N/A
 3. Budget head/performance centre: Renewal, Recreation and Housing Portfolio 2019/20 approved revenue budget and capital programme
 4. Total current budget for this head: - £71.3m
 5. Source of funding: - Revenue budget for 2019/20, S106 funding, Earmarked Reserves, Capital Receipts, Investment/Growth Fund, Town Centre Development Fund, External Grant Funding
-

Personnel

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

Legal

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

Procurement

1. Summary of Procurement Implications: Improves the Council's approach to contract management
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Contracts Register Background

- 3.1 The Contracts Database is fully utilised by all Contract Managers across the Council as part of their Contract Management responsibilities, which includes the updating the information recorded on the database. The Register is generated from the Contracts Database which is administered by Commissioning & Procurement Directorate and populated by the relevant service managers (Contract Owners) and approved by their managers (Contract Approvers).
- 3.2 As a Commissioning Council, this information is vital to facilitate a full understanding of the Council's procurement activity and the Contracts Registers is a key tool used by Contract Managers as part of their daily contract responsibilities. The Contract Registers are reviewed by the Commissioning Board, Chief Officers, Corporate Leadership Team, and Contracts Sub-Committee as appropriate
- 3.3 The Contracts Register is produced four times a year for members– though the CDB itself is always 'live'.
- 3.4 Each PDS committee is expected to undertake detailed scrutiny of its contracts – including scrutinising suppliers – and hold the Portfolio Holder to account on service quality and procurement arrangements.

Contract Register Summary

- 3.5 The Council has 205 active contracts covering all portfolios as of 17th June 2019 for the July reporting cycle as set out in Appendix 1.

3.6

Renewal and Recreation and Housing

Item	Category	Jul-19	Oct-19	Jan-20
Total Contracts	£50k+	12	25	27
Concern Flag	Concern Flag	0	0	0
Risk Index	Red	1	1	1
	Amber	6	12	11
	Yellow	5	11	12
	Green	0	1	3
Total		12	25	27
Procurement Status	Red	4	11	12
	Amber	0	3	1
	Yellow	0	1	2
	Green	8	10	12
Total		12	25	27

4. IMPACT ON VULNERABLE ADULTS & CHILDREN

4.1 The Corporate Contracts Register covers all Council services: both those used universally by residents and those specifically directed towards vulnerable adults and children. Addressing the impact of service provision on the vulnerable is a matter for the relevant procurement strategies, contracts, and delivery of specific services rather than this summary register.

5. POLICY IMPLICATIONS

5.1 The Council's renewed ambition is set out in the 2016-18 update to [Building a Better Bromley](#) and the Contracts Database (and Contract Registers) help in delivering the aims (especially in delivering the 'Excellent Council' aim). For an 'Excellent Council', this activity specifically helps by 'ensuring good contract management to ensure value-for-money and quality services'.

6. PROCUREMENT IMPLICATIONS

6.1 Most of the Council's (£50k plus) procurement spend is now captured by the Contracts Database. The database will help in ensuring that procurement activity is undertaken in a timely manner, that Contract Procedure Rules are followed and that Members are able to scrutinise procurement activity in a regular and systematic manner.

7. FINANCIAL IMPLICATIONS

7.1 The Contracts Database and Contract Registers are not primarily financial tools – the Council has other systems and reports for this purpose such as the Budget Monitoring reports. However, the CDB and Registers do contain financial information both in terms of contract dates and values and also budgets and spend for the current year.

8. PERSONNEL IMPLICATIONS

8.1 There are no direct personnel implications but the Contracts Database is useful in identifying those officers directly involved in managing the Council's contracts.

9. LEGAL IMPLICATIONS

9.1 There are no direct legal implications but the Contracts Database does identify those contracts which have a statutory basis and also those laws which should be complied with in delivering the contracted services.

9.2 A list of the Council's active contracts may be found on [Bromley.gov.uk](#) to aid transparency (this data is updated after each Contracts Sub-Committee meeting).

Non-Applicable Sections:	None
Background Documents: (Access via Contact Officer)	<ul style="list-style-type: none">• Appendix 1 – Key Data (All Portfolios)• Appendix 2 - Contracts Database Background information• Appendix 3 – Contracts Database Extract PART 1

Appendix 1 Key Data (All Portfolios)

Item	Category	July 2019	October 2019	January 2020
Contracts (>£50k TCV)	All Portfolios	205	207	214
Flagged as a concern 	All Portfolios	4	2	1
Capital Contracts	All Portfolios	9	5	3
Portfolio				
	Children, Education and Families	36	35	37
	Adult Care and Health	82	72	73
	Public Protection and Enforcement	5	5	5
	Executive, Resources and Contracts	56	55	55
	Environment and Community Services	14	15	17
	Renewal and Recreation and Housing	12	25	27
Total		205	207	214
Risk Index				
	Red	10	12	13
	Amber	74	72	74
	Yellow	82	83	84
	Green	39	40	43
Total		205	207	214
Procurement Status				
	Red	55	50	64
	Amber	23	48	40
	Yellow	45	24	19
	Green	82	85	91
Total		205	207	214
Procurement Status	Imminent	0	5	5
Total		0	5	5

Appendix 2 - Contracts Register Key and Background Information

Contract Register Key

1.1 A key to understanding the Corporate Contracts Register is set out in the table below.

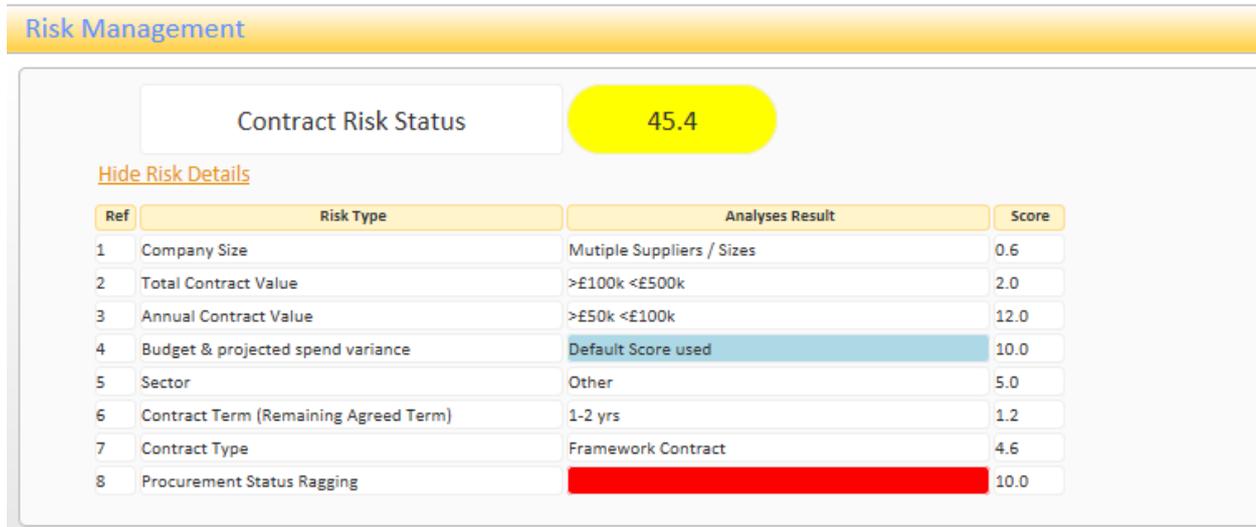
Register Category	Explanation
Risk Index	Colour-ranking system reflecting eight automatically scored and weighted criteria providing a score (out of 100) / colour reflecting the contract's intrinsic risk
Contract ID	Unique reference used in contract authorisations
Owner	Manager/commissioner with day-to-day budgetary / service provision responsibility
Approver	Contract Owner's manager, responsible for approving data quality
Contract Title	Commonly used or formal title of service / contract
Supplier	Main contractor or supplier responsible for service provision
Portfolio	Relevant Portfolio for receiving procurement strategy, contract award, contract monitoring and budget monitoring reports
Total Contract Value	The contract's value from commencement to expiry of formally approved period (excludes any extensions yet to be formally approved)
Original Annual Value	Value of the contract its first year (which may be difference from the annual value in subsequent years, due to start-up costs etc.)
Budget	Approved budget for the current financial year. May be blank due to: finances being reported against another contract; costs being grant-funded, complexity in the finance records e.g. capital (also applies to Projection)
Projection	Expected contract spend by the end of the current financial year
Procurement Status	Automatic ranking system based on contract value and proximity to expiry. This is designed to alert Contract Owners to take procurement action in a timely manner. Red ragging simply means the contract is nearing expiry and is not an implied criticism (indeed, all contracts will ultimately be ragged 'red').
Start & End Dates	Approved contract start date and end date (excluding any extension which has yet to be authorised)
Months duration	Contract term in months
Attention 	Red flag indicates that there are potential issues, or that the timescales are tight and it requires close monitoring. (also see C&P Commentary in Part 2)
Commentary	Contract Owners provide a comment – especially where the Risk Index or Procurement Status is ragged red or amber. Commissioning & Procurement Directorate may add an additional comment for Members' consideration <i>The Commentary only appears in the 'Part 2' Contracts Register</i>
Capital	Most of the Council's contracts are revenue-funded. Capital-funded contracts are separately identified (and listed at the foot of the Contracts Register) because different reporting / accounting rules apply

