



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

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DATE: 16 March 2021

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

Councillor Simon Fawthrop (Chairman)
Councillor Christopher Marlow (Vice-Chairman)
Councillors Gareth Allatt, Julian Benington, David Cartwright QFSM, Mary Cooke,
Ian Dunn, Nicky Dykes, Robert Evans, Will Harmer, Russell Mellor,
Michael Rutherford, Michael Tickner, Stephen Wells and Angela Wilkins

A meeting of the Executive, Resources and Contracts Policy Development and
Scrutiny Committee will be held Bromley Civic Centre on **WEDNESDAY 24 MARCH
2021 AT 6.30 PM**

**PLEASE NOTE: This is a 'virtual meeting' and members of the press and public can
see and hear the Committee by visiting the following page on the Council's website: –
<https://www.bromley.gov.uk/councilmeetingslive>**

Live streaming will commence shortly before the meeting starts.

MARK BOWEN
Director of Corporate Services

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

PART 1 AGENDA

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

STANDARD ITEMS

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

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

Questions specifically on reports on the agenda should be received within two working days

of the normal publication date of the agenda. Please ensure that questions specifically on reports on the agenda are received by the Democratic Services Team by **5pm on Thursday 18th March 2021.**

a **QUESTIONS FOR THE CHAIRMAN OF EXECUTIVE, RESOURCES AND CONTRACTS PDS COMMITTEE**

b **QUESTIONS FOR THE RESOURCES, COMMISSIONING AND CONTRACTS MANAGEMENT PORTFOLIO HOLDER**

4 **MINUTES OF THE EXECUTIVE, RESOURCES AND CONTRACTS PDS COMMITTEE MEETING HELD ON 3 FEBRUARY 2021 (EXCLUDING EXEMPT ITEMS)** (Pages 5 - 18)

5 **MATTERS OUTSTANDING AND WORK PROGRAMME** (Pages 19 - 26)

6 **FORWARD PLAN OF KEY DECISIONS** (Pages 27 - 32)

HOLDING THE RESOURCES, COMMISSIONING AND CONTRACTS PORTFOLIO HOLDER TO ACCOUNT

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

Portfolio Holder decisions for pre-decision scrutiny.

a **CAPITAL PROGRAMME MONITORING - 3RD QUARTER 2020/21 & CAPITAL STRATEGY 2021 TO 2025**_(Pages 33 - 42)

HOLDING THE EXECUTIVE TO ACCOUNT

8 **PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS**

Members of the Committee are requested to bring their copy of the agenda for the Executive meeting on 31 March 2021.

POLICY DEVELOPMENT AND OTHER ITEMS

9 **SCRUTINY OF THE LEADER**

10 **ANNUAL PDS REPORT 2020/21** (Pages 43 - 70)

PART 2 AGENDA

11 **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

- | | | |
|-----------|--|---|
| 12 | EXEMPT MINUTES OF THE MEETING HELD ON 3 FEBRUARY 2021 (Pages 71 - 72) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |
| 13 | PRE-DECISION SCRUTINY OF EXEMPT EXECUTIVE REPORTS | |

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EXECUTIVE, RESOURCES AND CONTRACTS POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 6.30 pm on 3 February 2021

Present:

Councillor Simon Fawthrop (Chairman)
Councillor Christopher Marlow (Vice-Chairman)
Councillors Gareth Allatt, Julian Benington,
David Cartwright QFSM, Mary Cooke, Ian Dunn,
Nicky Dykes, Robert Evans, Will Harmer, Russell Mellor,
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 for
Resources, Commissioning and Contracts Management
Councillor Colin Smith, Leader of the Council
Councillor Pauline Tunnicliffe

87 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies for lateness were received from Councillor Robert Evans and
Councillor Nicky Dykes.

88 DECLARATIONS OF INTEREST

There were no declarations of interest.

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

There were no questions.

90 MINUTES OF THE EXECUTIVE, RESOURCES AND CONTRACTS PDS COMMITTEE MEETING HELD ON 6 JANUARY 2021 (EXCLUDING EXEMPT ITEMS)

The minutes of the Executive, Resources and Contracts PDS Committee
meeting held on 6 January 2021, were agreed and signed as a correct record.

3 February 2021

A Member sought clarification around whether the Committee had the power to take decisions concerning whether public oral questions should be permitted at meetings or whether the Committee was required to make a recommendation to Full Council. The Chairman noted that it had been clear from the discussion at the last meeting that the view of the Committee had been that public oral questions should be allowed.

The Legal Advisor to the Committee confirmed that the Executive had the power to take decisions relating to Executive meetings, Full Council had authority to take decisions for all other meetings. PDS Committees could make recommendations to Full Council concerning arrangements for public questions at meetings. It was agreed that the Legal Advisor would consider the issues further and provide a response following the meeting.

91 MATTERS OUTSTANDING AND WORK PROGRAMME

Report CSD21019

The report dealt with the Committee's business management including matters outstanding from previous meetings and the proposed work plan for the remainder of the year.

The Vice-Chairman noted that he was not aware that a letter had been sent to all Schools setting out the S.106 Funding available to them. The Committee requested that this be actioned by the Assistant Director for Planning as soon as possible, noting that it should remain on the Matters Outstanding report until the letter had been sent.

RESOLVED: That the report be noted and that the Matters Outstanding Report be updated as appropriate.

92 FORWARD PLAN OF KEY DECISIONS

The Committee noted the Forward Plan of Key Decisions covering the period February 2021 to May 2021.

93 RESOURCES, COMMISSIONING AND CONTRACTS MANAGEMENT PORTFOLIO - PRE-DECISION SCRUTINY

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

**94 TREASURY MANAGEMENT - ANNUAL INVESTMENT
STRATEGY AND QUARTER 3 PERFORMANCE 2020/21
Report FSD21011**

This report summarised Treasury Management activity during the third quarter of 2020/21 and presented the Treasury Management Strategy and the Annual Investment Strategy for 2021/22, 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 required 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. As Members were be aware, Bromley did not currently borrow to finance its capital expenditure and, as a result, many of the indicators did not have any real relevance for the Council. The 2020/21 strategy was agreed by Council in February 2020, and there was a change proposed to increase the limit invested with Housing Associations from £50m to £80m.

In response to a question, the Director of Finance explained that contributions for housing had been set aside in ear marked reserves if there was a requirement to make purchases during the year in terms of development and work that had already been undertaken. The housing fund, when it was set aside, was linked to the costs towards purchase and building costs. The key principle was that the Council did not want to overdraw and often it was a matter of a time issue of money coming in front Government and when it could be paid out if it took time to put in place grant conditions. The Chairman added that as a general rule any major purchases should be subject to scrutiny.

The Vice-Chairman highlighted the proposal to increase the ceiling on Housing Association investments from £50m to £80m which would generate a significant increase in returns for a low increase in risk. However, the Housing Association loans were not liquid investments and the Director of Finance provided reassurance that there were sufficient funds available to meet the commitment.

The Committee noted that where the Local Authority was fortunate was its access to temporary borrowing which the Director of Finance suggested was advantageous than penalties with withdrawing funds as this could cause reputational damage.

RESOLVED: That the Portfolio Holder be recommended to

- a) note the report;**
- b) note the Treasury Management performance for the third quarter of 2020/21;**

3 February 2021

- c) **note the further advances to Project Beckenham Ltd extending the arrangement previously agreed by Members, as set out in Section 3.4.3;**
- d) **recommend that Council approves an increase in the limit to £80m for investments with Housing Associations, as set out in Section 3.5.5;**
- e) **recommend that Council agrees to adopt the Treasury Management Statement and the Annual Investment Strategy for 2021/22 (Appendix 4) including the prudential indicators (summarised on page 47) and the Minimum Revenue Provision (MRP) policy statement.**

**95 POLICY: PUBLIC PROCUREMENT UPDATE
Report CSD21022**

The report provided an update on recent public procurement policy developments and Members noted that a key message of the report was that recent changes in UK procurement policy built on the local rules already in place in Bromley.

In response to a question, the Assistant Director Governance and Contracts explained that all Local Authorities were subject to the Social Value Act 2012 and factors such as sustainability or supporting the local economy should be considered as part of any procurement process. . The optimum combination of price and quality was the key driver for any procurement process which allows Social Value considerations to be considered without undermining Value for Money. Members noted that any social value had to be tailored to the individual tender and would form part of the Gateway approach.

The Committee noted that all advertised tenders were published on the London Tenders Portal, which was free for any business to sign up to. It was agreed that details of the London Tenders Portal and the Local Procurement Rules would be circulated to all Members following the meeting. In addition, the Assistant Director agreed to investigate whether it would be possible to advertise tenders on the Council website, although it was noted that there would be a resource implication.

In concluding the discussion, the Chairman stressed that value for money should be a key indicator on the value derived from tenders.

RESOLVED: that the Portfolio Holder be recommended to note the report and endorse the proposed arrangements for response to the Green Paper: Transforming Public Procurement as set out in the report.

96 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS

The Committee considered the following reports on the Part 1 agenda for the meeting of the Executive on 10 February 2021:

5 2021/22 COUNCIL TAX Report FSD21008

This report identified the final issues affecting the 2021/22 revenue budget and sought recommendations to the Council on the level of the Bromley element of the 2021/22 Council Tax and Adult Social Care precept. Confirmation of the final GLA precept would be reported to the Council meeting on 1 March 2021. 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 2021/22 but to have measures in place to deal with the medium term financial position (2022/23 to 2024/25). The Committee noted that with the Government reductions in funding since austerity measures began, the burden of financing increasing service demands fell primarily on the level of council tax and share of business rate income. The financial forecast assumed that the level of core grant funding would remain unchanged in future years.

