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DATE: 16 March 2020

To: Members of the
**EXECUTIVE, RESOURCES AND CONTRACTS POLICY DEVELOPMENT AND
SCRUTINY COMMITTEE**

A meeting of the Executive, Resources and Contracts Policy Development and Scrutiny Committee will be held at Bromley Civic Centre on **THURSDAY 26 MARCH 2020 AT 7.00 PM**

MARK BOWEN
Director of Corporate Services

*Copies of the documents referred to below can be obtained from
<http://cbs.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 **MINUTES OF THE EXECUTIVE, RESOURCES AND CONTRACTS PDS COMMITTEE MEETING HELD ON 5 FEBRUARY 2020 (EXCLUDING EXEMPT ITEMS) (Pages 3 - 14)**
- 4 **MATTERS OUTSTANDING AND WORK PROGRAMME (Pages 15 - 24)**
- 5 **FORWARD PLAN OF KEY DECISIONS (Pages 25 - 30)**

HOLDING THE RESOURCES, COMMISSIONING AND CONTRACTS PORTFOLIO HOLDER TO ACCOUNT

- 6 **RESOURCES, COMMISSIONING AND CONTRACTS MANAGEMENT PORTFOLIO - PRE-DECISION SCRUTINY (IF ANY)**

Portfolio Holder decisions for pre-decision scrutiny.

a CAPITAL PROGRAMME MONITORING 2019/21 Q.3_(Pages 31 - 38)

HOLDING THE EXECUTIVE TO ACCOUNT

7 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS

Members of the Committee are requested to bring their copy of the agenda for the Executive meeting on

POLICY DEVELOPMENT AND OTHER ITEMS

8 SCRUTINY OF THE LEADER

9 ANNUAL SCRUTINY REPORT 2019/20 (Pages 39 - 64)

PART 2 AGENDA

10 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

11 PRE-DECISION SCRUTINY OF EXEMPT EXECUTIVE REPORTS (IF ANY)

12 BIGGIN HILL MEMORIAL MUSEUM (Pages 65 - 74)

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

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EXECUTIVE, RESOURCES AND CONTRACTS POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 5 February 2020

Present:

Councillor Simon Fawthrop (Chairman)
Councillor Christopher Marlow (Vice-Chairman)
Councillors Gareth Allatt, Julian Benington, Ian Dunn,
Nicky Dykes, Will Harmer, Russell Mellor, Keith Onslow,
Chris Pierce, Michael Rutherford, Michael Tickner,
Stephen Wells and Angela Wilkins

Also Present:

Councillor Graham Arthur, Portfolio Holder for Resources,
Commissioning and Contracts Management
Councillor Kira Gabbert, Executive Assistant to the
Resources, Commissioning and Contracts Management
Portfolio
Councillor Colin Smith, Leader of the Council

117 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Councillors David Cartwright, Mary Cooke and Robert Evans submitted apologies for absence. Councillors Chris Pierce and Keith Onslow attended as respective substitutes for Councillors Cartwright and Cooke.

118 DECLARATIONS OF INTEREST

In respect of Minute 8(14) – Legal Alliance Framework Agreement – Councillor Wilkins declared that her two daughters worked in Chambers.

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

No questions were received.

120 MINUTES OF THE EXECUTIVE, RESOURCES AND CONTRACTS PDS COMMITTEE MEETING HELD ON 8 JANUARY 2020 (EXCLUDING EXEMPT ITEMS)

The minutes of the meeting held on 8 January 2020, were agreed and signed as a correct record subject to the correction of a minor typing error.

**121 MATTERS OUTSTANDING AND WORK PROGRAMME
Report CSD20029**

The report set out matters outstanding from previous meetings and the proposed work plans for 2019/20 and 2020/21.

In response to a question, the Chairman confirmed that he had written to the Chief Executive regarding the 10% increase in his budget and had received a satisfactory explanation.

Members of the Committee welcomed the inclusion in the report of the proposed work plan for 2020/21 and suggested that all PDS Committees should have sight of proposed work plans for the next municipal year.

The Committee also noted that an update on the Growth Fund was currently included in the Capital Programme report and going forward would be linked to the Housing Strategy and Schemes which would be reported to Renewal, Recreation and Housing PDS.

Members noted that a more detailed report on the Council's property portfolio would be presented later in the year.

RESOLVED: That

- 1. Progress on matters outstanding from previous meetings be noted;**
- 2. The work programme for 2019/20 and the proposed work programme for 2020/21 be noted.**

122 FORWARD PLAN OF KEY DECISIONS

The Committee noted the Forward Plan of Key Decisions covering the period February 2020 to May 2020.

**123 RESOURCES, COMMISSIONING AND CONTRACTS
MANAGEMENT PORTFOLIO - PRE-DECISION SCRUTINY**

The Committee considered the following report where the Resources, Contracts and Commissioning Portfolio Holder was recommended to take a decision.

- a TREASURY MANAGEMENT - ANNUAL INVESTMENT
STRATEGY AND QUARTER 3 PERFORMANCE 2019/20
Report FSD20026**

The report summarised Treasury Management activity during the third quarter of 2019/20 and presented the Treasury Management Strategy and the Annual Investment Strategy for 2020/21, which were required by the CIPFA Code of

Practice for Treasury Management in the Public Services to be approved by the Council. The report also included prudential indicators and the MRP (Minimum Revenue Provision) Policy Statement, both of which require the approval of Council. For clarification, the Council was required by statute to agree and publish prudential indicators, primarily to confirm that the Council's capital expenditure plans were affordable and sustainable. Bromley did not borrow to finance its capital expenditure and, as a result, many of the indicators did not have any real relevance for the Council. The 2019/20 strategy was agreed by Council in February 2019 and no further changes were proposed at this time.

The Committee considered whether any consideration was given to the environmental policies of the organisations in which the Council invested. Members noted that it was clear that the Council invested in recognised investments such as banks and it was not always possible to know the full details of the environmental policies of these organisations. It was noted that it would be a significant piece of work to conduct the necessary due diligence in respect of environmental policies and the Council's current policy in respect of carbon emissions related to direct contractors. A Member also suggested that the market itself was doing a good job in terms of filtering out those companies that had a more negative impact on the environment.

The Vice-Chairman suggested that there should be further consideration of rationalising money market funds as it would be more cost effective to have one or two money market funds and it would be possible to achieve diversification through investing in one or two funds. It was agreed that following the meeting the Vice-Chairman and Director of Finance would discuss the options further and an update to the Committee in the next report.

RESOLVED: That the Portfolio Holder be recommended to

- 1. Note the report.**
- 2. Note the Treasury Management performance for the third quarter of 2019/20;**
- 3. Recommend that Council agrees to adopt the Treasury Management Statement and the Annual Investment Strategy for 2020/21 including the prudential indicators and the Minimum Revenue Provision (MRP) policy statement.**

124 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS

The Committee considered the following reports on the Part 1 agenda for the meeting of the Executive on 12 February 2020

**(6) 2020/21 COUNCIL TAX
Report FSD20022**

The report identified the final issues affecting the 2020/21 revenue budget and sought recommendations to the Council on the level of the Bromley element of the 2020/21 Council Tax and Adult Social Care precept. Confirmation of the final GLA precept would be reported to the Council meeting on 24th February 2020. The report also sought final approval of the 'schools budget'. The approach reflected in the report was for the Council to not only achieve a legal and financially balanced budget in 2020/21 but to have measures in place to deal with the medium term financial position (2021/22 to 2023/24).

The Director of Finance confirmed that the Council had received the provisional settlement for 2020/21 and it was not expected to change. Members noted however that there remained uncertainty around the settlement for future years.

The Committee also noted that the Dedicated Schools Grant for 2020/21 had been confirmed and considered at the meeting of the Children, Education and Families PDS Committee on 30 January 2020.

Members highlighted the importance of challenging and scrutinising contributions that were made through the London Boroughs Grants Committee. It was noted that the contributions were a legal requirement however, Members suggested that representations should be made regarding the requirement to contribute as the residents of Bromley did not directly benefit. It was agreed that there should be greater publicity of the availability of these grants amongst Residents' Associations and charitable organisations in the Borough in order to encourage them to apply.

The Vice-Chairman noted that Bromley was unique in that investment income provided a substantial level of income which made a big difference to the Council's financial position. The Vice-Chairman suggested that investment income should therefore be identified as a separate line item within the budget.

RESOLVED: That the Executive be recommended to recommend to Council that it

- 1. Approve the schools budget of £79.506m which matches the estimated level of Dedicated Schools Grant (DSG), after academy recoupment;**
- 2. Approve the draft revenue budgets for 2020/21;**
- 3. Agree that Chief Officers identify alternative savings/mitigation within their departmental budgets where it is not possible to realise any savings/mitigation reported to the previous meeting of the Executive held on 15th January 2020;**

4. Approve a contingency sum of £12,622k;
5. Approve the following provisions for levies for inclusion in the budget for 2020/21;

	£'000
London Pension Fund Authority*	470
London Boroughs Grant Committee	248
Environment Agency (Flood defence etc.) *	258
Lee Valley Regional Park*	324
Total	1,300

* Provisional estimate at this stage

6. Notes the latest position on the GLA precept, which will be finalised in the overall Council Tax figure to be reported to full Council (see section 12);
 7. Considers the “Bromley element” of the Council Tax for 2020/21 to be recommended to the Council, including a general increase and the Adult Social Care Precept, having regard to possible ‘referendum’ issues;
 8. Approves the approach to reserves outlined by the Director of Finance;
 9. Notes that any decision on final council tax level will also require additional “technical” recommendations, to meet statutory requirements, which will be completed once the final outcome of levies are known at the full Council meeting;
 10. Agrees that the Director of Finance be authorised to report any further changes directly to Council on 24th February 2020.
- (7) **CAPITAL PROGRAMME MONITORING Q3 2019/20 AND CAPITAL STRATEGY 2020 TO 2024**
Report FSD20024

The report updated the Council’s Capital Strategy. It also summarised the current position on capital expenditure and receipts following the third quarter of 2019/20 and presented for approval the new capital schemes in the annual capital review process.

RESOLVED: That the Executive be recommended to

1. Note the report, including a total re-phasing of £13.6m from 2019/20 into future years, and agree a revised Capital Programme;
2. Approve the following amendments to the Capital Programme:

- (i) Increase of £3,141k to the capital programme for a Crystal Palace subway capital scheme,
- (ii) Increase of £115k to the Central Depot Wall Reconstruction, funded by the Infrastructure Investment Fund (earmarked reserve)– agreed by the Executive on January 15th 2020,
- (iii) Increase of £10k to the TfL Bus Priority Programme scheme, funded by a £10k contribution from the Royal Borough of Greenwich,
- (iv) Decrease of £1k to the capital programme to reflect the removal of the Manorfield – Temporary Accommodation scheme from the capital programme,
- (v) Increase of £232k to the Section 106 receipts from developers.