Contract Register Order

1.2 The Contracts Register is output in Risk Index order. It is then ordered by Procurement Status, Portfolio, and finally Contract Value. Capital contracts appear at the foot of the Register and 'contracts of concern' (to Commissioning & Procurement Directorate) are flagged at the top.

Risk Index

- 1.3 The Risk Index is designed to focus attention on contracts presenting the most significant risks to the Council. Risk needs to be controlled to an acceptable level (our risk appetite) rather than entirely eliminated and so the issue is how best to assess and mitigate contract risk. Contract risk is assessed (in the CDB) according to eight separate factors and scored and weighted to produce a Risk Index figure (out of 100). These scores are ragged to provide a visual reference.



Procurement Status

- 1.4 A contract's Procurement Status is a combination of the Total Contract Value (X axis) and number of months to expiry (Y axis). The table below is used to assign a ragging colour. Contracts ragged red, amber or yellow require action – which should be set out in the Commentary. Red ragging simply means the contract is nearing expiry and it is not an implied criticism (indeed, all contracts will ultimately be ragged 'red').

		Procurement / Commissioning Status					
Period	3 months						<div style="display: flex; align-items: center;"> <div style="width: 20px; height: 20px; background-color: red; margin-right: 5px;"></div> Requires an agreed plan <div style="width: 20px; height: 20px; background-color: yellow; margin-right: 5px;"></div> Develop / test options <div style="width: 20px; height: 20px; background-color: orange; margin-right: 5px;"></div> Consider options <div style="width: 20px; height: 20px; background-color: green; margin-right: 5px;"></div> No action required </div>
	6 months						
	9 months						
	12 months						
	18 months						
		£5k - £50k	£50k - £100k	£100k - £173k	£173k - £500k	>£500k	
		Total Contract Value					

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Contract Register Report - £50k Portfolio Filtered - Renewal and Recreation and Housing - January 2020

Risk Index	Contract ID	Owner	Approver	Contract Title	Supplier Name	Portfolio	Total Value	Original Annual Value	Budget	Projection	Proc. Status	Start Date	End Date	Months Duration	Attention	Capital
●	300	Lynnette Chamielec	Sara Bowrey	Housing - Private Sector Leasing for use as Temporary Accommodation	Orchard and Shipman PLC	Renewal and Recreation and Housing	7,812,100	1,562,420			■	01/04/2016	31/03/2021	60		
●	344	Alice Atabong	Sara Bowrey	Housing - Tenancy Support Services for Young People	DePaul UK Ltd	Renewal and Recreation and Housing	1,348,273	289,975			■	01/10/2016	30/09/2020	48		
●	117	Lynnette Chamielec	Sara Bowrey	Adults - Supporting People - Tenancy Support Services for Homeless People	Evolve Housing + Support	Renewal and Recreation and Housing	1,186,482	197,747			■	01/10/2014	30/09/2020	72		
●	347	Alice Atabong	Sara Bowrey	Housing - Tenancy Support Services	Hestia Housing and Support	Renewal and Recreation and Housing	780,404	195,101			■	01/10/2016	30/09/2020	48		
●	119	Alice Atabong	Sara Bowrey	Adults - Tenancy Sustainment for Women in Refuges	Bromley and Croydon Women's Aid	Renewal and Recreation and Housing	524,110	104,822			■	01/01/2016	31/12/2020	60		
●	3771	Philip Dodd	Sara Bowrey	Housing Needs: Provision of Temporary Accommodation	Kent Housing Ltd	Renewal and Recreation and Housing	102,557	43,953			■	01/07/2018	31/03/2020	21		
●	1466	Lynnette Chamielec	Sara Bowrey	Housing - Private Sector Leasing for use as Temporary Accommodation	DaBora Conway Ltd	Renewal and Recreation and Housing	81,120	27,040			■	06/02/2017	05/02/2020	36		
●	3716	Calvin Pearson	Sara Bowrey	HOPE – Homeless Reduction Act Module	Home Connections Lettings Ltd	Renewal and Recreation and Housing	75,250	58,750			■	16/01/2018	15/01/2020	24		
●	3773	Christine Gray	Sara Bowrey	IT System - Housing Record & Document Management System	Northgate Information Solutions Ltd	Renewal and Recreation and Housing	71,359	89,072			■	01/04/2018	31/03/2020	24		
●	2590	Tracey Wilson	Sara Bowrey	Housing - Framework for Essential Household Goods	Multiple Suppliers	Renewal and Recreation and Housing	608,000	152,000			■	01/04/2017	31/03/2021	48		
●	4948	Richard Griffiths	Lydia Lee	** Now Live ** Café Concession for Bromley Civic Centre - Prestigious Catering	The Prestigious Catering Company	Renewal and Recreation and Housing	508,000	508,000			■	01/10/2019	30/09/2021	24		
●	4942	Lynnette Chamielec	Sara Bowrey	Housing Consultant	Lambert Smith Hampton Ltd	Renewal and Recreation and Housing	66,380	66,380			■	16/09/2019	17/09/2020	12		
●	2594	Christine Gray	Sara Bowrey	IT System - Housing Information Systems	Orchard Information Systems Ltd	Renewal and Recreation and Housing	791,548	233,832			■	10/04/2017	09/04/2022	60		
●	3699	Tim Woolgar	Lydia Lee	Provision of Library Services	Greenwich Leisure Ltd	Renewal and Recreation and Housing	40,833,536	4,724,066			■	01/11/2017	31/10/2027	120		
●	4873	Alicia Munday	Lydia Lee	Mytime Active - Beckenham Spa	MyTime Active	Renewal and Recreation and Housing	15,600,000	390,000			■	01/04/2019	31/03/2059	480		
●	4878	Alicia Munday	Lydia Lee	Mytime Active - FRIL Pavilion	MyTime Active	Renewal and Recreation and Housing	10,000,000	250,000			■	01/04/2019	31/03/2059	480		
●	4877	Alicia Munday	Lydia Lee	Mytime Active - FRIL for High Elms Golf Course	MyTime Active	Renewal and Recreation and Housing	2,000,000	50,000			■	01/04/2019	31/03/2059	480		
●	4875	Alicia Munday	Lydia Lee	Mytime Active - FRIL Lease for Bromley Golf Course	MyTime Active	Renewal and Recreation and Housing	1,000,000	25,000			■	01/04/2019	31/03/2059	480		
●	4876	Alicia Munday	Lydia Lee	Mytime Active - FRIL for Crofton Halls	MyTime Active	Renewal and Recreation and Housing	1,000,000	25,000			■	01/04/2019	31/03/2059	480		
●	4874	Alicia Munday	Lydia Lee	Mytime Active - FRIL for Biggin Hill	MyTime Active	Renewal and Recreation and Housing	400,000	10,000			■	01/04/2019	31/03/2059	480		
●	33	Lizzi Hewitt	Lydia Lee	Norman Park Athletics Track	Norman Park Track Management Ltd	Renewal and Recreation and Housing	375,000	37,680			■	01/04/2014	31/03/2024	120		
●	4917	Tim Horsman	Sara Bowrey	Idox and Uniform	Idox Software Ltd	Renewal and Recreation and Housing	307,980	102,660			■	01/06/2019	31/05/2022	36		
●	2598	Tracey Wilson	Sara Bowrey	Housing - Statutory Homelessness Reviews	Independent Reviews Ltd	Renewal and Recreation and Housing	80,000	16,000			■	01/06/2017	31/05/2022	60		
●	4944	Catherine Pimm	Sara Bowrey	** Now Live ** Replacement of the District Heating System Boilers and Related works to Walnuts Leisure Centre	Frankham Consultancy Group	Renewal and Recreation and Housing	107,495	53,747			■	12/11/2019	11/11/2021	24		

