



THE LONDON BOROUGH
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DATE: 21st January 2022

To: Members of the
PUBLIC PROTECTION AND ENFORCEMENT POLICY DEVELOPMENT & SCRUTINY COMMITTEE

Councillor David Cartwright QFSM (Chairman)
Colin Hitchins (Vice-Chairman)
Councillors Kathy Bance MBE, Julian Benington, Kim Botting FRSA, Mike Botting, Hannah Gray, Alexa Michael and Chris Pierce

Non-Voting Co-opted Members –

Sharon Baldwin, Chairman - Safer Neighbourhood Board
Dr Robert Hadley, Bromley Federation of Residents Associations
Alf Kennedy, Bromley Neighbourhood Watch
Jacob Evers—Bromley Youth Council
Oscar Seale—Bromley Youth Council

A meeting of the Public Protection and Enforcement Policy Development & Scrutiny Committee will be held at Bromley Civic Centre on **TUESDAY 1 FEBRUARY 2022**
AT 7.00 PM

TASNIM SHAWKAT
Director of Corporate Services & Governance

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

PLEASE NOTE: This meeting will be held in the Council Chamber at the Civic Centre, Stockwell Close, Bromley, BR1 3UH. Members of the public can attend the meeting: you can ask questions submitted in advance or speak on a planning application or just observe the meeting. There will be limited space for members of the public to attend the meeting – if you wish to attend please contact us, before the day of the meeting if possible, using our web-form:

<https://www.bromley.gov.uk/CouncilMeetingNoticeOfAttendanceForm>

Please be prepared to follow the identified social distancing guidance at the meeting, including wearing a face covering

- 1 **APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 2 **DECLARATIONS OF INTEREST**
- 3 **MINUTES OF THE PUBLIC PROTECTION AND ENFORCEMENT PDS COMMITTEE HELD ON 10TH NOVEMBER 2021** (Pages 1 - 12)
- 4 **QUESTIONS FROM THE PUBLIC AND FROM COUNCILLORS**

In accordance with the Council's Constitution, questions from the public that are not specific to reports on the agenda must have been received in writing by 5pm, 10 working days before the date of the meeting. For this meeting, questions not specific to the agenda should have been received by **5pm on 18th January 2022**

Questions **specifically regarding reports on the agenda** should be received within two working days of the normal publication date of the agenda. The deadline is given on each agenda. For this meeting, any questions relating to reports on the agenda should be received by **Democratic Services by 5pm on Wednesday 26th January.**

The Council is now taking both oral and written questions.

When submitting questions, each question should be limited to approximately 50 words, and please specify if you would like to attend the meeting and receive an oral response, or if you would like to receive a written response post meeting.

- 5 **PROTECT DUTY-BROMLEY**
- 6 **MATTERS OUTSTANDING** (Pages 13 - 16)

A report is received at every meeting that details any matters that may be outstanding.

- 7 **POLICE UPDATE** (Pages 17 - 18)

An update from the police is provided at every meeting.

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

- 8 **UPDATE FROM THE PORTFOLIO HOLDER**
- 9 **PPE PERFORMANCE OVERVIEW UPDATE** (Pages 19 - 20)

POLICY DEVELOPMENT AND OTHER ITEMS

- 10 **FLY TIPPING ACTION PLAN UPDATE** (Pages 21 - 60)

- 11 **PUBLIC PROTECTION AND ENFORCEMENT PORTFOLIO DRAFT BUDGET 2022/23** (Pages 61 - 74)
- 12 **PUBLIC PROTECTION AND ENFORCEMENT RISK REGISTER** (Pages 75 - 84)
- 13 **PUBLIC PROTECTION AND ENFORCEMENT CONTRACTS REGISTER** (Pages 85 - 94)
- 14 **MINUTES OF THE PREVIOUS MEETING OF THE SAFER BROMLEY PARTNERSHIP STRATEGIC GROUP**
- 15 **SBP DEC 19 MINUTES** (Pages 95 - 110)
- 16 **SBP PARTNER UPDATE--COMMUNITY SAFETY VERBAL UPDATE ON SUPPORTING THE ELDERLY AND VULNERABLE**
- 17 **WORK PROGRAMME** (Pages 111 - 116)

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PUBLIC PROTECTION AND ENFORCEMENT POLICY DEVELOPMENT & SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 10 November 2021

Present:

Councillor David Cartwright QFSM (Chairman)
Colin Hitchins (Vice-Chairman)
Councillors Kathy Bance MBE, Julian Benington,
Mike Botting, Hannah Gray, Alexa Michael, Chris Pierce
and Pauline Tunnicliffe

Sharon Baldwin and Dr Robert Hadley

Also Present:

Chief Inspector Craig Knight

STANDARD ITEMS

28 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies were received from Councillor Kim Botting and Councillor Pauline Tunnicliffe attended as substitute. Councillor Botting (as President of the Royal British Legion) had been required to attend a Remembrance Sunday Meeting.

Apologies were also received from Oscar Seal and Alf Kennedy.

The Chairman and the Committee expressed their thanks and appreciation to Joanne Stowell (Assistant Director for Public Protection and Enforcement) for her hard work, professionalism and dedication. Ms Stowell was leaving the Council to take up another high profile role within another organisation. The Chairman hoped that Ms Stowell would return to Bromley at a future date and Ms Stowell received a round of applause from all present.

The Chairman welcomed Sarah Newman to the meeting. Ms Newman had recently commenced work with the Council as the Head of Service for Community Safety, Environmental and Domestic Regulation.

29 DECLARATIONS OF INTEREST

There were no declarations of interest.

30 MINUTES OF THE PUBLIC PROTECTION AND ENFORCEMENT PDS COMMITTEE HELD ON 7th SEPTEMBER 2021

The Committee considered the minutes of the meeting of the Public Protection and Enforcement PDS Committee held on 7th September 2021.

RESOLVED that the minutes of the meeting held on 7th September 2021 be agreed and signed as a correct record.

31 QUESTIONS FROM COUNCILLORS OR MEMBERS OF THE PUBLIC

Members were informed that two written questions from the public had been received. These had been disseminated and published on the Council's website.

32 MATTERS OUTSTANDING

CSD 21115

The Chairman commented regarding the possible return of traffic policing in Bromley. The Portfolio Holder said that she had emailed MOPAC concerning this matter and they had advised that nothing was in the pipeline currently. The Chairman requested that as well as pursuing this issue with MOPAC, it should also be raised with London Councils.

It was noted that the matter of 'crime hotspots' would be dealt with by the Safer Neighbourhood Board (SNB). Members were informed that the meeting between the Assistant Director for Public Protection and Enforcement, the Portfolio Holder and the Chairman to discuss scrutiny of the Safer Bromley Partnership Board had now taken place. It was further noted that the matter of aggressive begging in Bromley would now be referred to the SNB.

Members noted the issues that had been raised previously regarding the Community Impact Day in Penge along with the update in the report. A Member commented on the update which said that councillors were informed by email of the format for the day and that 'no concerns had been raised'. She said that no concerns had been raised because the Impact Day for Penge had not taken place. The issue of concern was that the event that was supposed to be an Impact Day had taken place in Betts Park which was in the Crystal Palace Ward and not the Penge Ward.

The Member made the point that Crystal Palace Ward had submitted a significant bid to MOPAC for funding for a Community Youth Day. Penge Ward Councillors had agreed to not compete for this funding and the funding was indeed awarded to the Crystal Palace Ward. She expressed the view that it was wrong therefore that Community Impact funding that should have been used for the Penge Ward had instead ended up being used in the Crystal Palace Ward.

The Assistant Director replied that Sandra Campbell was now running the Community Impact Days and that this matter had also been noted as a separate matter arising for the SBP (Safer Bromley Partnership).

A Member referred to the issue of motorised scooters and suggested that consideration should be given to confiscating them. A Member expressed concern that motorised scooters could be bought as Christmas presents and that it had been noted on the Biggin Hill Facebook page that this would be ill advised.

RESOLVED that the Matters Arising report be noted and that the matter of increased traffic policing in Bromley be raised with London Councils.

33 POLICE UPDATE

The police update was provided in a new simplified format and the update was provided by Chief Inspector Craig Knight. He expressed his appreciation for the work that had been undertaken by the Task and Finish Group which had looked at how the police and other SBP Board members should be scrutinised. In the light of the news that the Assistant Director for Public Protection and Enforcement was moving to a new role—he expressed his personal thanks to Joanne Stowell and said that it had been an honour and a privilege to work with her.

The revised police briefing document explained the priorities that the police were working to in Bromley; there were two main areas, one was crime and ASB and the other one was satisfaction and perception. The police had plans in place to improve public engagement and awareness. The police were also looking to improve their attendance at SNB (Safer Neighbourhood Board) meetings. If sergeants were not able to attend, then the Chief Inspector said that PCSO's needed to be appropriately briefed.

The document submitted by the police detailed incidents of reported crime over a quarter and was colour ragged. 'Red' meant that the number of reported incidents had gone up and 'green' meant that the number of reported incidents had decreased.

The details were as follows:

- Fall in the number of reported domestic abuse cases
- Total number of sexual offences was broadly the same
- Fall in knife crime offences
- Fall in gun crime offences
- Increase in race hate crime offences
- Non domestic abuse with injury had remained broadly the same
- Total burglary offences had fallen
- Small increase in the theft of motor vehicles
- ASB offences had decreased.

It was noted that 'gun crimes' could include a pepper spray or an imitation firearm.

It was felt that 'race hate crime' needed to be monitored. Chief Inspector Knight had raised this matter with Gill Baker (Borough Inspector) and with CID to see if there was an emerging pattern.

In terms of public satisfaction and perception there were small downward percentages in most areas which seemed to be part of a current nation-wide trend. This had been the result of the actions of a very small number of officers that had lowered confidence in the MET. Another area of concern was the fact that only 28% of respondents knew how to contact Ward Officers. Measures were being planned by the police to address this which included community contact sessions. A Member stressed the importance of residents being aware of and being able to contact their Ward Officers. The Chairman made the point that as team members may change, it was important that details were available for the public to contact the police Safer Neighbourhood Team as a collective. Chief Inspector Knight agreed with this.

A Member said that in her Ward, most of the general public were members of community groups on Facebook which were well followed. However, this seemed not to be the case for the police who were using the 'Next Door' app instead of Facebook. She wondered why this was the case. Chief Inspector Craig Knight explained that the police had to remove most of their Facebook accounts because of the costs involved. This was because Facebook was asking public sector organisations to purchase commercial licences costing the police hundreds of thousands of pounds. Chief Inspector Knight expressed the view that this was a sad indictment upon Facebook. This was an issue that not only affected the Met Police, but it was a national problem. Resultantly, the police were just using one Facebook account per borough and these were limited in terms of usage.

The Chairman of the SNB explained that there were reviews being undertaken by the police and MOPAC in terms of engagement and communication. The 'Ward Panel Framework' was being delivered by the police. This would set out who should be attending the Ward Panels from the police in terms of seniority and also it would be looking at how frequently officers should attend. It was also the case that MOPAC was undertaking a pan London review of communications. The issue with platforms such as 'Next Door' was that it was not monitored and could be subject to disinformation. It was important that information on public platforms was clear, consistent and correct.

Chief Inspector Knight briefed the Committee regarding the Met Police's VAWG Action Plan and stated that this would be disseminated in due course by the Committee Clerk. There was a page at the end of the document to provide feedback which would be welcome.

Post Meeting Note---this was disseminated by the Committee Clerk on 23rd November 2021.

The Chairman mentioned that due to the revised scrutiny arrangements that had evolved out of the work of the Task and Finish Group, the police would next be attending the PP&E PDS Committee in March 2022.

RESOLVED that the police update be noted.

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

34 PORTFOLIO HOLDER UPDATE

The Portfolio Holder (Councillor Angela Page) outlined some of the activities and meetings that she had been involved with as follows:

- June: Introductory meeting with the Community Safety Team.
- August: Attended an event with the Mayor and Chief Superintendent David Stringer where the police were welcoming a police dog (Kaiser) back to duty after he had been stabbed in Orpington during an arrest. This was followed by a meeting with Chief Superintendent David Stringer.
- July: Attended a meeting with MOPAC with respect to youth violence.
- October: Met with the London Fire Commander and spoke on behalf of the Leader at a Bromley Council staff induction meeting.
- The Portfolio Holder had chaired two meetings of the Bromley Mentoring Steering Group.
- The Portfolio Holder had attended various meetings of the Adult Safeguarding Board.
- The Portfolio Holder was in discussions with SLAM regarding the protocols to be followed when a patient absconded; a meeting was being arranged with SLAM for 18th of November.
- Dealing with various day to day Ward issues.

RESOLVED that the update from the Portfolio Holder be noted.

35 PUBLIC PROTECTION AND ENFORCEMENT PERFORMANCE OVERVIEW

It was noted that on the performance overview report there were three areas that were flagged as red and these all related to food hygiene/food inspections. Members were reminded of the report which outlined the Food Safety Action Plan—this Plan had been presented to the Committee in June 2021. The Food Standards Agency had indicated at that time, that they

expected the Council to be back on track in terms of inspections within three years. The Assistant Director for Public Protection and Enforcement reminded the Committee that the Council's Food Safety Action Plan aimed for a more rapid recovery within one year.

It was noted that the Council was using agency workers to help out. There was a shortage of qualified Food Safety Officers and this was a national problem. Because of this it could be the case that the Food Standards Agency may need to amend regulations to make it easier for people to qualify to undertake inspections. The Assistant Director explained that apprentices were currently being used and it was hoped to upskill them and send them on courses to make them competent as soon as possible. This was difficult as generally speaking it took around three years to become fully qualified as a Food Safety Officer. There was no legal requirement for newly qualified people to stay with the Council even if financial penalties were written into the contract to try and prevent them from leaving. In the current market it was the case that a new employer may decide to cover any financial penalties in order to recruit properly qualified Food Safety Officers; so retention was an additional problem.

The Committee discussed the current situation regarding the inspection of HMOs (Houses of Multiple Occupation). A backlog of inspections existed due to the problems that had been imposed by the Covid lockdowns.

The Chairman asked if it was possible that some HMOs may never be inspected because of the backlog. The Assistant Director for Public Protection and Enforcement said that this would not happen and that they would all be inspected within the statutory time scales. At the moment, the Council was making good progress with inspections and currently only 22 HMOs had not been inspected. These were being prioritised on a risk basis. The way that the risk was assessed would be with respect to the number of storeys in the building, the number of tenants, the type of owner, the type of HMO and the complexity of the layout.

RESOLVED that the Performance Overview report be noted.

a BUDGET MONITORING 2021/22

FSD21069

The Committee noted the Budget Monitoring report for 2021-2022

RESOLVED that the Budget Monitoring report be noted.

**36 THE DRAFT PROTOCOL FOR SCRUTINY OF THE SAFER
BROMLEY PARTNERSHIP**

ES20137

Members were updated concerning the report that looked at draft protocols for how the PP&E PDS Committee should undertake scrutiny of the Safer Bromley Partnership Board. A Task and Finish Group had been set up to look at this and this was chaired by the Vice Chairman of the PP&E PDS Committee (Cllr Colin Hitchins). The Task and Finish Group also consisted of Cllr Kathy Bance, Cllr Mike Botting, Sharon Baldwin and the Assistant Director for Public Protection and Safety.