3. Recommend to Council the inclusion of the new scheme proposals listed in Appendix C in the Capital Programme.

**(14) LONDON BOROUGHS LEGAL ALLIANCE FRAMEWORK AGREEMENT FOR BARRISTERS
Report CSD20030**

The report sought authority to join the London Boroughs Legal Alliance (LBLA) - an alliance of over 20 London Boroughs including the London Fire Brigade - Framework Agreement for Barristers. The Council became a member of the LBLA in March 2019, with access to the Solicitors and Barristers Framework Agreements. The Barristers Framework had recently been re-tendered and the new Agreement commenced from 1 January 2020 and ended after a term of 3 years with the option to extend for a further 12 months.

In response to a question from the Chairman, the Head of Legal Services confirmed that in the event that specialist advice was required it would be possible to procure outside of the framework if the necessary specialist skills were not available through the framework.

Members noted that the framework encouraged a complaint procurement route. Within the framework barristers were banded according to experience and with a large number of barristers within the framework offering a range of skills and experience, the Council was not obliged to use the services of any one particular barrister.

Members agreed that going forward a bi-annual update on the performance of the contract should be provided to the Committee.

RESOLVED: That the Executive be recommended to

1. **Agree to join the new LBLA Framework Agreement for barristers for a period of 3 years with the option to extend for a further year.**
2. **In the event the LBLA framework is extended by a further year, delegate authority to the Director of Corporate Services to extend to extend access to the LBLA framework for a further year after the initial 3 year term.**

**(15) AUTHORITY TO ENTER INTO NEGOTIATIONS TO DISPOSE OF FORMER ADVENTURE KINGDOM BUILDING, BROMLEY CIVIC CENTRE TO CREATE A NEW NHS HEALTH AND WELL BEING CENTRE FOR BROMLEY
Report DRR19/062**

The Bromley CCG had formally requested that the Council consider disposing of the former Adventure Kingdom building to them, at market value, so that it could be redeveloped by the CCG for a new Bromley Town Centre Health and Well Being Centre.

The Committee requested that prior to the Executive taking a decision clarification be provided concerning whether any part of the Great Hall fell within the scope of the disposal.

The three Bromley Town Ward Members expressed support for the proposals which they noted would provide a welcome, long overdue addition to the town centre.

RESOLVED: that the Executive be recommended to agree to, in principle, dispose of the Adventure Kingdom site at market value to Bromley CCG and authorises the Assistant Director – Strategic Property to negotiate terms of sale with the CCG subject to a report being made to the Executive for final decision.

**(16) OPERATIONAL BUILDING MAINTENANCE BUDGETS AND PLANNED PROGRAMME 2020/21
Report CSD20032**

The report set out the proposed maintenance budgets and planned programme for 2020/21.

Noting that three items had been deferred as a result of emergency work, Members sought assurances that there was sufficient investment in building maintenance to ensure that assets were being kept in a good state of repair. It was agreed that the Committee should review the repair and maintenance reports of existing assets when the Property Portfolio was presented for review in the Autumn.

RESOLVED: That the Executive be recommended to

- 1. Approve an overall expenditure of £2.167m for the Building Maintenance budget in 2020/2021, subject to the Council agreeing the budget.**
- 2. Approve the planned programme in Appendix A of the report.**
- 3. Delegate authority to the Director of Housing, Planning, Property and Regeneration to vary the programmes to accommodate any change in the approved budget or where such action is considered necessary to either protect the Council's assets or make the most effective use of resources.**

125 SCRUTINY OF THE CHIEF EXECUTIVE

The Chief Executive, Mr Ade Adetosoye, attended the meeting to respond to questions from the Committee. The Chief Executive had circulated a written update for the Committee as part of the agenda papers. Mr Adetosoye responded to questions, making the following comments –

- The Pension Fund recovery had been completed nine years early and as a result had delivered a significant saving to the Council.
- Over half of the Council's 89 Transformation Projects had now been populated with targets to support the headline information provided to Members. Moving into year two there would be a focus on key deliverables through the Transformation Board.
- It was agreed that it would be helpful for more Members to be sent links to relevant consultations undertaken across the Borough to enable Members to publicise and promote the consultations on social media. There would be work undertaken on the Member's intranet site to better facilitate this. It was also noted that the Communications Team did provide Members with links to consultations affecting their wards but it was recognised that more could be done.
- Consideration could be given to greater use of technology to facilitate public involvement in meetings – for example using Skype for public questions. This would also help support Council priorities around reducing carbon emissions.
- Bromley was doing excellent work in relation to hospital discharge and was receiving national recognition with the Chief Executive of NHS England due to visit Bromley to see the work being done.
- The refresh of the Building a Better Bromley priorities had been slightly delayed but should be back on track over the next few weeks. There was a clear direction of travel from the Leader and Cabinet and a meeting had taken place with the Council's statutory partners. The next step would be to consult with Members of the Council.
- The Public Health Nursing Contract had been awarded to Bromley Healthcare and would commence in the next few weeks.

- In terms of the monitoring of staff sickness, the Chief Executive confirmed that there was not generally a “culture of sickness” in Bromley and monitoring demonstrated that there were comparably low levels of sickness across the organisation. It was also suggested that the move to increased homeworking would also result in lower levels of sickness absence.
- An appointment to the position of Assistant Director of Integrated Commissioning had been made on 3rd February 2020 and pre-employment checks were being undertaken. An advertisement for the statutory post of Director of Children’s Services had been placed on 4th February 2020 and there had already been a good amount of interest in the post. Following advice from the Director of HR it had been agreed to postpone the recruitment of Director of Adult Social Care until April 2020.
- The national response to the global coronavirus emergency was being led by Public Health England. Locally, there had recently been a presentation to the Health and Wellbeing Board. The Committee noted that the statutory Director of Public Health would lead any local response if it became necessary to deliver the Public Health England Plan within the Borough. The key message from Public Health England was that there was no need to panic, plans were in place and the Local Authority was as prepared as it could be to support the response from Public Health England.
- In relation to test purchasing the sale of knives, the Chief Executive agreed to gather additional information from Trading Standards and provide an update following the meeting.

The Committee thanked the Chief Executive for his update and congratulated Officers on the planned savings resulting from the Transformation Programme as well as winning the Pensions Treasury and Asset Management award category of the Public Finance Awards.

**126 SCRUTINY OF THE RESOURCES, COMMISSIONING AND
CONTRACT MANAGEMENT EXECUTIVE ASSISTANT**

The Executive Assistant to the Resources, Commissioning and Contract Management Portfolio, Councillor Kira Gabbert, attended the meeting to respond to questions from the Committee. The Executive Assistant had circulated a written update for the Committee as part of the agenda papers. Councillor Gabbert responded to questions, making the following comments –

- In respect of identifying potential sites, three separate site lists including the Borough’s Asset Register had been reviewed, and the lists had been condensed to 19 potential solar farm sites. There would need to be a process to enable review of any existing leases by the Council’s Legal Services prior to the technical analysis being taken forward.

5 February 2020

- To date there had been no consideration of collaborating with the Council's lessees however this could be taken forward, depending on terms of the leases which are to be advised following the review by the Council's Legal Services team. It was noted that all key stakeholders would be consulted as proposals were developed.
- There are considerable pockets of land across the Borough, however most of these are designated as the Green Belt. It would be necessary to carefully balance the benefits of green energy production against possible impact on the Green Belt as part of the planning application process.

Members suggested that further consideration could be given to the possibilities around installing solar panels on Council buildings. The Local Authority could also take a lead in promoting amongst residents the ease of solar panel installation as the rates of return on solar energy made it an attractive option. It was suggested that further guidance for residents could be made available on the Council's website. Members noted that a new generation of solar panels was in development and these new panels were less obtrusive and visible than first generation solar panels making them a more attractive option for home owners.

The Committee thanked the Executive Assistant for her update.

127 RISK MANAGEMENT

Report FSD20012

The report provided Members of the Executive, Resources and Contracts Policy, Development and Scrutiny Committee with the Gross 'High' (Red) rated risks from the Corporate Services, Finance and, Human Resources and Customer Services Risk Registers.

RESOLVED: That the report be noted.

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

RESOLVED that the Press and public be excluded during consideration of the items of business referred to 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.

**The following summaries
refer to matters involving exempt information**

**129 EXEMPT MINUTES OF THE MEETING HELD ON 8 JANUARY
2020**

Noting that the contract that was the subject of the Part 2 minutes had been awarded the Committee agreed that the exemption should now be lifted and the minutes signed and published on the website.

The Meeting ended at 8.19 pm

Chairman

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Report No.
CSD20057

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Executive, Resources & Contracts PDS Committee

Date: 26 March 2020

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

Title: **MATTERS OUTSTANDING & FORWARD WORK PROGRAMME**

Contact Officer: Philippa Gibbs, Democratic Services Officer
Tel: 0208 313 4508 E-mail: Philippa.Gibbs@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: (All Wards);

1. Reason for report

This report deals with the Committee's business management including:

- Monitoring progress against actions arising from previous meetings;
- Developing the 2019/20 Forward Work Programme; and
- A schedule of Sub-Committees and Working Groups across all PDS Committees

2. **RECOMMENDATION(S)**

That PDS Committee reviews and comments on:

1. Progress on matters arising from previous meetings;
2. The 2019/20 work programme, indicating any changes or particular issues that it wishes to scrutinise for the year ahead.

Impact on Vulnerable Adults and Children

1. Summary of Impact: None
-

Corporate Policy

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

Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £358,740
 5. Source of funding: 2018/19 Revenue Budget
-

Personnel

1. Number of staff (current and additional): 8 posts (6.79fte)
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

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

Procurement

1. Summary of Procurement Implications: N/A
-

Customer Impact

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

Ward Councillor Views

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

Non-Applicable Sections:	Impact on Vulnerable People and Children/Policy/Financial/Legal/Personnel/Procurement
Background Documents: (Access via Contact Officer)	Minutes of previous meetings

3. COMMENTARY

Matters Outstanding from Previous Meetings

- 3.1. There are currently no matters outstanding from previous meetings.

Work Programme

- 3.2 Each PDS Committee determines its own work programme, balancing the roles of (i) pre-decision scrutiny and holding the Executive to account, (ii) policy development and review and (iii) external scrutiny. ERC PDS Committee has the additional role of providing a lead on scrutiny issues and co-ordinating PDS work.
- 3.3 PDS Committees need to prioritise their key issues. The work programme also needs to allow room for items that arise through the year, including Member requests, call-ins and referrals from other Committees. Committees need to ensure that their workloads are realistic and balanced, allowing sufficient time for important issues to be properly scrutinised. Members also need to consider the most appropriate means to pursue each issue – the current overview and scrutiny arrangements offer a variety of approaches, whether through a report to a meeting, a time-limited working group review, a presentation, a select committee style meeting focused on a single key issue, or another method.
- 3.4 **Appendix 1** sets out the proposed ERC PDS Committee Work Programme for 2020/21, including: the provisional report title (or activity); the lead division; and Committee's role. Committee is invited to comment on the proposed schedule and suggest any changes it considers appropriate.
- 3.5 Other reports will be added to the 2020/21 Work Programme as items arise. In addition, there may also be references from other committees, the Resources, Contracts and Commissioning Portfolio Holder, or the Executive.