Noting the 9.5% increase proposed by the GLA, a Member suggested that rather than raising the precept by this amount, the GLA should consider where savings could be made.

RESOLVED: That Executive be recommended to

- 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 (as in Appendix 2) for 2021/22;**
- 3. Agrees that Chief Officers identify alternative savings/mitigation within their departmental budgets where it is not possible to realise any savings/mitigation reported to the previous meeting of the Executive held on 13th January 2021;**
- 4. Approve a contingency sum of £14,925k (see section 6);**
- 5. Approve the following provisions for levies for inclusion in the budget for 2021/22;**

	£'000
London Pension Fund Authority*	464
London Boroughs Grant Committee	247
Environment Agency (Flood defence etc.)	262

*

Lee Valley Regional Park *	321
Total	1,294
* Provisional estimate at this stage	

- 6. Note the latest position on the GLA precept, which will be finalised in the overall Council Tax figure to be reported to full Council;**
- 7. Consider the “Bromley element” of the Council Tax for 2021/22 to be recommended to the Council, including a general increase and the Adult Social Care Precept, having regard to possible ‘referendum’ issues;**
- 8. Approve the approach to reserves outlined by the Director of Finance;**
- 9. Note that any decision on final council tax levels 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 (see 16.9);**
- 10. Agree that the Director of Finance be authorised to report any further changes directly to Council on 1st March 2021.**

**6 CAPITAL PROGRAMME MONITORING Q3 2020/21 AND CAPITAL STRATEGY 2021-25
Report FSD20099**

The report updated the Council’s Capital Strategy. It also summarised the current position on capital expenditure and receipts following the third quarter of 2020/21 and presented for approval the new capital schemes in the annual capital review process. The Executive was asked to consider the updated Capital Strategy and approve a revised Capital Programme.

In response to a question, the Director of Finance confirmed that in respect of the Civic Centre Improvement programme, the report was at this stage seeking to set aside money in the capital programme. The final report would set out the extent of capital expenditure required.

RESOLVED: That the Executive be recommended to

- 1. Note the report, including a total re-phasing of £3,764k from 2020/21 into future years, and agree a revised Capital Programme;**
- 2. Approve the following amendments to the Capital Programme:**
 - (i) Increase of £290k to the Disabled Facilities Grant**

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

**16 BLENHEIM SHOPPING CENTRE - FREEHOLD DISPOSAL
Report CSD21023**

New River Retail ('NRR') had approached the Council to acquire the freehold so that they can develop above at Blenheim Shopping Centre, Penge, at which NRR own the long leasehold interest.

In opening the discussion, the Chairman suggested that the approach set out in the report appeared to be sensible.

The Committee noted that all three of the local ward councillors were opposed to the proposals with key concerns focusing on the loss of car parking which would have a significant impact on all of the businesses in the high street.

Members noted that the planning issues associated with the proposals had to remain entirely separate to the decision to sell, which was a commercial decision. It was further noted that in agreeing the sale price the Council had to satisfy Section 123 obligations and following advice from independent consultants, Officers were satisfied that best value had been secured.

The Chairman proposed that the Executive be recommended to agree to the sale of the freehold of the Blenheim Shopping Centre to NRR on the terms detailed in the accompanying Part 2 Report of the same title, noting the contents of this report specifically to the proposed Method of Assessment. The motion was seconded by Councillor Allatt, put to the Vote and CARRIED. (Councillors Dunn and Wilkins requested that their vote against the motion be recorded.)

RESOLVED: That the Executive be recommended to agree to the sale of the freehold of the Blenheim Shopping Centre to NRR on the terms detailed in the accompanying Part 2 Report of the same title, noting the contents of this report specifically to the proposed Method of Assessment.

97 SCRUTINY OF THE CHIEF EXECUTIVE

The Chief Executive, Mr Ade Adetosoye, attended the meeting to respond to questions from the Committee. A written update for the Committee had been circulated as part of the agenda papers and Members thanked the Chief Executive for the update commending him on the quality of the report and the information provided. Mr Adetosoye responded to questions, making the following comments –

3 February 2021

- The Council's Strategic Leadership Team had been reflecting on the key challenges arising from the Covid pandemic that had been faced by the Council. It had to be recognised that as a nation we were still in the middle of the pandemic and as such time had been set aside in the middle of March 2021 to enable a period of reflection. In terms of lessons learnt from the very early days of the pandemic, a key challenge that would be set for the senior leadership post pandemic was to reflect on what the Local Authority could do to recognise and better utilise the 4,500 residents who had volunteered to support and help the Council. Members noted the importance of recognising this key asset.
- The Chief Executive also highlighted the need going forward to continue to preserve the increased use of IT. Over the course of the last 12 months technology had played a key role in the uninterrupted delivery of services to residents. Members noted that the previous day the Chief Executive had hosted an "Ask the Chief Executive" webinar attended by over 300 members of staff. The value of this could not and should not be underestimated and needed to be harnessed going forward.
- Covid was a Public Health pandemic and Bromley was a Public Health Authority and as such had been doing all it could to support health partners in their response to the pandemic. The key role of the Local Authority was to amplify and support partners across the NHS. Supporting the national vaccination programme was one way the Local Authority could play its part in tackling the pandemic and consequently going forward the Great Hall at the Civic Centre would be used as a mass vaccination centre. The current delivery date for the Vaccination Centre was 1st March 2021, but this date would be brought forward if at all possible. The Vaccination Centre would be open 7 days a week from 8am to 8pm with 40 volunteers and 10 seconded staff supporting colleagues in the NHS to deliver the roll out of vaccinations.
- There was a legal requirement for the Local Authority to ensure its front-line health and social care staff were adequately protected. As part of this support was provided to priority front line staff to ensure that they were able to access a vaccination where appropriate.
- Over 90% of the 700 laptops from Central Government to support home learning had been distributed. Bromley had not seen some of the problems that had been reported in the national media and the Local Authority had been able to support its vulnerable children and young people. Members also noted that through colleagues in IT, it had also been possible to replace broken laptops.
- The Committee noted that all staff who left the Council were offered an exit interview with the Director of HR conducting the interviews for social workers who departed. The reasons for staff leaving were regularly reviewed and the Chief Executive confirmed to Members that there were no worrying trends.
- Members recognised the importance of the 2021 Census, future funding and how services were planned and configured depended on

the numbers captured in the census therefore it was in the interests of the Local Authority to encourage local residents to engage with the Census process. In 2011, Bromley had achieved an excellent 95% response rate and planning had begun in order to deliver a similarly high response rate in 2021. However, there was a clear need to focus on the remaining 5%. The Council was working with the Office for National Statistics (ONS) and intensive communication campaigns were being developed. The need to utilise the connectivity of elected representatives was also recognised, especially in relation to engagement with those communities who were harder to reach. This year, the challenge from Central Government was to have 90% of the Census completed electronically and the Chief Executive confirmed that he was confident this target could be achieved.

- The Digital Roadmap would address the key challenge of how public services could be transformed within a digital space. An important part of this would be to identify the key investment drivers for delivering improved services to residents. The Chief Executive anticipated that colleagues would be in a position to present the Digital Strategy to Members by September 2021. The Chairman noted that there were a number of opportunities to utilise technology to harness public involvement in public services. One such area was easier access to Council meetings held in public – with the live streaming of meetings meaning that it was more convenient for members of the public to engagement with the Council decision making process. Members noted that data around the numbers viewing meetings was being collected and the Chairman suggested that it would be helpful for the Committee to have sight of the data.
- The Director of HR was the Council lead on equality, diversity and inclusivity supported by a number of colleagues across the Council including the Head of Performance Management and Business Support who lead on the interface with the voluntary sector. It was agreed that further information would be sent to the Committee following the meeting.
- A report had been commissioned on the future of Town Centres in the Borough with there being a clear role for the Local Authority to shape the Town Centre agenda. Along with key partners, such as the Business Improvement Districts (BIDS) and elected members representing town centre wards, it was hoped that plans could be developed to shape the future of town centres. Post-Covid, town centres would play a fundamental role in delivering the national recovery and a return to some form of normality. The Chairman also stressed the need to ensure that representations were made to Central Government around the proposals for permitted development rights in town centres. It was highlighted that the proposals could have unintended and lasting consequences.
- The Chief Executive sincerely hoped that the progress around addressing the issue of rough sleepers would continue post-Covid. One of the key issues was that of funding and since the start of the pandemic support from Central Government had increased. It was

hoped that funding would continue to enable the progress made to date to be maintained. Members noted the commitment to continue to provide alternative accommodation to rough sleepers whilst recognising that in some circumstances there was an element of individual choice.

The Chairman stressed the importance of everyone taking up the offer of a vaccine when it was made. It was not only in the interests of the individual to get vaccinated; it was in everyone's interests as vaccination was the only way in which the impact of Covid-19 could be addressed in the long-term.

The Committee thanked the Chief Executive for his informative and helpful update.