The aim of the Group was to re-define the terms of reference for scrutiny of the Safer Bromley Partnership Board by the PP&E PDS Committee. The Group also looked at the type of data that should be provided by the police. After a review of the work programme of the PDS Committee it had been noted that the Committee had only been scrutinising the police (within the SBP) and not the other partners. It was proposed that going forward the work programme of the PP&E PDS Committee would be revised to allow for specific scrutiny of different partners throughout the year. Partners would be provided with at least 4 week's notice of any proposed intention to scrutinise them.

Members noted that it was further proposed that the police data package be changed and modified and that the police would no longer be required to attend every PP&E PDS meeting, but would attend the first and last meeting of the year. It was proposed that the SBP minutes would be included in all future PP&E PDS agendas. Henceforth, this would form the basis for future police scrutiny by the PP&E PDS Committee.

The Chairman of the SNB gave an update to Members concerning the Safer Neighbourhood Board. There was a SNB in every London borough. Its purpose was to bring the police and the public together so that problems could be solved collaboratively. It was important that the public be involved in any decisions being made that impacted on local community safety. The SNB Chairman informed Members that she had just received an email from MOPAC concerning a new tender process for a revised 'transparent and accessible community engagement programme'. This was about reviewing MOPAC and MPS engagement mechanisms.

The SNB Chairman stated that over the last two years, there had been a directive from MOPAC that allocated funding should be used for smaller scale projects and that SNBs should support the BCU command in the delivery of ward panel improvement plans. MOPAC's aim was that there would be a ward panel in every ward across London by the end of March 2022. The setting up of Ward Panels was a statutory obligation and they allowed scrutiny of policing at a local level. Councillors were welcome to sit on Safer Neighbourhood Panels but would not have voting rights. The SNB Chairman said that she was in receipt of a document that explained how Ward Panels would now be structured and that she would pass this on.

It was explained that SNBs were set up, maintained and scrutinised by MOPAC; the Council was not therefore responsible for the scrutiny of SNBs.

The Assistant Director explained the process of a CCFA (Councillor's Call for Action). This was the means whereby a Councillor could call for certain matters relating to crime and disorder to be looked at by the CDC (Crime and Disorder Committee)—in this case the PP&E PDS Committee. There were certain conditions that were required to be met before this could be done. Councillors should have tried to resolve the matter at other boards or forums in the first instance and should only raise matters with the PP&E PDS Committee as a last resort. This mechanism would not be available during any periods of Purdah. Additionally, CCFAs could not be raised for matters relating to licensing or vexatious complaints. Furthermore, CCFAs could not be raised if the matter was already on the work programme of another scrutiny committee. Councillors would need to evidence what they had done to resolve the matter before raising it as CCFA with a scrutiny committee and that the matter was of genuine local concern.

The Assistant Director offered to provide a flowchart to explain how the CCFA process worked. The Vice Chairman said that CCFA training should be provided and that perhaps this responsibility would rest with Ms Stowell's successor. Ms Baldwin offered to provide support in this matter if it was required.

A Member suggested that instead of this training being offered just to PP&E PDS members, it should be offered across the board to all Councillors—perhaps as part of Councillor Induction Training. The Chairman agreed with this.

A Member pointed out that there was a significant disparity in attendance levels at Ward Panels and he asked what could be done to improve this. The SNB Chairman responded and explained that the SNB was currently working on a structured document that would outline how many people should be on a ward panel, and who they should be. It was clear that representation was required from a variety of sectors. What was required was engagement with potential ward panel members so that the value of joining a Ward Panel could be explained.

The Chairman thanked the Vice Chairman and the members of the Task and Finish Group for their hard work.

RESOLVED that:

- 1) The work programme of the PP&E PDS Committee would be revised so that a variety of SBP partners could be scrutinised and not just the police.**
- 2) The nature of the police data package be changed and that the police would now just attend the first and last meetings of the Committee.**

- 3) **The minutes of the meetings of the Safer Bromley Partnership Board would be included on all PP&E PDS agendas going forward.**
- 4) **The SNB Chairman would disseminate the new document that she had received which outlined how Ward Panels would be structured going forward.**
- 5) **The Assistant Director would draft a flow chart that would explain how the CCFA process worked.**
- 6) **CCFA training should be supplied to all Councillors.**

37 MINUTES OF THE PREVIOUS MEETING OF THE SAFER BROMLEY PARTNERSHIP BOARD.

Members noted the minutes of the previous meeting of the Safer Bromley Partnership Board.

38 ENFORCEMENT ACTIVITY UPDATE 2020-2021

ES20131

The Committee was briefed as follows:

There had been an increase in enforcement in the areas of the private rented sector with respect to Health and Safety.

The Number of Fly Tips had increased over the period. This had been attributed to an increase in the number of people undertaking home improvement schemes during lockdown and then illegally dumping waste. In response, LBB was planning to refresh its Fly Tipping Action Plan.

More detailed responses with respect to all areas of the update were outlined in the relevant appendices.

A Member informed the Committee that at a previous meeting of the DCC, it had been agreed that an Article 4 Direction be agreed for HMOs. This meant that for anyone wanting to set up a new HMO, planning permission would now be required. This was applicable to Darwin and Biggin Hill Wards immediately, but it was not immediate for the other Wards.

The Chairman queried what appeared to be an increase in inadequate fire precautions at HMOs. The Assistant Director responded that in reality there was no significant increase—the figures had resulted from a change in reporting methodology.

It was agreed that a Member would speak to the new Neighbourhood Management Officer outside of the meeting to discuss the Fly-Tipping of oil drums in the Penge Ward.

There was a discussion over what actually constituted a 'fly-tip' and it was suggested that the new Neighbourhood Enforcement Officer (Dean Laws) be contacted to provide clarification.

RESOLVED that the report be noted and that the Committee agree to receive an annual report on the service areas identified within the report.

39 PUBLIC PROTECTION CONTRACTS REGISTER

ES20123

It was noted that the Mortuary Contract was due to be renewed in September 2022. A report was being drafted to extend the contract to September 2025 and was now being looked at by senior officers.

Members were reminded that it had been agreed previously to extend the Dogs and Pest Control contract. Work was underway to prepare for the tendering of a new contract for Dogs and Pest Control.

RESOLVED that the Contracts Register report be noted.

40 PUBLIC PROTECTION RISK REGISTER

ES20121

Members noted the risk with respect to the out of hours noise service. Attempts had been made to increase the voluntary take up of officers participating in this service by increasing the out of hours call payment rate. However, this had not been successful and there seemed to be little appetite to take up the extra work. In view of this, the Head of Service for Community Safety, Environmental and Domestic Regulation was tasked with investigating options for a paid service and the options for this would be presented to the Director of Environment and Public Protection for consideration.

The other red risk was with respect to the Coroner's contract. The Coroner had requested additional resources and additional spend. It was the view of the Council however, that the original memorandum of understanding should be adhered to and other boroughs had taken the same position. Any requests for further spend would need to be transparent, justified and agreed ahead of time.

RESOLVED that the Risk Register report be noted.

41 WORK PROGRAMME

CSD 21116

In the light of the new scrutiny system that had evolved after the work of the Task and Finish Group, it was noted that the work programme would need to

be updated. A Member asked about inviting British Transport Police to the PDS Committee. The Assistant Director responded that it would be more appropriate for them to attend the Safer Bromley Partnership Board. The British Transport Police were separate and external to the MET police. It was agreed that the revised version of the work programme would be disseminated in due course.

RESOLVED that the work programme report be noted and that an updated version of the work programme would be disseminated in due course.

Chairman

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Agenda Item 6

Report No.
CSD 22008

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Public Protection and Enforcement PDS Committee

Date: 1st February 2022

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

Title: **MATTERS OUTSTANDING**

Contact Officer: Steve Wood, Democratic Services Officer
Tel: 020 8313 4316 E-mail: stephen.wood@bromley.gov.uk

Chief Officer: Tasnim Shawkat, Director of Corporate Services and Governance

Ward: N/A

1. Reason for report

1.1 **Appendix A** updates Members on matters arising from previous meetings.

2. RECOMMENDATION

2.1 The Committee is asked to review progress on matters arising from previous meetings.

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous Matters Arising reports and Minutes of meetings.

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Safe Bromley
-

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: £366k
 5. Source of funding: 2021/2022 revenue budget
-

Staff

1. Number of staff : Currently 4 full time staff
 2. If from existing staff resources, number of staff hours: Completion of "Matters Arising" Reports for PP&S PDS meetings can take up to a few hours per meeting.
-

Legal

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

Customer Impact

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

Ward Councillor Views

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

<u>Minute Number/Title</u>	<u>Matters Arising</u>	<u>Update</u>
Minute 32 Matters O/S 10/11/21	Resolved that the matter of increased traffic policing in Bromley be raised with London Councils.	The Portfolio Holder has raised this matter with London Councils and is waiting for a response.
Minute 36 Scrutiny of the SBP 10/11/21	The SNB Chairman would disseminate the new document that she had received which outlined how Ward Panels would be structured going forward.	An update will be provided by the SNB Chairman at the meeting.
Minute 36 Scrutiny of the SBP 10/11/21	The Assistant Director would draft a flow chart that would explain how the CCFA process worked.	This was disseminated to Committee Members on 29/11/21.
Minute 36 Scrutiny of the SBP 10/11/21	CCFA training should be supplied to all Councillors	This matter will be taken up by the new Assistant Director for Public Protection and Enforcement after he or she is appointed.

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Agenda Item 7

REPORTING PERIOD Jan 21 to Jan 22 *Taken from MPS Dashboard MOPAC Ends NOV 21*						
RAG Tolerance <=0% Green >=5% Amber >5% Red						
MOPAC High Harm London Wide Priorities	Rolling 12 Months	2021	2022	Difference	Difference %	RAG
	Domestic Abuse	3017	2585	-432	-14%	
	Total Sexual Offences	564	543	-21	-4%	
	Knife Crime Offences	254	181	-73	-28%	
	Gun Crime Offences	35	28	-7	-20%	
	Race Hate Crime Offences	247	305	58	23%	
	Bromley High Volume Local	Non-Domestic Abuse with Injuries	1459	1362	-97	-6%
Total Burglary Offences	2749	1508	-1241	-45%		
Bromley Local Priority	Theft of MV	991	1005	14	1%	
Miscellaneous Data	Total Notifiable Offences	25219	22415	-2804	-11%	
	ASB Calls	13110	8723	-4387	-33%	
	Totals	46747	39095	-7652	-16%	
Satisfaction and Perception Data	RAG Tolerance <=50% Red >=69% Amber >70% Green *Taken from MOPAC Dashboard Sep 20 to Sep 21 Last survey completed*					
	Local police activities over last 12 months	52%	47%	-0.05		
	Agrees Police listen to concerns	73%	69%	-0.04		
	Agree Police can be relied upon to be there when needed	68%	63%	-0.05		
	Agree Police treat all fairly	82%	66%	-0.16		
	Agree Police deal with things that matter to this community	69%	65%	-0.04		
	Knows how to contact Ward Officer	23%	32%	0.09		