Sub-Committees and Working Groups

- 3.6 The Policy Development and Scrutiny Toolkit suggests that each Committee should aim to carry out no more than two or three full scale reviews each year, and it offers guidance and techniques for prioritising reviews. At a time of pressure on Member and officer resources it is important that any additional work is carefully targeted at priority issues where improvements can be achieved. In recent years, this Committee has examined a number of issues through its Working Groups - part of the Committee's workload may include follow-up work on some of these reviews.
- 3.7 A schedule of Sub-Committees and Working Groups across all PDS Committees is attached as **Appendix 2** to this report. This will be updated for future meetings as other PDS Committees meet and confirm the appointment of Working Groups.

**EXECUTIVE, RESOURCES & CONTRACTS PDS COMMITTEE
WORK PROGRAMME 2020/21**

Meeting Date: 18 May 2020	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Scrutiny of the Resources, Commissioning & Contract Management Portfolio Holder	N/A	PDS Committee
Contracts Register and Contracts Database Update	Procurement	PDS Committee
Risk Register (Red Risks)	Audit	PDS Committee
Meeting Date: 1 July 2020	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Treasury Management - Annual Report 2019/20	Finance	Pre-decision scrutiny (PH)
Scrutiny of the Interim Chief Executive	N/A	PDS Committee
Budget Monitoring 2020/21	Finance	Pre-decision scrutiny (PH)
Customer Services - Contract Performance Report	Customer Services	PDS Committee – Monitoring Report
Exchequer Service - Contract Performance Report	Finance	PDS Committee – Monitoring Report
Benefits Service Monitoring Report And Update On Council Tax Support\Reduction	Revenues & Benefits	Pre-decision scrutiny (PH)
Revenues Service Monitoring Report	Revenues & Benefits	PDS Committee – Monitoring Report
Section 106 Agreements: Update*	E&CS	PDS Committee – Monitoring Report
Risk Register	Audit	PDS Committee

Contracts Register and Contracts Database Update	Procurement	PDS Committee
Meeting Date: 10 September 2020		
	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Capital Programme Monitoring - 1st Quarter 2020/21	Finance	Pre-decision scrutiny (PH)
Treasury Management - Quarter 1 Performance 2020/21	Finance	Pre-decision scrutiny (PH)
Scrutiny of the Leader	Chief Execs	PDS Committee
BT/ICT Contract Monitoring Report	IT	PDS Committee – Monitoring Report
Expenditure on Consultants 2019/20 and 2020/21	Finance	PDS Committee
Meeting Date: 8 October 2020		
	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Scrutiny of the Executive Assistant to the Leader	N/A	PDS Committee
Executive Agenda	Various	Pre-decision scrutiny
Insurance Fund - Annual Report 2019/20	Finance	Pre-decision scrutiny (PH)
Treasury Management - Quarter 2 Performance 2020/21 & Mid-Year Review	Finance	Pre-decision scrutiny (PH)
TFM Contract (Amey)	Property	PDS Committee – Monitoring Report
Cost of Agency Staff	HR/Finance	PDS Committee
Risk Register (Red Risks)	Audit	PDS Committee
Meeting Date: 18 November 2020		
	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items

Executive Agenda	Various	Pre-decision scrutiny
Risk Register	Audit & Assurance	PDS Committee
Scrutiny of the Resources, Commissioning & Contract Management Portfolio Holder	N/A	PDS Committee
Benefits Service Monitoring Report	Revenues & Benefits	PDS Committee – Monitoring Report
Revenues Service Monitoring Report	Revenues & Benefits	PDS Committee – Monitoring Report
Customer Services - Contract Performance Report	Customer Services	PDS Committee – Monitoring Report
Exchequer Service - Contract Performance Report	Finance	PDS Committee – Monitoring Report
Contracts Register and Contracts Database Update	Procurement	PDS Committee

Meeting Date: 6 January 2021	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Capital Programme Monitoring - 2nd Quarter 2020/21	Finance	Pre-decision scrutiny (PH)
Scrutiny of the Chief Executive	N/A	PDS Committee
Section 106 Agreements: Update*	Regeneration & Housing	PDS Committee – Monitoring Report

Meeting Date: 3 February 2021	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Treasury Management – Annual Investment Strategy and Quarter 3 Performance 2020/21	Finance	PH Decision
Executive Agenda	Various	Pre-decision scrutiny
Scrutiny of the Chief Executive	Chief Execs	PDS Committee
Scrutiny of the Resources, Commissioning and Contract Management Executive Assistant	N/A	PDS Committee
Risk Register (Red Risks)	Audit & Assurance	PDS Committee
Contracts Register and Contracts Database Update	Procurement	PDS Committee

Meeting Date: 24 March 2021	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Scrutiny of the Leader	N/A	PDS Committee
Annual PDS Report 2020/21	Democratic Services	PDS Committee

*Part 2 (Exempt) Report

PDS SUB-COMMITTEES AND WORKING GROUPS 2018/19

SUBJECT	DATE OF NEXT MEETING	MEMBERSHIP
EXECUTIVE, RESOURCES & CONTRACTS PDS		
Section 106/CIL Task and Finish Group	28 April 2020	Cllr Marlow (Chairman), Cllr Fawthrop, Cllr Wells, Cllr Wilkins, Cllr Evans, Cllr M. Stevens, Cllr Dykes, Cllr Sharma.
ADULT CARE AND HEALTH PDS		
Health Scrutiny Sub-Committee	23 March 2020	Cllr Cooke (Chairman), Cllr Allatt, Cllr Dunn, Cllr Ellis, Cllr Evans, Cllr Jefferys, Cllr McIlveen, Cllr Onslow.
Any 2020/21 Working Groups of ACH PDS or the Health Scrutiny Sub-Committee to be appointed by the parent bodies.		
Our Healthier South East London Joint Health Overview and Scrutiny Committee (with Bexley, Greenwich, Lambeth, Lewisham & Southwark)		Cllr Ellis, Cllr McIlveen.
CHILDREN, EDUCATION AND FAMILIES PDS COMMITTEE		
Youth Engagement Task and Finish Group	TBC	Cllr Dykes, Cllr Ellis, Cllr Gray, Cllr Ahmed, Cllr Harris.
School Place Planning Working Group	April 2020	Cllr Harris, Cllr Reddin, Cllr Dykes Cllr Brooks, Mr Emmanuel Arbenser
Budget Setting Task and Finish Group	TBC	Cllr Bear, Cllr Reddin, Cllr Brooks, Cllr Dykes.
Any 2020/2021 Working Groups of the Children, Education & Families PDS Committee to be appointed by the parent bodies.		
ENVIRONMENT & COMMUNITY SERVICES PDS		
Any 2020/21 Working Groups of the Environment & Community Services Committee to be appointed by the parent body.		
PUBLIC PROTECTION AND ENFORCEMENT PDS		
Any 2020/21 Working Groups of the PPE PDS Committee to be appointed by the parent body.		
RENEWAL, RECREATION & HOUSING PDS		

Any 2020/21 Working Groups of the RRH PDS Committee to be appointed by the parent body.		
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LONDON BOROUGH OF BROMLEY

FORWARD PLAN OF KEY AND PRIVATE EXECUTIVE DECISIONS PUBLISHED ON: 3 MARCH 2020

PERIOD COVERED: March 2020 - June 2020

DATE FOR PUBLISHING NEXT FORWARD PLAN OF KEY AND PRIVATE EXECUTIVE DECISIONS: 20th April 2020

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
COUNCIL						
EXECUTIVE						
GATEWAY REPORT: POSTAL SERVICES FRAMEWORK	Executive	1 April 2020 Executive, Resources & Contracts PDS Committee	Meetings	Contact Officer: Andy Champion Tel 020 8313 4394 andrew.champion@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
WEST WICKHAM LEISURE CENTRE AND LIBRARY	Executive	1 April 2020 Renewal, Recreation & Housing PDS Committee	Meetings	Contact Officer: Alicia Munday Tel 020 8313 4559 Alicia.Munday@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
BROMLEY TOWN CENTRE IMPROVEMENT SCHEME: A NEW APPROACH	Executive	1 April 2020 Renewal, Recreation & Housing PDS Committee	Meetings	Contact Officer: Hannah Jackson Tel: 0208 313 4456 Hannah.Jackson@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
CAPITAL BIDS FOR CHILDREN AND FAMILY CENTRES	Executive	1 April 2020 Children, Education & Families PDS Committee	Meetings	Contact Officer: Rachel Dunley Tel 020 8461 7261 Rachel.Dunley@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
EARLY INTERVENTION AND SUPPORT: TACKLING TROUBLED FAMILIES OUTCOMES AND GRANT DRAWDOWN	Executive	1 April 2020 Children, Education & Families PDS Committee	Meetings	Contact Officer: Rachel Dunley Tel 020 8461 7261 Rachel.Dunley@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
EXTENSION OF SEXUAL HEALTH CONTRACT	Executive	1 April 2020 Adult Care & Health PDS Committee	Meetings	Contact Officer: Mimi Morris-Cotterill Tel: 020 8461 7779 mimi.morris-cotterill@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
PASSENGER TRANSPORT SERVICES FRAMEWORK CONTRACT AWARD	Executive	1 April 2020 Adult Care & Health PDS Committee and Children, Education & Families PDS Committee	Meetings	Contact Officer: Maya Vadgama Tel: 0208 313 4740 Maya.Vadgama@bromley.gov.uk	<u>Item is expected to be considered during the public part of the Executive meeting, with confidential material to be considered during exempt proceedings</u>	Report and relevant background documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
DEMENTIA POST DIAGNOSIS CONTRACT AWARD	Executive	1 April 2020 Adult Care & Health PDS Committee	Meetings	Contact Officer: Heather Sinclair-Constance Tel 020 8313 4641 heather.sinclair-constance@bromley.gov.uk	<u>Item is expected to be considered during the public part of the Executive meeting, with confidential material to be considered during exempt proceedings.</u>	Report and relevant background documents
AGENCY WORKER PROVISION CONTRACT	Executive	1 April 2020 Executive, Resources & Contracts PDS Committee	Meetings	Contact Officer: Emma Downie Tel 020 8313 4082 emma.downie@bromley.gov.uk	<u>Private meeting - Exempt information - Financial/business affairs of a person or body</u>	Part 2 Report - Confidential
RELOCATION & REBUILDING OF MARJORIE MCCLURE SCHOOL INCLUDING ASSOCIATED PROPERTY TRANSACTION	Executive	1 April 2020 Children, Education & Families PDS Committee	meetings	Contact Officer: Robert Bollen Tel: 020 8313 4697 Robert.Bollen@bromley.gov.uk	<u>Private Meeting - exempt information - Financial/business affairs of a person or body</u>	Part 2 report - Confidential
GATEWAY REPORT: FRAMEWORK FOR ESSENTIAL HOUSEHOLD GOODS	Executive	19 May 2020 Renewal, Recreation & Housing PDS Committee	Meetings	Contact Officer: Tracey Wilson Tel 020 8313 4515 tracey.wilson@bromley.gov.uk	<u>Meeting in Public</u>	Report and relevant background documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
GATEWAY REPORT: SUPPORT FOR THE VOLUNTARY, COMMUNITY AND SOCIAL ENTERPRISE SECTOR	Executive	8 July 2020 Adult Care and Health PDS Committee	Meetings	Contact Officer: Gerry Clark Tel: 020 8313 4024 Gerry.Clark@bromley.gov.uk	<u>meeting in public</u>	Report and relevant background documents
PROVISION OF HOLIDAY AND SATURDAY GROUP BASED SHORT BREAK SERVICE FOR DISABLED CHILDREN AND YOUNG PEOPLE	Executive	8 July 2020 Children, Education & Families PDS Committee	Meetings	Contact Officer: Kelly Sylvester Tel 020 8461 7653 kelly.sylvester@bromley.gov.uk	<u>Meeting in public</u>	Report and Relevant background documents
EDUCATION CAPITAL UPDATE INCLUDING BASIC NEED, S.106 AND POST COMPLETION REPORTS	Executive	8 July 2020 Children, Education & Families PDS Committee	Meetings	Contact Officer: Robert Bollen Tel: 020 8313 4697 Robert.Bollen@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
ADULT CARE & HEALTH PORTFOLIO						
GATEWAY REPORT 0/1: DEMENTIA CARERS RESPITE	Portfolio Holder for Adult Care and Health	Not before 24 March 2020 Adult Care & Health PDS Committee	Meetings	Contact Officer: Heather Sinclair- Constance Tel 020 8313 4641 heather.sinclair-constance@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
CONTRACT VARIATION - ADULT SOCIAL CARE	Portfolio Holder for Adult Care and Health	Not before 24 March 2020 Adult Care & Health PDS Committee	Meetings	Contact Officer: Colin Lusted Tel: 0208 461 7650 Colin.Lusted@bromley.gov.uk	<u>Private meeting - exempt information - financial/business affairs of a person or body</u>	Part 2 Report - Confidential
CHILDREN, EDUCATION & FAMILIES PORTFOLIO						
PROVISION OF HOLIDAY AND SATURDAY GROUP BASED SHORT BREAKS	Portfolio Holder for Children, Education and Families	Not before 18 June 2020 Children, Education & Families PDS Committee	Meetings	Contact Officer: Kelly Sylvester Tel 020 8461 7653 kelly.sylvester@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
ENVIRONMENT & COMMUNITY SERVICES PORTFOLIO						
AIR QUALITY ACTION PLAN	Portfolio Holder for Environment and Community Services	Not before 17 March 2020 Environment & Community Services PDS Committee	Meetings	Contact Officer: Joanne Stowell Tel: 020 8313 4332 Joanne.Stowell@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
REDUCTION AND RECYCLING PLAN	Portfolio Holder for Environment and Community Services	Not before 17 March 2020 Environment & Community Services PDS Committee	Meetings	Contact Officer: Amy Harris Tel 020 8313 4014 Amy.Harris8@bromley.gov.uk	<u>Meeting in Public</u>	Report and relevant background documents
AMENDMENT TO THE PUBLIC SPACE PROTECTION ORDER	Portfolio Holder for Environment and Community Services	Not before 17 March 2020 Environment & Community Services PDS Committee	Meetings	Contact Officer: Toby Smith Tel 020 8313 4870 toby.smith@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
PUBLIC PROTECTION & ENFORCEMENT PORTFOLIO						
RENEWAL, RECREATION & HOUSING PORTFOLIO						
RESOURCES, COMMISSIONING & CONTRACT MANAGEMENT PORTFOLIO						