98 SCRUTINY OF THE RESOURCES, COMMISSIONING AND CONTRACT MANAGEMENT EXECUTIVE ASSISTANT

The Executive Assistant to the Resources, Commissioning and Contracts Management Portfolio, Councillor Kira Gabbert, attended the meeting to respond to questions from the Committee. The Members noted the updated that had been circulated prior to the meeting and Councillor Gabbert responded to questions, making the following comments:

The Committee noted that progress was being made with plans for the solar farm. Two models were being considered, one with battery storage and one without battery storage. The life of the solar farm equipment was 25-30 years and the payback time would be 16-17 years so the project would need to be approached with caution. In terms of cost, one option was costs just over £3m with the other option double that. The issue of the green belt was key and the project would be approached in stages. The Committee noted that a number of council's across the Country had been able to make a case for this form of development on the green belt, it was also important to remember that at the end of the project the solar farm could be dismantled and the land would remain intact. The Executive Assistant hoped to have a fully developed business model within the next few weeks. Any further progress would be dependent on the planning process. The Chairman highlighted the importance of site security and suggested that any costs associated with this should be included in calculations from the outset.

The Committee thanked the Executive Assistant for her update.

99 PROPERTY INVESTMENT UPDATE Report CSD21021A

The London Borough of Bromley investment portfolio comprised an investment fund totalling 21 assets with a total value of circa £73m which currently generated in the region of £5.3m pa. The purpose of the report was

to appraise Members of this Portfolio's performance within in the context of the national impacts on property currently being experienced as result of the Covid Pandemic together with other economic factors. In addition, the report provided details as to the governance around the management of the portfolio.

In opening the debate, the Chairman highlighted the value of the report as it enabled Members to understand the position of the Council's investment.

Prior to the meeting Officers had circulated further clarification as to what was meant by the term 'moral obligations as a public sector landlord' with the Head of Estates and Asset Management confirming that this has been interpreted to mean that the Council had the right to invest in any business which was able to legally operate within the UK. The Chairman indicated that his belief was that there should be a focus on a public interest test rather than a 'moral obligation' as a public interest test would be more objective.

The Committee had a lengthy debate around the issue with a number of Members expressing opposing views. Members suggested that the obligation of the Council as a public sector landlord went far beyond a public interest test and that the Local Authority did have responsibility in terms of its property ownership. However, the Vice-Chairman, in support of the position advanced by the Chairman, stressing the importance of considering the key purpose of the Council's property portfolio which was to maximise return in order to fund the services the Council provided to its residents. The property investment portfolio was primarily a financial arrangement.

In response to a question, the Head of Estates and Asset Management explained that rental yields had increased as a result of the fall in capital value. The Committee noted that statutory valuations were due to be completed by March 2021.

Members noted that the procurement process for a professional investment provider was underway and once the process had been completed the process of 6-month rolling reviews would commence. The Strategic Plan would be developed after the initial review had been completed.

The Portfolio Holder for Resources, Commissioning and Contracts Management suggested that it would be helpful to establish how the Property Investment Advisory Board will feed into the existing decision making processes to ensure that work was not duplicated and that the best use was made of officer time. The Committee asked that the Property Division work with the Portfolio Holder to identify the best approach going forward.

The Committee noted that the income reflected in the report focused on specific properties and was not reflective of all the Council's investment properties. It was suggested that that a further update on this, and any further reductions in rent, be provided to Members following the meeting.

A Member stressed that overall, the Council's property investment programme had been 'outstandingly successful' and had delivered exactly what it was required to deliver. However, in recent years there had been a downturn in the retail sector and it was now important to identify alternative revenue streams for the Council, particularly in respect of an industrial strategy. In response the Director of Finance explained that going forward the priority for the investment fund and the growth fund would be for housing and economic recovery. In terms of the property portfolio, it would be prudent to undertake a review of the portfolio in order to identify whether there were any opportunities to add value and as such whether any changes were required.

RESOLVED: That the report and the comments made by the Committee be noted.

**100 CONTRACTS REGISTER AND CONTRACTS DATABASE
 UPDATE
 Report 210001**

The report presented February 2021's Corporate Contracts Register for consideration. The Committee noted the Part 2 (exempt from publication) commentary.

Members congratulated the Assistant Director for Governance & Contracts on the exceptional quality of the report which clearly set out the key points.

In response to a question, the Assistant Director confirmed that the Procurement Board reviewed the timetable for every significant contract in order to ensure that decisions were able to be taken in a timely manner. Last year, early action was taken where a procurement exercise would normally be commencing and it was felt that there was evidence that it could be disrupted due to the capacity of either staff or the provider market and their ability to respond, early alternative procurement action was taken to extend contracts beyond term as appropriate. The situation was ongoing, and Officers were in the process of revisiting every contract to identify whether further adjustments were made whilst being mindful for future capacity issues to ensure that a bottleneck was not created in the future.

The Committee endorsed the proposed changes to the contracts register to make the register more meaningful to the audience.

RESOLVED: That

- 1. The Contracts Register be noted, and**
- 2. The recommendations for changes to the format of the report be endorsed.**

**101 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**

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

The Committee considered the following reports on the Part 2 agenda for the meeting of the Executive on 10 February 2021:

**24 BLENHEIM SHOPPING CENTRE - FREEHOLD DISPOSAL
Report CSD21023**

The Committee noted the report and supported the recommendations.

**25 CAPITAL PROGRAMME MONITORING Q3 2020/21 AND CAPITAL STRATEGY
2021-25**

The Committee noted the Part 2 appendix.

103 PART 2 PROPERTY INVESTMENT UPDATE

The Committee noted the part 2 (exempt from publication) information presented in the report.

The Meeting ended at 9.02 pm

Chairman

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Report No.
CSD21025

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Executive, Resources & Contracts PDS Committee

Date: 24 March 2021

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 2021/22 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 2021/22 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 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 2021/22 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 2021/22**

Meeting Date: 18 May 2021	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Contracts Register and Contracts Database Update	Procurement	PDS Committee
Risk Register (Red Risks)	Audit	Information Item
Meeting Date: 23 June 2021	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
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
Risk Register	Audit	Information Item
Meeting Date: 15 September 2021	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Treasury Management - Annual Report 2020/21	Finance	Pre-decision scrutiny (PH)
Capital Programme Monitoring - 1st Quarter 2021/22	Finance	Pre-decision scrutiny (PH)
Scrutiny of the Chief Executive	Chief Execs	PDS Committee

Risk Management	Audit	Information Item
Contract Register and Contracts Database	Procurement	Information Item
Meeting Date: 13 October 2021		
	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Scrutiny of the Leader	N/A	PDS Committee
Executive Agenda	Various	Pre-decision scrutiny
Expenditure on Consultants 2020/21 and 2021/22	Finance	PDS Committee
Section 106 Agreements: Update*	Planning and Regeneration	PDS Committee
Risk Register (Red Risks)	Audit	Information Item
Meeting Date: 18 November 2021		
	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Treasury Management - Quarter 2 Performance 2020/21 & Mid-Year Review	Finance	Pre-decision scrutiny (PH)
Insurance Fund - Annual Report 2019/20	Finance	Pre-decision scrutiny (PH)
Risk Register	Audit & Assurance	PDS Committee
BT/ICT Contract Monitoring Report	IT	PDS Committee – Monitoring Report
Scrutiny of the Resources, Commissioning & Contract Management Portfolio Holder	N/A	PDS Committee
Scrutiny of the Executive Assistant to the Leader	N/A	PDS Committee
Cost of Agency Staff	HR	PDS Committee
Contracts Register and Contracts Database Update	Procurement	PDS Committee
Meeting Date: 5 January 2022		
	Division	Committee Role

Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Capital Programme Monitoring - 2nd Quarter 2021/22	Finance	Pre-decision scrutiny (PH)
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

Meeting Date: 2 February 2022	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Treasury Management – Annual Investment Strategy and Quarter 3 Performance 2021/22	Finance	PH Decision
Executive Agenda	Various	Pre-decision scrutiny
Scrutiny of the Chief Executive	N/A	PDS Committee
Scrutiny of the Resources, Commissioning and Contract Management Executive Assistant	N/A	PDS Committee
Contracts Register and Contracts Database Update	Procurement	PDS Committee
Property Investment Update	Property	PDS Committee
Risk Register (Red Risks)	Audit & Assurance	Information Item

Meeting Date: 24 March 2022	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

PDS SUB-COMMITTEES AND WORKING GROUPS 2021/22

SUBJECT	DATE OF NEXT MEETING	MEMBERSHIP
EXECUTIVE, RESOURCES & CONTRACTS PDS		
Any 2021/22 Working Groups of ERC PDS to be appointed by the parent bodies.	TBC	
ADULT CARE AND HEALTH PDS		
Health Scrutiny Sub-Committee	13 July 2021	Cllr Cooke (Chairman), Cllr Allatt, Cllr Dunn, Cllr Ellis, Cllr Evans, Cllr Jefferys, Cllr McIlveen, Cllr Onslow.
Any 2021/22 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		
Any 2021/22 Working Groups of the Children, Education & Families PDS Committee to be appointed by the parent bodies.		
ENVIRONMENT & COMMUNITY SERVICES PDS		
Any 2021/22 Working Groups of the Environment & Community Services Committee to be appointed by the parent body.		
PUBLIC PROTECTION AND ENFORCEMENT PDS		
Any 2021/22 Working Groups of the PPE PDS Committee to be appointed by the parent body.		
RENEWAL, RECREATION & HOUSING PDS		
Any 2021/22 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: 2 MARCH 2021