●	4918	Lorraine McQuillan	Lydia Lee	Consultancy Agreement for the provision of a Business Improvement District (BID) in West Wickham Town Centre in the London Borough of Bromley	Savills Pace-Shaping & Marketing Ltd	Renewal and Recreation and Housing	53,900	53,900			■	01/06/2019	31/12/2020	19		
●	3615	Lizzi Hewitt	Lydia Lee	Biggin Hill Memorial Museum works	Building Associates Ltd	Renewal and Recreation and Housing	1,929,956	1,326,343			■	28/08/2017	31/01/2020	29		Capital
●	3818	Lizzi Hewitt	Lydia Lee	Crystal Palace Park Regeneration plan	AECOM new	Renewal and Recreation and Housing	812,240	497,648			■	09/02/2016	31/01/2020	47		Capital

Report No.
DRR20/010

London Borough of Bromley

PART ONE - PUBLIC

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

Date: Tuesday 21 January 2020

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

Title: HOUSING, PLANNING AND REGENERATION RISK REGISTER

Contact Officer: Denise Mantell, Strategy Officer
Tel: 020 8313 4113 Email: denise.mantell@bromley.gov.uk

Chief Officer: Sara Bowrey, Director, Housing, Planning and Regeneration

Ward: N/A

1. Reason for report

- 1.1 Risk Management is the identification, analysis and overall control of those risks which can impact on the Council's ability to deliver its priorities and objectives. Housing, Planning and Regeneration Services' Risk Register covers those risks which impact on its ability to deliver its priorities and objectives. This report enables Renewal, Recreation and Housing Policy Development and Scrutiny Committee to scrutinise those risks and the actions taken to control them in line with Audit Sub-Committee recommendations.
- 1.2 The Risk Register for the Housing, Planning and Regeneration Department has been developed in line with the new departmental structure.

2. **RECOMMENDATION(S)**

- 2.1 Members of the Renewal, Recreation and Housing Policy Development and Scrutiny Committee are asked to note:
- the revised Housing, Planning and Regeneration Risk Register and the existing controls in place to mitigate the risks.

Impact on Vulnerable Adults and Children

1. Summary of Impact: There is no direct impact, however many of the initiatives set out in the Portfolio Plan support the provision of and access to suitable accommodation to meet the housing needs of, and safeguard, vulnerable adults and children. Additionally, services such as Libraries and the Resource Shops are community focussed and support this group.

Corporate Policy

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

Financial

1. Cost of proposal: No cost
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Renewal, Recreation and Housing Portfolio 2019/20 approved revenue budget and capital programme
 4. Total current budget for this head: £71.3m
 5. Source of funding:
-

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:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All vulnerable adults and older people within Bromley
-

Ward Councillor Views

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

3. COMMENTARY

Background

- 3.1 Risk Management is the identification, analysis and overall control of those risks which can impact on the Council's ability to deliver its priorities and objectives. The Housing, Planning and Regeneration Risk Register feeds into the Corporate Risk Register, via the Corporate Risk Management Group, and comprises the high level departmental risks which are underpinned by more detailed registers contained within the divisional business plans.
- 3.2 Audit Sub-Committee agreed that the Corporate and Departmental Risk Registers would be reviewed at their meetings twice a year and then subsequently scrutinised by the relevant PDS Committee. Internal processes require that the departmental risk registers be updated and agreed by the Departmental Leadership Team (DLT) on a quarterly basis and be reviewed by the Corporate Risk Management Group.
- 3.3 Following the Council re-structure on 1 August 2019, the Housing, Planning and Regeneration Risk Register has been reviewed to incorporate risks associated with all four divisions within the new department. The Housing, Planning and Regeneration Risk Register has been agreed by Housing, Planning and Regeneration Leadership Team in December 2019.
- 3.4 The Housing, Planning and Regeneration Services Risk Register is attached as Appendix 1. The risks included in the Risk Register are outlined below.

Risk Reference	Risk
1	Failure to deliver Housing Financial Strategy
2	Failure to deliver effective Housing Needs services
3	Temporary Accommodation
4	Capital Grant
5	Recruitment and Retention
6	Welfare Reform
7	Business Interruption / Emergency Planning
8	Data Collections
9	Financial Performance
10	Health and Safety Regulations
11	Contractor Performance
12	Outreach Service
13	Vitality and Prosperity of Town Centres
14	Capital Schemes
15	Library Service
16	Planning Service
17	Community Infrastructure Levy
18	Section 106 Agreements
19	London Plan

- 3.5 Mitigating actions have seen five high risks reduced to significant risk, three high risks reduced to medium risk, three significant risks reduced to medium risk and three medium risks reduced to low risk.

Level of Risk	Gross Risk		Net Risk	
	No.	%	No.	%
High	11	58%	3	16%
Significant	3	16%	5	26%
Medium	5	26%	8	42%
Low	0	0%	3	16%
Total	19	100	19	100

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

5. The controls already in place and the further actions outlined in the Risk Register mitigate against adverse impacts on vulnerable adults and children.

6. POLICY IMPLICATIONS

There are no policy implications arising directly from this report. Any policy implications arising from the existing controls and the further action required to mitigate against the risks are reported to the PDS Committee separately.

7. FINANCIAL IMPLICATIONS

There are no financial implications arising directly from this report. Any financial implications arising from the existing controls and the further action required to mitigate against the risks are reported to the PDS Committee separately.

8. PERSONNEL IMPLICATIONS

There are no personnel implications arising directly from this report. Any personal implications arising from the existing controls and further action to mitigate against the risks are reported to the PDS Committee separately.

9. LEGAL IMPLICATIONS

There are no legal implications arising directly from this report. Any legal implications arising from the existing controls and further action to mitigate against the risks are reported to the PDS Committee separately.

10. PROCUREMENT IMPLICATIONS

There are no procurement implications arising directly from this report. Any procurement implications arising from the existing controls and further action to mitigate against the risks are reported to the PDS Committee separately.