London Borough of Bromley: 020 8464 3333 www.bromley.gov.uk

Contact Officer: Graham Walton, Chief Executive's Department: 020 8461 7743, graham.walton@bromley.gov.uk

Report No.
FSD20035

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE, RESOURCES & CONTRACTS PORTFOLIO HOLDER

Date: For pre-decision scrutiny by the Executive, Resources & Contracts PDS Committee on 26th March 2020

Decision Type: Non-Urgent Executive Non-Key

Title: CAPITAL PROGRAMME MONITORING - 3RD QUARTER 2019/20 & CAPITAL STRATEGY 2020 TO 2024

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 12th February 2020, the Executive received a report summarising the current position on capital expenditure and receipts following the 3rd quarter of 2019/20, and presenting for approval the new capital schemes in the annual capital review process. The Executive agreed a revised Capital Programme for the five year period 2019/20 to 2023/24. This report highlights changes agreed by the Executive in respect of the Capital Programme for the Executive, Resources & Contracts Portfolio. The revised programme for this portfolio is set out in Appendix A and detailed comments on individual schemes are shown in Appendix B and the new schemes approved for this Portfolio are set out in paragraphs 3.3 to 3.5, subject to agreement at Full Council on 24th February 2020.

2. **RECOMMENDATION**

The Portfolio Holder is asked to note and confirm the changes agreed by the Executive on 12th February 2020.

Impact on Vulnerable Adults and Children:

1. Summary of Impact:

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". The capital review process requires Council Directors to ensure that bids for capital investment provide value for money and match Council plans and priorities.
2. BBB Priority: Excellent Council

Financial

1. Cost of proposal: Total increase of £1.75m over the five years 2019/20 to 2023/24 due to the approval of a new capital scheme
2. Ongoing costs: Not Applicable
3. Budget head/performance centre: Capital Programme
4. Total current budget for this head: £39m for the Executive, Resources & Contracts Portfolio over the five years 2019/20 to 2023/24
5. Source of funding: Capital grants, capital receipts and earmarked revenue contributions

Personnel

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

Procurement:

1. Summary of Procurement Implications:

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 12th February 2020

- 3.1 A revised Capital Programme was approved by the Executive on 12th February 2020, following a detailed monitoring exercise carried out after the 3rd quarter of 2019/20. The base position is the programme approved by the Executive on 27th November 2019, as amended by variations approved at subsequent Executive meetings. All changes to schemes in the Executive, Resources & Contracts Portfolio Programme are itemised in the table below and further details are included in paragraphs 3.2 to 3.5. The revised Programme for the Portfolio is attached as Appendix A whilst Appendix B shows actual spend against budget in 2019/20, together with detailed comments on individual scheme progress.

	2019/20	2020/21	2021/22	2022/23	2023/24	TOTAL 2019/20 to 2023/24
	£'000	£'000	£'000	£'000	£'000	£'000
Programme approved by Executive 27/11/19	4,981	3,862	12,376	16,000	0	37,219
<u>Variations approved by Executive 12/02/20</u>						
Schemes rephased from 2019/20 into future years (see para 3.2)	Cr 1,021	521	500	0	0	0
New schemes (see para 3.5)	0	935	815	0	0	1,750
Total amendments to the Capital Programme	Cr 1,021	1,456	1,315	0	0	1,750
Total Revised Executive, Resources & Contracts Programme	3,960	5,318	13,691	16,000	0	38,969

3.2 Schemes re-phased from 2019/20 into future years

As part of the 3rd quarter monitoring exercise, a total of £1,021k has been re-phased from 2019/20 into future years to reflect revised estimates of when expenditure is likely to be incurred. This mainly relates to the IT Transformation scheme, and the Sharepoint Productivity Platform upgrade scheme. This has no overall impact on the total approved estimate for the capital programme. Scheme re-phasings are itemised in the table below and comments on scheme progress are provided in Appendix B.

Capital Expenditure - Rephasing in Q3 Monitoring	2019/20	2020/21	2021/22	TOTAL
	£'000	£'000	£'000	£'000
IT Transformation	Cr 215	215	0	0
Sharepoint Productivity Platform upgrade / replacement	Cr 756	256	500	0
Review of Corporate Customer Services IT Systems	Cr 50	50	0	0
Total Executive, Resources & Contracts Scheme rephasing	Cr 1,021	521	500	0

Annual Capital Review – new scheme proposals

- 3.3 In recent years, the Council has steadily scaled down new capital expenditure plans and has transferred all of the rolling maintenance programmes to the revenue budget. General (un-earmarked) reserves, established from the disposal of housing stock and the Glades Site, have been gradually spent and have fallen from £131m in 1997 to £49.3m (including unapplied capital receipts) as at 31st March 2019. The Council's asset disposal programme has diminished and any new capital spending will effectively have to be met from the Council's remaining revenue reserves.
- 3.4 As part of the normal annual review of the Capital Programme, Chief Officers were invited to come forward with bids for new capital investment, including Invest to Save bids which were

particularly encouraged. One bid was received for the Executive, Resources, & Contracts Management Portfolio, as detailed below.

3.5. Financial Systems Replacement - £1,750k

This scheme will procure and implement a new Financial System to replace the existing Oracle E-Business Suite R12, and in-house developed budget monitoring systems (EBM and FBM). As a result the Council will have a fully supported, more flexible financial system, increased resilience by removing the reliance on and risks of using the Council's on-premises data centre, support for a separate reporting entity for the Pension Fund, and the ability to accept and process electronic invoices from suppliers. No external funding has been identified for this programme, therefore the Council's own resources will need to be used to finance the scheme.

Post-Completion Reports

3.6 Under approved Capital Programme procedures, capital schemes should be 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. Post-completion reports on the following schemes are currently due for the Executive, Resources & Contracts Portfolio:

- Upgrade of Core Network Hardware
- Replacement of Storage Area Network
- Rollout of Windows 7 and Office 2000
- Replacement of MD110 telephone switch &
- Windows Server 2003 Replacement Programme
- Performance Management/ Children's Services Information Technology
- Carbon Management Programme (Invest to Save funding)
- Banbury House Demolition/Site Prep
- Review of Corporate Customer Services IT System
- Upgrade of MS Dynamics CRM System

This quarterly report will monitor the future position and will highlight any further reports required.

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 12th February 2020. Changes agreed by the Executive for the Executive, Resources & Contracts 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 2 2019/20 (Executive 27/11/19) Capital Programme Monitoring Qtr 3 2019/20 (Executive 12/02/20)

APPENDIX A

EXECUTIVE, RESOURCES & CONTRACTS PORTFOLIO - APPROVED CAPITAL PROGRAMME 12TH FEBRUARY 2020										
Code	Capital Scheme/Project	Total Approved Estimate	Actual to 31.3.19	Estimate 2019/20	Estimate 2020/21	Estimate 2021/22	Estimate 2022/23	Estimate 2023/24	Responsible Officer	Remarks
		£'000	£'000	£'000	£'000	£'000	£'000	£'000		
PROPERTY DIVISION										
939320	Emergency Works on Surplus Sites	312	188	124	0	0	0	0	Mike Watkins	Essential to maximise capital receipts
936407	Property Investment Fund	112,553	97,160	150	243	5,000	10,000	0	Michael Watkins	Various property acquisitions - met from Property Investment Fund, Growth Fund, and Capital Receipts
936409	Civic Centre Development Strategy	14,100	3	137	1,000	6,960	6,000	0	Cathy Pimm	Approved Executive 18/05/16 and Council 04/07/16
936405	Property Disposal / Feasibility Work (Growth Fund)	250	171	79	0	0	0	0	Michael Watkins	Approved Executive 24/05/17 - £250k from Growth Fund
TOTAL - PROPERTY DIVISION		127,215	97,522	490	1,243	11,960	16,000	0		
RESOURCES DIRECTORATE										
936461	IT Transformation	5,381	119	3,370	1,544	348	0	0	Vinit Shukle	Approved by Executive 28/11/18
936457	SharePoint Productivity Platform upgrade/replacement	1,500	194	50	756	500	0	0	Vinit Shukle	
936462	Customer Services IT System Review	958	0	50	840	68	0	0	Duncan Bridgewater	Approved by Executive 16/10/19
	Financial Systems Replacement	1,750	0	0	935	815	0	0	James Mullender	Resources set aside by Executive 12/02/20 - subject to approval by Council on 24/02/20.
TOTAL RESOURCES DIRECTORATE		9,589	313	3,470	4,075	1,731	0	0		
EXECUTIVE, RESOURCES & CONTRACTS PORTFOLIO		136,804	97,835	3,960	5,318	13,691	16,000	0		