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Report No: ES20148		WHAT DOES GOOD PERFORMANCE LOOK LIKE?																			2021-22 Year End Projection		2021-22 TARGET		2021-22 RAG STATUS		RAG Threshold		COMMENTARY (BY EXCEPTION)
Outcome	PORTFOLIO PLAN INDICATOR	DESCRIPTION	2019-20 TARGET	2019-20 ACTUAL	2020-21 TARGET	2020-21 ACTUAL	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	2021-22 Year End Projection	2021-22 TARGET	2021-22 RAG STATUS	RAG Threshold	COMMENTARY (BY EXCEPTION)									
1: We will keep Bromley safe	1A	Number of Community Impact Days	12	12	12	12	HIGH	1	1	1	1	1	1	1	1	12	12	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above										
	1B	Number of meetings attended (COVID-19 Board Meetings)	N/A	N/A	New KPI 21/22	New KPI 21/22	HIGH	100%	100%	100%	100%	N/A	N/A	NA	NA	100%	100%	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above	All COVID-19 meetings attended. As restrictions have lifted, this indicator will cease.									
2: We will protect consumers	2A	Number of awareness raising events & training to groups & partners (No.)	70	72	70	5	HIGH	0	2	3	0	4	7	12	1	20	20	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above	Over the past few weeks, the team have been getting requests to attend face to face gatherings of community groups, so the team expect to see an increase in events throughout the remainder of this year. However, the team will not reach the original annual target (70) which is a direct result of the pandemic. Currently there are 19 talks booked for the year up until the 31st March 2022.									
	2B	Rapid Response interventions responded to within 2 hours (%)	100%	100%	100%	100%	HIGH	1 (100%)	1 (100%)	4 (100%)	6 (100%)	5 (100%)	2 (100%)	2 (100%)	1 (100%)	100%	100%	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above	Challenge 25 test purchasing has started with alcohol and tobacco targeted in this round, there were 3 sales which will be followed up with under age test purchasing. Further CH25 test purchases will be carried out in November for fireworks with further campaign at the end of the year.									
	2C	Compliance with Challenge 25 test purchase operations to detect the sale of age restricted products (No.)	100	97	100	100	HIGH	0	0	2	0	0	0	15	7	0	20	20	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above									
3: We will support and regulate businesses	3A	Inspections of high-risk food hygiene business undertaken (%) (Risk A and B food premises)	100% (A) 100% (B)	100% Risk A (3/3) 96% Risk B (107/111)	% to be determined by the FSA due to COVID-19	Annual Risk A - 1 Risk B 37	HIGH	N/A	N/A	N/A	N/A	Risk A - 2 out of 2 - 100% Risk B - 26 out of 37 - 70%	Risk A - 2 out of 2 - 100% Risk B - 26 out of 37 - 70%	Risk A - 2 out of 2 - 100% Risk B - 30 out of 37 - 81%	Risk A - 2 out of 2 - 100% Risk B - 30 out of 37 - 81%	100%	N/A	AMBER	Red: more than 10% Amber: Within 10% Green: At target or above	For 3A to 3C as a result of FSA guidance, physical inspections stopped, and they required officers to lead on work relating to advice, education. This enabled the work area to focus on the Covid-19 response and meant that the usual statutory requirements in relation to food hygiene inspections were amended on an ongoing basis as the year progressed. As a result of the hiatus in inspections, there is now a backlog, and in response the FSA have produced a Recovery Plan (RP) which sets out the FSA's guidance and advice to local authorities for the period from 1 July 2021 to 2023/24, as they recognise that Councils may not be able to address the backlog and the inspections due within year. The Food Safety Plan (FSP) has been produced, and this provides the roadmap for how the due and overdue inspections will be delivered. 3A: There is 1 Cat A premises outstanding for inspection, and 37 Cat B premises that are due to be inspected this year. In accordance with the FSP it is anticipated that the backlog of Cat B premises that require an inspection will be completed by March 2022.									
	3B	Due Food Hygiene Interventions Completed (%)	N/A	New KPI 20/21	% to be determined by the FSA due to COVID-19	Annual All FH - 588	HIGH	N/A	N/A	N/A	N/A	All FH - 196 out of 612 - 32%	All FH - 254 out of 612 - 41.5%	All FH - 323 out of 612 - 53%	All FH - 391 out of 612 - 64%	100%	% to be determined by the FSA due to COVID-19	RED	Red: more than 10% Amber: Within 10% Green: At target or above	3B: There are 612 due inspections (Cat C to E) due this year. In accordance with the FSP it is anticipated that 100% of the due hygiene inspections (Cat C-D) will be completed by March 2022. Despite additional resources being provided, staffing levels within the team remain an issue due to the national shortage of food safety officers. The team currently (October 2021) has vacancies due to three officers taking retirement in the past 4 months including the manager, and one officer who is leaving the team to take a job with the City of Westminster on the 15th of October 2021. Update December 2021 - two vacant posts have been filled although the new officers aren't scheduled to start with LBB until the beginning of March 2022. A number of contractors have been appointed, one full time and two part time, and we are looking to appoint a further contractor in January 2022. These officers will be kept on until 31st March 2022.									
	3C	Due Food Standards Interventions Completed (%)	N/A	New KPI 20/21	% to be determined by the FSA due to COVID-19	Annual All FS - 162	HIGH	N/A	N/A	N/A	N/A	All FS - 123 out of 162 - 76%	All FS - 153 out of 162 - 94%	All FS - 213 out of 162 - 131%	All FS - 267 out of 162 165%	100%	% to be determined by the FSA due to COVID-19	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above	3C: Where possible Food Standards Interventions will be carried out at the same time as Food Hygiene Interventions. In accordance with the FSP it is anticipated that 100% of the due Food Standards inspections will be completed by March 2022.									
	3D	Respond to 70% of complaints/enquiries about food and food premises within 5 working days (%)	80%	86%	70.00%	90%	HIGH	89% (40 out of 45)	90% (40 out of 44)	85% (52 out of 61)	73% (29 out of 40)	77% (23 out of 30)	97% (32 out of 33)	92.5% (25 out of 27)	89% (40 out of 45)	86%	70%	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above										
	3E	COVID-19 Educate - respond to business advice request within 7 working days	N/A	N/A	New KPI 21/22	New KPI 21/22	HIGH	76%	84%	85%	90%	No complaints received	No Complaints received	No Complaints received	No Complaints received	100%	90%	90%	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above									
	3F	Comply with 100% of CCTV Evidence Requests (%)	100%	100%	100%	100%	HIGH	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above									
4: We will protect and improve the environment through custodianship and effective and responsible enforcement	4B	Serve statutory notices where appropriate (nuisance and pollution) (%) outcome based	100%	100%	N/A	100%	OUTCOME	100% (6)	100% (3)	100% (2)	100% (4)	100% (4)	100% (8)	100% (11)	100% (3)	100%	N/A	OUTCOME	Red: more than 10% Amber: Within 10% Green: At target or above										
	4C	Cases where investigations of breaches of planning control are completed (%)	100%	96%	N/A	100%	OUTCOME	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	N/A	N/A	OUTCOME	Awaiting Data										
	4D	Issue HMO licenses where valid applications are received (%)	75%	45%	100%	17.6% (3 out of 17)	HIGH	100% (12 out of 12)	100% (6 out of 6)	100% (6 out of 6)	100% (4 out of 4)	100% (2 out of 2)	100% (1 of 1)	100% (6 of 6)	100% (7 of 7)	100%	100%	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above	Previously this showed as a Red Rag, as HMO licensing inspections were impacted due to Covid-19 restrictions, this in turn delayed licence applications being validated and limited the number of licences being issued. A recent change in procedure to allow licence applications to be validated and licences to be issued without prior inspection (as permitted in law). This has reduced the delays and increased the number of licences being issued. Notwithstanding this, additional issues are occurring in real time, as the external contractors relied upon by landlords (e.g. gas compliance) have been unavailable. As such, some applications had been submitted incomplete. As this indicator relies on complete applications to be valid, the risk has reverted back to green.									
	4E	Total Number of Fly-tipping incidents (No.)	3000	3123	N/A	3565	OUTCOME	303	286	324	321	353	323	282	292	285	3692	N/A	OUTCOME	N/A									
	4F	Total Number of open fly-tipping incident investigations (No.)	N/A	New KPI will be reported from November 2020 onwards	N/A	42 (open for period April to March)	OUTCOME	13 (open for period April only)	21 (open for period April to May)	40 (open for period April to June)	41 (open for period April to July)	42 (open for period April to August)	30 (open for period April to September)	36 (open for period April to October)	39 (open for period April to November)	46 (open for period April to December)	N/A	N/A	OUTCOME	N/A									
	4G	Fly-tipping % of closed cases where action has been taken (those where evidence was available) (%)	N/A	New KPI will be reported from November 2020 onwards	75%	16% (136 cases closed after investigation for April to March of 136 cases 22 have had action taken which is the 16%)	OUTCOME	91% (12 cases closed after investigation for April, of 12 cases 11 have had action taken which is 91%)	92% (28 cases closed after investigation for April to May, of 28 cases 26 have had action taken which is 92%)	60% (43 cases closed after investigation for April to June, of 43 cases 26 have had action taken which is 60%)	58% (57 cases closed after investigation for April to July, of 57 cases 33 have had action taken which is 58%)	54% (77 cases closed after investigation for April to August, of 77 cases 42 have had action taken which is 54%)	35% (122 cases closed after investigation for April to September, of 122 cases 43 have had action taken which is 35%)	26% (138 cases closed after investigation for April to September, of 138 cases 45 have had action taken which is 26%)	34% (156 cases closed after investigation for April to November, of 156 cases 54 have had action taken which is 34%)	31% (175 cases closed after investigation for April to December, of 175 cases 54 have had action taken which is 31%)	50%	50%	OUTCOME	N/A	In April shows 11 cases where actions have taken and this includes 9 warning letters, 1 Fixed penalty notice (FPN) and 1 prosecution. The prosecution resulted in a fine. In May there was a total of 15 cases where actions had been taken and they were 11 warning letters and 4 FPNs. In June the cumulative number remained at 26 cases where action had been taken. In July the total number of cases where action had taken was 7. This was 6 warning letters and 1 FPN. In August the total number of cases where action had been taken was 9. This was 7 warning letters and 2 FPNs. In September the total number of cases where action had been taken was 1. This was 1 warning letter. In October the total number of cases where action had been taken was 2. This was 1 warning letter and 1 FPN. In November the total number of cases where action had been taken was 9. These were 9 warning letters. The cumulative total is 54. 11 (April), 15 (May), remained the same in June, 7 (July), 9 (August) and 1 (September), 2 (October), 9 (November) and December has remained the same.								
	4H	Parking appeals heard by the Environment and Traffic Adjudicators (ETA) against PCNs issued by LBB (No.)	300	112	200	178	LOW	17	7	16	17	25	17	7	28	24	211	200	GREEN	Red: More than 250 Amber: More than 225 Green: Up to 225	This target will need to be revisited following the commencement of enforcement of Moving Traffic Contraventions in September as many more PCNs can be expected. This will take a couple of months for the MTC PCNs to process to this stage of appeal.								
	4I	Parking ETA cases won by LBB (% of cases heard)	80%	74%	75%	68%	HIGH	76%	86%	94%	76%	76%	100%	85%	78%	83%	84%	75%	GREEN	Red: Less than 65% Amber: Less than 70% Green: At target or above	Cases are reviewed monthly to ensure best practices are being followed. Any concerns are reported back to the CEOs or Council officers to resolve at the early stages on any future appeals of a similar nature.								
4J	COVID-19 Official Controls and Enforcement - serve statutory notices where appropriate with regard to A's: (Engage, Explain, Encourage, Enforce) model and LBB enforcement policy	N/A	N/A	100%	New KPI 21/22	OUTCOME	100% (16 out of 16)	100% (10 out of 10)	100% (9 out of 9)	N/A (0 out of 0)	N/A (0 out of 0)	N/A (0 out of 0)	NA	NA	NA	100%	100%	OUTCOME	Red: More than 10% Amber: Within 10% Green: At target or above	Further visits identified non-compliance with pavement licences. Those premises who were issued with warning for social distancing issues were all compliant. All of the businesses in Beckenham High Street are now compliant with regards to pavement licences. All covid regulations (apart from Directions) have been repeated.									

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Report No.
ES20156

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: PUBLIC PROTECTION & ENFORCEMENT PDS COMMITTEE
ENVIRONMENT & COMMUNITY SERVICES PDS COMMITTEE

Date: Tuesday 1st February 2022 & Monday 21st March 2022

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

Title: FLY-TIPPING ACTION PLAN UPDATE

Contact Officers: Dean Laws, Street Enforcement Manager - Environment
E-mail: dean.laws@bromley.gov.uk
Peter McCready, Assistant Director - Environment
E-mail: peter.mccready@bromley.gov.uk

Chief Officer: Colin Brand, Director of Environment and Public Protection

Ward: All Wards

1. Reason for report

- 1.1 This report outlines the actions that have been identified for delivery during 2021/22 to support the outcomes of the Council's Fly-Tipping and Enforcement Working Group.
- 1.2 This report is being presented to both the PPE PDS Committee Meeting (to review the enforcement activities) and the ECS PDS Committee (to specifically review the educational, prevention and operational activities), though both Committees can comment on the action plan in its entirety.

2. **RECOMMENDATION**

- 2.1 **That Members note and comment on the content of the Fly-Tipping Action Plan, suggesting future activities for consideration by the Fly-Tipping and Enforcement Working Group where applicable.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: The reduction of fly-tipping and other associated Enviro-Crime will lead to a positive impact for all service users and has no specific impact on vulnerable adults and children.
-

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Excellent Council Quality Environment Safe Bromley
-

Financial

1. Cost of proposal: £250k
 2. Ongoing costs: Non-Recurring Cost
 3. Budget head/performance centre: Earmarked Reserve for Members' Initiatives – Fly-tipping and Enviro-crime
 4. Total current budget for this head: Total current uncommitted balance of £145k
 5. Source of funding: Earmarked Reserves
-

Personnel

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

Legal

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

Procurement

1. Summary of Procurement Implications: Procurement of prevention measures and environmental campaign activity will be in line with Contract Procedure Rules and Financial Regulations. Where highway related works cannot be procured through the existing Highways Maintenance contract, these projects will be procured through a mini-competitive tender exercise.
-

Customer Impact

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

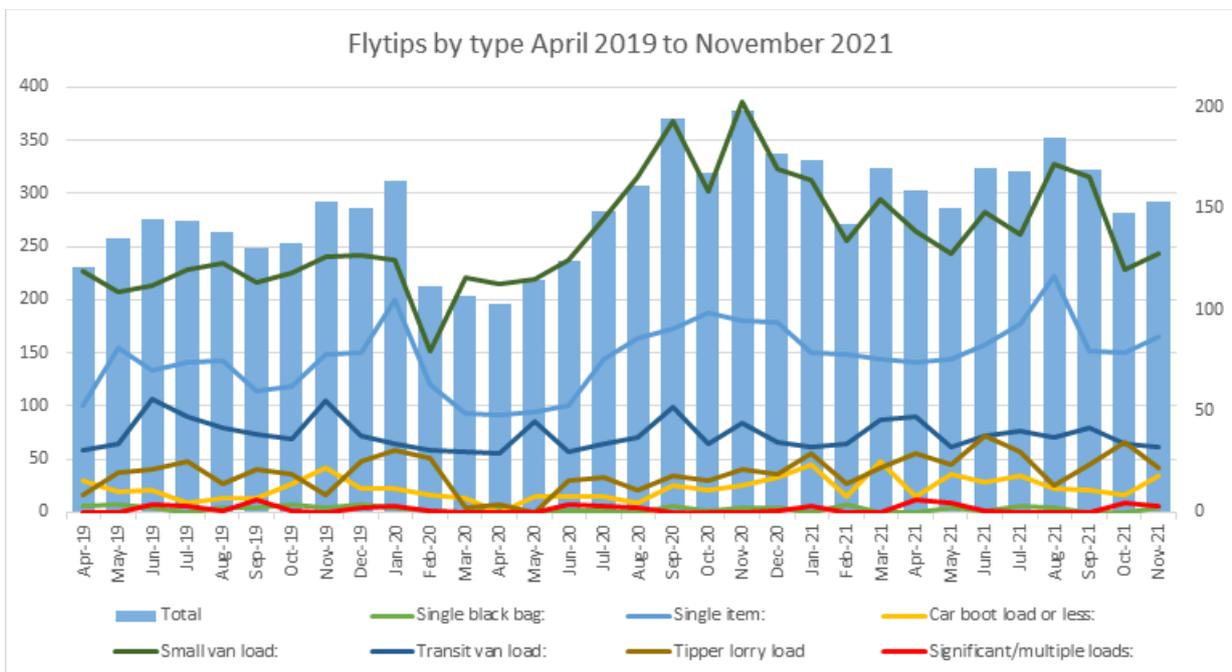
Ward Councillor Views

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

3. COMMENTARY

- 3.1 As part of the Council's Environment and Public Protection Portfolio Plan 2021/22, there is a commitment to keeping the borough's streets clean and green and to reduce litter, dog fouling and fly-tipping through programmed contracted works, education and enforcement activity. Targets have been set to reduce the number of fly-tipping incidents in the borough to less than 3000 per annum and to take enforcement action against 10% of fly-tips.
- 3.2 Fly tipped waste primarily refers to larger scale items deliberately deposited on the public highway or land. Bromley have a duty to remove fly tipped waste from public highway (council owned land) with an aim for all reports to be cleared within five working days, dependent on scale, location and waste type. Bromley will not remove fly tipped waste from private land (further consideration is taken if the deposit is such that the presence could pose a risk to public health)
- 3.3 During the first three quarters of 2021/22, Veolia have attended and removed 2,157 fly-tipping incidents, amounting to an estimated 759.96 tonnes of waste, which compares to 2,357 during the same period in 2020/21. Of those incidents during 21/22, 226 (10.48%) have been subject to enforcement activity (investigations as reported to Defra, including fines and prosecutions).
- 3.4 The 226 Enforcement referrals resulted in the issuing of 23 formal notices, 44 warning letters, 9 fixed penalty notices and 1 prosecution. The difficulties faced with progressing cases through to prosecution include witnesses unwillingness to attend court, restriction upon suspects attending interview due to covid restrictions and the quality of evidence retrieved. A review will be conducted on how the Council can utilize Veolia to increase evidence retrieval, better use of surveillance and introduction of new powers to assist with gathering evidence/answers via notice, this will return increased enforcement outcomes moving forward.
- 3.5 Figure 1 indicates the fly-tips by type and volume of material from 2019 onwards, showing that the largest numbers are from single black sacks, followed by single items.