PERIOD COVERED: March 2021 - June 2021

DATE FOR PUBLISHING NEXT FORWARD PLAN OF KEY AND PRIVATE EXECUTIVE DECISIONS: 20th April 2021

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						
BROMLEY CIL	Council	19 April 2021 Renewal, Recreation & Housing PDS Committee, Development Control Committee and Executive	Meetings	Contact Officer: Ben Johnson Tel. 020 8461 7845 ben.johnson@bromley.gov.uk	<u>Meetings in public</u>	Report and relevant background documents
EXECUTIVE						
ADDITIONAL RESTRICTIONS GRANT SCHEME	Leader of the Council	Not before 17 March 2021 Renewal, Recreation & Housing PDS Committee	Email circulation	Contact Officer: Alicia Munday Tel. 020 8313 4559 Alicia.Munday@bromley.gov.uk	<u>Part 1 Report</u>	Report and relevant background documents
KENT DOWNS AONB MANAGEMENT PLAN UPDATE	Executive	31 March 2021 Development Control Committee and Renewal, Recreation & Housing Committee	Meetings	Contact Officer: Ben Johnson Tel. 020 8461 7845 ben.johnson@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?
BIODIVERSITY ACTION PLAN	Executive	31 March 2021 Environment & Community Services PDS	Meetings	Contact Officer: Ben Johnson Tel. 020 8461 7845 ben.johnson@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
BASIC NEED PROGRAMME	Executive	31 March 2021 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
PROCUREMENT OF MOVING TRAFFIC CONTRAVENTION CAMERAS	Executive	31 March 2021 Environment & Community Services PDS Committee	Meetings	Contact Officer: Chloe Wenbourne Tel. 020 8313 4617 Chloe.Wenbourne@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
GATEWAY 0 PROCUREMENT OPTIONS FOR THE PRIMARY AND SECONDARY INTERVENTION SERVICE (BROMLEY WELL)	Executive	31 March 2021 Adult Care & Health PDS Committee	Meetings	Contact Officer: Ola Akinlade Tel. 020 8313 4744 ola.akinlade@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?
BLOOM PROCUREMENT LTD - AWARD OF CONTRACT	Executive	31 March 2021 Children, Education and Families PDS Committee	Meetings	Contact Officer: Naheed Chaudhry Tel: 020 8461 7554 Naheed.Chaudhry@bromley.gov.uk	<u>Meeting in public</u>	Report and Relevant background documents
MICROSOFT LICENSE AGREEMENTS	Executive	31 March 2021 Executive, Resources and Contracts PDS Committee	Meetings	Contact Officer: Vinit Shukle Tel: 020 8461 7713 Vinit.Shukle@bromley.gov.uk	<u>Meeting in Public</u>	Report and relevant background documents
LEARNING DISABILITY - COMPLEX NEEDS DAY SERVICE	Executive	31 March 2021 Adult Care and Health PDS Committee	Meetings	Contact Officer: Colin Lusted Tel: 020 8461 7650 Colin.Lusted@bromley.gov.uk	<u>Report is expected to be considered in the public part of the meetings, with confidential material considered during exempt proceedings</u>	Report and relevant background documents
CAPITA S-CLOUD AND PAY 360 SOFTWARE LICENSING, MAINTENANCE AND SUPPORT AGREEMENT	Executive	31 March 2021 Executive, Resources and Contracts PDS Committee	Meetings	Contact Officer: Claudine Douglas-Brown Tel: 020 8461 7479 Claudine.Douglas-Brown@bromley.gov.uk	<u>Private Meeting - Exempt information - Financial or business affairs of a person or body</u>	Part 2 Report - Confidential

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?
REQUEST FOR LEASE VARIATION	Executive	31 March 2021 Executive, Resources & Contracts PDS Committee	Meetings	Contact Officer: Michael Watkins Tel: 020 8313 4178 Michael.Watkins@bromley.gov.uk	<u>Private Meeting - Exempt information - Financial or business affairs of a person or body</u>	Part 2 Report - Confidential
DOMICILIARY CARE FRAMEWORK - AWARD REPORT	Executive	30 June 2021 Adult Care & Health 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
DOMICILIARY CARE PATCH PROVIDERS - AWARD REPORT	Executive	30 June 2021 Adult Care & Health PDS Committee	Meetings	Contact Officer: Kelly Sylvester Tel. 020 8461 7653 kelly.sylvester@bromley.gov.uk	<u>Report is expected to be considered in the public part of the meeting with confidential material considered during exempt proceedings</u>	Report and relevant background documents
POSTAL GOODS AND SERVICES CONTRACT AWARD	Executive	30 June 2021 Executive, Resources & Contracts PDS Committee	Meetings	Contact Officer: Andy Champion Tel. 020 8313 4394 andrew.champion@bromley.gov.uk	<u>Report is expected to be considered in the public part of the meeting with confidential material considered during exempt proceedings</u>	Report and relevant background documents
ADULT CARE & HEALTH PORTFOLIO						

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?
CONTRACT EXTENSION VARIATION FOR DEMENTIA RESPITE AT HOME SERVICES	Portfolio Holder for Adult Care and Health	Between 17 March 2021 and 31 March 2021	Meetings	Contact Officer: Kelly Sylvester Tel. 020 8461 7653 kelly.sylvester@bromley.gov.uk	<u>Report is expected to be considered in the public part of the meeting, with confidential material considered during exempt proceedings.</u>	Report and relevant background documents
CHILDREN, EDUCATION & FAMILIES PORTFOLIO						
PERMISSION TO TENDER - INTER-AUTHORITY FRAMEWORK AGREEMENT (PAN LONDON) FAMILY DRUG AND ALCOHOL COURT (FDAC)	Portfolio Holder for Children, Education and Families	Between 10 March 2021 and 31 March 2021 Children, Education & Families PDS Committee	Meetings	Contact Officer: Bola Bakare Tel. 020 8461 7614 bola.bakare@bromley.gov.uk	<u>PDS Meeting in public</u>	Report and relevant background documents
ENVIRONMENT & COMMUNITY SERVICES PORTFOLIO						
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

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Report No.
FSD21018

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 24th March 2021

Decision Type: Non-Urgent Executive Non-Key

Title: CAPITAL PROGRAMME MONITORING - 3RD QUARTER 2020/21 & CAPITAL STRATEGY 2021 TO 2025

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 10th February 2021, the Executive received a report summarising the current position on capital expenditure and receipts following the 3rd quarter of 2020/21 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 2020/21 to 2024/25. 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 3.2 to 3.7.

2. **RECOMMENDATION**

The Portfolio Holder is asked to note and acknowledge the changes agreed by the Executive on 10th February 2021.

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 £3.2m over the five years 2020/21 to 2024/25 due to the approval of a new capital schemes
2. Ongoing costs: Not Applicable
3. Budget head/performance centre: Capital Programme
4. Total current budget for this head: £41.8m for the Executive, Resources & Contracts Portfolio over the five years 2020/21 to 2024/25
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 10th February 2021

- 3.1 A revised Capital Programme was approved by the Executive on 10th February 2021, following a detailed monitoring exercise carried out after the 3rd quarter of 2020/21. The base position is the programme approved by the Leader in November 2020, 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 3.7. The revised Programme for the Portfolio is attached as Appendix A whilst Appendix B shows actual spend against budget in 2020/21, together with detailed comments on individual scheme progress.

	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL 2020/21 to 2024/25
	£'000	£'000	£'000	£'000	£'000	£'000
Programme approved by Leader November 20	4,762	17,884	16,000	0	0	38,646
Variations approved by Executive 10/02/21						
Decrease in Financial System Replacement scheme (para 3.2)	Cr 200	0	0	0	0	Cr 200
Schemes rephased from 2020/21 into future years (see para 3.3)	Cr 560	Cr 48	329	279	0	0
New schemes (see para 3.6 & 3.7)	0	2,485	875	0	0	3,360
Total amendments to the Capital Programme	Cr 760	2,437	1,204	279	0	3,160
Total Revised Executive, Resources & Contracts Programme	4,002	20,321	17,204	279	0	41,806

3.2 Decrease the Financial System Replacement Capital Scheme (£200k net decrease)

At the Executive, Resources and Contracts Policy Development and Scrutiny Committee meeting in November, the Leader agreed that the capital budget for a replacement financial system capital scheme, would be reduced by £200k to reflect an anticipated reduction in the required spend.

3.3 Schemes re-phased from 2020/21 into future years

As part of the 3rd quarter monitoring exercise, a total of £560k has been re-phased from 2020/21 into future years to reflect revised estimates of when expenditure is likely to be incurred. This relates to the Customer Service IT System Replacement scheme, and the Financial System Replacement scheme. This has no overall impact on the total approved estimate for the capital programme. Scheme re-phrasings are itemised in the table below and comments on scheme progress are provided in Appendix B.

Capital Expenditure - Rephasing in Q3 Monitoring	2020/21	2021/22	2022/23	2023/24	TOTAL
	£'000	£'000	£'000	£'000	£'000
Financial Systems Replacement	Cr 95	45	50	0	0
Customer Services IT System Replacement	Cr 465	Cr 93	279	279	0
Total Executive, Resources & Contracts Scheme rephasing	Cr 560	Cr 48	329	279	0

Annual Capital Review – new scheme proposals

- 3.4 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 £44.4m (including unapplied capital receipts) as at 31st March 2020. 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.

3.5 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. Two bids were received for the Executive, Resources, & Contracts Management Portfolio, as detailed below.

3.6 HR/Payroll Systems Replacement - £1,650k

This capital estimate will cover the cost to procure and implement a new integrated HR/Payroll System to replace the existing Resourcelink, HR Self Service System & Reporting Functionality. The current HR/Payroll software and support contract ends in June 2023 however to allow for time for parallel run testing of payroll results in new software, any new system needs to be ready for January 2023. No external funding has been identified for this programme, and therefore the Council's own resources will need to be used. The provisional sum of £1,650k has been set aside in the capital programme for planning purposes, however the release of these monies will be subject to a future report to the Executive for approval of the final scheme.