EXECUTIVE, RESOURCES & CONTRACTS PORTFOLIO - APPROVED CAPITAL PROGRAMME 2019/20 - 3RD QUARTER MONITORING				
Capital Scheme/Project	3RD QUARTER 2019/20			Responsible Officer Comments
	Estimate Nov 2019	Actual to 31.12.19	Revised Estimate Feb 2020	
	£'000	£'000	£'000	
PROPERTY DIVISION				
Emergency Works on Surplus Sites	124	18	124	(Block Capital) Essential to maximise capital receipts. To prepare surplus sites for disposal and to cover any emergency works.
Property Investment Fund	150	Cr 98	150	Additional £15m capital receipts to fund future acquisition (approved Exec 11/02/15). £15.4m requested to be rephased to 2020/21 as per July 2019 Exec.
Civic Centre Development Strategy	137	43	137	Currently going through tendering to recruit consultancy services from the ESPO property, building and infrastructure advice and management services framework to carry out a feasibility study for proposed works to the Civic Centre and Central Depot. In process of appointing a consultant who will carry out surveys. New business case - revised case to be presented to Exec later in the year. July 2019 Exec approved rephasing of £12m to future years.
Property Disposal / Feasibility Work (Growth Fund)	79	0	79	Feasibilities being carried out on a number of schemes. These are being progressed until planning approval and on-site development by contractor is underway.
TOTAL PROPERTY DIVISION	490	Cr 37	490	

EXECUTIVE, RESOURCES & CONTRACTS PORTFOLIO - APPROVED CAPITAL PROGRAMME 2019/20 - 3RD QUARTER MONITORING				
3RD QUARTER 2019/20				
Capital Scheme/Project	Estimate Nov 2019	Actual to 31.12.19	Revised Estimate Feb 2020	Responsible Officer Comments
	£'000	£'000	£'000	
RESOURCES DIRECTORATE				
IT Transformation scheme	3,585	2,870	3,370	Each workstream within the Transformation is progressing to plan. In order to align all the workstreams some of the individual projects within the programme have been re-phased for technical dependency reasons, therefore re-phasing of £215k from 2019/20 to 2020/21 has been undertaken to reflect this.
SharePoint Productivity Platform upgrade/replacement	806	0	50	The project has been slightly delayed due to the need to align it with the delivery of the 'IT Transformation' capital project. Re-phasing of £756k from 2019/20 into 2020/21, and £500k from 2020/21 to 2021/22 has been undertaken.
Customer Services IT System Review	100	0	50	Scheme commenced, initial scoping, analysis, business process mapping and technical designs in development. £50k has been re-phased to 2020/21.
Financial Systems Replacement	0	0	0	Resources set aside by Executive 12/02/20 - subject to approval by Council on 24/02/20.
TOTAL RESOURCES DIRECTORATE	4,491	2,870	3,470	
EXECUTIVE, RESOURCES & CONTRACTS PORTFOLIO	4,981	2,833	3,960	

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Report No.
CSD20049

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE, RESOURCES AND CONTRACTS POLICY
DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Thursday 26 March 2020

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

Title: ANNUAL SCRUTINY REPORT 2019/20

Contact Officer: Philippa Gibbs, Deputy Democratic Services Manager
Tel: 020 8461 7638 E-mail: Philippa.Gibbs@bromley.gov.uk

Chief Officer: Director of Corporate Services

Ward: (All Wards);

1. Reason for report

The Council's Constitution requires that a report is made each year to full Council which summarises work carried out by Policy Development and Scrutiny (PDS) Committees. The latest draft of the 2019/20 report, including contributions from PDS Chairmen summarising work of the Committees, is attached.

2. **RECOMMENDATION(S)**

That the Annual Policy Development and Scrutiny Report is approved for submission to Full Council, subject to any final additions and amendments from the current round of PDS meetings.

Impact on Vulnerable Adults and Children

1. Summary of Impact: None
-

Corporate Policy

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

Financial

1. Cost of proposal: No Cost:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £350,650
 5. Source of funding: 2019/20 Revenue Budget
-

Personnel

1. Number of staff (current and additional): 8 posts (6.87fte)
 2. If from existing staff resources, number of staff hours: 4 hours – whilst most of the text is provided by PDS Chairman a significant amount of reformatting has been required for this years report.
-

Legal

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

Procurement

1. Summary of Procurement Implications: None
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All Members of the Council and interested members of the public.
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 Article 6.03 (d) of the Council's Constitution requires that an Annual PDS Report is submitted to full Council. The draft report for 2017/18 is due to be considered by full Council on 17th April 2020. The 2019/20 report follows the established structure combining general information about PDS work in Bromley with contributions from each PDS Chairman in respect of work carried out by their Committees during the course of the year.
- 3.2 At the time of writing, some 2019/20 PDS meetings are still to take place, so potentially PDS Chairmen/Committees may want to provide further updates. Subject to this, the Committee is asked to refer the report to Full Council.

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Constitution of the London Borough of Bromley (Article 6) 2018/19 Annual PDS Report

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*DRAFT FOR CONSIDERATION BY
ERC PDS COMMITTEE ON 26th MARCH 2020*



Policy Development & Scrutiny Annual Report 2019/20

For submission to Full Council on 27th April 2019

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1. Foreword

1. On behalf of all my colleagues who are engaged in Policy Development and Scrutiny Committees in the London Borough of Bromley, I have great pleasure in presenting our Annual Report for 2019/2020, which summarises the work that has been carried out by the Committees during the Council year.

2. The continuing Government reductions in funding support for local councils and the ongoing cost pressures faced by Bromley Council leaves a long term funding gap. The 2020/21 budget has been balanced, however for future years the gap as follows; £0.8M for 2021/22 and £2M for 2022/23 and £16.9M for 2023/24. These figures allow for growth pressures of £13.8m which will need to be curtailed to help ensure that 2023/24 gap is met. The Council has a legal obligation to set a balanced budget, so effort is needed to generate income and find additional savings over this period. The Government should be thanked for the 'rollover plus' funding for this financial year, which has helped ensure that this year and next years budgets should be achievable. However Innovation and initiatives over the next few years will be really important in driving down the budget gap for future years. This will mean investing in IT and Accommodation to ensure the Council is fit for the future. But this strategy is even more important in meeting the net zero carbon dioxide target for direct Council activities by 2029. Over the next year more invest to save and efficiency measures should come forward to help promote these ambitions.

3. Against this tough background 2019/20 has come in on budget subject to the use of some contingency. Over recent years the Council has set balanced budgets, without significantly impairing the delivery of frontline services. However, in light of the challenges ahead, the Council has increased Council Tax this year by a Bromley element of 3.99%, including the 2% increase to fund social care. In addition the Labour London Mayor and GLA also increased their precept, (This has been the Mayor Khan's lowest tax hike in 3 years, anyone might think there was an election this year!!) making the net overall increase of 3.91% for Bromley residents. Current assumptions indicate a similar 3.99% increase in Bromley's Council Tax share in 2020/21. Bromley Council continues to be debt free, meaning our residents Council Tax is spent on services and not on interest payments.

4. The Council continues to promote significant change, both in organizational terms and in its ability to continue to provide services expected by residents. The Council has over 1300 statutory obligations to discharge, which cost several millions of pounds per annum. These take priority over discretionary spending. The funding gap can't be closed without taking some difficult decisions and halting some services all together. Due to prudent financial management, Bromley Council is able to deal with these challenges but needs to ensure that early decisions are taken and adequate reserves are retained and where appropriate invested to maintain sustainable finances.

5. In addition to the financial challenges ahead and the need to become a different organisation with fewer resources, the Council should grasp opportunities for wider integration across public services including health and local government and look at cooperation with other Local Authorities to drive efficiencies. The Council will need to identify new investment opportunities to help protect key services. This might need a new look with an investment and revenue generation sub-committee, to help grow revenue outside the usual call on tax payer funds. Scrutiny will remain key to ensure that there is adequate control and stability. In the context of these challenges, the Council should review its current structures including the PDS function to ensure that scrutiny can drill down to an appropriate level when looking at opportunities for value for money.

6. The PDS Committees will continue to have an important role over the coming years to formulate acceptable solutions for the reduction in service provision, which has to come, whilst continuing to deliver quality services to the residents of Bromley.

7. Finally, I would like to thank all Committee Chairmen, members, and the dedicated Council officers for their diligence and hard work during last year in finding practical solutions, which have ensured that Bromley Council could formulate a balanced budget and is able to continue to provide essential services next year, which are important to our residents.

Cllr. Simon Fawthrop
Chairman, Executive Resources and Contracts PDS Committee

2. Policy Development and Scrutiny Chairmen 2016/17



Cllr Simon Fawthrop
Executive, Resources & Contracts



Cllr Mary Cooke
Adult Care & Health Services



Cllr Nicky Dykes
Children, Education & Families



Cllr Will Harmer
Environment and Community Services



Cllr David Cartright
Public Protection and Enforcement



Cllr Michael Rutherford
Renewal, Recreation & Housing

3. Policy Development and Scrutiny in Bromley

Introduction

- 3.1 Six Policy Development and Scrutiny (PDS) Committees at Bromley discharge the overview and scrutiny functions conferred by sections 21 and 32 of the Local Government Act 2000 and successive legislation. The Executive and Resources PDS Committee has an over-arching, co-ordinating role on behalf of the other five PDS Committees and is required by the Council's Constitution to present Full Council with an Annual Report "on the Policy Development and Scrutiny functions and PDS budget, and amended working methods if appropriate" (Article 6, Section 6.03 (d) of the Constitution).
- 3.2 The PDS Committees mirror the Council's executive portfolios:
- Executive, Resources & Contracts
(covering both the Resources, Contracts and Commissioning Portfolio and the Executive)
 - Adult Care & Health Services
 - Children, Education & Families
 - Environment & Community Services
 - Public Protection and Enforcement
 - Renewal, Recreation & Housing
- 3.3 In addition to these Committees there is one PDS Sub-Committee:
- Health Scrutiny Sub-Committee
- 3.4 Although they have no decision-making powers, PDS Committees and Sub-Committees have key roles in contributing to policy development and scrutinising the decisions of the Executive and individual Portfolio Holders.

Policy Reviews

- 3.5 PDS Committees advise Portfolio Holders, the Executive and Full Council on policies, budgets and service delivery. PDS Committees can commission groups of Councillors to review an issue or policy, so assisting a Portfolio Holder or the Executive to improve a service or function affecting local people. This can be linked to a forthcoming decision by a Portfolio Holder or the Executive or to assist in formulating fresh, new policy. In each case detailed, evidence-based assessments are carried out and recommendations made in a report. In the process, Councillors can speak to a broad range of people to help gather information for their evidence-based reports.