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

Housing, Planning and Regeneration Risk Register

Q3 2019/20

REF	DIVISION	RISK TITLE & DESCRIPTION (a line break - press shift & return - must be entered after the risk title)	RISK CAUSE & EFFECT	RISK CATEGORY	GROSS RISK RATING (See next tab for guidance)					EXISTING CONTROLS IN PLACE TO MITIGATE THE RISK	CURRENT RISK RATING (See next tab for guidance)					FURTHER ACTION REQUIRED	RISK OWNER
					LIKE LIHO	OD	IMPACT	RISK RATING	NG		LIKE LIHO	OD	IMPACT	RISK RATING	NG		
1	All	Failure to deliver Housing Financial Strategy	<p>Cause(s):</p> <ul style="list-style-type: none"> - Demand led statutory services which can be difficult to predict - High number of households meeting criteria for temporary accommodation - Lack of suitable housing in-borough <p>Effect(s):</p> <ul style="list-style-type: none"> - Failure to achieve a balanced budget 	Financial	5	5	25					4	5	20	<ul style="list-style-type: none"> - Draft Housing Strategy in public consultation. - Housing Transformation Board to increase rate and pace of affordable housing supply. Six schemes approved by Members for progression. Update report due in Q4 2019/20 including the overall strategic approach to development and models for delivery. 	Director, Housing (Sara Bowrey)	
2	Housing Needs	Failure to deliver effective Housing Needs services The Council is unable to deliver an effective Housing Needs service to fulfil its statutory obligations	<p>Cause(s):</p> <ul style="list-style-type: none"> - very demand led - lack of experienced staff - homelessness is increasing in number and complexity of cases needing maximisation of early intervention - Lack of awareness of where households need to approach services - Managing households approaching Council for help <p>Effect(s):</p> <ul style="list-style-type: none"> - Failure to fulfil statutory obligations - Impact on life chances and outcomes for individuals and families in need of Housing Services - Reputational damage - Legal challenge 	Legal	4	4	16					2	4	8	<ul style="list-style-type: none"> - Focus on preventing homelessness and diversion to alternative housing options through:- - Landlord and Tenancy advice support and sustainment - Assistance (including financial aid) to access the private rented sector - Access to employment and training - Debt, money, budgeting and welfare benefits advice, including assistance to resolve rent and mortgage arrears - Sanctuary scheme for the protection of victims of domestic violence - Implementing the Homelessness Strategy - setting up the multi-agency Homelessness Forum and taking forward the priorities of the Strategy - Effective contract monitoring arrangements to ensure acceptable quality of service provision and value for money - Housing Transformation Board programme being implemented - Implementation of the More Homes Bromley initiative to ensure the supply reduces the reliance on nightly paid accommodation - New incentive campaign for private sector landlords embedded and benefits being realised. 	Assistant Director, Housing (Lynnette Chamielec)	
3	Housing Needs	Temporary Accommodation Inability to effectively manage the volume of people presenting themselves as homeless and the additional pressures placed on the homelessness budgets	<p>Causes:</p> <ul style="list-style-type: none"> - changes in government funding - rising number of placements (approx. 20 per month) - lack of local, affordable sustainable options <p>Effect(s):</p> <ul style="list-style-type: none"> - Failure to fulfil statutory obligations - Impact on life chances and outcomes for individuals and families in temporary accommodation - Increased risk of legal challenge due to provision of unsuitable accommodation (including shared accommodation) - Pressure on other services 	0	5	4	20					4	4	16	<ul style="list-style-type: none"> - Focus on preventing homelessness and diversion to alternative housing options through:- - Landlord and Tenancy advice support and sustainment - Assistance (including financial aid) to access the private rented sector - Access to employment and training - Debt, money, budgeting and welfare benefits advice, including assistance to resolve rent and mortgage arrears - Sanctuary scheme for the protection of victims of domestic violence - Implementing the Homelessness Strategy - setting up the multi-agency Homelessness Forum and taking forward the priorities of the Strategy - Effective contract monitoring arrangements to ensure acceptable quality of service provision and value for money - Housing Transformation Board programme being implemented - Implementation of the More Homes Bromley initiative to ensure the supply reduces the reliance on nightly paid accommodation - New incentive campaign for private sector landlords embedded and benefits being realised. 	Assistant Director, Housing (Lynnette Chamielec)	

Housing, Planning and Regeneration Risk Register

Q3 2019/20

REF	DIVISION	RISK TITLE & DESCRIPTION (a line break - press shift & return - must be entered after the risk title)	RISK CAUSE & EFFECT	RISK CATEGORY	GROSS RISK RATING (See next tab for guidance)				EXISTING CONTROLS IN PLACE TO MITIGATE THE RISK	CURRENT RISK RATING (See next tab for guidance)				FURTHER ACTION REQUIRED	RISK OWNER
					LIKE LIHO OD	IMPACT	RISK RATING	LIKE LIHO OD		IMPACT	RISK RATING				
8	Strategy, Performance and Corporate Transformation	Data Collections Failure to undertake statutory statistical data collections; including key housing and planning information, thereby adversely affecting government grant allocations and performance assessments	Cause(s): - Business Interruption Effect(s): - Failure to commission effectively - Adverse impact on the timing and quality of decision making	Data and Information	3	3	9	- Schedule of statutory returns has been incorporated into the Performance and Information team's work programme - Specialist members of the team for each area - Other staff trained to provide 'back up' for specialist members of the team - Good project planning in place to co-ordinate all data collections including contributions from other services	1	3	3	- Review of Planning IT system to deliver clear reporting and performance digest	Assistant Director, Strategy, Performance & Corporate Transformation (Naheed Chaudhry)		
9	Strategic Property	Financial Performance Failure to reach expected income through rental income and property disposal	Cause(s): - Failure to lease all properties - Failure to eliminate rent arrears - Downturn in property market Effect(s): - Reduced rental income - Reduced capital income - Impact on overall Council budget	Financial	3	5	15	- A programme of rent reviews, lease renewals, new lettings, lease renegotiations, cost recharges and cost refunds is being carried out by Custman and Wakefield to realise the target of £1m.	2	5	10	- Work with Liberata to pursue rental arrears	Assistant Director, Strategic Property (Michael Watkins)		
10	Strategic Property	Health and Safety Regulations Failure to comply with statutory regulations in Council occupied and leased properties	Cause(s): - Inadequate risk assessments - Lack of capacity to discharge the Council's H&S responsibilities - Ineffective monitoring of risks Effect(s): - Potential prosecution of Council and/or civil claims for compensation - Insurance claims - Potential accidents/fatalities - Corporate manslaughter	Physical/ Legal/ Financial	3	5	15	- Corporate Safety Adviser employed - Safety Policies reviewed and updated - Health and Safety works provided through Amey - Contractors held to account for managing Council premises to required legal standards	2	5	10		Assistant Director, Strategic Property (Michael Watkins)		
11	Strategic Property	Contractor Performance Failure to deliver facilities management service	Cause(s): - Inadequate qualified staffing resources - Lack of capacity to deliver outcomes Effect(s): - Failure to deliver statutory obligations - Poor performance impacts on work of Council officers	Contractual and Partnership - Operational	3	5	15	- Regular monitoring of performance and key performance indicators - Contractors make regular reports to Members on delivery of contract - Contract reviewed and escalation for change available subject to Contract Change Notification - Business continuity plans in place and draft Exit Plan received	2	5	10	- Benchmarking of contract in progress to inform the future of the contract - A series of recommendations regarding the future direction of the contract to be submitted to Executive in 2020	Assistant Director, Strategic Property (Michael Watkins)		
12	Culture and Regeneration	Outreach Service Failure to provide service in Cotmandene and Mottingham	Cause(s): - Buildings vulnerable to water and sewerage issues - Small staff base vulnerable to stress and sickness Effect(s): - Failure to deliver service - Closure of outreach centres - Impact on vulnerable adults	Social	3	4	12	- Staff experienced in averting aggressive behaviour. - Regular weekly Team Meetings to discuss issues and address staff wellbeing - Facilities managed and repairs arranged with contractors (Amey and Clarion Housing)	3	3	9	- Daily, weekly and monthly Health & Safety checks to be instituted - Lone working policy, CCTV and panic buttons, risk assessments in place - Allocating time for joint team meetings and staff training whilst maintaining delivery of service	Assistant Director, Culture and Regeneration (Lydia Lee)		