Figure 1: Fly-tips by type 2019-2021



- 3.6 A Fly-Tipping and Enforcement Working Group has been established and is comprised of senior officers within the Council who meet monthly to discuss ongoing concerns and trends relating to waste crime. The aim of the group is to brainstorm ideas to help foster a holistic approach to combatting fly-tipping within the Borough. The Fly-Tipping Action Plan was introduced as an output of the Group and is included as Appendix A for members to review and comment on its current content.
- 3.7 Activities undertaken as part of the 2021/22 Plan include targeted awareness campaigns (such as letters to residents in the immediate vicinity of a fly-tipping hotspot), existing physical prevention measures such as barriers and road closures and a benchmarking exercise to establish best practice that can be applied within the borough.
- 3.8 A new project under the “Your Waste Is Your Responsibility” umbrella campaign was run by Veolia and commenced in June 2021. The project focused on a fly tipping hotspot in Penge and ran until September 2021. During these months Veolia undertook customer satisfaction surveys, provided engagement and advice, programmed monitoring counting the number of fly tips within the geographical area, followed by interventions that had been created to prompt “Behavior change”. A further period of monitoring was undertaken after the interventions which showed a 61% reduction in fly tipped waste in comparison to the original monitoring period. A report detailing the work undertaken & results achieved during the “Your Waste Is Your Responsibility” campaign is included at Appendix B.
- 3.9 A second “Your Waste Is Your Responsibility” project is currently being held in Mottingham and is due to complete at end of quarter four 2021/22.
- 3.10 Members of the public can assist officers to manage fly-tips by reporting issues via Fix-My-Street (FMS), an on-line reporting facility which now handles almost 70% of residents’ reports regarding the street scene. FMS provides the public with an opportunity to upload photographic evidence of fly-tips and to see an update on the system when the rubbish has been removed. During the first three quarters of 2021/22, 3,520 reports on FMS have been related to fly-tipping (3,219 excluding reports within parks). This number of reports is higher than the actual number of incidents as it includes duplicate reports on the FMS system where different members of the public may have reported the same issue.
- 3.11 The work undertaken by Neighbourhood Management is supplemented further by the Public Protection Team who investigate concerns of fly tipped waste on private land. Landowners are often the victims of this criminal act, the team deal with these concerns in a holistic manner providing advice on how to deal with the issue in lieu of enforcement action.
- 3.12 Public Protection run Community Impact Days monthly. One of the main concerns raised by members of public is fly tipped waste within the project areas. This is dealt with during the operation via the removal of waste from public and private land. On the day of action waste on public land is cleared by Veolia with colleagues at Clarion responsible for removing waste from their own managed area. Figure 2 details tonnages of waste removed as part of the Community Impact Days facilitated by Public Protection.

Figure 2 : Community Impact Days - Waste Removal

Date	Location	Veolia	Clarion (private)
28/04/2021	Penge	1,980KG	220KG
25/05/2021	Cray Valley East	1,340KG	940KG
23/06/2021	Mottingham	2,880KG	380KG
28/07/2021	Cray Valley West	3,080KG	1,420KG
25/08/2021	Penge	1,320KG	540KG
22/09/2021	Cray Valley East	1,720KG	200KG
27/10/2021	Mottingham	860KG	340KG
24/11/2021	Cray Valley West	2,300KG	900KG
15/12/2021	Penge	2,240KG	1,300KG

- 3.13 The annual cost of fly-tip removal is a fixed price sum which is included as part of the Street Environment Contract (Lot3 of the Environmental Services Contracts, which commenced in April 2019). The set fee is regardless of quantities and, based on fly tips cleared to date, is in line with Defra benchmarked costs for other local authorities.
- 3.14 The disposal of fly-tipped waste is undertaken through the Waste Disposal Contract (Lot 1) via the Council's waste transfer station at Waldo Road. Disposal costs have been benchmarked and are also in line with Defra figures
- 3.15 Activities set out within the Fly- Tipping Action plan (unless otherwise stated) are funded through the Members Fly-Tipping Initiative Fund. The allocated fund totaled £250k and at the time of writing this report, £19,720.57 has been spent, with a further £85,000 committed.
- 3.16 In November 2021 a target hardening scheme was completed at Mottingham Recreational Ground at a cost of £85,000 (detailed as committed expenditure above). The scheme originated at the Fly Tipping Action Working Group and resulted in the installation of a permanent post and rail fencing within the grounds of the Rec to prevent vehicles illegally accessing the grounds. Previous vehicular access had resulted in waste being deposited at site.
- 3.17 There is a remainder of £145,279.43 within the Fund. Future expenditure will be reviewed and prioritised by the Working Group in consultation with the Environment Portfolio Holder and Members with full consideration given according to the impact they are likely to have on preventing and reducing fly-tipping in the borough.

4 IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 The removal and reduction of fly-tipping waste and other associated enviro-crime will lead to a positive impact for all service users and has no specific impact on vulnerable adults and children.

5 POLICY IMPLICATIONS

- 5.1 The New Corporate Strategy “Making Bromley Even Better” 2021-2031 provides three objectives for the service to meet under Aim 4 “For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future”.
- Progress our broader community safety and public protection goals, including tackling nuisance behaviour such as noise, fly-tipping and graffiti
 - Sustain a clean, green and tidy environment and continuing to improve the street scene across the borough and town centres for our residents and visitors
 - Protect and improve the environment through effective and responsible enforcement addressing issues, including environmental protection, pollution, planning and parking enforcement

6 FINANCIAL IMPLICATIONS

- 6.1 In February 2016, the Council set aside £750k as one-off funding for Member Initiatives, of which £250k was allocated to fly-tipping and enviro-crime initiatives as set out in the report to the Environment PDS Committee on 15th March 2016 (ref ES16017).
- 6.2 Actual spending to date funded from the reserve totals £19,721, with a further £85,000 recently committed. Therefore, there is a remaining balance of £145,279 available for further initiatives. Any ongoing maintenance costs as a result of these initiatives, if any, will need to be contained within existing budgets, to date the schemes conducted have not resulted in any ongoing costs.

7 PROPOSED ACTIONS / WORKS

- 7.1 During quarter one 2022/23 the Neighbourhood Enforcement Team will launch a new Action Plan containing up to date targets and objectives each designed to achieve an increase in enforcement outcomes and reduce fly-tipping. This plan will be reviewed on a monthly basis at the Working Group meetings and shall be refreshed annually so as to ensure that activities are conducted in-line with updated legislation and trends of fly tipped waste.
- 7.2 The success of the actions to tackle fly-tipping will be measured through monitoring key data such as the borough-wide number of fly-tipping incidents and the number of enforcement actions taken, reduced fly-tipping at hotspots that have had street furniture installed and the number of ‘success stories’ such as prosecutions or vehicle seizures from enforcement operations, which sets a strong precedent.
- 7.3 The team are also subject to a Service Realignment commencing in February 2022, the outcome should increase the number of officers who investigate fly-tipping as part of their duties to four FTE (full time employees). This will be due to roles of three Street Enforcement Officers and one Enviro-Crime Officer merging posts to create four Enforcement Officers within the Neighbourhood Management Team. Further resilience will be provided by Neighbourhood Officers undertaking initial engagement and escalating to the Enforcement Team for further investigation as required.

8 LEGAL IMPLICATIONS

- 8.1 Fly-tipping is defined as the deposit of waste on land otherwise in accordance with an environmental permit, contrary to Section 33(1)(a) of the Environmental Protection Act 1990.
- 8.2 It is a criminal activity which carries a fine of up to £50,000 and/or 12 months imprisonment upon summary conviction at the Magistrates court; if indicted to the Crown Court the fine is unlimited and/or a sentence of up to 5 years imprisonment can be imposed.
- 8.3 The Council has enforcement powers (e.g. in respect of vehicle seizure) but will be seeking to work in partnership with both the Environment Agency and Metropolitan Police – both of which have enforcement powers in this respect.

9 PROCUREMENT IMPLICATIONS

- 9.1 The actions identified in this report are provided for within the Council's Contract Procedure Rules, and the proposed actions can be completed in compliance with their content.

Non-Applicable Sections:	Personnel
Background Documents: (Access via Contact Officer)	Making Bromley Even Better

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Appendix A: Fly-Tipping Action Plan

London Borough of Bromley Fly-Tipping Action Plan								
Activity No.	Portfolio Plan	Education	Activity Description	Outputs	Target Completion Date	Q4 19/20 Progress Update	Lead Officer	RAG Status of Activity (Green = On Track, Amber = Slightly Off Track, Red = Off Track, Blue = Complete)
2	PP&E	Enforcement	Targeted Enforcement Officer Patrols in identified littering hot spots	6 hours of patrols completed per week	01/03/2021	144 hours of patrolling undertaken during 2019/20 by the Parks Security Contractor.	Enforcement Manager	AMBER
3	PP&E	Enforcement	MOPAC Operations	1 per month	ongoing	Mobile stop and search patrols of vehicles suspected of being involved in fly-tipping. 1 per month completed.	Enforcement Manager	GREEN
4	PP&E	Enforcement	Cul-de-Sac in Wagtail Way, Orpington blocked off due to becoming a fly-tipping hotspot	Road Blocked	01/03/2021	95% success rate as unfortunately some still fly-tip in the area.	Enforcement Manager	AMBER
5	ECS	Prevention Infrastructure	Installation of high Security drop bollards at the end of Star Lane		01/03/2021	A quotation for the works has been obtained through the LBB Highways contractor	AD Highways	AMBER
6	ECS	Education	Country Lanes Anti-Littering Campaign Trial	5 signs installed down Old Hill	4 months after installation of signs	12/11/21 - 5 signs installed down Old Hill on 03/11/21. Visuals for signs produced and quotation obtained	Environmental Campaigns Co-ordinator	GREEN
7	ECS	Education	Targeted local newspaper advertising raising awareness of fly-tipping as well as promoting correct waste disposal options	Article Published	01/03/2020	Advertising messaging is currently being developed.	Communications Executive	GREEN
8	ECS	Operational Activity	ECHO System to be implemented by the Street Environment Service Provider (and integrated with LBB IT systems).	System implemented	01/03/2020	Regular meetings as part of ICT Integration Project Board	Neighbourhood Manager (Street Environment)	GREEN
9	ECS	Operational Activity	Targeted letters to residents in fly-tipping hotspot areas advising them of local incidents and asking for information.	Letters sent	01/03/2020	Hot-Spot research in progress	Environmental Campaigns Co-ordinator	GREEN
10	ECS	Data and Analytics	Analysis of 'optimum' fly-tipping removal times	Data Produced	01/12/2019	Research in progress. Suggests that 3-5 days is the optimum time. Discussion around how this would depend on the area of the Borough.	Environmental Campaigns Co-ordinator	GREEN
11	ECS	Enforcement	New Post and rail along boundary of Coney Hall recreation ground	Installation completed	TBC		Enforcement Manager	GREEN
12	ECS	Enforcement	Toby to investigate the option of having 2 additional fly tipping waste / fly tipping officers on a temporary contract to be paid from the fly tipping initiative fund	Additional personnel resource	TBC		Enforcement Manager	GREEN
13	ECS	Enforcement	Member of staff volunteering to undertake 2 days of onsite checking / investigatory work into reported fly tip incidents ,starts 22nd February 2021					GREEN
14	ECS	Enforcement	Heavy duty barrier to be installed at Waldens road farm due to continuous fly tipping - order placed.	Installation completed	01/09/2021	Idverde re-tasked with installation of barrier. Works due to start on 2nd August 2021.	Enforcement Manager	GREEN
15	ECS	Operational Activity	Veolia anti fly tipping campaign	Campaign objectives achieved. Principally reduced flytipping and increased satisfaction.	01/03/2022	The data gathering stage of the Fly tipping campaign is nearly complete within the selected Penge area. The Veolia Communications Manager is currently in the final week of visiting the area to record the general appearance and fly tips. The information above will be used as a baseline, with the survey and monitoring repeated following the interactive community engagement stage of the project, which begins wic 12th July.	Neighbourhood Manager (Street Environment)	GREEN
16	ECS	Enforcement	Review of new and completed infrastructure projects	Review undertaken	ongoing	To be expanded upon when new Enforcement Manager in post.	Enforcement Manager	GREEN
17	ECS	Education	Environmental campaigns and publicity	Objectives achieved	01/03/2022	To be expanded upon once deliberated.	Environmental Campaigns Co-ordinator	GREEN
18	ECS	Enforcement	Review of Recycling Bank signage on the attached	New Signage	30/03/2022		David Hall	GREEN
19								GREEN
20								GREEN
21								GREEN
22								GREEN

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Appendix B: Your Waste Is Your Responsibility Campaign Report



Your Waste is Your Responsibility
Anti Fly-tipping Campaign

**Interventions,
monitoring practices and
results**

October 2021



SUMMARY

This presentation will share results of the interventions and monitoring practices delivered in the areas of Penge.

01

Background

02

Interventions

03

Monitoring practices and results

04

Conclusion

Background

BACKGROUND

Between June and September 2021, the team spent 12 days delivering interventions and 18 days monitoring Penge and the surrounding area.

The team visited the roads below:

Maple Road
 Malcolm Road
 Blenheim Road
 Franklin Road
 Howard Road
 Blean Grove
 Laurel Grove
 Parkside close

Lucas Road
 Kingswood Road
 Mosslea Road
 Phoenix Road
 St' John Road
 Bredhurst Close
 Barson Close
 Queens Adelaide Road

Penge Lane
 Wordsworth Road
 Montrave Road
 Oakfield Road
 Meaford Way
 Crampton Road



PROJECT METHODOLOGY AND TIMELINES

May-July

- Resident Satisfaction Survey
- Monitoring Work (before interventions)

July-August

- Delivering interventions

September 2021

- Monitoring work (after interventions)

September/October 2021

- Resident Satisfaction Survey

The above stages will repeat for Mottingham sub-areas one and two



Interventions

INTERVENTIONS ACTIVITIES

A number of activities were delivered to help decrease fly-tipping and improve residents' satisfaction with the cleanliness of their streets.

- 1** Bespoke leaflets were delivered to **1,410** properties in target roads
- 2** Engaged with **313** residents (24% engagement rate)
- 3** Installed **25** posters near hot spot areas
- 4** Placed 'this is fly-tipping' stickers on fly-tips
- 5** Sent letters to businesses on Maple Road
- 6** Engaged with Clarion managing agent to stop fly-tips coming from flats

Your Waste is Your Responsibility Results

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INTERVENTIONS COMMUNICATIONS MATERIALS



A3/A2 posters
Placed on lamp posts in target road



A5 sticker
Placed on fly-tips in target road



A5 leaflet delivered
to all residents in target roads



A6 postcard delivered
when residents were not in

Your Waste is Your Responsibility Results

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INTERVENTIONS FACE TO FACE ENGAGEMENT

Veolia's ECO Manager engaged with 313 residents (24% success rate). Overall, the feedback was positive with many residents asking questions about bulky waste and how to dispose of it.

Main questions and points of discussion:

- Bulky Items collection service cost
- Cost to dispose of bulky items and DIY items at the Reuse and Recycling Centre
- Communications and what is Bromley Council and Veolia going to do next
- Bromley Council and Veolia is taking action to tackle fly-tipping
- How to report fly-tipping online



Your Waste is Your Responsibility Results

INTERVENTIONS POSTERS NEAR HOTSPOT AREAS

The team identified 25 hotspot locations based on:

- Face to face engagement with residents
- Monitoring exercises
- Street cleaning crews' local knowledge

Posters were installed in August and will be removed after the end of the campaign (February 2022).



Locations of 'No fly-tipping' posters

Your Waste is Your Responsibility Results

INTERVENTIONS STICKERS ON FLY-TIPS

The team placed stickers on fly-tips as part of the interventions process.

Around 100 stickers were used during and after interventions to raise awareness and the impact fly-tips have to the community.

The stickers have been removed and disposed of responsibly by the Street Cleaning team.



The above images are an example of the impact stickers had. After placing the stickers on armchairs, both items were moved within the property boundaries.

 Your Waste is Your Responsibility Results

Monitoring practices and results

MONITORING PRACTICES AND RESULTS

METHODOLOGY

The team monitored 22 roads in Penge for 18 days to record the number and type of flytips.

Timeline:

- 6 weeks of monitoring (3 weeks before interventions and 3 weeks after)
- Three days a week (Wednesdays, Thursdays and Fridays)
- Start time 5:30am
- Finish time 7:00am

MONITORING PRACTICES AND RESULTS

METHODOLOGY

Fly-tip counting

To ensure that monitoring is as accurate as it can possibly be, the following methodology was adhered to:

- Two items of the same material (i.e wood) were recorded as one fly-tipping instance;
- A mattress and a bed frame dumped next to each other were recorded as two fly-tips;
- Black bags left on the pavement outside collection days were recorded on a separate list;
- Black bags were not recorded on Fridays (collection day);
- If the same fly-tip is found on two different monitoring days, it was only recorded once.