One-Off Reviews

- 3.6 In addition to in-depth policy reviews, PDS Committees can also review a topical issue at Committee with comments and recommendations referred on to the Portfolio Holder. These reviews are often based around a presentation or an evidence-giving session with expert witnesses.

Performance and Budget Monitoring

- 3.7 PDS Committees monitor the performance of services, functions and contracts within their remit, assessing performance against key performance indicators and policy objectives. Concerns are reported to a Portfolio Holder who can then, if necessary, be called to a PDS Committee meeting to account for the performance of his or her Portfolio.
- 3.8 PDS Committees are also involved in the budget setting process and provide considered comments and recommendations for the Executive to take account of when formulating the Council's annual budget. Similarly, PDS Committees also monitor in-year spend of budgets and raise concerns where there is any possibility of overspend or other issues affecting spending priorities.

Call-in

- 3.9 The call-in process is a key means by which PDS Committees can hold the Executive to account. Any five Councillors can call in a decision and prevent it from taking immediate effect until it has been re-considered by a PDS Committee. The Committee can then interview the Portfolio Holder and officers and consider whether the decision is appropriate, within the Council's policy framework, and whether it should be reconsidered. If the Committee feels that the decision should be reversed or altered, it can make a recommendation to the Executive, which then has to reconsider the matter.
- 3.10 At the time of writing, two call-ins have been made in 2019/20. The continued low level of call-in reflects an emphasis given to pre-decision scrutiny leading to better and more robust decisions which are less likely to be challenged.

4. Report from Executive, Resources & Contracts PDS Committee

Chairman: Cllr. Simon Fawthrop

Vice-Chairman: Cllr. Christopher Marlow

1. Introduction

In 2019/20 the Committee held 8 scheduled meetings. The regular meetings included the scrutiny of items to be decided at the Executive's meetings, in addition to matters reported to the Committee. The Committee also has a Section 106 task and finish group, chaired by Cllr Marlow, which has undertaken a review of funds allocated to the Council in planning agreements which can be spent on behalf of the Community. I would also like to thank the members of the committee for their contributions and thank the Officer team, for their support across the year, including call overs and agenda setting as well as numerous adhoc meetings and briefings.

2. Scrutiny of the Executive and the Resources Portfolio Holder

The Committee's principal role is to scrutinize the decisions of the Executive, The Resources Portfolio Holder and to hold the Leader of the Council, the Chief Executive Officer and the Resources Portfolio Holder to account. This Committee has discharged its responsibilities diligently and competently during the year. I would like to thank all the above for their valuable contributions. In addition we have also scrutinised the Portfolio Holder Assistants to both the Leader and the Resources Portfolio Holder. We have also introduced a written report prior to scrutiny, to enable members to focus on the key issues that need scrutiny.

3. Review of Council Activities

The Committee has been very conscious of the need to reduce costs and has diligently scrutinized budget and capital programme reports and measures to bring costs under control, including overspends across some budget headings. The contracts register and the disposal of various surplus assets, the performance of the Council Tax support scheme and issues concerning homelessness and temporary accommodation, Treasury Management performance which continues in the top 10% of Local authority performances, the various invest-to-save projects, as well as details on the growth fund and investment fund initiatives and the risk register were also considered. The committee also considered the best use of assets and had its first report on property and management. Lastly the Council is undergoing a transformation programme to help shape the Council's future and change the way it does business, at every stage the programme need to have the ability to roll back if the transformation leads to degradation in service to our residents. That does not mean to say that services cannot or should not be delivered differently to how they are delivered today.

4. Scrutiny of Contracts.

The Committee also reviewed the work of key supplier contracts including the IT Services contract provided by BT (as an employee of BT this was chaired by Cllr Marlow, to avoid any conflict of interest). We also reviewed the work of Liberata and Amey, whilst it has been good to see the Liberata contract performing well and showing both good value for money and a good level of service, Amey has been more challenging. It is fair to say that with greater scrutiny the contract has performed better, but still shows a slow response to

front of house issues. We have also looked at the Adecco contract and the utilisation of contractors and consultants. This has helped the drive towards permanent employees which help provide a more consistent service for Bromley's residents.

5. Pandemic Risk

Over the last few weeks, we have seen an increased risk of the coronavirus spreading throughout not just the UK but the entire world. Hopefully the avoidance issues being taken by the Government will prevent the outbreak spreading within the UK. However all officers need to be on alert to take immediate and drastic measures, to protect public health, including that of our dedicated staff. Worst case scenarios indicate a mortality rate of approximately 2%, but with a higher than average elderly population of nearly 30,000 over 75 year olds would indicate the potential for 600 excess deaths.

6. Outlook

The Government's cost reductions have continued to impact on the Council's finances. The task to find the savings necessary to balance the Council's budget has been a major factor across this year. By keeping on top of the cost pressures which include additional growth items, this year will be crucial in delivering a balanced budget in future years. The main challenge is closing the funding gap of £16.9 million by 2023/24, a lot of hard work remains to ensure the Council continues to set legal budgets over the coming years. On a positive note a Brexit bounce for the economy (predicted last year), had just started prior to the coronavirus risk. As this risks becomes more of an issue, the Brexit bounce could be temporarily knocked off course.

7. Conclusions

The Council is now into a transformation phase, undergoing significant change, both in organizational terms and in its ability to continue to provide services expected by residents. The era of streamlining, re-organizing and cost cutting, whilst continuing to provide services "as usual" is becoming harder and difficult decisions will now have to be taken about reducing certain service provision. Statutory obligations will have to take precedence over providing discretionary support.

The challenges for Bromley Council in the coming years are the need to make the wider public fully aware of the Council's financial position of balancing on-going service pressures against a backdrop of less central Tax payer support year on year and to ensure that planning is in place for dealing with the budget gap in future years. This will include both cost reductions and revenue generation within the confines of the Building a Better Bromley, zero carbon target, Clean and Green approach adopted by the Conservative administration.

Councillor Simon Fawthrop
Chairman, Executive & Resources PDS Committee

5. Report from Adult Care and Health PDS Committee

Chairman: Cllr Mary Cooke

Vice Chairman: Cllr Robert McIlveen

The PDS and the Health Scrutiny Sub-Committee met 7 times since my last report. As always, I begin by expressing thanks to all members of both the PDS and the Sub-Committee for the time and expertise they have so generously shared this year. In particular I recognise the contribution made by the co-opted members representing 'Experts by Experience', 'Carers' and 'The Voluntary Sector Strategic Network'. Their input has been strategic and balanced and has drawn our attention to particular needs of certain groups which might otherwise have gone unrecognised and their contribution has added richness to the debate. All members have recognised the value of the advice and support of Jo Partridge, the clerk to the Committees and Philippa Gibbs who acted as interim clerk.

Achievements of 2019/2020

1. Throughout the year the PDS has carefully scrutinised the budget and the letting of contracts being fully mindful of the often conflicting needs of providing both a good quality demand led service and a balanced budget. The quality of the Scrutiny has improved and is much more challenging and insightful, questions have been thoughtful and have reflected the needs of the vast number of service user groups including Mental health flexible support, Voluntary Services, Direct payment support, Dementia Hub, Domiciliary Care and Public health nursing service. This list is not complete or comprehensive but is included to give an indication of the breath of the portfolio. The ability to influence contracts at a much earlier stage has enabled the PDS to improve the quality of services provided. This has been achieved by the consideration of Gateway Zero reports.

Significant progress has been made in recruiting permanent staff thus reducing the dependence on agency staff. This has not only reduced costs but has improved staff morale and standards of care. Staff reaction to the Transformation Programme has been positive.

2. Safeguarding Adults has gone from strength to strength. The PDS made input to the annual report and a number of members attended the conference.

3. The PDS sharply focused on mental health issues during the year and set up a Task and Finish Group to maximise its contribution to the content and drafting of the Joint Mental Health Strategy. It has been agreed with the CCG that the PDS will be closely involved with the implementation and delivery of the strategy.

4. During the year the committees have strengthened the already productive working relations with both the Clinical Commissioning Group and Bromley Healthcare. Members have had the opportunity to scrutinise the proposals for the Integration of Health and Social Care. The model to be adopted will ensure that the health and local authority budgets are kept quite separate and are not merged and that the Council's Commissioning processes will remain unchanged.

5. Following a disappointing CQC report of the performance of the Princess Royal University Hospital (PRUH) the Chief Executive of Kings College Hospital NHS Foundation

Trust and its Chief Operating Officer attended a joint meeting of the Health Scrutiny Sub-Committee and the Health and Wellbeing Board to report on remedial actions already taken and others scheduled in the improvement plan.

6. 87% of Care Homes in the borough have a CQC rating of good or above compared to 77% in December 2018. This follows close working with the LBB Contract Compliance Team. Bromley policy is now to place clients in Care Homes rated good or above.

7. Delayed Transfer of Care performance is much improved allowing earlier hospital discharge into community care, thus releasing hospital beds.

Objectives for 2020/2021

1. Challenge partners where necessary. Strive to improve links with Kings and in particular build up a productive and ongoing relationship with the newly appointed MD at the PRUH.
2. Engage with co-opted members representing mental health and Bromley Healthwatch.
3. Invite providers of high volume contracts to present to the PDS.
4. Continuously identify budget pressures and monitor remedial actions.
5. Closely monitor all activities related to the integration of Care and Health and the possible merger of South London CCGs to ensure that they benefit Bromley residents. Scrutinise One Bromley, the current local health and care partnership, where appropriate.

Councillor Mary Cooke
Chairman, Adult Care & Health PDS and Health Scrutiny Sub-Committee

6. Report from Children, Education & Families PDS Committee

Chairman: Cllr. Nicky Dykes
Vice-Chairman: Cllr. Judi Ellis

I would like to start by thanking Committee Members for their hard work this year and the Portfolio Holder Cllr Fortune for his commitment and detailed updates to committee. Also thank you to the officers who support the meetings by ensuring detailed briefing documents. Finally, to Philippa Gibbs who ensures the smooth running of the Committee and helped with the transition back to a PDS Committee.

Providing detailed security: The Committee has been focused on ensuring the very best service is delivered to our vulnerable young people through detailed scrutiny of children and families services. Through this process the committee has established new indicators to ensure progress is tracked effectively. The Committee tasked officers with providing additional narratives and timescales to help push for excellence in service and address areas of underperformance.

The Committee has provided robust challenge where necessary. Concerns have been raised on the growing budgetary pressures in reoccurring areas. The Committee has set up a task and finish group to further scrutinise the budget setting and how the pressures can be addressed.

Key services were reviewed and discussed including the performance of our adoption and fostering service, and corporate parent responsibilities. There have been some significant changes to some of these services that impacted on their provision. For example, during the reporting period the Adoption Service had moved forward into a Regional Adoption Agency within the Coram Partnership. Bromley had also been the first London Borough to achieve the accreditation of Working Towards Quality Mark. The Committee has set out high ambitions for the service and pushed for it to be performing in the top 10% within the next 2-3 years.