Housing, Planning and Regeneration Risk Register

Q3 2019/20

REF	DIVISION	RISK TITLE & DESCRIPTION (a line break - press shift & return - must be entered after the risk title)	RISK CAUSE & EFFECT	RISK CATEGORY	GROSS RISK RATING (See next tab for guidance)					EXISTING CONTROLS IN PLACE TO MITIGATE THE RISK	CURRENT RISK RATING (See next tab for guidance)					FURTHER ACTION REQUIRED	RISK OWNER
					LIKE LIHO OD	IMPACT	RISK RATING	LIKE LIHO OD	IMPACT		RISK RATING						
13	Culture and Regeneration	Vitality and Prosperity of Town Centres Failure of town centres to attract footfall and spend for retail and leisure opportunities	Cause(s): <ul style="list-style-type: none"> - Failure to redevelop High Streets and diversify the offer - National trend for decline in the traditional retail sector in town centres and competition from out of town developments and online shopping - Risk that established Business Improvement Districts do not succeed at renewal or that planned Business Improvement Districts do not get established resulting in reduced revenue spend to support businesses in town centre locations. - Poor development in town centres - Lack of investment in town centre facilities and public realm. Effect(s): <ul style="list-style-type: none"> - Reduction in town centre business occupancy and increase in vacancies - Loss of income from business rates and market charges, and reduction in income from parking charges - Poor public perception and negative publicity. - Lack of private sector or inward investment. - Reduction in property value. - Reduction in footfall and spend per head resulting in loss of business. 	Economic	3	3	9	<ul style="list-style-type: none"> - Support to Business Improvement Districts through renewal or ballot processes. - Work in partnership with Business Improvement Districts to drive town centre activity that support business success and include programming and events in town centres. - Secure funding for and deliver public realm improvements in town centres - Work with developers to bring forward suitable development that supports the vitality of town centres - Secure developer contributions for the benefit of town centres. - Investigate options for Renewal opportunities in all town centres. - Prioritise investment in town centre leisure facilities. 	2	2	4	<ul style="list-style-type: none"> - Work with businesses to investigate the viability of a Business Improvement District in West Wickham. - Create and implement a terms of reference document to redefine the relationship between Business Improvement Districts and the Council to better support the local economy. - Work with developers including Areli to bring forward sensitive town centre development that also secures improved facilities for community services. - Finalise town centre public realm improvement schemes. 	Assistant Director, Culture and Regeneration (Lydia Lee)				
14	Culture and Regeneration	Capital Schemes Failure to deliver housing schemes for temporary accommodation	Cause(s): <ul style="list-style-type: none"> - Failure to gain approval from Members for business cases - Failure to secure funding for schemes - Failure to deliver temporary accommodation schemes on time and in budget - Issues with land ownership and usage - Planning permission not granted or granted with conditions which impact adversely on costs - Issues with type of housing and construction - Lack of interest from market in developing sites Effect(s): <ul style="list-style-type: none"> - Failure to provide number of temporary accommodation units identified - Failure to produced identified savings as part of Housing Transformation Board programme - Impact on vulnerable families and children 	Financial/ Social	5	5	25	<ul style="list-style-type: none"> - Member approval gained for XXXX - Legal advice sought on ownship and usage issues and actions identified - York Rise contract being mobilised - Planning application for Burnt Ash Lane due to be submitted December 2019/January 2020 - Tenders reviewed and re-issued 	4	4	16	<ul style="list-style-type: none"> - Contract award reports for Bushell Way and Anerley due at Executive in February 2020. 	Assistant Director, Culture and Regeneration (Lydia Lee)				
15	Culture and Regeneration	Library Service Failure to provide statutory library service	Cause(s): <ul style="list-style-type: none"> - Service provider ceases to trade due to financial difficulties - Service provider chooses to terminate contract - Council terminates contract because service provider fails to consistently meet KPIs - Service does not meet contracted levels because of industrial action Effect(s): <ul style="list-style-type: none"> - Temporary cessation of library service in borough - Adverse public response - Possible impact on partners in shared use buildings - Social impact on vulnerable adults and families using library facilities and activities 	Legal Reputational Social	2	4	8	<ul style="list-style-type: none"> - Monitoring of service provider to identify potential financial difficulties - KPIs monitored regularly: twice yearly reports to Members and monthly/annual review meetings with service provider - Exit plan in place to manage any closure of contracted service and bring service in-house 	1	3	3		Assistant Director, Culture and Regeneration (Lydia Lee)				

Housing, Planning and Regeneration Risk Register

Q3 2019/20

REF	DIVISION	RISK TITLE & DESCRIPTION (a line break - press shift & return - must be entered after the risk title)	RISK CAUSE & EFFECT	RISK CATEGORY	GROSS RISK RATING (See next tab for guidance)					EXISTING CONTROLS IN PLACE TO MITIGATE THE RISK	CURRENT RISK RATING (See next tab for guidance)					FURTHER ACTION REQUIRED	RISK OWNER
					LIKE	LIHO	OD	IMPACT	RISK RATING		LIKE	LIHO	OD	IMPACT	RISK RATING		
16	Planning	Planning Service Failure to deliver statutory requirements related to planning	Cause(s): - Failure of Planning IT service - Lack of suitably qualified staff to provide expertise within the service Effect(s): - Council enters 'designation' status resulting in major planning decisions being removed from Council decision-making process leading to income loss to Council and lack of local control - Failure to prevent unauthorised development - Failure to respond to planning applications within statutory timescales - Planning decisions overturned on appeal - Failure to enforce Tree Protection Orders, protect listed buildings and conservation areas - Adverse public response	Legal Financial Reputational		3	4		12	- Planning software upgraded annually and maintained by software developer. - Staffing levels and skill set appropriate for current levels of demand - Planning Advisory Service (PAS) review of service in June 2019 resulted in an improvement plan which is being delivered and reported to Members.		2	3		6		Assistant Director, Planning (Tim Horsman)
17	Planning	Community Infrastructure Levy Failure to adopt local CIL and use for local infrastructure	Cause(s): - Failure to have local CIL schedule agreed and adopted - Failure to implement and collect the local CIL - Failure to use local CIL appropriately Effect(s): - Lack of funding for infrastructure to support new developments - Lack of funding to provide Infrastructure Delivery Team	Legal Financial		2	3		6	- Preparation for adoption local CIL commenced - Recruitment of experienced Infrastructure Delivery Scheme Manager to ensure successful adoption of agreed local CIL		2	3		6		Assistant Director, Planning (Tim Horsman)
18	Planning	Section 106 Agreements Failure to complete S106 agreements for affordable housing	Cause(s): - Lack of appropriately qualified staff to ensure S106 agreements are implemented as appropriate - Lack of S106 Monitoring Officer in post Effect(s): - Impact on level of supporting infrastructure in borough - S106 monies not being spent on appropriate infrastructure and housing schemes	Financial Social		3	3		9	- Maintaining appropriate staff to administer S106 agreements - Planning Application Team performing S106 Monitoring Officer function		2	3		6	- Ensure function of S106 Monitoring Officer included in proposed Infrastructure Delivery Team	Assistant Director, Planning (Tim Horsman)
19	Planning	London Plan Failure to deliver level of housing in Bromley contained in Mayor of London's plan	Cause(s): - Mayor of London's Plan requires greater levels of housing to be built in Bromley than in Local Plan - Planning permission for sufficient level of development not granted - Landbanking by developers resulting in targets of new houses not being met in a timely fashion Effect(s): - Bromley penalised at planning appeal stage	Reputational Financial		5	3		15	- Local Plan policies being reviewed to identify suitable sites - Contribution to consultation stage of London Plan emphasising issues around small sites		3	3		9	- Review of Local Plan in line with London Plan once published in early 2020	Assistant Director, Planning (Tim Horsman)

Risk Assessment Guidance

Likelihood	Almost Certain (5)	5	10	15	20	25	15+ 10 - 12 5 - 9 1 - 4	<p>High Risk - review controls and actions every month</p> <p>Significant Risk - review controls and actions every 3 months</p> <p>Medium Risk - review controls and actions every 6 months</p> <p>Low Risk - review controls and actions at least annually</p>
	Highly likely (4)	4	8	12	16	20		
	Likely (3)	3	6	9	12	15		
	Unlikely (2)	2	4	6	8	10		
	Remote (1)	1	2	3	4	5		
		Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)		Impact

Risk Likelihood Key					
	Score - 1	Score - 2	Score - 3	Score - 4	Score - 5
	Remote	Unlikely	Possible	Likely	Definite
Expected frequency	10 - yearly	3 - yearly	Annually	Quarterly	Monthly

Risk Impact Key					
Risk Impact	Score - 1	Score - 2	Score - 3	Score - 4	Score - 5
	Insignificant	Minor	Moderate	Major	Catastrophic
Compliance & Regulation	Minor breach of internal regulations, not reportable	Minor breach of external regulations, not reportable	Breach of internal regulations leading to disciplinary action Breach of external regulations, reportable	Significant breach of external regulations leading to intervention or sanctions	Major breach leading to suspension or discontinuation of business and services
Financial	Less than £50,000	Between £50,000 and £100,000	Between £100,000 and £1,000,000	Between £1,000,000 and £5,000,000	More than £5,000,000
Service Delivery	Disruption to one service for a period of 1 week or less	Disruption to one service for a period of 2 weeks	Loss of one service for between 2-4 weeks	Loss of one or more services for a period of 1 month or more	Permanent cessation of service(s)
Reputation	Complaints from individuals / small groups of residents Low local coverage	Complaints from local stakeholders Adverse local media coverage	Broader based general dissatisfaction with the running of the council Adverse national media coverage	Significant adverse national media coverage Resignation of Director(s)	Persistent adverse national media coverage Resignation / removal of CEX / elected Member
Health & Safety	Minor incident resulting in little harm	Minor Injury to Council employee or someone in the Council's care	Serious Injury to Council employee or someone in the Council's care	Fatality to Council employee or someone in the Council's care	Multiple fatalities to Council employees or individuals in the Council's care