3.7 Civic Centre Improvement -£1,710k

This capital estimate will cover essential works to the building fabric to ensure continued enjoyment of the accommodation. Roofing, windows and pavements are essential to ensure the continued smooth operation of the Civic Centre for staff and visitors and fire detection and prevention works will ensure continued safety. No external funding has been identified for this programme, and therefore the Council's own resources will need to be used to finance the scheme. The provisional sum of £1,710k has been set aside in the capital programme for planning purposes, however the release of these monies will be subject to a future report to the Executive for approval of the final scheme.

Post-Completion Reports

3.8 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 10th February 2021. 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 2020/21 (Leader 18/11/20) Capital Programme Monitoring Qtr 3 2020/21 (Executive 10/02/21)

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APPENDIX A

EXECUTIVE, RESOURCES & CONTRACTS PORTFOLIO - APPROVED CAPITAL PROGRAMME 10TH FEBRUARY 2021								Remarks	
Capital Scheme/Project	Total Approved Estimate	Actual to 31.3.20	Estimate 2020/21	Estimate 2021/22	Estimate 2022/23	Estimate 2023/24	Estimate 2024/25	Responsible Officer	
	£'000's	£'000's	£'000's	£'000's	£'000's	£'000's	£'000's		
PROPERTY DIVISION									
Emergency Works on Surplus Sites	312	206	106	0	0	0		Michael Watkins	(Block Capital) Essential to maximise capital receipts
Property Investment Fund	112,553	97,062	491	5,000	10,000	0		Michael Watkins	Various property acquisitions - met from Property Investment Fund, Growth Fund, and Capital Receipts
Civic Centre Development Strategy	15,809	92	1,048	8,669	6,000	0		Cathy Pimm	Approved Executive 18/05/16 and Council 04/07/16
Property Disposal/Feasibility Work (Growth Fund)	250	172	78	0	0	0		Michael Watkins	Executive 24th May 2017. Funded by the Growth Fund
Property Management System	175	0	100	75	0	0		Hannah Jackson	Approved by the Leader on 10/09/2020 Funded from revenue receipts
TOTAL - PROPERTY DIVISION	129,099	97,532	1,823	13,744	16,000	0	0		
RESOURCES DIRECTORATE									
IT Transformation	5,766	3,715	1,355	696	0	0		Vinit Shukle	Approved by Exec 28/11/18
SharePoint Productivity Platform upgrade/replacement	1,500	194	500	806	0	0		Vinit Shukle	
Customer Services IT System Replacement	958	15	85	300	279	279		Duncan Bridgewater	
Financial Systems Replacement	1,550	0	140	1,360	50	0		James Mullender	Agreed by Council on 24/02/20.
Social Care Case Management System IT	3,000	262	99	2,639	0	0		Naheed Chaudhry	Exec approved 12 Sept 2018 - £2.7m from Social Care Grant and £0.3m from PCT learning scheme
HR/Payroll System Replacement	1,650			775	875				
TOTAL RESOURCES DIRECTORATE	14,424	4,186	2,179	6,577	1,204	279	0		
TOTAL EXECUTIVE, RESOURCES & CONTRACTS PORTFOLIO	143,523	101,718	4,002	20,321	17,204	279	0		

EXECUTIVE, RESOURCES & CONTRACTS PORTFOLIO - APPROVED CAPITAL PROGRAMME 2020/21 - 3RD QUARTER MONITORING				
Capital Scheme/Project	3RD QUARTER 2020/21			Responsible Officer Comments
	Estimate Nov 2020	Actual to Jan 2021	Revised Estimate Feb 2021	
	£'000	£'000	£'000	
PROPERTY DIVISION				
Emergency Works on Surplus Sites	106	30	106	(Block Capital) Essential to maximise capital receipts. To prepare surplus sites for disposal and to cover any emergency works.
Property Investment Fund	491	0	491	Additional £15m capital receipts to fund future acquisition (approved Exec 11/02/15). Purchase for Trinity House was completed Late March/ Early April'17. Two further property purchases were approved at December Executive Meeting. £15.4m budget rephasing requested at Nov 2019 Exec with £150k to 2019/20, £243k to 2020/21, £5m to 2021/22 and £10m to 2022/23.
Civic Centre Development Strategy	1,048	258	1,048	Feasibility study has now been completed and report being prepared for Executive to determine if project proceeds to next stage.
Property Disposal / Feasibility Work (Growth Fund)	78	0	78	Feasibilities being carried out on a number of schemes. These are being progressed until planning approval and on-site development by contractor is underway.
Property Management System	100	0	100	Approved by the Leader on 10/09/2020 Funded from revenue receipts
TOTAL PROPERTY DIVISION	1,823	287	1,823	

EXECUTIVE, RESOURCES & CONTRACTS PORTFOLIO - APPROVED CAPITAL PROGRAMME 2020/21 - 3RD QUARTER MONITORING				
Capital Scheme/Project	3RD QUARTER 2020/21			Responsible Officer Comments
	Estimate Nov 2020	Actual to Jan 2021	Revised Estimate Feb 2021	
	£'000	£'000	£'000	
RESOURCES DIRECTORATE				
IT Transformation scheme	1,355	47	1,355	Approved by Exec 28 Nov 2018. Network hardware including UPS ordered. Total spend for 2020/21 anticipated to be approx £1.3m with remaining £348k to be rephased to 2021/22.
SharePoint Productivity Platform upgrade/replacement	500	175	500	Officers now taking a tactical solution to move to Sharepoint 2010 from 2007 version, before finally moving to new platform of Office 365. Ongoing project which is gaining momentum. This scheme will now be delivered in-line with the IT Transformation scheme to ensure there is no duplication. Anticipate spend of £800k this year with £806k to be rephased to FY21/22.
Customer Services IT System Review	550	33	85	Scoping, solution analysis and business process mapping is now complete. Technical designs have been developed and are awaiting final approval.
Financial Systems Replacement	435	0	140	"Scheme approved by Executive on 12th February 2020 to 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). The scheme was delayed slightly due to the impact of COVID-19 and essential upgrades required for other financial systems. Following the decision by the Leader in November 2020 to procure Oracle Cloud ERP system, officers have conducted a procurement exercise for a System Integrator to implement the system through the G-Cloud framework. It is currently expected that a contract will be awarded in March 2021 and that implementation work will commence in April 2021"
Social Care Case Management System IT	99	1,319	99	Programme budget agreed Sept 2018 (Report ED10868). Award of contract to purchase new system May 2020 (Report CEF20010B). Specialist resources to implement system procured, programme on track to go live by March 2022.
HR/Payroll System Replacement	0	0	0	Resources set aside by Executive 10/02/21
TOTAL RESOURCES DIRECTORATE	2,939	1,574	2,179	
EXECUTIVE, RESOURCES & CONTRACTS PORTFOLIO	4,762	1,861	4,002	

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Report No.
CSD21036

London Borough of Bromley

PART ONE - PUBLIC

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

Date: Wednesday 24th March 2021

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

Title: ANNUAL SCRUTINY REPORT 2020/21

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 2020/21 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: £359,000 (2020/21)
 5. Source of funding: Revenue Budget
-

Personnel

1. Number of staff (current and additional): 7 posts (6.67fte)
 2. If from existing staff resources, number of staff hours: 2 hours
-

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 2020/21 is due to be considered by full Council on 19th April 2021. The 2020/21 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 2020/21 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) 2019/20 Annual PDS Report

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*DRAFT FOR CONSIDERATION BY ERC
PDS COMMITTEE ON 24th MARCH 2021*



THE LONDON BOROUGH

Policy Development & Scrutiny Annual Report 2020/21

For submission to Full Council on 19th April 2021

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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 2020/2021, which summarises the work that has been carried out by the Committees during the Council year.

2. The Coronavirus Pandemic has had a major impact on the way in which the Council our partners have carried out our duties over the last year. Including a year of virtual meetings, taking the place of regular in person committee meetings. It also gave a chance for these meetings to be streamed live to members of the public, with a varied amount of success.

3. The response from the Government by increasing support and assisting with Council budgets and the local economy has been gratefully appreciated by this Council residents and businesses alike. Due to the Government's response to the pandemic financial pressures have temporarily been alleviated for this financial year and we have received further support for next year although it is not clear whether that would be sufficient at this stage. However as with all borrowing there always comes a day of reckoning and Government debt, which is now around £2.5trillion, will eventually have to be paid back. Therefore it is likely that in future years the Council can expect further reductions in funding support, as the debt will need to be repaid and the ongoing cost pressures faced by Bromley Council will still leave a long term funding gap. The 2021/22 budget has been balanced, however for future years the outlook is as follows; balanced for 2022/23 providing the growth mitigation strategy is strictly followed. There will be a gap in the following years of £2.6M for 2023/24 and £14.1M for 2024/25. These figures allow for growth pressures of £17.8m which will need to be curtailed to help ensure that 2024/25 gap is met. These figures also assume that the Council tax will increase at the same rate as this year, excluding the Adult Social Care Precept which is 3% for 2021/22 only). 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.

4. Against this tough background 2020/21 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 4.99%, including the 3% increase to fund social care. In addition the Labour London Mayor and GLA also increased their precept, (This has been the Mayor Khan's highest tax hike in 5 years, at 9.5%) making the net overall increase of 5.93% for Bromley residents meaning an increase of approximately £116 per annum for an average band E property. Bromley Council continues to be debt free, meaning our residents Council Tax is spent on services and not on interest payments.