Example of recorded data

Date	Road name	Type of fly-tip	Black bags	Notes
30/06/2021	Oakfield Road	1 metal frame, 1 trolley		Near Laurel Grove
30/06/2021	Laurel Grove	1 mattress		
30/06/2021	Meaford Way	1 fridge		
30/06/2021	Montrave Road	3 pieces of wood (one instance)	2	

MONITORING PRACTICES AND RESULTS

TYPES OF FLY-TIPS

Types of fly-tips	Before interventions		After interventions	
	Number of Fly-tips	%	Number of Fly-tips	%
Household waste	106	92%	49	87.5%
Industrial waste	4	3.5%	4	7%
Business waste	5	4.5%	3	5.5%
Total number of fly-tips recorded	115		56	

MONITORING PRACTICES AND RESULTS

FLY-TIP RESULTS

Road name	Before interventions		After interventions	
	Number of fly-tips recorded		Number of fly-tips recorded	Reduction %
Lucas Road	2		0	100%
Penge High Street	8		4	50%
Kingwood Road	9		3	66.66%
Bredhurst Close	2		0	100%
Queens Adelaide Road	2		1	50%
Wordsworth Road	5		2	60%
Maple Road	18		11	38.88%
Franklin Road	1		0	100%
Howard Road	6		1	83.33%
Blean Road	1		0	100%
Parkside Road	1		0	100%

MONITORING PRACTICES AND RESULTS

FLY-TIP RESULTS

Road name	Before interventions	After interventions	Reduction %
	Number of fly-tips recorded	Number of fly-tips recorded	
Meaford Way	6	5	16.66%
Mosslea Road	5	3	40%
Phoenix Road	3	0	100%
St John Road	9	5	44.44%
Blenheim Road	1	0	100%
Oakfield Road	9	7	22.22%
Laurel Grove	8	3	62.5%
Montrave Road	8	3	62.5%
Malcolm Road	4	4	0%
Crampton Road	7	4	42.85%
Barson Close	0	0	0%
Total	115	56	60.91%

 Your Waste is Your Responsibility Results

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MONITORING PRACTICES AND RESULTS

BLACK BAGS RESULTS

Road name	Before interventions	After interventions	Reduction %
	Black bags	Black bags	
Penge High Street	72	57	20.83%
Kingwood Road	3	0	100%
Bredhurst Close	0	1	-100%
Queens Adelaide Road	2	0	100%
Maple Road	95	32	66.3%
Meaford Way	8	4	50%
Mosslea Road	0	1	100%
St John Road	8	2	75%
Blenheim Road	10	2	80%
Oakfield Road	6	4	33.3%
Total	204	103	53.18%

 Your Waste is Your Responsibility Results

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Conclusion

CONCLUSION

- 1** **61%** reduction in fly-tips and **53%** reduction in black bags presented on incorrect collection days
- 2** Face to face engagement with **313** residents
- 3** **90%** of fly-tips recorded were household waste, **5%** industrial waste and **5%** business waste
- 4** **Communications** such as leaflets, posters and stickers have helped reduce fly-tipping instances by **61%**
- 5** Overall, residents were happy to see Bromley Council and Veolia working together to tackle fly-tipping

 Your Waste is Your Responsibility Results



Your Waste is Your Responsibility Anti Fly-tipping Campaign

Interventions,
monitoring practices and
results

Page 41

October 2021



SUMMARY

This presentation will share results of the interventions and monitoring practices delivered in the areas of Penge.

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Background

BACKGROUND

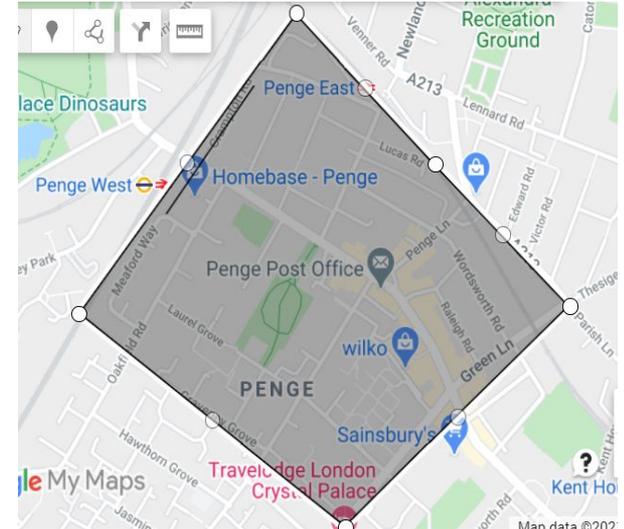
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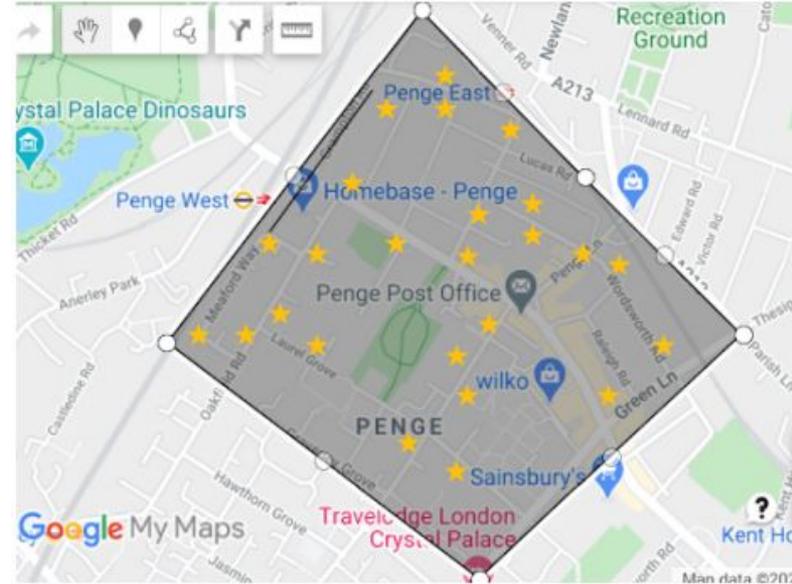
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Before



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Conclusion

CONCLUSION

1

61% reduction in fly-tips and **53%** reduction in black bags presented on incorrect collection days

2

Face to face engagement with **313** residents

3

90% of fly-tips recorded were household waste, **5%** industrial waste and **5%** business waste

4

Communications such as leaflets, posters and stickers have helped reduce fly-tipping instances by **61%**

5

Overall, residents were happy to see Bromley Council and Veolia working together to tackle fly-tipping



Report No.
FSD22013

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: PUBLIC PROTECTION AND ENFORCEMENT POLICY
DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Wednesday 1st February 2022

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

Title: PUBLIC PROTECTION AND ENFORCEMENT PORTFOLIO
DRAFT BUDGET 2022/23

Contact Officer: Keith Lazarus, Head of Finance - ECS
e-mail: keith.lazarus@bromley.gov.uk

Chief Officer: Director of Finance
Director of Environment & Public Protection

Ward: All

1. Reason for report

- 1.1. The prime purpose of this report is to consider the Portfolio Holder's Draft 2022/23 Budget which incorporates future cost pressures, any planned mitigation measures and savings from transformation and other budget options which were reported to Executive on 12th January 2022. Members are requested to consider the initial draft budget being proposed and also identify any further action that might be taken to reduce cost pressures facing the Council over the next four years.
 - 1.2. Executive are requesting that each PDS Committee consider the proposed initial draft budget savings and cost pressures for their Portfolio and the views of each PDS Committee be reported back to the next meeting of the Executive, prior to the Executive making recommendations to Council on 2022/23 Council Tax levels.
 - 1.3. There are still outstanding issues and areas of uncertainty remaining. Any further updates will be included in the 2022/23 Council Tax report to the next meeting of the Executive.
-

2. RECOMMENDATION(S)

2.1 The Public Protection and Enforcement PDS Committee is requested to:

- i) Consider the update on the financial forecast for 2022/23 to 2025/26;
- ii) Consider the initial draft 2022/23 budget as a basis for setting the 2022/23 budget; and

iii) Provide comments on the initial draft 2022/23 budget for the February meeting of the Council's Executive.

Impact on Vulnerable Adults and Children

1. Summary of Impact: N/A

Corporate Policy

1. Policy Status: Existing Policy
2. MBEB Priority: Managing Our Resources Well; A Safe, Clean and Green Environment and a Sustainable Future

Financial

1. Cost of proposal: Not Applicable
2. Ongoing costs: Not Applicable
3. Budget head/performance centre: Public Protection and Enforcement portfolio budgets
4. Total current budget for this head: £3.5m (draft budget 2022/23)
5. Source of funding: Draft revenue budget for 2022/23

Personnel

1. Number of staff (current and additional): Full details will be available with the Council's 2022/23 Financial Control Budget to be published in March 2022
2. If from existing staff resources, number of staff hours: Not Applicable

Legal

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

Procurement

1. Summary of Procurement Implications: Not Applicable

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The 2022/23 budget reflects the financial impact of the Council's strategies, service plans etc. which impact on all of the Council's customers (including council tax payers) and users of the services.

Ward Councillor Views

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

3. COMMENTARY

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

- 3.1.1. The Draft 2022/23 Budget enables the Council to continue to deliver on its key priorities and the financial forecast enables medium term financial planning. Early decisions should be considered which impact on the medium-term financial plan within the context of meeting 'Making Bromley Even Better' priorities.
- 3.1.2. The Council continues to deliver key services and 'live within its means'. Forward financial planning and financial management is a key strength at Bromley. This report continues to forecast the financial prospects for the next 4 years and includes the outcome of the Provisional Local Government Finance Settlement 2022/23. It is important to note that some caution is required in considering any projections for 2023/24 to 2025/26 as this depends on the outcome of the Government's next Spending Review as well as the awaited impact of the Fair Funding Review and future plans relating to arrangements for business rates.
- 3.1.3. A strong economy with growth increases revenues which supports the Government's ability to reduce public sector debt as the gap between finances raised and spend on public services is reduced. The slowing down of the global economy and many sources of uncertainty has previously resulted in a downgrading of the level of economic growth in the UK economy. It is important to consider the key national issues that could impact on public finances over the next four years. The impact of Covid situation has had a dramatic impact on public finances. Not since the Second World War has a national emergency affected every business and household in the UK. The economic shock has had no comparisons for over 300 years. At the time of writing this report, the Government's budget deficit in 2021/22 (year to October 2021) is £127bn, with overall debt representing 95% of GDP, maintaining a level not seen since the early 1960s. The next few years remain uncertain economically and fiscally and what will this mean for council revenues. The Spending Review provided a one-year settlement which leaves considerable uncertainties over future years.
- 3.1.4. Local Government has borne the brunt of austerity and savings compared with other areas of Government expenditure from 2009/10 till 2019/20 (10 years) and had a 'rollover plus' one-year financial settlement for 2020/21. The 2021/22 and 2022/23 settlement provide additional funding, but this needs to be considered in the context of the 'new normal' and the considerable cost pressures facing local government. Austerity measures for future years will be a consideration but this is particularly problematic for the Government at the current time given the recessionary impact of the Covid situation and the need for a sustainable economic recovery. It is currently predicted that it could take 10 to 15 years to return UK public finances to full health. Therefore 'flat' real terms funding for councils may be the best-case scenario. Austerity measures remain a real possibility from say 2024/25 or 2025/26 as the Government will need to address the impact of the public finances from the Covid situation. Local government funding remains 'unprotected' and the impact of additional funding for NHS and other 'protected' services results could lead to future real term funding reductions remaining for local government. Even if funding levels are maintained the ongoing demographic and

other costs pressures are unlikely to be matched by corresponding increases in government funding.

- 3.1.5. The financial forecast detailed in this report assumes that Government funding for local government will be broadly flat from 2023/24 and future years, despite local government cost pressures. Additional funding will be provided for Adult Social Reforms for 2023/24 to 2025/26 but such funding will be offset by additional costs relating to new burdens/cost pressures from these changes. The Provisional Local Government Finance Settlement 2022/23 provides funding proposals for one year only and the financial forecast assumes that various elements of the additional funding will continue in future years.
- 3.1.6. The Budget Strategy has to be set within the context of ongoing cost and demographic pressures not being matched by Government or other external funding with potential Government funding reductions in the medium and longer term. There is an on-going need to transform the size and shape of the organisation to secure priority outcomes within the resources available. There is also a need to build in flexibility in identifying options to bridge the medium-term budget gap as the gap could increase further.
- 3.1.7. Bromley has the second lowest settlement funding per head of population in 2022/23 for the whole of London, giving us £115 per head of population compared with the average in London of £303 – the highest is £522. Despite this, Bromley has retained the third lowest council tax in outer London (other low grant funded authorities tend to have higher council tax levels). If the council tax was the average of the four other low grant funded boroughs, our income would increase by £32.6m. The lower council tax level has been achieved by having a below average cost per head of population in outer London. The Council continues to express concerns with the current and previous governments about the fairness of the funding system and to lobby for a fairer deal for our residents. Despite being a low-cost authority, Bromley has achieved general savings of over £110m since 2011/12 but it becomes more challenging to achieve further savings with a low-cost base.

3.2. SUMMARY OF FINANCIAL FORECAST

- 3.2.1. Details of the financial forecast are provided in the Draft 2022/23 Budget and Update on the Council's Financial Strategy 2023/24 to 2025/26 report to the Executive on 12th January 2022.
- 3.2.2. Even though the draft budget would be broadly balanced next year, the future years' budget gap is projected to increase to £19.5m per annum by 2025/26. Without any action to address the budget gap in future years additional reserves will need to be used with the risk of the budget gap increasing in future years and becoming unsustainable.
- 3.2.3. In the financial forecast, after allowing for inflation, council tax income and other changes there is an unfunded budget gap from 2025/26 partly due to net service growth/cost pressures. This highlights the importance of scrutinising growth and recognition that corresponding savings will need to be found to achieve a statutory balanced budget. It is timely as we all have to consider what level of growth the Council can afford and the need for significant mitigation or alternative transformation options.

3.3. CHANGES SINCE THE 2020/21 BUDGET THAT IMPACT ON THE DRAFT 2022/23 BUDGET AND FINANCIAL FORECAST

- 3.3.1. The 2021/22 Council Tax report reported to Executive in February 2021 identified a significant "budget gap" over the four-year financial planning period. Some key changes since then are summarised below.