INSTANT GUIDE TO RISK MANAGEMENT

The Process	Identify your risks	Assess your risks	Control your risks	Monitor and Review your risks
<p>Risk Management is an important element of the system of internal control. It is based on a process designed to identify and prioritise risks to achieving Bromley's policies, aims and objectives.</p> <p>The Risk Management process is a continuous cycle:</p> <p>Using your objectives Identify your risks> Assess your risks > Control your risks> Monitor and Review your risks.</p> <p>Useful definitions:</p> <p>Risk Management is the identification, analysis and overall control of those risks which can impact on the Council's ability to deliver its priorities and objectives.</p> <p>Risk is the chance of something happening which will have an impact on objectives.</p> <p>The message is that if you don't manage your risks then you are unlikely to achieve your objectives</p>	<p>Brainstorming session using IE&E plans and departmental objectives, to identify threats and opportunities.</p> <p>Useful analytical tools:</p> <p>Political Economic Social Technological Legal Environmental</p> <p>PESTLE provides a simple and useful framework for identifying and analysing external factors which may have an impact on your service.</p> <p>Strengths Weaknesses Opportunities Threats</p> <p>Using the PESTLE output SWOT is a technique that can help a service to focus on areas for improvement and opportunities that could be pursued.</p> <p>Remember if it can go wrong it will go wrong.</p>	<p>We use a 5 x 5 matrix to assess risks (see Risk Assessment Guidance tab).</p> <p>Risk is scored using a traffic light system:</p> <p>Red = High Amber = Significant Yellow = Medium Green = Low</p> <p>There are two risk variables that make up the overall risk rating:</p> <p>Impact – how minor / severe is it when it happens?</p> <p>Likelihood – how likely is it / how often does it happen?</p> <p>The Risk Management Toolkit provides detailed guidance on how to score these.</p> <p>Some of these assessments can be based on past experience. In other cases you will need to take a view.</p> <p>We measure both gross risk (before any controls are taken into account) and net or residual risk.</p>	<p>Consider the controls you have in place to mitigate or reduce the risk.</p> <p>What further controls are required? Record these as actions until they are completed.</p> <p>Consider the cost of any controls against the potential benefit gained.</p> <p>What is our Risk Appetite? An element of risk is unavoidable or we would never do anything!</p> <p>AVOID a risk – stop doing the activity</p> <p>REDUCE a risk – put additional controls in place</p> <p>TRANSFER a risk – by insuring or passing the risk to a third party</p> <p>TAKE a risk – monitor to ensure the impact and likelihood do not change</p> <p>Risk of service failure can be minimised by ensuring effective Business Continuity Plans are in place. For guidance contact Laurie Grasty x4764..</p>	<p>Risks should be reviewed at least annually and whenever your business plans change.</p> <p>Remember risks evolve and change over time. Are the controls still effective?</p> <p>Your aim should be to:</p> <p>Manage threats that may hinder delivery of priorities and maximise opportunities that will help to deliver them.</p> <p>The Bromley Risk Register is maintained centrally by Audit and includes details of the risks, risk owners, controls and actions. Contact James Newell x4842.</p> <p>Further guidance on Risk Management can be found in the Managers' Toolkit on onebromley. This also provides links to the Risk Management Strategy, Risk Management Toolkit and Risk Register.</p> <p>The site also provides a link to the Health and Safety Unit who carry out H&S risk assessments. For guidance contact the Corporate Safety Advisor Charlotte Faint x7584.</p>

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Report No.
DRR20-002

London Borough of Bromley

PART ONE - PUBLIC

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

Date: 21st January 2020

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

Title: **HOUSING PERFORMANCE REPORT**

Contact Officer: Lynnette Chamielec, Assistant Director of Housing
E-mail: Lynnette.Chamielec@bromley.gov.uk Tel: 0208 313 4009

Chief Officer: Sara Bowrey: Director of Housing, Planning, Property and Regeneration
Email: sara.bowrey@bromley.gov.uk Tel: 0208 313 4013

Ward:

1. Reason for report

- 1.1 To provide Members of the Committee with a regular update of key performance indicators in respect of Housing.

2. **RECOMMENDATION(S)**

- 2.1 Members of the Committee are asked to note and where appropriate comment on the contents of this report.

Impact on Vulnerable Adults and Children

1. Summary of Impact: N/A
-

Corporate Policy

1. Policy Status: Not Applicable:
 2. BBB Priority: Children and Young People Excellent Council Supporting Independence:
-

Financial

1. Cost of proposal: Individual Schemes Reported Separately
 2. Ongoing costs: Recurring Cost and Non-Recurring Cost
 3. Budget head/performance centre: Operational Housing
 4. Total current budget for this head: £11m
 5. Source of funding: Housing Needs Revenue Budget
-

Personnel

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

Legal

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

Procurement

1. Summary of Procurement Implications: N/A
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Approximately 6000 new approaches to the service per annum. Ongoing Register of approximately 3500 households.
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 The Housing Department provides a range of statutory housing services to Bromley residents.
- 3.2 This includes the provision of a Housing Register, housing options, advice and homelessness support, temporary accommodation, allocation of accommodation through private sector procurement and the maintenance of nomination rights with Registered Providers (housing associations), money advice services, tenancy sustainment, a support and resettlement service, specialist young people's integrated housing and social work service and the management of two traveller sites.
- 3.3 More detailed analysis of any areas that Members wish to review in more depth can be brought back as requested.

4. SERVICE PROFILE/DATA ANALYSIS (Please refer to Appendix 1)

4.1 Homelessness:

- 4.1.2 The instances of homelessness prevention have increased against the same period in 2018/19 however success in respect of relieving homelessness has reduced slightly. The Housing teams are continuing to review options to strengthen early intervention and prevention action in order to reduce the number of cases progressing to either the relief or full duty stages.
- 4.1.3 The service went live with a new Housing Management Information System (HOPE) in December 2019. This has required a reconciliation exercise and ongoing transfer of legacy data. There will continue to be a slight lag as all of the cases are closed down but the stats will begin to level out in the new financial year.
- 4.1.4 The figures for homeless acceptances are currently being reconciled but are likely to be inflated as the result of significant amount of data cleansing being undertaken. Services to clients have not been negatively impacted as the associated work has been undertaken but has not, in all cases, been reflected on the outgoing systems.
- 4.1.5 The shortcomings in the outgoing systems are being addressed with the implementation of HOPE with a workflow system that ensures that officers are guided to compulsorily update the system in order to progress a case effectively.

4.2 Numbers on the Housing Register:

- 4.2.1 The service went live with a new Housing Management Information System (Orchard) in December 2019. The Housing Register was closed for two days and clients were invited to complete an online application via the new system. The Housing teams continued to provide support to any households approaching in a crisis during that time. Nominations continued to be made via direct offers as allowed for in the published Allocation Scheme.
- 4.2.2 The Housing Register team have been providing support and assistance to those who require it as part of the re-registration process. They have also engaged other services, such as the Leaving Care Team, in order to ensure that vulnerable clients are assisted to re-apply.
- 4.2.3 All outstanding applications submitted to the Housing Register were processed by the 16th of December 2019. Re-registration commenced on the 18th of December 2019. As of the 9th of

January 2020, 1119 online applications had been submitted. 416 of these have already been fully processed in preparation for the commencement of online bidding on the 29th of January 2020.

4.2.4 Where there has been no change of circumstances clients banding (priority) and effective date will remain the same in the new system as it was in the former system.

4.3 Numbers in temporary accommodation:

4.3.1 Numbers in temporary accommodation have fluctuated throughout the year. The focus continues to be on driving down the number of households in expensive and insecure nightly paid accommodation each unit of which costs the Council an average of £6.5k per household per annum.

4.3.2 A number of schemes for the provision of new temporary accommodation that is located within borough and under the control of the Council have been brought forward and are progressing.

4.4 Number of social housing moves:

4.4.1 As reported previously there continues to be a general slowing down in the number of socially rented properties available. This increases waiting times on the Housing Register, the length of time that a household can expect to wait in temporary accommodation and the overall cost to the Council to support these households.

4.5 Number of private rented sector (PRS) moves:

4.5.1 In 2018/19 the average cost to secure a private rented property was £3,223 per household. In 2019/20, so far, this has dropped to £3,037 per household. Whilst this represents significant savings against the cost of nightly paid temporary accommodation the long term sustainability and impact upon the private sector will need to be closely monitored.