5. 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.

6. 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.

7. 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.

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

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

2. Policy Development and Scrutiny Chairmen 2019/20



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 Cartwright
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, one call-in has been made in 2020/21. 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 2020/21 municipal year the Committee held 8 scheduled meetings and 2 special meetings. All of these meetings have been via Webex as a result of the Coronavirus Pandemic. These meetings were held whilst other scrutiny committee meetings were in temporary abeyance, as we found our feet as a Council. The regular meetings included the scrutiny of items to be decided at the Executive's meetings, in addition to matters reported to the Committee. 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. The written report introduced last year has been beneficial, to enable members to focus on the key issues that need scrutiny. I would like to particularly like to thank the Chief Executive for his very excellent reports, which can be held up as a standard for scrutiny reports.

3. Review of Council Activities

The Committee has been very conscious of the need to help residents and businesses get through the pandemic and this has been a priority across the year as Government grants have been very generous in helping our residents and businesses. Whilst there has been a lot of pass-porting, we have ensured that a reasonable level of scrutiny is place to ensure that fraud has been kept to a minimum.

On top of this the committee has looked at reigning in growth spending 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 has continued its reports 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, The Amey contract has not performed as expected and the Council will be exiting the contract. 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

Last year I mentioned the pandemic risk in the Annual scrutiny report. After 3 lockdowns, the Government have turned a corner with a fantastic response with the vaccination programme, which is helping provide a way out of the pandemic lockdowns. I'm pleased the Government didn't listen to those voices calling for us to join the EU vaccine response. Having said that members of the committee were unanimous that anyone who is offered the vaccine should take up the offer.

The early evidence is that the vaccine is working and cases, hospitalisations and deaths are declining. More impressive is that Bromley Council working closely with partners in the NHS seems to be ahead of the rest of Greater London in the roll out programme.

There is still a risk that a new variant, or virus mutation could develop which brings the virus back to prominence. At the time of writing the coronavirus death total was just below 600, which I indicated would be in line with a 2% mortality rate for Bromley last year.

It is also good to report that Bromley has done an excellent job in protecting our staff, particularly those dedicated to front line services. Many have adopted homeworking, and other important measures to help our residents through the pandemic. In a time when finances are tight, it is good that we can reward Bromley's staff with a 2% across the board pay increase, to thank them for the work they have undertaken this year.

6. Outlook

The Government's cost reductions have paused to deal with the coronavirus pandemic. However it is prudent to expect cost reductions to continue in future years, Therefore, as this year, the task to find the savings necessary to balance the Council's budget will be a major factor next year. Keeping on top of the cost pressures which include additional growth items, will be crucial in delivering a balanced budget in future years. The main challenge is closing the funding gap of £14.1 million by 2024/25, a lot of hard work remains to ensure the Council continues to set legal budgets over the coming years.

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. Councillors only need to take their eye off the ball for a short while and Bromley could very easily end up debt ridden and severely cutting front line services like Croydon next door.

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 Committee joins me in thanking and congratulating the staff in Adult Services who have accepted COVID-19 responsibilities while continuing with the 'day job' during the pandemic and thus minimising, as far as possible while adhering to COVID-19 regulations, a negative impact on our clients. Staff had to accommodate new ways of working remotely and new IT systems while carrying out assessments both virtually and face to face. Please note that LBB did not introduce Easements which would have allowed relaxation of some of the rules about Care Act responsibilities.

We also thank the staff of Democratic Services who have ensured that not only have papers been compiled and circulated but have run the virtual meetings with skill and good humour.

Of course I would personally thank all the Committee, both Elected and Co-opted Members (Experts by Experience, Carers Forum, Bromley Mental Health Forum and Healthwatch) for their support and the Chief Executives of the PRUH, Oxleas and Bromley Healthcare for their regular attendance and updates at the Health Scrutiny Sub-Committee.

COVID-19 has obviously had a huge impact on the work of the Adult Care Portfolio, the remit of which is wide ranging, and during the year all statutory duties have been fulfilled where Lockdown rules allow. To establish the scale of contribution we note that staff have supported almost 14k people who were identified as clinically vulnerable. A team worked with Public Health colleagues providing advice and training relating to infection control and delivered over one million items of PPE. Another team logged and communicated with the 4.5k community matching them with people needing assistance. Support was also provided in the Test and Trace programme and the establishment of the Vaccination Centre at the Civic Centre.

Finance, Contract Approval and Management - while recognising that Social Care is by definition a demand led service the Committee has carefully considered regular budget reports incorporating future cost pressures, planned mitigation measures and savings from the transformation agenda. It will continue to monitor budgets closely and where there are predicted overspends will ask for robust plans as to how savings can be achieved.

The Committee has scrutinised contracts ranging from Direct Payment Support and Payroll Service to Learning Disability Supported Living to Residential Respite Service and reviewed the annual monitoring report for Domiciliary Care and for the Advocacy Service.

Day Care - a particular concern has been the obligatory closure of day centres and the resultant reduction in respite facilities for carers. The question of day care is being addressed holistically and in December 2020 a workshop was hosted by Community Links Bromley attended by day care providers with an aim of establishing any change in demand for day centres and day activities and to ensure any offer is fit for purpose.

Partnership Working - we have a stronger relationship with Kings and the Discharge to Assess Service run collaboratively has been most successful in freeing up beds in the hospital. The Committee contributed to the Winter Plan working with the CCG and other agencies. Following the setting up of the task and finish group last year to contribute to the

Mental Health Strategy, the Action Plan to support the strategy has been agreed and implementation will be scrutinised as mental health is one of the Committee's key areas of concern. Members will work more closely with other PDS Committees to establish trends in domestic abuse and other issues brought forward by Members.

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

Overview

It's been a busy year as the Committee worked to adapt to virtual meetings, working hard to ensure that the appropriate level of scrutiny was delivered. Although not able to meet in person the Committee was able to embark successfully on policy development in addition to scrutiny.

Covid-19

It would be remiss not to start with the impact of Covid-19 and the focus on ensuring that our most vulnerable young people and families were getting the support they needed during this difficult time. At the beginning of the pandemic the Committee held a special session to hear from the Portfolio Holder and the senior leadership team, how they were responding to these unique circumstances and ensuring service delivery. This meant the Committee was able to ensure that the services that were needed were being delivered and understand how the department was responding to the challenge of the pandemic.

At every committee meeting members have been able to scrutinise the Portfolio Holder and the Department Heads on their response to Covid-19 – whether it be working with schools to ensure that students have the technology they need to learn from home, to supporting families that have children with complex health needs or maintaining access to foodbank vouchers and counselling services. As Chair of the Committee I was keen that the department advertised the support available and was pleased to see the relevant signposting made available on all LBB channels, as recommended by the Committee.

We heard how the Department responded rapidly to the evolving environment providing electronic food vouchers, keeping our 6 children and family centres open in a Covid compliant way (when regulations allowed), dropping off activity packs for children, ensuring it was possible for essential health services to continue safely such as midwife and health visitor checks and maintaining close contact with schools and early years settings to ensure they were supported.

Meeting structure

The Committee scrutinises many statutory annual reports. Whilst this is important, the Committee felt that data and information was out of date by the time it came to committee. It was therefore recommended that those giving updates on an annual report would provide supplementary information to provide up to date information on the subject area. Going forward the Committee will receive reports every 6 months (evenly spread out over all the committee meetings) to provide a timely update on these important areas before finally receiving the annual report at the end of the year. This allows for timely scrutiny on up to date information whilst ensuring that all annual reports aren't scrutinised in one session.

Whilst setting out this new process, the Committee has also requested the inclusion of a report from the early intervention and family support team that run our children and family centres and provide many important support services to families in the Borough.

This year also saw the Budget Sub-Committee return which allowed members to dedicate the session to detailed scrutiny of the spend of the Department and budget setting going forward.

Policy Development

Budget

The Committee established a budget task and finish group to closer analyse the budget setting process of the department. The task and finish group met twice and commissioned analysis to compare the per unit costs of Bromley services to other boroughs. This analysis shows that Bromley performs well, and the group found that providing this comparison was a useful tool in scrutiny. The group therefore recommended that this work is done on an annual basis going forward. The group also noted that unlike other departmental budgets there is a high level of volatility which should be noted.

Youth engagement and representation

The Committee believes that hearing the voice of our young people is crucial, particularly in fulfilling our role as corporate parents. The committee decided to create a youth engagement task and finish group. The group met once and discussed many ways to engage with young people in the borough such as involvement in projects for the community, running their own initiatives and youth facilities in the borough. The group is still to finish this work as some of the work had to be postponed due to the pandemic but will be meeting again next session to take this work forward.

The Committee also recognised that whilst it was very good to have a member of the Bromley Youth Council (BYC) on the Committee, due to the sometimes long agendas and late finishes there may be a better way to ensure that they are engaged in the work of the Committee. Similarly, the Committee wanted to make sure the voice of the children that are in the care of the Council and to who councillors are corporate parents too had their voice heard.