- 3.3.2. The Local Government Finance Settlement for 2022/23 continues to provide a significant improvement in funding for local government and, combined with 2021/22, represented the most positive funding proposal for local government since austerity began 11 years ago. The latest settlement provides a continuation of real increases in funding although this is retaining reliance on the utilisation of the ASC precept (1% increase) to support cost pressures in social care. It has also provided additional funding towards social care costs (£2.96m), inflation cover for the Council's business rate share (£1.18m) and a 'Services Grant' of £2.652m. The additional funding is welcomed but this has to be considered against the highest inflation levels for 10 years, ongoing impact of the pandemic, increase in employer national insurance costs (1.25% to fund social care reforms) and ongoing cost/service pressures. Uncertainty remains on the level of funding for future years. Apart from the one-off services grant, the forecast assumes that the level of core grant funding will remain unchanged in future years.
- 3.3.3. Historically, the main measure of inflation for annual price increases for the Council's contracted out services was Retail Price Index (excluding mortgage interest rates) i.e., RPIX. However, more recent contracts use Consumer Price Index (CPI). The RPIX is normally up to 1% above the Consumer Price Index (CPI) level. The Draft 2022/23 Budget assumes contract price increases of 5.0%, in 2022/23 reducing to 2.5% in 2023/24 and 2% per annum from 2023/24, which compares with the existing CPI of 5.1% (7.2% for RPIX) - inflation is at its highest level for 10 years. The Bank of England have recently indicated that inflation is expected to increase to 6% by the summer and will revert back to target levels of 2% by mid-2024. Then financial forecast assumes inflation of 2.5% in 2023/24 reducing to 2% per annum from 2024/25. Action will need to be taken by Chief Officers to fund increasing costs through alternative savings in the event that inflation exceeds the budget assumptions.
- 3.3.4. The Draft 2022/23 Budget and financial forecast includes significant growth/cost pressures, with the net impact reduced to reflect mitigation assumed of £14.9m in 2022/23 rising to £27.3m per annum from 2025/26. Any reduction in the delivery of the mitigation savings could have a significant detrimental impact on the Council's budget gap and the contingency sum provides some funding support towards delivering a balanced budget in the medium term. Given the scale of savings identified and any inherent risks, the need for longer term financial planning, the uncertainty on future year cost pressures, significant changes that may follow relating to future new burdens, effect of ongoing population changes and the potential impact of other public agencies identifying savings or new cost burdens which impact on the Council's costs, a prudent approach has been adopted in considering the Central Contingency Sum required to mitigate against these risks. It will also assist in dealing with the ongoing uncertainty relating to the ongoing Covid situation. If the monies remaining are not required during the year the policy of using these resources, in general, for investment, generate income/savings and provide a more sustainable financial position should continue.
- 3.3.5. With a remaining uncertainty on Government funding available in the future and the ongoing requirement for local authorities to be more self-sufficient, there is a need to consider what significant changes are required to manage within this new environment. The required changes relate to opportunities for partnership working, collaboration, reviewing the approach to managing risks, using technology to enable transformation of our services, helping people help themselves (friends' groups) and exploring opportunities around community-based place shaping led by the Council as a community leader. Even with the additional income identified in this report the Council will need to plan for significant changes including the impact of a recession and the 'new normal'. As pressures in statutory services such as adult social care, children's social care and high needs as well as homelessness are growing, the scope to invest in local priorities and services that benefit the widest range of people is reducing. The Council has delivered savings of over £110m per annum since 2009/10 and the ability to make savings in lower priority areas becomes more problematic. The need for savings in areas that support the Council's key priorities becomes more critical to meet the legal requirements for a balanced budget. The Council will continue to look for ways to operate

more efficiently and generate more income, but this alone will not be enough to meet the future years' budget gap. The key consideration is how the Council can balance the budget over the next four years. Considering the core statutory minimum service requirements, Chief Officers continue to undertake the transformational review across all services, focusing on higher spend services first with options being presented to future meetings. The ongoing transformation review will be a key consideration in addressing the budget gap over the next four years.

3.4. FINANCIAL IMPACT OF COVID-19

3.4.1. It is clear that there are potential additional cost pressures facing the Council due to the impact of the pandemic which includes for example:

- Ongoing impact of increase in referrals for children social care.
- 'Long Covid' effect on adult social care activity and costs.
- Potential increase in homelessness costs following end of furlough and national eviction ban.
- Reduced income remaining from car parking and other income sources.
- Ongoing challenges relating to debt recovery (partly due to required delay enforcement action for income recovery).

3.4.2. Some of these changes had been incorporated in the 2022/23 Budget but there remains uncertainty about the ongoing impact arising from the 'new normal'. The Provisional Local Government Finance Settlement 2022/23 announced on 16th December provides no specific long COVID (or 'new normal') additional funding for local government in 2022/23.

3.5. DETAILED DRAFT 2022/23 BUDGET

3.5.1. Detailed Draft 2022/23 Budgets are attached in Appendix 1 and will form the basis for the overall final Portfolio/Departmental budgets after any further adjustments to deal with service pressures and any other additional spending. Under the budget process previously agreed, these initial detailed budgets are forwarded to PDS committees for scrutiny and comment prior to the next Executive meeting in February.

3.5.2. Appendix 1 sets out:

- A summary sheet showing actual 2020/21 expenditure, 2021/22 budget, 2022/23 budget and overall variations in planned spending between 2021/22 and 2022/23;
- A summary of the main reasons for variations in planned spending between 2021/22 and 2022/23 together with supporting notes;
- A high-level subjective summary showing expenditure on employees, premises etc.

3.6. REVIEW OF FEES AND CHARGES

3.6.1. There will need to be an ongoing review identifying opportunities as the medium term 'budget gap' remains significant. Chief Officers will continue to review fees and charges during 2022/23 to identify opportunities to reduce the future years 'budget gap'.

3.7. IDENTIFYING FURTHER SAVINGS/MITIGATION

- 3.7.1. The scale of savings required in future years cannot be met by efficiency alone – there may need to be a reduction in the scope and level of services. The Council will need to continue to review its core priorities and how it works with partners and key stakeholders and the overall provision of services. A significant challenge is to consider discretionary services which, if reduced, could result in higher cost statutory obligations. Therefore, it is important to consider the risk of ‘unintended consequence’ of reducing discretionary services adversely impacting on the cost of statutory services.
- 3.7.2. The Draft 2022/23 Budget represents the third year of savings from the Transformation Programme. This key work continues, and further proposals will be reported to Members as part of addressing the four-year financial forecast and meeting the ‘budget gap’ whilst ensuring key priorities are met.

3.8. POSITION BY DEPARTMENT – KEY ISSUES/RISKS

Mortuary & Coroners Service

- 3.8.1 The provision of a sustainable mortuary service at an affordable cost in the long term is problematic due to variables in demand and a very limited market with little competition. Options are currently being explored with a view to securing longer term mortuary provision with the PRU which may provide an opportunity to stabilise costs going forward.
- 3.8.2 Any high-profile inquests or significant increase in volume of cases could increase the cost of the Coroner's service.
- 3.8.3 The Coroner is currently advocating the establishment of a second court with additional staff. However, we believe that currently there is no compelling argument to justify the need for a second court, be it temporary or permanent and that the service operated adequately before Covid. There may also be an argument that given that Covid has unfortunately accelerated the deaths of many people in the latter years of their life, we may indeed see a decline in death rates and subsequent need for PM's and inquests which would allow the opportunity for the Coroners Service to work through the backlog of cases.

Covid-19 Impacts

- 3.8.5 There were significant unbudgeted costs of the Council's contribution to London-wide emergency mortuary provision in 2020/21. There has been a further impact on the Council's own services in 2021/22 due to the impact of an increased number of Covid-19 deaths on the costs of the Coroner's and mortuary services, together with a reduction in income from public protection services. The Portfolio's draft budget for 2022/23 assumes that there no ongoing impacts beyond the current financial year.

4. IMPACT ON VULNERABLE ADULTS WITH CHILDREN

- 4.1 The draft 2022/23 Budget reflects the Council's key priorities which includes, for example, supporting vulnerable adults with children and being ambitious for all our children and young people.

5. POLICY IMPLICATIONS

- 5.1 The Draft 2022/23 Budget enables the Council to continue to deliver on its ‘Making Bromley Even Better’ key priorities and the financial forecast enables medium term financial planning

allowing for early decisions to be made which impact on the medium-term financial plan. The Council continues to deliver key services and lives within its means.

6. FINANCIAL IMPLICATIONS

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

7. PERSONNEL IMPLICATIONS

7.1 Staff, departmental and trade union representatives will be consulted individually and collectively on any adverse staffing implications arising from the Draft 2022/23 Budget. Managers have also been asked to encourage and facilitate staff involvement in budget and service planning.

8. LEGAL IMPLICATIONS

8.1 The adoption of the budget and the setting of the council tax are matters reserved for the Council upon recommendation from the Executive. The Local Government Finance Act 1992 (as amended) requires the Council to set an amount of Council Tax for each financial year and provides that it must be set before 11th March in the financial year preceding that for which it is set. Sections 73-79 of the Localism Act 2011 amended the calculations billing and precepting authorities need to make in determining the basic amount of Council Tax. The changes included new sections 31 A and 31 B to the Local Government Finance Act 1992 which has modified the way in which a billing authority calculates its budget requirement and basic amount of Council Tax.

8.2 Schedule 5 to the Localism Act 2011 inserted a new section 52ZB in the 1992 Act which sets out the duty on billing authorities, and precepting authorities to each determine whether their relevant basic amount of council tax for a financial year is excessive. If an authority's relevant basic amount of council tax is excessive, the provisions in relation to the duty to hold a referendum will apply.

8.3 The Education Act 2005 introduced the concept of a funding period, which allows for the introduction of multiple year budgets rather than the setting of financial year budgets.

8.4 Executive is being requested to delegate the setting of the schools' budget funded through the Dedicated Schools Grant to the Education, Children and Families Portfolio Holder.

8.5 The making of these budget decisions at full Council is a statutory responsibility for all Members. Members should also have regard to the changes from the Localism Act relating to council tax increases and the recent introduction of the Adult Social Care precept. The Council has a number of statutory duties which it must fulfil by law – although there can be an element of discretion on level of service provision. The Council also discharges a range of discretionary services. The Council is not bound to carry out such activities in the same way as it is for statutory duties – although it may be bound contractually to do so. A decision to cease or reduce provision of a discretionary service must be taken in accordance with sound public /administrative law decision making principles. The Council must also comply with the Public Sector Equality Duties in section 149 of the Equality Act 2010. In doing so, the Council must have due regard to elimination of discrimination, harassment and victimisation, advance equality of opportunity and foster good relations with persons who share a protected characteristic.

8.6 The Local Government Act 2003 included new requirements to be followed by local authorities, which includes the CIPFA Prudential Code. This includes obligations, which includes ensuring adequacy of future years reserves in making budget decisions and section

25 of that Act requires the Director of Finance to report on the robustness of the estimates made for the purposes of calculating the Council Tax and the adequacy of the reserves. Further details to support these obligations will be reflected in the 2022/23 Council Tax report to be reported to the February meeting of the Executive.

Non-Applicable Sections:	Procurement Implications
Background Documents: (Access via Contact Officer)	Draft 2022/23 Budget and Update on the Council's Financial Strategy 2023/24 to 2025/26, Executive 12 th January 2022. Finance monitoring, Estimate Documents, etc all held in Finance Section

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Public Protection and Enforcement**DRAFT REVENUE BUDGET 2022/23 - SUMMARY**

2020/21 Actual	Service Area	2021/22 Budget	Increased costs	Other Changes	2022/23 Draft Budget
£		£	£	£	£
	Public Protection				
370,242	Community Safety	401,230	15,380	8,770	425,380
573,446	Mortuary & Coroners Service	580,030	23,200	0	603,230
1,455,721	Public Protection	1,413,600	66,670	Cr 16,510	1,463,760
2,399,409		2,394,860	105,250	Cr 7,740	2,492,370
	Emergency Planning				
137,137	Emergency Planning	141,280	4,150	480	145,910
137,137		141,280	4,150	480	145,910
2,536,546		2,536,140	109,400	Cr 7,260	2,638,280
378,805	TOTAL NON CONTROLLABLE	5,930	200	0	6,130
927,635	TOTAL EXCLUDED RECHARGES	810,000	0	7,010	817,010
3,842,986	PORTFOLIO TOTAL	3,352,070	109,600	Cr 250	3,461,420

PUBLIC PROTECTION & ENFORCEMENT PORTFOLIO

SUMMARY OF BUDGET VARIATIONS 2022/23

Ref	VARIATION IN 2022/23		ORIGINAL
	£'000	£'000	BUDGET 2021/22 £'000
1	2021/2 BUDGET		3,352
2	Increased Costs		110
	Movements Between Portfolios/Departments		
3	Centralisation of Training Budgets	Cr 7	7
4	Variations in Recharges	7	
5	2022/23 DRAFT BUDGET	3,462	

PUBLIC PROTECTION & ENFORCEMENT PORTFOLIO

Notes on Budget Variations in 2022/23

Ref Comments

2 **Increased Costs (Dr £110k)**

Inflation has been allocated to budgets for 2022/23. An estimated rate of 2% has been applied to pay budgets and 4% to non-pay budgets. There has also been an adjustment for increased National Insurance contributions.

Movements Between Portfolios/Departments

3 **Centralisation of Training Budgets (Cr £7k)**

Departmental training budgets are now being centralised into one corporate area to be managed by HR rather than by individual budget managers

4 **Variations in Recharges (Dr £7k)**

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

PUBLIC PROTECTION AND ENFORCEMENT
DRAFT REVENUE BUDGET 2022/23 - SUBJECTIVE SUMMARY

Service area	Employees	Premises	Transport	Supplies and Services	Third Party Payments	Transfer Payments	Income	Controllable Recharges	Capital Charges/ Financing	Total Controllable
	£	£	£	£	£	£	£			£
Public Protection										
Community Safety	477,820	0	5,060	35,560	98,370	0	Cr 367,140	175,710	0	425,380
Mortuary & Coroners	0	0	0	0	603,230	0	0	0	0	603,230
Public Protection	2,017,880	41,030	30,310	174,080	475,710	0	Cr 415,460	Cr 859,790	0	1,463,760
	2,495,700	41,030	35,370	209,640	1,177,310	0	Cr 782,600	Cr 684,080	0	2,492,370
Emergency Planning										
Emergency Planning	127,850	0	4,580	13,480	0	0	0	0	0	145,910
	127,850	0	4,580	13,480	0	0	0	0	0	145,910
	2,623,550	41,030	39,950	223,120	1,177,310	0	Cr 782,600	Cr 684,080	0	2,638,280

Service area	Capital Charges/ Financing	Repairs, Maintenance & Insurance	Property Rental Income	Not Directly Controllable	Recharges In	Total Cost of Service	Recharges Out	Total Net Budget
	£				£	£	£	£
Public Protection								
Community Safety	0	1,420	0	1,420	897,570	1,324,370	Cr 86,620	1,237,750
Mortuary & Coroners	0	0	0	0	83,160	686,390	0	686,390
Public Protection	0	4,530	0	4,530	1,045,570	2,513,860	Cr 1,196,000	1,317,860
	0	5,950	0	5,950	2,026,300	4,524,620	Cr 1,282,620	3,242,000
Emergency Planning								
Emergency Planning	0	180	0	180	73,330	219,420	0	219,420
	0	180	0	180	73,330	219,420	0	219,420
	0	6,130	0	6,130	2,099,630	4,744,040	Cr 1,282,620	3,461,420

Report No.
ES20146

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **Public Protection and Enforcement PDS Committee**

Date: **1st February 2022**

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

Title: **Risk Register PP&E**

Contact Officer: Lucy West, Senior Performance Officer
Tel: 020 8461 7726 Email: Lucy.West@Bromley.gov.uk

Chief Officer: Colin Brand, Director of Environment & Public Protection

Ward: All Wards

1. Reason for report

- 1.1 This report presents the revised Public Protection and Enforcement Risk Register for detailed scrutiny by the PDS Committee.
- 1.2 This appended Risk Register also forms part of the Annual Governance Statement evidence-base and has been reviewed by: E&PP DMT, Corporate Risk Management Group; and Audit Sub-Committee.