Improvements are being made in terms of foster carer recruitment and numbers of connected carers which is very welcome. Challenges remain around the recruitment of foster carers and coming up with creative solutions to this must remain a priority.

The Corporate Parenting Annual report captured all activity undertaken by the Council to support the lives of children in the Council's care and young people transitioning from care to independent living. Members welcomed the new Head of service who attended her first scrutiny session this year.

Whilst the Committee welcomed the annual reporting of our key services they don't provide current information on performance. To address this the Committee has changed the reporting structure to ensure that more regular and current reporting is delivered throughout the year. This was a similar recommendation adopted following the

presentation from Mr Jim Gamble, Chairman of the Bromley Safeguarding Children Board (BSCB). More frequent reporting of trends, themes and patterns to the PDS Committee is crucial for effective scrutiny and I look forward to seeing these changes.

Policy development: The Committee spent time focusing on developing new policy initiatives to provide recommendations to the Executive. A Task and Finish Group was established to undertake a detailed review into youth engagement. The group has already undertaken a review of current youth engagement opportunities in the community and surveyed Councillors about their involvement and awareness of activities in their ward. A questionnaire is also being sent to Bromley Youth Council, LiNCC and other youth networks. The group will report back in the new committee year. The aim is to encourage greater civic engagement and involvement of our young people in the community.

The Committee also requested that a presentation be provided with Practice Assurance Stocktakes for the YOS to enable Members to clearly assess performance and have visibility that the service is performing well against the inspection framework. This will inform future investigations by the Committee in this area.

In relation to our young people and employment opportunities, the Committee requested a further review of the relationships that exist with local businesses and be provided with an update on the ongoing work to strengthen the Youth Employment Service. As Chairman I made a specific request that all new contractors would be required to offer work placements to the Local Authority's children looked after. This is an area that should be explored further in the next committee year.

Education outcomes: Bromley schools and pupils continue to perform well with the education outcomes of Bromley students very high and in many areas above the national and London averages. The Committee welcomed this and whilst good news we must continue to push for good outcomes for all our children. Therefore, the committee spent time investigating the performance of our disadvantaged children and steps that are being taken to narrow the attainment gap with their peers. This included the results of our Virtual School and how we can monitor the improvement of Children in the Council's care. The Committee asked for an update on the work being undertaken to address this, so it can be evaluated. Committee has also directed that more detailed data be provided to members on a ward level.

School place planning: As well as good educational outcomes we must also ensure enough school places. Therefore, the school places planning group will be meeting in April 2020 to evaluate areas of pressure in the borough. It will also establish how we should respond to any future proposed changes to admissions criteria by Trusts.

SEND Inspection: The Ofsted and Care Quality Commission (CQC) SEND Local Area inspection took place between 16th and 20th September. It considered the effectiveness of the Bromley local area in implementing the SEND reforms determining whether the Council or CCG would be required to submit a Written Statement of Action. Whilst a written statement of action was not needed, the committee requested that it be provided

with regular updates on the progress against the action plan. Whilst there were many positives from the inspection, areas of improvement were identified, and the committee will ensure scrutiny and evaluation as these improvements are delivered.

Celebrating achievements: The Committee was also privileged to be able to welcome several successes within the department such as the children services transformation award, a successful corporate parents' fun day, a successful Troubled Family Initiative (going from strength to strength to support Bromley families), investment in our children and family centres to improve facilities and securing millions of pounds in investment for SEND provision within the borough. Some excellent work.

Cllr Nicky Dykes
Chairman
Children, Education and Families PDS Committee

7. Report from Environment and Community Services PDS Committee

Chairman: Cllr. William Harmer

Vice-Chairman: Cllr. Kieran Terry

I would like to start by thanking all the people who worked to ensure the success of the Committee in 2019/20. In particular:

- Our committee members whose questioning and contributions have shaped and improved the proposals coming through the Committee
- The Director of Environment and Community Services, Mr. Colin Brand and his team for their contributions both to the reports and to the meetings
- Cllr Huntingdon-Thresher for his courteous and knowledgeable responses to the large number of committee questions as Portfolio Holder with his Executive Assistant Cllr. Will Rowlands
- Mr. Keith Pringle, Mrs Philippa Gibbs and Mr Stephen Wood our committee clerks who ensured each meeting ran smoothly
- Our partners including idverde, APCOA and Veolia who were guests at the Committee to provide updates on their performance
- The members of the public who in asking their own questions supported the Committee in holding the Executive to account and demonstrated a clear passion for enhancing the neighbourhoods in which they live.

The services within this portfolio affect every resident in the Borough, from waste collection, parks and recycling to potholes and road safety. Residents expectations from the service are changing and we are seeing increased emphasis on continuing to improve the safety of our roads, improving recycling and reducing our own emissions footprint both within and outside the Borough.

As a Policy Development and Scrutiny function we serve two roles, firstly to scrutinise decisions relating to our area and secondly to develop and influence the direction of the Council's policy in this portfolio area.

I am hopeful that members who participated in the Committee and members of the public who took the time to attend felt that they had contributed to achieving tangible outcomes in both those roles. I highlight on the next page three key items (but not exhaustive) that the Committee has achieved over the course of the year.

As we look forward, the Committee will need to grapple with a number of challenges. This list is broad but includes keeping the Portfolio within budget, understanding the impact of electric and possibly autonomous forms of transport, dealing with the increasing number of cars in the Borough and working with our fantastic friends groups to improve our parks and neighbourhoods. All of this will be against a context of continuing reductions to the funding which we will need to respond to in order to keep the Council on a stable financial footing.

Key PDS Achievements 19/20

1 Holding our contractors to account: Recognising the role of the Local Authority as a Commissioning organisation, the PDS started the civic year agreeing stretch targets for the delivery of our key services. A standing item

Service	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Public Services	100	100	100	100	100	100	100	100	100	100	100
Waste Services	100	100	100	100	100	100	100	100	100	100	100
Community Services	100	100	100	100	100	100	100	100	100	100	100
Business Services	100	100	100	100	100	100	100	100	100	100	100
Customer Services	100	100	100	100	100	100	100	100	100	100	100
Operational Services	100	100	100	100	100	100	100	100	100	100	100
Support Services	100	100	100	100	100	100	100	100	100	100	100
Overall Performance	100	100	100	100	100	100	100	100	100	100	100

was introduced at the start each meeting to review how our services were performing. Over the course of the year, contractors that required further scrutiny were invited and attended the Committee allowing members to query performance, challenges and plans.

2 Carbon Neutral by 2029: One of the greatest challenges of our time is identifying and driving those changes that reduce our impact upon the world. We were delighted that the Council agreed to have net zero direct emissions by 2029. Through the work of the Committee, we scrutinised and put in place the first part of the plan to hit the target. We have also scrutinised our partners to understand their own plans to be emission free by 2029.



By 2029, Bromley Council will have net zero emissions



3 Improving air quality: This year saw the Committee released for consultation our updated Air Quality Action Plan (AQAP) and the launch of our anti-idling strategy. The builds on the work by Defra showing that Bromley has the cleanest air in London but puts in place further activities to bring it down further. Part of this included agreeing new powers and additional enforcement officers to encourage drivers to stop unnecessarily running their engines outside schools.

Cllr Will Harmer
Chairman, Environment and Community Services PDS Committee

8. Report from Public Protection and Enforcement PDS Committee

Chairman: Cllr David Cartwright QFSM
Vice-Chairman: Cllr. Christopher Pierce

YEAR SUMMARY IN BRIEF

No of Meetings

PP&E PDS met 6 times during 2019-20 (the last meeting is scheduled for March 2020).

Portfolio Priorities

At the PP&E PDS meeting held in March 19, the Public Protection & Enforcement Portfolio Holder Cllr Kate Lymer outlined her Draft Portfolio Plan priorities for 2019-20.

These fell under the following headings:

We will Keep Bromley Safe

To take an intelligence led and partnership approach to work together with public sector agencies, businesses and local communities to reduce envirocrime, crime and to improve safety.

We Will Protect Consumers:

Maintain our community safety and trading standards services, to protect vulnerable residents in Bromley and to ensure there is a fair, safe and genuine trading environment, through early interventions and enforcement.

We Will Support and Regulate Businesses:

To provide valuable support to local businesses that are key to the local economy, by promoting efficient and effective approaches to regulatory inspection and enforcement, which will improve regulatory outcomes and promote economic growth, without imposing unnecessary burdens on business and others subject to regulation

We Will Protect and Improve the Environment through Effective and Responsible Enforcement:

Making a difference to people's lives by promoting a healthier, fairer and safer environment in local homes and within our communities, through appropriate policies and by providing compliance advice, education and through responsible regulatory enforcement. The focus in this outcome was on promoting behaviour change, to ensure the street environment meets local needs, undertaking enforcement around all forms of ASB in our parks and open spaces; and managing parking issues through effective enforcement.

PP&E PDS Reports

In line with agreed policy priorities, by the end of the year Members will have received detailed written and / or verbal reports on:

- PP&E Portfolio Plan 2020-21;
- Budget Monitoring;
- Capital Programme Monitoring;
- A Procurement Strategy on The Future of HRH Post Mortem and Mortuary Service;
- Award of Contract for the Mortuary;
- Enforcement Activity Update;
- Letting Agents;
- Planning Enforcement Progress and Monitoring;
- Public Protection & Enforcement Performance Overview;
- Purple Flag update;
- Planning cases pending consideration;
- The Knife and Serious Youth Violence Action Plan;
- MOPAC Updates;
- Anti-Idling;
- Enforcement Policy;
- Risk Register;
- Contracts Register and Database;
- Public Protection and Enforcement; Performance Overview;
- Post Completion Review Report- CCTV Control Room;
- Fly-tipping Action Plan;
- Emergency Planning and Business Contingency;
- A Procurement Strategy on the Stray Dogs and Pests Contract; and
- The work of the Bromley Youth Council

Police and Safer Bromley Partnership Board Scrutiny:

As part of its role, the PP&E PDS scrutinises the Police as to how they deliver to the work of the Safer Bromley Partnership Board (SBPB), and how they fulfil the aims of the Safer Bromley Partnership Strategy. As a result, in addition to scrutinising the Police, the Committee now also reviews the minutes of the SBPB. The SBPB Board comprises of statutory and non- statutory partners. It brings the organisations together so that they can cooperate at a strategic level to improve community safety outcomes for the residents of Bromley. The Board has the responsibility for developing the Safer Bromley Partnership Strategy that delivers the priorities determined by MOPAC, as well as those that are important to our residents. The 4 priorities within the new strategy that is due to be launched in March 2020 are:

1. Safer Neighbourhoods (e.g. MOPAC local priorities- ASB, Residential Burglary, and non-domestic violence with injury, and a borough priority of financial abuse of the elderly);
2. Violence Against Women and Girls;
3. Keeping Young, People Safe and
4. Standing Together Against Hate and Extremism.

This intention has been reported back to MOPAC, and their final approval is being awaited.

These priorities were chosen by incorporating the specific priorities within the MOPAC Police and Crime Plan 2017-21, data from the strategic assessment of crime, and also the results of the recent crime survey, which received 1113 responses. I'm looking forward to the new strategy being presented to the PP&E PDS following its launch!