5 FINANCIAL IMPLICATIONS

5.1 There are no financial implications arising from this report however, the actions set out within the performance areas of this report cumulatively aim to maximise the prevention of homelessness and minimise the use of temporary accommodation resources in the most cost effective and efficient way.

6 POLICY IMPLICATIONS

6.1 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 requirements and local priorities.

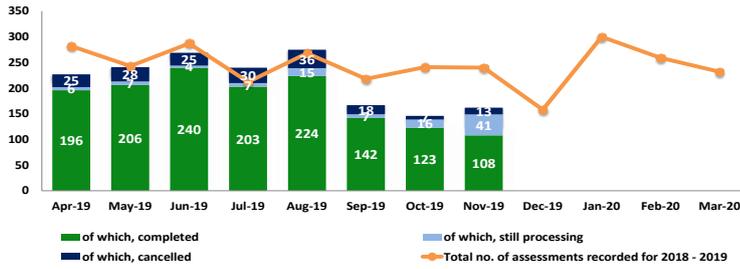
Non-Applicable Sections:	Impact on Vulnerable Adults and Children / Personnel Implications / Legal Implications / Procurement Implications.
Background Documents: (Access via Contact Officer)	N/A

4 SERVICE PROFILE/DATA ANALYSIS

4.1 No. of homeless approaches (initial assessments recorded)

Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Total
227	241	269	240	275	167	146	162					1727
Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Total
282	243	287	212	268	218	241	240	158	300	259	232	2940

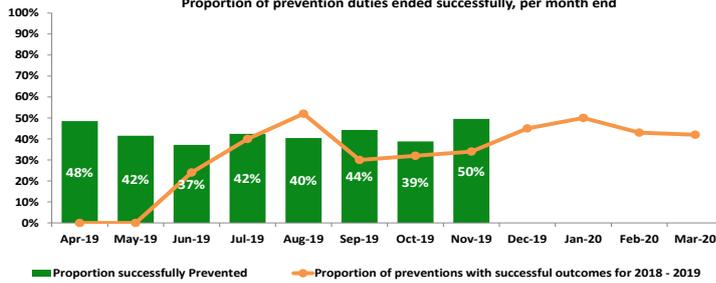
Total number of Initial Assessments recorded for current reporting year, per month end



No. of successful prevention duties

Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Total
16	22	29	42	19	27	26	56					237
Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Total
0	0	5	18	40	17	13	25	22	42	25	25	231

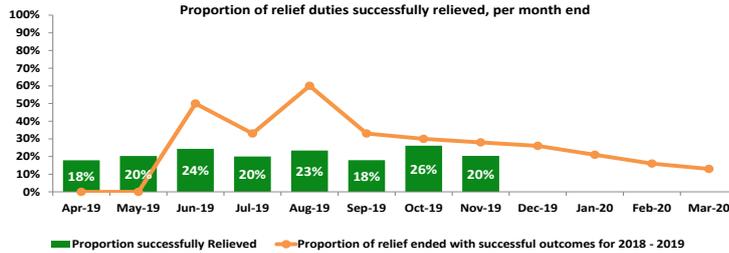
Proportion of prevention duties ended successfully, per month end



No. of successful relief duties

Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Total
5	14	9	10	11	12	12	11					84
Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Total
0	0	23	19	47	17	10	16	8	9	7	6	161

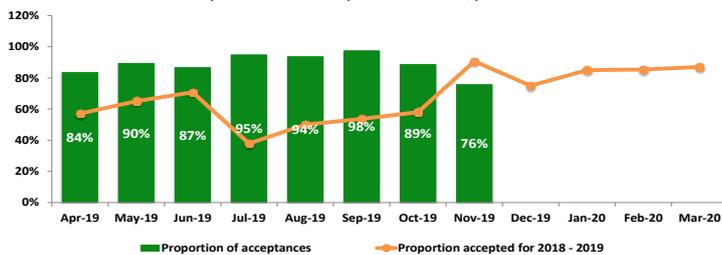
Proportion of relief duties successfully relieved, per month end



No. of acceptances (owed a full homeless duty)

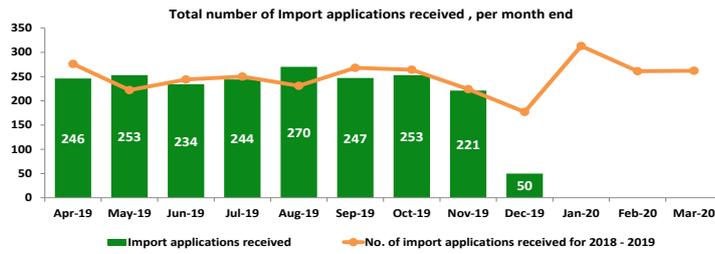
Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Total
31	43	20	39	31	43	40	19					266
Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Total
28	28	17	11	15	22	40	39	24	17	41	20	302

Proportion of cases accepted as homeless, per month end



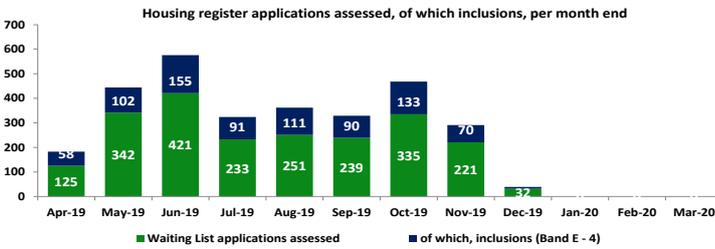
4.2 No. of approaches to housing register (import applications received)

Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Total
246	253	234	244	270	247	253	221	50				2018
Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Total
276	222	244	250	231	268	264	224	177	313	261	262	2992



No. of new inclusions to housing register

Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Total
58	102	155	91	111	90	133	70	7				817



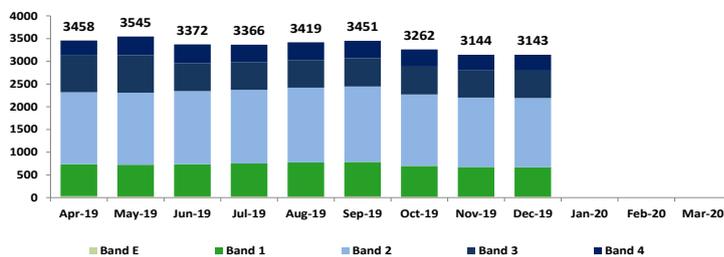
Housing register breakdown by band

Band	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20
Band E	32	28	27	27	26	27	22	25	23			
Band 1	702	696	707	724	749	759	676	649	644			
Band 2	1585	1585	1610	1622	1646	1660	1573	1528	1526			
Band 3	823	826	617	605	607	621	612	598	601			
Band 4	316	410	411	388	391	384	379	344	349			
Total	3458	3545	3372	3366	3419	3451	3262	3144	3143			

Housing register breakdown by bed size

Band	0-1 bed	2 bed	3 bed	4 bed	5 bed	6 bed	7 bed
Band E	2	11	9	1	0	0	0
Band 1	309	139	111	58	21	5	1
Band 2	213	896	330	72	14	1	0
Band 3	216	85	239	57	4	0	0
Band 4	181	104	51	11	1	1	0
Total	921	1235	740	199	40	7	1

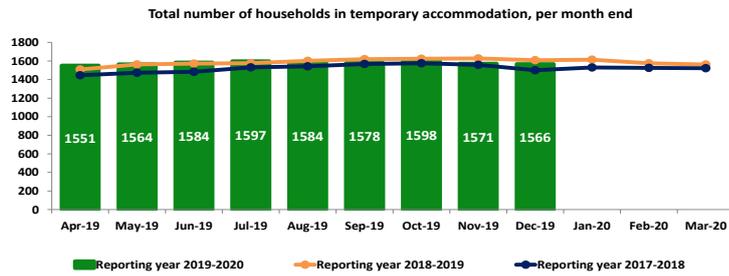
Total number of applicants on waiting list register by banding



4.3 No. of households in temporary accommodation by type

	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20
NPA	908	920	932	938	946	946	940	917	913			
All other TA	643	644	652	659	638	632	658	654	653			
Total	1551	1564	1584	1597	1584	1578	1598	1571	1566			