2. **RECOMMENDATIONS**

That the Public Protection and Enforcement PDS Committee reviews and comments on the appended Risk Register. It should be noted that each risk has been highlighted as being relevant to one committee only (and therefore should be discussed at the relevant meeting).

Impact on Vulnerable Adults and Children

1. Summary of Impact: The appended Risk Register covers services provided by the E&PP Department and some borough-wide risks. Addressing the impact of service provision on vulnerable adults and children is a matter for the relevant procurement strategies, contracts and service delivery rather than this high-level Risk Register report.
-

Corporate Policy

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

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A
 3. Budget head/performance centre: PP&E Portfolios
 4. Total current budget for this head: £2.54.m
 5. Source of funding: Existing controllable revenue budget 2021/22
-

Personnel

1. Number of staff (current and additional): 47.3 FTEs
 2. If from existing staff resources, number of staff hours: - N/A
-

Legal

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

Procurement

1. Summary of Procurement Implications: Risk management contributes to contract management and good governance.
-

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

Risk Register Background

- 3.1 The Council's aims are set out in [Making Bromley Even Better \(corporate strategy\) | London Borough of Bromley](#) and the Portfolio Plans, and a risk can be defined as anything which could negatively affect the associated outcomes. Some level of risk will be associated with any service provision: the question is how best to manage that risk down to an acceptable level? (this is known as our 'risk appetite')
- 3.2 It follows that the Council should be able to clearly and regularly detail the main departmental risks and related mitigation measures to ensure a) that desired outcomes are achieved and b) to allow for Member scrutiny – the purpose of this report.
- 3.3 Although the appended E&PP Risk Register is comprehensive, departmental risk management activity is certainly not exclusive to this report. For instance:
- major programmes and services (e.g. Tree Management Strategy) will have associated Risk Registers (such registers are reviewed by the relevant Programme / Service Boards);
 - financial risk is addressed in each Portfolio's Budget Monitoring Reports and, more generally, in the Council's Annual Financial Strategy Report;
 - audit risk is captured through the Audit Programme's planned and investigative activity and associated reports and management action requirements;
 - contract risk forms part of the Contracts Database (all contracts are now quantified and ranked according to the risk presented to the Council). The new Environmental Services Contract, therefore, appears both in this Risk Register and the Corporate Contracts Register, due to its size and complexity.
- 3.4 In 2016/17 Zurich Municipal (the Council's insurer) undertook a 'check and challenge' review (involving all management teams) of the Council's general approach and the individual risks. This resulted a new-style of register and a greater consistency of approach across the Council. Zurich attended during 2018/19 to repeat this exercise with all E&PP risk owners.
- 3.5 It was agreed that Risk Registers should be presented to each Departmental Management Team, the relevant PDS committee, and Audit Sub-Committee twice a year (minimum) to allow activity to be scrutinised in a regular and systematic manner. Individual risks should naturally be reviewed (by Risk Owners) at a frequency proportionate to the risk presented (see appendix).
- 3.6 In addition to its use for management and reporting purposes, the Risk Register also forms part of E&PP's evidence-base for contributing to the Council's Annual Governance Statement (which, itself, forms part of the Council's end-of-year management procedures).
- 3.7 Risks from all three departments are considered at the (officer) Corporate Risk Management Group (CRMG), which reviewed all the Risk Registers when it last met on 10th September 2021 and at Audit Sub-Committee, which last met on 21st October 2021.
- 3.8 At the time of writing, the Council has 124 individual risks (113 departmental plus 11, high-level, Corporate Risks (covering key risks which apply to the Council as a whole).
- 3.9 E&PP Department currently has 29 risks (~23% of the Council's total). The PP&E portfolio has 22 risks currently.
- 3.10 The appended PP&E Risk Register is summarised below. Each risk is scored using a combination of the 'likelihood' (definite to remote) and 'impact' (insignificant to catastrophic) to

produce a 'gross rating' (prior to controls) and 'net rating' (post management controls) – see Appendix. Number E&PP risks are currently ragged 'red' following implementation of management control measures.

- 3.11 The risks (including causes and effects) are described in more detail in the appended Risk Register. Each risk is assigned a category (Compliance & Regulation, Finance, Service Delivery, Reputation and Health & Safety) and scored – using a combination of the 'likelihood' and 'impact' both being assessed on a scale of 1-5 – to produce a gross risk score.
- 3.12 Current controls designed to mitigate the risk are also listed and these, in turn, generally result in a (lower) net risk score. Finally, additional actions are listed for the Risk Owner to consider to further reduce the level of risk (commensurate with their risk appetite). Risk Ownership will be regularly reviewed and adjusted in light of any changes to the LBB Corporate Leadership Team structure.
- 3.13 Risk 12 has a Current Risk Rating of 16, which is red. This grant is released on a 2 year cycle, current cycle ends March 2022. The grant was reduced in 2017 and there is no guarantee it will be sustained post April 2022, however informal confirmation has indicated that a further 2 years funding will be made available. Should this situation not be confirmed and funding not continued, the OOH service will not continue unless funded centrally. The service is staffed on a voluntary basis, and the remuneration for covering the shift has been increased, however the appetite of officers post COVID to furnish this rota has not improved, as such there is no guarantee that officers will be available. The team are currently pressing MOPAC to confirm funding status, producing a report regarding centrally funding the OOH service and continuing the encourage officers to participate in the rota.
- 3.14 Risk 19 has a Current Risk Rating of 20, which is red. The increased costs for Coroners Service is due to the additional estimated costs due to additional high risk post mortems resultant of COVID, and further requested changes to the service that fall outside of the memorandum of understanding. The Director of Environment and Public Protection has challenged the appropriateness of the required spend for this service to mitigate the risk.

4. IMPACT ON VULNERABLE ADULTS & CHILDREN

- 4.1 The appended Risk Register covers environmental services, which tend to be universal in nature, rather than being specifically directed towards vulnerable adults and children. It also covers Public Protection activities which do impact on vulnerable people – for example the Trading Standards team are responsible for safeguarding vulnerable adults who may be targeted by rogue traders and the Anti-Social behaviour and Gangs and Serious Youth Violence teams are actively targeting and supporting those young people that are at risk of crime.

5. POLICY IMPLICATIONS

- 5.1 The Council's renewed policy ambition for the borough is set out in [Making Bromley Even Better \(corporate strategy\) | London Borough of Bromley](#) and the various Portfolio Plans. Risk Registers help to deliver these policy aims by identifying issues which could impact on 'ensuring good contract management to ensure value-for-money and quality services' and putting in place mitigation measures to reduce risk and help deliver the policy aims and objectives.

6. PROCUREMENT IMPLICATIONS

- 6.1 Contract and hence procurement risk is mainly captured in the Contracts Database and Contracts Register Report rather than this Risk Register Report. That said, progress with mobilising the new Environmental Services Contract is captured in the appended register due to the contract's strategic importance.

7. FINANCIAL IMPLICATIONS

- 7.1 There are no direct financial implications arising from this report, however the Risk Register does identify areas that could have financial risks.

8. PERSONNEL IMPLICATIONS

- 8.1 There are no direct personnel implications but the Risk Register does identify service areas where recruitment and capacity present challenges (e.g. 12: Staff Resourcing and Capability).

9. LEGAL IMPLICATIONS

- 9.1 There are no direct legal implications but the Risk Register does identify some regulatory and legal issues: e.g. compliance with Health & Safety law and Industrial Action.

Non-Applicable Sections:	None
Background Documents: (Access via Contact Officer)	None

RISK REGISTER REPORT (ES18037): RISK ASSESSMENT GUIDANCE SUMMARY

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

LIKELIHOOD KEY					
Expected frequency	Remote (1)	Unlikely (2)	Possible (3)	Likely (4)	Definite (5)
Expected frequency	10-yearly	3-yearly	Annually	Quarterly	Monthly

IMPACT KEY					
Risk Impact	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Compliance & Regulation	<ul style="list-style-type: none"> Minor breach of internal regulations (not reportable) 	<ul style="list-style-type: none"> Minor breach of external regulation (not reportable) 	<ul style="list-style-type: none"> Breach of internal regulations leading to disciplinary action Breach of external regulations, reportable 	<ul style="list-style-type: none"> Significant breach of external regulations leading to intervention or sanctions 	<ul style="list-style-type: none"> Major breach leading to suspension or discontinuation of business and services
Financial	<ul style="list-style-type: none"> <£50,000 	<ul style="list-style-type: none"> > £50,000 <£100,000 	<ul style="list-style-type: none"> >£100,000 <£1,000,000 	<ul style="list-style-type: none"> >£1,000,000 <£5,000,000 	<ul style="list-style-type: none"> >£5,000,000
Service Delivery	<ul style="list-style-type: none"> Disruption to one service for a period <1 week 	<ul style="list-style-type: none"> Disruption to one service for a period of 2 weeks 	<ul style="list-style-type: none"> Loss of one service for between 2-4 weeks 	<ul style="list-style-type: none"> Loss of one or more services for a period of 1 month or more 	<ul style="list-style-type: none"> Permanent cessation of service(s)
Reputation	<ul style="list-style-type: none"> Complaints from individuals / small groups of residents Low local coverage 	<ul style="list-style-type: none"> Complaints from local stakeholders Adverse local media coverage 	<ul style="list-style-type: none"> Broader based general dissatisfaction with the running of the Council Adverse national media coverage 	<ul style="list-style-type: none"> Significant adverse national media coverage Resignation of Director(s) 	<ul style="list-style-type: none"> Persistent adverse national media coverage Resignation / removal of CEX / elected Member
Health & Safety	<ul style="list-style-type: none"> Minor incident resulting in little harm 	<ul style="list-style-type: none"> Minor injury to Council employee or someone in the Council's care 	<ul style="list-style-type: none"> Serious injury to Council employee or someone in the Council's care 	<ul style="list-style-type: none"> Fatality to Council employee or someone in the Council's care 	<ul style="list-style-type: none"> Multiple fatalities to Council employees or individuals in the Council's care

Public Protection and Enforcement (PP&E) Risk Register

No.	E&PP RISK REF	DIVISION	RISK TITLE & DESCRIPTION	RISK CAUSE & EFFECT	RISK CATEGORY	GROSS RISK RATING			EXISTING CONTROLS IN PLACE TO MITIGATE THE RISK	CURRENT RISK RATING			DATE LAST REVIEWED:	19/01/2022
						LIKELIHOOD	IMPACT	RISK RATING		LIKELIHOOD	IMPACT	RISK RATING	FURTHER ACTION REQUIRED	RISK OWNER
1	1	All E&PP	Emergency Response Failure to respond effectively to a major emergency / incident internally or externally	Cause(s): -Emergency may be triggered by storms, floods, snow, extreme heat or other emergency. Ineffective response could be caused by capacity and/or organisational issues Effect(s): - Failure to fulfil statutory duties in timely manner - Disruption to infrastructure and service provision in general	Service Delivery	2	4	8	1. Corporate Major Emergency Response Plan 2. Adoption of Standardisation Process in terms of Emergency Response 3. Business Continuity Policy & Strategy and associated Service Business Continuity Plans 4. Out-of-Hours Emergency Service 5. Winter Service Policy and Plan (reviewed annually) 6. Ongoing training, Testing and Exercising programme 7. Multi-agency assessment of emergency risks 8. Training Programme delivered for volunteers in respect of Standardisation Process 9. Implementation of 'on-call rota' for Emergency Response Manager and at Director level 10. Multi-agency forum for emergency preparedness, response and recovery planning within the Borough	2	3	6	1. Delivery of the Business Continuity Management process by CLT 2. Development of risk-specific arrangements based upon London Resilience frameworks, informed by the Borough Community Risk Assessment 3. Recruit and train more Emergency Response Volunteers 4. Implementation of the Resilience Standards For London	David Tait
2	2	All E&PP	Central Depot Access Major incident resulting in loss of / reduced Depot access affecting service provision (LBB's main vehicle depot)	Cause(s): -Fire, explosion, train derailment, strike etc. Effect (s): -Significant service disruption (Waste, Street Cleaning, Gritting, Fleet Management, Neighbourhood Management etc.)	Service Delivery	4	3	12	1. Contingency plans for: - Alternative vehicle parking - Temporary relocation of staff - Storage of bulky materials 2. Implement Business Continuity Plans 3. Close liaison with other Depot users (e.g. Waste Contract, Street Cleansing) and Highways Winter Service Team 4. 'Central Depot Users Group' (Health & Safety/co-operative forum for all site users) 5. Work Place Risk Assessments in place 6. Depot Insurance reviewed September 2020 to ensure full reinstatement cover is in place 8. Waste Service Change has incorporated separate battery collection which will reduce likelihood of fires from batteries in residual waste	3	3	9	1. Site re-development plans to include recommendations from fire safety audit. To include consideration of fire suppression systems	Paul Chilton
3	3	All E&PP	Fuel Availability Fuel shortage impacting on LBB and service provider fleets, and LBB staff transport	Cause(s): -National or local fuel shortage caused by picketing or other external factors Effect (s): -Failure to provide services impacting on residents and other customers - LBB staff unable to commute or use their own vehicles for business journeys	Service Delivery	1	5	5	1. Identified alternative fuel supplies at contractors and neighbouring boroughs (corporate Fuel Disruption Plans based on National Plan are held by the Emergency Planning Team) 2. Designated Filling Station identified under National Emergency Plan by London Resilience Team as designated fuel supply for LBB logoed vehicles 3. Fuel store at Central Depot 4. Ongoing liaison with other London Boroughs concerning collaboration and assistance	1	4	4	1. Ensure service providers Business Continuity Plans include security of fuel supplies. LBB pool cars are available for LBB staff use 2. Ensure 3. Adoption of EV pool fleet	Peter McCready
4	4	All E&PP	Business Continuity Arrangements Lack of up-to-date, tried and tested, BCP for all Council services	Cause(s): -Failure to implement and keep up-to-date effective service and corporate Business Continuity Plans Effect(s): -Non-provision of critical services following an incident (internal or external)	Service Delivery	2	4	8	1. Corporate Risk Management Group now encompasses Business Continuity 2.Full suite of BC plans in place across all Directorates, including E&PP 3. Overarching corporate BC plan developed identifying prioritisation of all services 4. All E&PP BC plans now transposed on to new corporate BCP template 5. Corporate BC management policy & strategy document signed off by leader and chief exec 6. Ensure all service providers have up to date Business Continuity Plans	2	3	6	1. CLT adoption of BCM which will monitor delivery on behalf of COE going forwards. Current COVID-19 disruption to ways of working has tested BCPs during the largest disruption encountered in decades. ICT system failure has been identified as the largest risk and is outside the control of E&PP	David Tait
5	6	All E&PP	Industrial Action Contractors' staff work-to-rule / take strike action impacting on service delivery	Cause(s): -Union dissatisfaction over pay and conditions (particularly in Waste, Libraries) Effect (s): -Temporary disruption to service / reduced customer satisfaction	Service Delivery	3	4	12	1. Ongoing monitoring / meetings regarding workforce issues 2. Joint development of Business Contingency Plans with Service Providers 3. Staff training and engagement built into the Environmental Services contracts	2	4	8	1. Review public communications to be used in the event of a strike 2. Staff training and engagement incorporated into communications with Library staff	Colin Brand
6	14	All E&PP	Income Variation (Highways and Parking*) Loss of income when the Council is looking to grow income to offset reduced funding *Note new COVID-19 specific parking risk addition at the end of this register	Cause(s): - Improved Street Works performance by utility companies (reduced fines) - Under-achievement of expected car parking income and parking enforcement, due to resistance to price increases and reduced incidents - Loss of income from Penalty Charge Notices for Bus Lane Enforcement activity - Reduction in Street Enforcement activity (Fixed Penalty Notices) - Failure of APCOA (new Parking contractor) to provide contracted services (e.g. strikes) Effect (s): -Loss of income with potential to reduce service delivery funds	Financial	3	3	9	1. Regular income monitoring and review of parking tariff structures, including benchmarking Parking charges against other authorities and local private sector competitors 2. Monitoring contractor performance (e.g. only issue good quality PCNs) 3. Good debt recovery systems 4. Monitoring parking use and avoid excessive charge increases 5. Provide attractive, safe clean car parks 6. Regular contractor meetings 7. Monitoring of parking enforcement activity through Performance Indicators reported to PDS Committees (E&CS, PP&E) 8. Scrutiny of APCOA at PDS meetings	3	2	6	1. Refine procedure for resolving disputes with utilities 2. Review of parking tariff structures 2. Monitor income trends 3. Continue to monitor success in achieving enforcement objectives 4. Intelligence-led targeting of hotspot sites for enforcement 5. Review of further income opportunities as part of Council's Transformation agenda	Colin Brand
7	18	All E&PP	Town Centre Businesses and Markets Loss of town centre businesses to competition and as a result of the COVID-19 pandemic	Cause(s): -COVID-19 Pandemic causing businesses and market traders to cease trading (temporarily or permanently) - Town centre social distancing measures resulting in a reduced amount of market stalls Effect(s): -Reduction in high street business and market stall occupancy -Loss of income (Business rates and market stalls) -Poor public perception and negative publicity	Financial	5	3	15	1. BID Teams organise town centres events 2. Investment in Orpington High Street and Bromley North (done) 3. Regular advertising / promotion of markets and availability of stalls 4. Review of Market operational costs to reduce costs where possible (a new Market Strategy is under development and will be delivered from 2020/21) 5. Regular maintenance and renewal of market infrastructure - recent market relocation project has been completed and feedback from traders is positive 6. Markets Manager attends regular strategy meetings with BIDs and has provided guidance for a new town centre (BID) framework agreement	2	3	6	1. Ongoing review of market provision linked to outsourcing service provision 2. Detailed annual action plan to be drawn up for each town centre	Colin Brand