After initial conversations with the Living in Care Council (LinCC) and the BYC it was decided to trial a new approach. For the previous two meetings items have been chosen from the committee agenda for the LinCC and BYC to review and scrutinise. The relevant officer also provides a short and easy to digest accompanying presentation to support this scrutiny. Myself and Cllr Ellis, along with officers, then met with both groups separately to discuss the reports and for our young people to ask their questions. These are held close to the committee meetings so that officers and myself as Chair can relay their views and questions asked to committee members. This has occurred for two committee meetings with our young people providing input on the Virtual School Annual Report and the IRO Annual Report. This has been very useful and the level of scrutiny and questions from our young people has been excellent. We have already taken on board and actioned some of their recommendations such as making a youth friendly version of reports available for LinCC and BYC to share in their forums.

Conclusion

It has been a busy year and the department has needed to respond to the impact of the pandemic quickly, whilst also continuing with business as usual. The committee has been focused on ensuring that our vulnerable young people and families have what they need whilst also ensuring resilience in the department. It has been a tough year and we would like to say thank you to officers for the support they have given to the work of the committee and hard work that has been done through this challenging year.

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

This year is a year unlike any other for the Environment and Community Services PDS Committee and for the officers involved in the Portfolio. The impact of COVID-19 on both the work of the Committee and how we have conducted scrutiny and policy development has been significant with the Committee only meeting virtually for the whole year.

Before going into the details of this report, I have to pay tribute to our officers. Many of our services have faced one in a generation pressures and officers have adapted with ingenuity and pace. Not only have they kept critical environment services running during periods of huge uncertainty, but I know also officers have been involved in the wider response to COVID-19, including leading the development of our new vaccination centre, supporting the test facilities and making changes rapidly in the Borough to keep people safe in our town centres so on behalf of my Committee thank you.

The transition to a virtual committee has been successful and I would like to thank our clerk, Mr. Wood and the Council IT team who have ensured we can continue with our scrutiny and policy development function over this period.

I would also like to thank:

- 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
- Mrs Philippa Gibbs and Mr Stephen Wood our committee clerks who ensured each meeting ran smoothly and who have adapted to our new virtual meetings.
- 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.

Over the course of the year we held five meetings. This was less than usual as during the early stage of the pandemic I made the decision to allow officers to focus on maintaining delivery of the service. As the Chairman of the Committee I was kept up to date however I am looking forward to the return to normal.

As we look forward, the committee will need to grapple with a number of challenges. COVID-19 has had a significant impact on the finances of the Portfolio with significant reductions in revenue such as parking and with additional pressures put on services such as

waste services. One of the key questions we will be grappling with over the next year will how these changes pan out, how much remains permanent and how much revert back to normal.

Key PDS Achievements 20/21

1 Holding our contractors to account: The Committee have kept up with their continual review of the performance of the Portfolio. Using KPIs regularly reported on, the Committee were able to hold contractors and officers to account for their performance. While the year has been exceptional, our performance monitoring plan has enabled us to stay on top of all aspects of the Portfolio.

2 Securing investment for our High streets, walking and social distancing In a special PDS meeting in June, the Committee met to agree priorities for funding to ensure the successful return of our High Street, schools and to further encourage walking and cycling. The Borough was successful in securing funding for a number of schemes including new zebra crossings, signage and temporary schemes to support residents to return to work, shop and school

3 Actions to improve air quality: In September the Committee unilaterally agreed its action plan following public consultation. Over 880 responses were received – a record for an Air Quality Action for plan both Bromley and London. We are fortunate to enjoy the best air quality in London, but there is always more that can be done. The plan was commended by the Greater London Authority and the Committee look forward to following up on progress next municipal year.



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

Introduction

As we are all aware, the past municipal year has been one of challenge and change. The Covid Pandemic brought with it a multitude of hurdles to overcome both for officers and Members alike. Throughout the year, the Public Protection and Enforcement Department has faced and has dealt with these challenges admirably, demonstrating fortitude, commitment, enthusiasm, and professionalism and an impressive 'can do' attitude. The Public Protection & Enforcement Policy, Development and Scrutiny Committee (PP&E PDS), through its scrutiny, has witnessed the achievements of officers, who have coped incredibly well with the sheer number of changes in legislation and other procedures over the past year and ensured 'business as usual' has continued.

David Cartwright – Chairman PP&E PDS

No. of Meetings

Due to the COVID-19 pandemic, the Urgency Committee (on the 19th March 20) considered a report on Decision Making Arrangements During Coronavirus Delay Phase, within which it was decided that all Policy Development and Scrutiny meetings were to be suspended until the new municipal year, but that written or virtual scrutiny of Executive and Portfolio holder decisions would continue to be coordinated by the relevant PDS Chairman.

As a result, where there were items for information only, these were circulated to the committee by email, and virtual committees were held where there were items with a decision attached.

Subsequently the PP&E PDS met virtually 3 times during 2020-21 (the 3rd and last meeting for this financial year is scheduled for 16th March 21).

Portfolio Priorities for 2021

At the PP&E PDS meeting due to be held on the 16th March 21, the Public Protection & Enforcement Portfolio Holder Cllr Kate Lymer will outline her Draft Portfolio Plan priorities for 2021-22.

These fall under the 4 following proprieties:

- 1. We will Keep Bromley Safe**
We will take an intelligence led and partnership approach; working together with public sector agencies, businesses, and local communities to reduce: envirocrime, crime and to improve safety.
- 2. We Will Protect Consumers:**
We will maintain our community safety and trading standards and public protection services, to protect elderly and otherwise vulnerable residents in Bromley, and to ensure there is a fair, safe and genuine trading environment, through encouraging compliance and responsible enforcement.
- 3. We will support and regulate businesses**
We will abide by the approach within our enforcement policy, and embed a risk-based, proportionate, targeted and flexible approach to regulatory inspection and enforcement among the regulators to which it applies. This approach will ensure that regulators are efficient and effective in their work, without imposing unnecessary burdens on those they regulate.

4. We will protect and improve the environment through custodianship and effective and responsible enforcement.

We will make 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 proportionate regulatory enforcement. We will focus on promoting behaviour change, and supporting compliance, working with businesses, the community and volunteer groups, and taking appropriate action to ensure the street environment meets local needs. We will undertake enforcement activity around issues relating to anti-social behavior, illegal incursion, dog attacks and drug abuse in our parks and open spaces; and we will manage parking issues through effective enforcement to balance the needs of motorists, residents and businesses.

Success against the 20-21 Portfolio Plan

Performance and enforcement actions undertaken against the previous Portfolio Plan has been presented to the PP&E PDS committee for scrutiny; below are examples from each service area that demonstrate the support services provide to each other and the diversity of work undertaken within the Portfolio area:

Trading Standards

Officers from Trading Standards have regularly conducted follow up visits to vulnerable residents who had not responded to contact by the track and trace teams, as well as providing regular updates to warn against several Conflict of Interest Disclosure (COID) related scams and frauds.

Commercial and Domestic Regulation

To assist in our response to Covid, officers from across the Commercial and Domestic regulation teams supported colleagues in Environment with the implementation and enforcement of new regulations which introduced the temporary Pavement Licensing regime. This allowed licensed premises and some food outlets in certain circumstances to apply for a license to have tables and chairs on the public highway.

The Nuisance and Anti-Social Behaviour Team have added to the Council's investigative capabilities through deploying body worn video cameras during 2020. This addition to the team's processes will enable better evidence gathering, and also ensure both officers and the public are dealt with in a fully professional manner at all times.

Community Safety

The Community Safety Team produced the Safer Bromley Partnership Board Strategy for 2020-2023. This incorporated the Community Plan and the Crime Reduction Strategy into a single document and sets the direction as to how partners will work together to reduce crime and ASB in the Borough.

The Community Safety Team undertook a review in 2020 of the Public Space Protection Orders (PSPO) within the borough which cover parks in Bromley, Beckenham and Penge in accordance with the need to review the orders tri-annually. The review included a public consultation, and respondents were asked if they wished to see the orders cover the borough in its entirety, and further, whether psycho active substances should be added to the controls. There was overwhelming support for both suggested amendments and an amended PSPO now applies to all land within the Council's borough where the public have access.

Highways and Network Management and Neighbourhood Management

Throughout the start of the Covid Pandemic as of March 2020 the Street Enforcement team has been working "business as usual" responding to customer complaints, undertaking site and residential visits concerning all matters of highway enforcement. This ranges from the investigation into, the removal of unauthorised traveler encampments onto LBB land, fly tipping, abandoned

vehicles, illegal encroachment of Highway land, overhanging vegetation onto the footway, removal of illegal skips, and other obstructions on the highway.

In addition, the Council's Park Security contractor (Ward Security) has continued to fulfil its contractual obligations and operate 7 days a week, 365 days a year enforcing parks Byelaws and most importantly working in Co-operation with the Police in helping to enforce Covid Regulations.

Planning Enforcement

In the period April 2019 to March 2020, the Council received 768 new complaints concerning alleged breaches of planning control. This compares with approximately 863 complaints registered in the previous year (- 12%).

In terms of enforcement activity, 55 enforcement notices were issued in respect of breach of planning control in the period April 2019 to March 2020. In other cases, negotiation led to matters being resolved before notices were issued.

Parking Enforcement –

As a result of the impact and challenges of COVID, it was necessary to make various operational challenges to the pre - pandemic enforcement operations. These included:

- A shortening of patrol lengths to ensure that proper hygiene standards were maintained
- A focus on main thoroughfares and congestion areas
- A reduction in the number of active patrols as a result of social distancing guidelines having to be followed in the base of operations by the service supplier, and
- Patrols were also lost as a result of several CEOs having to self-isolate, as a result of contracting COVID, or being instructed to self-isolate in accordance with Government guidelines

Unsurprisingly, COVID has impacted on the number of PCNs issued for all types of traffic and parking contraventions; the Team forecasts that the number of PCNs will be reduced by 28%, as a result, income will of course be affected.