Superintendent Colin Carswell updated the Committee on the partnership work with Community Safety carried out over the Christmas period, whereby dispersal orders and ABC's had been issued as a result of crime spikes in Bromley Town Centre. Moving past the Christmas period, additional dispersal orders have needed to be issued due to on-going localised issues, and Community Safety is working together with the Police in partnership to address them.

As with last year, there are still concerns regarding the resourcing of local neighbourhood policing. Community Advisory Panels (CAP) across the borough still highlight the issue of Police visibility, and the concern around levels of dedicated Ward officers (DWOs) remain, and these issues will be raised with the new Superintendent Andy Britain.

Crime Over the Last Year (Mar 19-Dec 19)

All PP&E PDS meetings included a comprehensive Police Update presented by Supt Colin Carswell or one of his deputies.

Members used the priorities identified above as the basis to scrutinise the work of the Police and to raise questions. As the figures on crime are presented were not necessarily in the format that could be of greatest benefit to the work of the Committee, Joanne Stowell (the Assistant Director of Public Protection), secured a commitment to receive an intelligence based report, that will link in with the performance objectives within the new Safety Bromley Partnership Strategy.

Last year we received reassurance that the introduction of the BCU model would not adversely impact on Bromley, the concerns being that resources would be directed more towards Croydon. The committee promised to keep a watching brief over the arrangements, and according to the data analysis, Bromley fares comparatively well within the BCU and when compared with the MET as a whole when looking at arrest outcomes. With regards to arrest outcomes for (Jan 19 to Dec 19), the main headlines of note were:

March 19-Dec 19

Outcome of Arrest for ASB

LBB equal with LBC, 12 percentage points (ppt) higher than LBS and 3.5 ppt higher compared with the MET.

Outcome of Arrest for Weapons Search

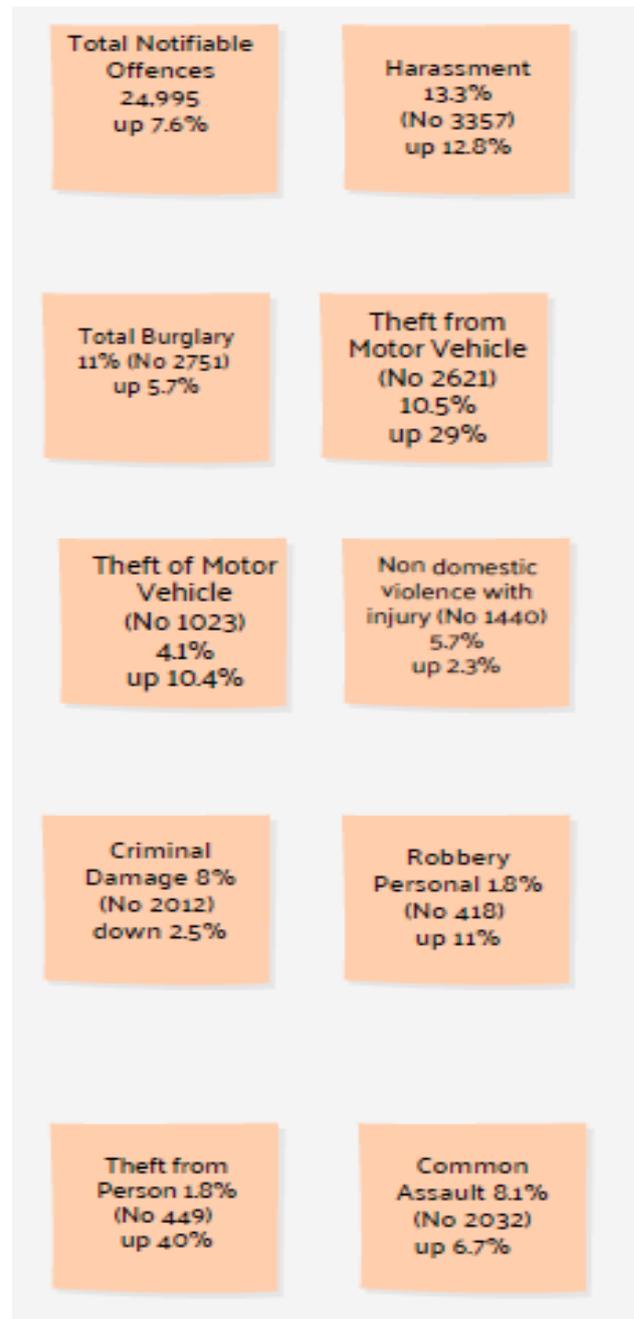
LBB 5.4 ppt higher than LBC, 2.3 ppt higher than LBS and 5.9 ppt higher compared with the MET.

Outcome of Arrest for Key Crimes

LBB 20.3 ppt lower than LBC, 9.6 ppt lower than LBS and 13 ppt lower compared with the MET.

Given that residential burglary, motor vehicle theft and violence against the person are local issues, it was reassuring to hear that the BCU have created 2 specific specialised teams to deal with these issues, these being the 'Serious Inquisitive Crime Team'(burglary) and the Violence Reduction Team. In addition, Supt Carswell informed us that Bromley will benefit from the latest MET recruitment drive. Hopefully the statistic moving forward will demonstrate the impact the new division of resources has achieved.

MOPAC Figures % of Total Notifiable Offences (TNO) Jan 19- Dec 19





"I would like to thank all members of the PP&E PDS, for their contribution and support over the past year and I would also like to thank those Council Officers who have worked diligently and hard to ensure the PDS has been able to fulfil its role. Finally I would like to thank the PP&E Portfolio Holder Cllr. Lymer, for her support and guidance and also for her hard work and enthusiasm over a very busy year."

Cllr David Cartwright
QFSM
Public Protection & Enforcement PDS
Chairman

Points of Note for PP&E PDS



Goodbye and Hello!

we said "goodbye" to some colleagues including: Nigel Davies (Executive Director of Environment and Public Protection), Peter Sibley a long standing Officer who dealt with ASB, and Supt Colin Carswell, and wish them all well. We said "hello" to Colin Brand (Director of Environment and Public Protection, Supt Andy Britain and Cllr Sharma who joined the PDS, and wish them all a warm welcome. Joanne Stowell AD of Public Protection also joined as assistant to the Chair.



Food Team Success!

Following their failed audit in 2017 from the FSA, the Food Team received confirmation that the new inspection regime had reaped the necessary rewards, and the FSA signed off the audit in September 2017.



The Mortuary Contract

Following the unsuccessful tender, the negotiated contract saw the new contract signed in October 2019.



Risk Register - Public Protection:

There are currently no red risks for Public Protection and Enforcement on the risk register.



Emergency Planning:

Joanne Stowell agreed to be chair of the South East Sub Regional Resilience Board, and David Tait has ensured that all business continuity plans for Public Protection and Enforcement have been submitted.



Safer Bromley Partnership Strategy :

The SBP Strategy is due to be launched in March, and it is hoped that Bromley will be the first council to consider financial abuse of the elderly as a hate crime!

9. Report from Renewal, Recreation and Housing PDS Committee

Chairman: Cllr. Michael Rutherford
Vice-Chairman: Cllr. Suraj Sharma

1.1 The committee met eight times this municipal year, including three special meetings. Each meeting has scrutinised the reports for decision by the Renewal, Recreation and Housing Portfolio Holder and considered policy development for key areas across the portfolio. Through this past year, the RR&H PDS Committee has scrutinised a range of proposals and performance metrics and focused on facilitating faster delivery of affordable housing.

1.2 Topics the PDS Committee have focused on include:

Housing

- 1.3. Temporary Housing: the PDS has challenged the Executive to meet the shortage of temporary accommodation places. It enabled this in two special meetings, in which it supported proposals for Banbury House and Anerley Town Hall Car Park. It has supported proposals within the Housing Transformation plan to increase temporary housing supply. However it has asked for a forward plan of how additional temporary housing places will be delivered in the longer term to ensure there is a constant supply of good quality and cost effective housing.
- 1.4 Housing Strategy: the committee analysed the 2019-29 housing strategy before and after public consultation. It was pleased to see broad support for the plan and looks forward to assessing future department performance against it.
- 1.5. Housing Supply: support was given to a range of means for delivering affordable housing. It has analysed Mears contract performance, assessed demand on the housing waiting list and considered the approach to homeless tenancy support. It is supportive the various means the council has taken to deliver housing, avoiding being too dependent on individual schemes.

Town Centres

- 1.6 Beckenham: PDS support was given to Beckenham's continued Purple Flag status, awarded for its continued excellence in managing its evening and nighttime economy. It twice scrutinised proposals to move Beckenham Library to Beckenham Halls in the town centre. The committee gave its tentative support, subject to detailed proposals and business case. The scheme has the potential to improve footfall in the town centre, provide a better library service and give more efficient use to council assets.
- 1.7 Bromley: the committee was pleased to support proposals for upgrades to Bromley Central Library, including improved facilities for families, such as a dedicated children's library as well as toilets. It was pleased to validate that the council was holding contractors to account for works to the pedestrianised High Street, with replacement trees provided.

- 1.8 Orpington: support was offered for the Future High Street Fund application and was disappointed this was not received. The committee supported Orpington ward members' campaigning for investment to ensure that Orpington town centre does not decline, as well as supporting quality new homes.
- 1.9 West Wickham: strong support was given to proposals for building a modern replacement library and leisure centre, along with quality new homes. In the spirit of enabling faster delivery of housing, it held a special meeting to accelerate delivery of this proposal.

Leisure and Culture

- 1.10 The committee continues to be supportive of the council's programme of upgrading and modernising the borough's libraries. It has analysed the performance of the library contract, and successfully challenged the contractor to give visibility of complaints received.
- 1.11 In November, the committee it assessed three options for the Bromley Valley Gymnastics Centre. It gave its support to developing a new, modern gymnastics centre on Chipperfield Road along with up to 200 new homes.

Planning

- 1.12 The performance of the planning service was assessed, with a particular focus on the performance of planning enforcement. The committee also scrutinised planning appeals, considering those appeals received and decided and the costs incurred by the council.
- 1.13 I would like to thank officers and Cllr Yvonne Bear for their work and analysis on planning enforcement, appeals and call-ins, which are enabling greater scrutiny and may enable the council to learn lessons, improve service performance and reduce costs.

Scrutiny of the Portfolio Holder

- 1.14 The committee scrutinised the portfolio budget, requesting that officers and the portfolio holder explained areas where spending was increasing. It encouraged officers and the Portfolio Holder to include ambitious future phases of the Transformation programme, to deliver more temporary homes with better living standards and lower costs. It was pleased to see various housing schemes starting to generate significant savings for the council.
- 1.15 The committee also analysed the contract register twice throughout the year, challenging on specific contracts to ensure that contracts avoid being managed effectively and there is suitable foresight of where new contracts are required.

Thanks

- 1.16 I would like to thank all the members of the committee for their diligence and hard work throughout the year. A lot of work has been carried out, which has covered a very broad range of subjects. I would also like to thank the officers in the RR&H department and Mrs. Lisa Thornley for their tireless work at the committee meetings and the ongoing day to day running of the department.

Councillor Michael Rutherford
Chairman, Renewal, Recreation and Housing PDS Committee

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