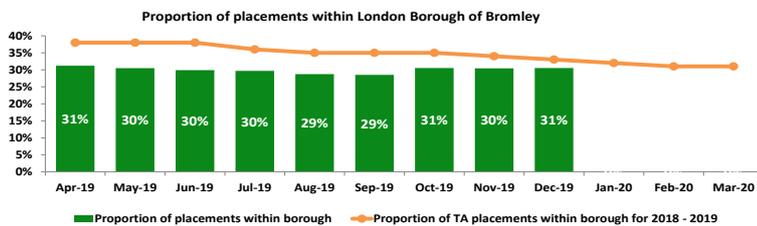
	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19
NPA	901	939	953	969	993	991	994	996	987	987	961	938
All other TA	608	624	619	608	609	629	630	632	621	627	614	624
Total	1509	1563	1572	1577	1602	1620	1624	1628	1608	1614	1575	1562



No. of households in temporary accommodation by location

Bromley Borough	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20
Within	484	477	474	474	455	450	488	478	478			
Outside	1067	1087	1110	1123	1129	1128	1110	1093	1088			
Total	1551	1564	1584	1597	1584	1578	1598	1571	1566			

Bromley Borough	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19
Within	574	594	591	561	557	567	561	546	530	516	484	486
Outside	935	969	981	1016	1045	1053	1063	1082	1078	1098	1091	1076
Total	1509	1563	1572	1577	1602	1620	1624	1628	1608	1614	1575	1562

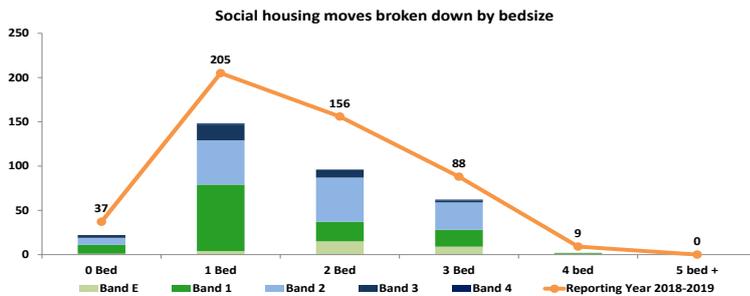


4.4 No. of social housing moves broken down by bedsize

2019-20*		0 Bed	1 Bed	2 Bed	3 Bed	4 bed	5 bed +	
Band E	EH	0	0	5	2	0	0	
	ER	0	0	3	3	0	0	
	ET	1	4	7	4	1	0	
Band 1	1H	4	39	4	5	0	0	
	1R	5	27	10	6	1	0	
	1T	1	9	8	8	0	0	
Band 2	2H	8	50	49	31	0	0	
	2R	0	0	1	0	0	0	
	2T	0	0	0	0	0	0	
Band 3	3H	0	4	0	0	0	0	
	3R	2	13	2	0	0	0	
	3T	1	1	7	2	0	0	
Band 4	4H	0	1	0	0	0	0	
	4R	0	0	0	1	0	0	
	4T	0	0	0	0	0	0	
Totals		22	148	96	62	2	0	330

2018-19*		0 Bed	1 Bed	2 Bed	3 Bed	4 bed	5 bed +	
Band E	EH	0	1	6	1	0	0	
	ER	1	2	1	3	0	0	
	ET	4	35	35	15	3	0	
Band 1	1H	7	27	11	3	0	0	
	1R	4	32	14	10	2	0	
	1T	1	15	10	7	2	0	
Band 2	2H	12	69	68	40	1	0	
	2R	0	1	1	0	0	0	
	2T	0	0	0	0	0	0	
Band 3	3H	4	10	1	0	0	0	
	3R	3	9	2	0	0	0	
	3T	1	3	7	9	1	0	
Band 4	4H	0	1	0	0	0	0	
	4R	0	0	0	0	0	0	
	4T	0	0	0	0	0	0	
Totals		37	205	156	88	9	0	495

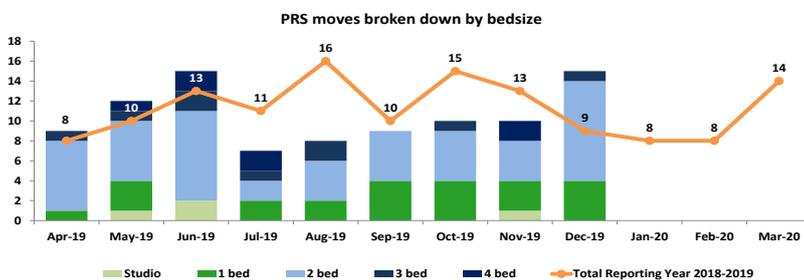
* Data presented is valid up to December of respective reporting year. Excludes January, February, March for fair comparison purposes.



4.5 Number of PRS moves broken down by bedsize

	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Total
Studio	0	1	2	0	0	0	0	1	0				4
1 bed	1	3	0	2	2	4	4	3	4				23
2 bed	7	6	9	2	4	5	5	4	10				52
3 bed	1	1	2	1	2	0	1	0	1				9
4 bed	0	1	2	2	0	0	0	2	0				7
Total	9	12	15	7	8	9	10	10	15				95

	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Total
Studio	1	1	1	0	0	0	0	1	0	0	0	0	4
1 bed	0	3	2	2	2	2	3	3	4	3	1	3	28
2 bed	3	6	8	8	4	6	5	6	1	4	6	7	64
3 bed	3	0	2	1	8	1	5	3	3	0	1	2	29
4 bed	1	0	0	0	2	1	2	0	1	1	0	2	10
Total	8	10	13	11	16	10	15	13	9	8	8	14	135



Report No.
CSD20010

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Renewal, Recreation and Housing PDS Committee

Date: 21 January 2020

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

Title: **RENEWAL, RECREATION AND HOUSING PDS COMMITTEE
WORK PROGRAMME – FEB-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 Special PDS meeting in February and the final scheduled meeting of the Municipal Year in March 2020.

Impact on Vulnerable Adults and Children

1. Summary of Impact: None
-

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 Special meeting in February and the final scheduled meeting of the Municipal Year in March 2020 is attached at **Appendix A**.

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

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Report Title	Report Author	PH Decision (Yes/No)
Special Renewal, Recreation and Housing Policy Development and Scrutiny Committee – 11 February 2020		
Contract Award – Anerley and Banbury (Parts 1 and 2)	AM	Yes/No
Provision of Full Fibre Broadband`	HJ	Yes/No
Crystal Palace Regeneration Plan (possibly March)	LL	Yes/No
Renewal, Recreation and Housing Policy Development and Scrutiny Committee – 25 March 2020		
Matters Outstanding from Previous Meetings	LT	No
Budget Monitoring	KL/KB	Yes
Mears Ltd Contract Performance Report	LC	No
Orchard and Shipman – Provision of Housing Services	LC	No
Private Sector Leasing Scheme Contract	LC	No
Approach to Building Homes in Bromley	LC	No
Annual Housing, Regeneration and Planning Portfolio Plan	NT/LL	No
Housing Performance Report (To go to all RR&H PDS Meetings as requested by Members in Minute 36 – 03/09/19)	LC/TW	No
Housing Delivery Vehicle – Options Appraisal	SB	No
Essential Household Goods Framework	TW	Yes/No
Expenditure on Consultants	P Gibbs	No
Contract Monitoring Report: Library Service	TW	No
Provision of Library Services – Contract Performance Report (all meetings as indicated by TW in Minute 33 – 03/09/19)	TW	No
Update on Chislehurst Library (requested by Cllr Benington in Minute 36 – 03/09/19)	MW	No
Town Centre Improvements Update (including Orpington Masterplan/regeneration strategy (as indicated by VR in	HJ	No

Report Title	Report Author	PH Decision (Yes/No)
Minute 25 – 03/09/19)		
Planning Performance and Planning Enforcement	TH/JS	No
Chairman's Annual Report	Chairman	No
Work Programme	LT	No
<u>Exempt Reports</u>		

FUTURE REPORTS FOR RENEWAL, RECREATION AND HOUSING

Report Title	Timescale	Report Author
Update on further work undertaken on the Abolition of Section 21 of the Housing Act 1988 (requested by Cllr King – Minute 48 – 05/11/19)	TBC	TW
More Homes Bromley Annual Update	April 2020	SB
Presentation by new Contractor for York Rise Modular Units	TBC	AM

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