PP&E PDS Reports and Updates

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

- Budget Monitoring
- Community Impact Days
- Contracts Register and Database
- COVID 19 (Public Protection) Activities
- Enforcement Activity Update
- Emergency Planning and Civil Resilience - Annual Report
- Expenditure on Consultants
- Model London Lettings Enforcement Policy
- MOPAC Updates
- Planning Enforcement Progress and Monitoring
- Portfolio Holder Updates
- Private Rented Sector Housing Enforcement Policy 21 (draft - including Civil Penalties Policy and Statement of Intent Carbon Monoxide Regulations)
- Public Protection & Enforcement Performance Overview
- PP&E Portfolio Plan 2021-22
- Extending Public Space Protection Orders Concerning Alcohol
- Risk Register
- Safer Bromley Partnership Board Progress updates

- 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 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 SBP Board comprises both 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 was 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.

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 crime survey undertaken in 2020. The overall aim is to work towards reducing crime and ASB across the borough, but particularly within these sectors.

Crime Over the Last Year (February 20- January 21 latest MOPAC figures)

All PP&E PDS meetings included a comprehensive Police Update presented by Supt Andy Brittain and/or one of his deputies.

PDS 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 originally presented were not necessarily in the format that could be of greatest benefit to the work of the committee, a new format has now been developed by Supt. Brittain. This has been approved, and the data within this new report will link in with the performance objectives within the Safety Bromley Partnership Strategy.

The table below demonstrates that there were percentage decreases for most areas of crime that are considered under the Safer Bromley Partnership Strategy, as well as the Violence Reduction Action Plan. An increase has been recorded for reports of hate crime, and emerging evidence shows that the Covid-19 pandemic is associated with an increase in hate crime reporting, especially against Chinese and East Asian minorities. With regards to the exponential rise of ASB calls, this again is attributable to the pandemic, as many of the calls were made to report alleged breaches of Covid 19 legislation.

Category	Rolling Year Jan 21 Numbers	% difference Rolling Year	RAG Status
Total Notifiable Offences	21,328	-16% (25481)	Green
Non-Domestic Violence with Injury	1280	-12% (1451)	Green
Total Burglary	1634	-40% (2738)	Green
Theft of Motor Vehicles	950	-8.6 (1040)	Green
Knife Crime Offences	639	-47% (1216)	Green

Gun Crime Offences	89	-27% (123)	Green
Sexual offences	496	-9% (545)	Green
Domestic Abuse Offences	2900	-5% (3054)	Green
Hate Crime	513	+16.3% (441)	Amber
ASB Calls	13110	+94% 6764	Red

With

regard to local 'Crime Hotspots' within Bromley, members of the PDS have requested more detailed information be provided in the future and Supt. Brittain's new information format should provide this, along with the Police strategy to deal with these individual crime centres.

Work of Public Protection and Enforcement Services Through COVID 1

The local response in Bromley to COVID-19 has been mobilised through the hard work and commitment of Officers, elected members, residents, local businesses, partner organisations, and local voluntary and community groups, who have come together to support the most vulnerable and at risk people in our communities during these unprecedented times.

Throughout 2020/21 Public Protection Officers have enforced the plethora of new Coronavirus regulations, which have placed changing restrictions and obligations on businesses, and provided local authorities with a range of enforcement tools to secure compliance. The purpose of the regulations is to control the spread of the virus, and this was kept in mind when determining enforcement decisions where the law and guidance could be open to interpretation.

Following the introduction of social distancing in March 2020, all services and business continuity plans within Public Protection were reviewed and delivery plans were agreed whereby all services would remain operational, albeit on an amended basis, for example, where possible face to face inspections were replaced with virtual ones.

The table below presents the enforcement activity carried out by Public Protection between the 27th March 2020 to 28th February 2021 (based on information submitted to Office for Product Safety and Standards (OPSS)).

Interaction required with business to check compliance/respond to non-compliance closure requirements	Businesses checked by drive by surveys to monitor closures	No. of CPNWs & CPNS	Notices
3,240	29,011	111	15

In addition to enforcement, Public Protection continued to work with partners and engage businesses in order to help them navigate a series of government announcements setting out rules for their staff and customers, these included (but were not limited to):

- Working with the LBB Communications team to develop support materials for business premises compliance
- Supporting Public Health with scenario planning
- Developing and sharing protocols on risk e.g. food inspections, PACE interviews on site
- Conducting "COVID patrols" through utilising the party patrol service
- Partnership working with the Licensing Police to target non-compliance of social distancing in licensed premises
- COVID scenario planning also featuring in weekly BCU Community Safety Meetings
- Development of a Metropolitan Police Service Unlicensed Music Events Protocol, in response to COVID tensions in parks
- Working with Planning in relation to applications for the extension of construction hours and adjusting enforcement approach as necessary
- Supporting the National Trading Standards (NTS) Scams Team (Businesses Against Scams), In total around 2300 businesses were contacted in partnership with the Business Improvement Districts (BIDs)
- Contacted 650 food businesses to provide advice on how to operate as a takeaway

- Attended weekly multi agency meetings, which included COVID 19 Tactical Group, BCU Leadership and Heads of Community Safety Partnerships and the South London Coronial Area, and Excess Deaths Steering Group.
- Emergency Planning Team performed the role of Resilience Advisers and supported the Chief Executive, Strategic Co-ordination Group and COVID-19 Tactical group in relation to the Council's collective response. The team have managed the Borough Emergency Control Centre, maintaining the link between the Council and London Resilience

"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 throughout this difficult year.

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 and extraordinary year..."

**Cllr David Cartwright QFSM
Public Protection & Enforcement PDS Chairman**

9. Report from Renewal, Recreation and Housing PDS Committee

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

- 1.1 The Committee met seven 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 continued to focus on facilitating faster delivery of affordable housing.
- 1.2 It has been a difficult year for many of the service providers and service users of this portfolio. We would like to thank the staff of the London Borough of Bromley and our contractors and partners for keeping services running (where possible) and for doing their best for all residents of the borough.

1.3 Topics the PDS Committee have focused on include:

Housing

- 1.4 Affordable Housing: The committee continued to help the increased supply of affordable housing within the borough. It supported proposals from Orchard and Shipman and Beehive for acquiring properties for temporary and affordable housing, scrutinising details to ensure that the accommodation would be of sufficient quality and represented value for money. It considered approaches to funding affordable housing to ensure the schemes provided genuinely affordable rents while being cost effective in the long term for the council.
- 1.5 Housing Delivery: Throughout the year, the committee has been actively tracking the progress on the first phase of the Transforming Bromley approach to building homes. It has challenged officers on delivery timelines and met urgently to approve major milestones where required. It has identified potential other sites for new temporary accommodation and raised considerations about others.
- 1.6 Emergency Accommodation: At the outset of the crisis, the committee expressed concern for rough sleepers in the borough, so was pleased to see the success of the "Everyone In" initiative, which brought the vast majority of rough sleepers into homes with some in hotels on a short-term basis. It was impressed with the diligence of officers in keeping in contact with clients in temporary accommodation to check they were ok and whether they had access to support.

Town Centres

- 1.7 Bromley: the committee was pleased to support proposals for improvements to Bromley High Street, including a new bandstand and seating.
- 1.8 Orpington: the committee fed comments to the Executive on the continued work with Areli to regenerate Orpington town centre. Particular focus was given to ensuring that town centre library and leisure centre provision remained.
- 1.9 Chislehurst: support was given to the redevelopment of Chislehurst Library into a new, modern library and GP practice. The new library will be more accessible and allow better use of the site with at least the same number of books as at present.

Recreation and Digital

- 1.10 In light of the COVID-19 pandemic, the committee analysed the Digital Infrastructure Work Plan with a view to improving the high quality digital connections across the borough.

- 1.11 The committee was pleased to support proposals to bring the Concert Platform in Crystal Palace Park back into active use. It supported proposals for larger events in Crystal Palace Park but challenged officers on how well other council portfolios (specifically Environment and Public Protection and Enforcement) were involved in planning for large-scale events.
- 1.12 The committee scrutinised the re-opening of leisure and library services after the first lockdown, and the plans for re-opening them after the current lockdown. It raised concerns about Biggin Hill leisure centre and the Pavillion not reopening between lockdowns. It supported the temporary new timetables for libraries across the borough, but asked for a consultation with all service users before any permanent changes were made.

Planning

- 1.13 The performance of the planning service was assessed, with a particular focus on the performance of planning appeals. The committee considered appeals received and decided and the costs incurred by the council.
- 1.14 The Committee supported proposals to protect sensitive parts of the borough through Article 4 directions protecting Areas of Special Residential Character, Petts Wood and Bromley's office clusters. It also proposed an Article 4 direction to protect views within the Ravensbourne Valley, which was adopted by the council.

Scrutiny of the Portfolio Holder

- 1.15 The committee scrutinised the portfolio budget, requesting that officers and the portfolio holder explain the certainty of the budget put forward in light of the ongoing lockdowns.
- 1.16 The committee also analysed the contract register 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. Similarly it considered the Risk Register on a regular basis, highlighting potential other risks and challenging identified impacts.

Thanks

- 1.17 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 for their tireless work at the committee meetings and the ongoing day to day running of the department. I would also like to thank the committee's outgoing clerk Mrs. Lisa Thornley for all of her work over the years I have chaired this committee, her diligence has always been appreciated.

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

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