Public Protection and Enforcement (PP&E) Risk Register

No.	E&PP RISK REF	DIVISION	RISK TITLE & DESCRIPTION	RISK CAUSE & EFFECT	RISK CATEGORY	GROSS RISK RATING			EXISTING CONTROLS IN PLACE TO MITIGATE THE RISK	CURRENT RISK RATING			DATE LAST REVIEWED:	19/01/2022
						LIKELIHOOD	IMPACT	RISK RATING		LIKELIHOOD	IMPACT	RISK RATING	FURTHER ACTION REQUIRED	RISK OWNER
8	20	All E&PP	Staff Resourcing and Capability Loss of corporate memory and ability to deliver as key staff leave (good new staff are at a premium)	Cause(s): -Availability of suitably qualified / experienced staff to replace retirees and leavers. Particular problem within Planning, Environmental Health and Traffic professionals (TIL offers better remuneration and career progression). Lack of incentive for good staff to remain at LBB. Effect (s): -Loss of organisational memory, greater reliance on contracted staff, delays in delivering services / plans (e.g. Transport Local Implementation Plan). Inability to effectively manage contracts as Contract Managers may have started out in a different role (i.e. as Service Managers) and do not have the necessary expertise to do so (i.e. auditing).	Service Delivery	3	4	12	1. Ongoing programme to find and retain quality staff through internal schemes such as career grades and ongoing CPD	3	3	9	1. Consider potential for contractors to supply necessary skills 2. Review options with HR for incentivisation schemes to ensure staff recruitment and retention is high 3. Existing controls are not currently sufficient to maintain the staff quota within the Arboriculture team. Explore apprenticeship scheme as a possibility to ensure this team can maintain deliverables of the service in terms of client inspections and reporting. Enlist contractor to assist with tree survey backlog.	Colin Brand
9	22	All E&PP	Climate Change Failure to adapt the borough and Council services to our changing climate	Cause(s): -Severe weather events including extreme heat, storms, floods etc. Effect (s): -Resulting in threats to service provision, environmental quality and residents' health in addition to reputational damage caused by perceived lack of action to tackle climate change	Service Delivery	3	4	12	1. Adopt best adaptation practice as identified through London Climate Change Partnership, UK Climate Impacts Programme, and the Local Adaptation Advisory Panel 2. Implementation of LBB's Carbon Management Programme 3. LBB Surface Water Management Plan and Draft Local Flood Risk Strategy 4. Establish net zero (direct) carbon emissions target for 2029 as part of 10 year climate plan 5. Climate Change included within Corporate Risk Register	2	4	8	1. Emergency Planning to liaise with Public Health on cross-cutting issues e.g. excess summer deaths and vector-borne disease etc. 2. Detailed climate action plan developed as part of ongoing Carbon Management Programme, in order to achieve net zero organisational carbon emissions by 2029. 3. Public signposting document to be developed early in 2021 to support homeowners and businesses to reduce their emissions.	Sarah Foster
10	25	Public Protection	Income Reconciliation (Public Protection Licensing) Uncertainty around income reconciliation when the Council is looking to grow income to offset reduced funding	Cause(s): - Lack of processes to reconcile actual licence fee income against expected income held on service specific IT systems. Effect (s): - Loss of income with potential to reduce service delivery funds - Reputational damage	Financial	3	2	6	1. Regular income monitoring 2. Good debt recovery systems 3. Monitoring of activity through Performance Indicators 4. Continual Benchmarking of licensing charges against other authorities	2	2	4	3. Public signposting document to be developed early in 2021 to support homeowners and businesses to reduce their emissions.	Rob Vale and Sarah Newman
11	28	Public Protection	Dogs and Pests Contract Failure to deliver the contract to the required service levels	Cause(s): -Lack of robustness within contract specification in terms of contract deliverables and Key Performance measures Effect (s): -Inability to deliver statutory functions -Reputational damage	Service Delivery	3	2	6	1. Identification of named Contract Manager 2. Regular contract management meetings with service provider 3. Review of contract specification to identify change control requirements (a contract change notice regarding a change to invoicing was signed in August 19).	2	2	4	This contract is now running well, the contract is due to be extended for 1 year and no action is required at this time.	Sarah Newman
12	29	Public Protection	Out of Hours Noise Service Failure to deliver statutory services	Cause(s): The out of hours noise service is dependant on grant funding from the Mayors Office for Policing & Crime (MOPAC) by way of the Local Crime Prevention Fund. This grant is released on a 2 year cycle, current cycle ends March 2022. The grant was reduced in 2017 and there is no guarantee it will be sustained post April 2022, however informal confirmation has indicated that a further 2 years funding will be made available. Should this situation not be confirmed and funding not continued, the OOH service will not continue unless funded centrally. The service is staffed on a voluntary basis, and the remuneration for covering the shift has been increased, however the appetite of officers post COVID to furnish this rota has not improved, as such there is no guarantee that officers will be available. Effect: Inability to deliver Out of Hours Noise Service.	Service Delivery	4	4	16	1. Annual review with MOPAC on service outcomes 2. Exploring the cost of a centrally funded OOH service. 3. Amended website to manage customer expectation	4	4	16	1. Press MOPAC to confirm funding status. 2. Produce report on centrally funding OOH service. 3. Continue to encourage officers to participate in rota.	Colin Brand
13	30	Public Protection	Integrated Offender Management Failure to contribute to IOM in Bromley	Causes: -IOM functions are reliant on grant funding from MOPAC via the LCPF, equates to one day per week. Reduction or cessation of grant after April 2020. Effect: -Inability to contribute to IOM in Bromley.	Service Delivery	3	4	12	1. Annual review with MOPAC on service outcomes	3	4	12	1. Meetings with MOPAC to ensure early warnings of any change to funding levels. MOPAC funding is outside of the control of LBB.	Colin Brand
14	31	Public Protection	Anti-Social Behaviour Co-ordinator post: Failure to deliver ASB problem solving and partnership activity	Cause(s): -Grant from MOPAC via the LCPF is used to fund the ASB Co-ordinator post which is responsible for delivering targeted ASB project work across the borough with partner agencies. Reduction or cessation of grant after April 2021. Effect: -Inability to fund this post would result in the cessation of targeted ASB work with partners across the borough. Funding for this post was reduced in 2018 and the shortfall was met by LBB. LBB continue to meet the slight shortfall in 2019.	Service Delivery	3	4	12	1. Review of project outcomes to determine whether they can be delivered on a reduced budget with LBB contributions in kind	3	4	12	1. Review of Community Safety functions to allow for MOPAC project delivery on reduced days per week. MOPAC funding is outside of the control of LBB.	Sarah Newman

Public Protection and Enforcement (PP&E) Risk Register

No.	E&PP RISK REF	DIVISION	RISK TITLE & DESCRIPTION	RISK CAUSE & EFFECT	RISK CATEGORY	GROSS RISK RATING			EXISTING CONTROLS IN PLACE TO MITIGATE THE RISK	CURRENT RISK RATING			DATE LAST REVIEWED:	19/01/2022
						LIKELIHOOD	IMPACT	RISK RATING		LIKELIHOOD	IMPACT	RISK RATING	FURTHER ACTION REQUIRED	RISK OWNER
15	32	Public Protection	Gangs and Serious Youth Violence Officer Failure to deliver Gang problem solving and partnership activity	Cause(s): -this has funding from MOPAC for 1 year only and the post which is responsible for the strategic coordination of gang interventions and reductions in serious youth violence. Effect: -Inability to fund this post would result in the cessation of strategic coordinated gang disruption work with partners across the borough.	Service Delivery	3	4	12	1. Annual review with MOPAC on service outcomes	3	4	12	1. Funding for this post is in place via MOPAC until 2022 - MOPAC funding is outside of the control of LBB.	Colin Brand
16	33	Public Protection	The provision of 24/7 CCTV Monitoring	Cause: -COVID 19 Pandemic Effect: -Potential Loss of officers through sickness arising from a potential second wave leading to an inability to provide 24-7 CCTV monitoring	Service Delivery	3	4	12	The CCTV Control Room is back to full strength - 1 x supervisor and 2 x operators on shift patterns. All staff have now been offered a vaccination and the social distancing/face masks requirement is still in force and will continue until such a time the Government relaxes restrictions further.	1	3	3	1. Monitor and review monthly with Contractors	Rob Vale
17	34	Public Protection	Loss of Income from Licensing	Cause: -COVID 19 pandemic and the potential impact on achieving income from licensing. Effect: -The majority of income relates to alcohol and gambling licences which are renewed between October and November each year. The Team has already received the income for the first 7 months of this financial year and have not had any requests to refund existing licences. However, there is a risk that the expected income target will not be met.	Financial	3	4	12	1. The Council's Covid business support schemes offer business rate deferral as well as discretionary grants to cover non staffing overheads, the government have not specifically provided assistance with the costs of licences and premiums and there is an assumption that the loss of use of the licence would be covered under the distortionary grants. For most businesses the licence would be a minor cost and they would be more concerned with significant overheads such as staffing, rents and rates. Should expected income targets not be met, the Division would look to mitigate the shortfall by reducing expenditure in the first instance to maintain a balanced budget. 2.Licensing income for 2021/22 is likely to be reduced as a result of business closure. This may be off set by new businesses. An accurate forecast is not likely to be available until March 2022	3	3	9	1. Monitor and review income quarterly	Rob Vale
18	35	All E&PP	Risk to Health - Ill health resulting from enforcing Health Protection COVID 19 Restrictions Regulations 2020 or from operating public sites	Cause: -COVID 19 pandemic and the National requirement that Environmental Health and Trading Standards Officers enforce the COVID 19 Health Regulations. - Operational activities requiring staff to undertake site visits or to operate public facilities. Effect: -The potential for Officers, Contractors and Visitors to be exposed to and infected by, COVID 19	Service Delivery	3	4	12	1.Risk assessments have been undertaken. No face to face inspections to take place, all investigations to be undertaken at arms length via email or telephone, drive by etc. unless there is a life and limb enforcement issue. Should face to face contact be necessary, PPE (gloves/masks/sanitiser) is available and must be used. 2. Assessments for bulky waste collections undertaken via telephone.	3	3	9	1.To regularly review the risk assessments	Colin Brand
19	37	Public Protection	Increased Costs for Coroners Service	Cause: -Coroner increasing staffing costs - potential request for a second court - high profile inquests, changes to assistant coroners longer term practices - additional high risk post mortems due to covid Effect: -Additional estimated costs (£238k staffing 57K post mortems) over the BAU contract costs	Financial	4	5	20	1. Ongoing communication with the South London Coroners Consortium to ensure that additional costs are scrutinised, and not agreed to without prior consultation and agreement	4	5	20	1. If the PM costs cannot be absorbed by the consortium, the Division would look to mitigate the additional spend by reducing expenditure within the division/department in the first instance to maintain a balanced budget. 2. With regards to the potential additional spend on staffing etc - The Director of Environment and Public Protection has challenged the appropriateness of the required spend. Until such time that the necessary evidence has been presented to support the increases, Bromley payments will be made according and within the constraints of the budget. Separate payments will be made to cover the additional costs (e.g. inquests) as and when they are incurred.	Colin Brand
20	39	Public Protection	Dysfunctionality of Uniform Information Management System	Cause- This is a legacy system and there has been a lack of investment in maintaining it. Effects- The dysfunctionality of Uniform affects how data is recorded, retrieved and analysed. Data is not always saved or retrievable. Further there are issues trying to connect to the system remotely.	Service Delivery	5	4	20	Ongoing communication with IT, the system upgrade went ahead in May 21 - further patches required	3	4	12	The issues with data retrieval appeared to have been resolved - The system was loaded to the new server, which should have alleviated many of the issues experienced - testing was carried out in August to determine effectiveness, and issues remained. Further testing ongoing together with dialogue with BT, and additional resources are being dedicated to provide a permanent fix to all issues experienced	Colin Brand
21	41	Public Protection	Dysfunctionality of IT Support & Systems	Cause- The Customer Service Centre changed the Customer Relationship Management(CRM) software to CXM on 1st July. Whilst the testing of the system was successful the live rollout has circa 10 errors which is affecting all calls and web queries passed into Uniform. Effects- service requests are not being received by Public Protection in a timely manner, issues with quality e.g.missing telephone numbers, emails etc. This adds further delay in dealing with requests - complaints increase .	Service Delivery	4	4	16	Ongoing fault reporting with IT.	3	4	12	The team are communicating with IT and Liberata to resolve problems, progress is being made, and the issues are being kept under review	Colin Brand

Public Protection and Enforcement (PP&E) Risk Register

No.	E&PP RISK REF	DIVISION	RISK TITLE & DESCRIPTION	RISK CAUSE & EFFECT	RISK CATEGORY	GROSS RISK RATING			EXISTING CONTROLS IN PLACE TO MITIGATE THE RISK	CURRENT RISK RATING			DATE LAST REVIEWED:	19/01/2022
						LIKELIHOOD	IMPACT	RISK RATING		LIKELIHOOD	IMPACT	RISK RATING	FURTHER ACTION REQUIRED	RISK OWNER
22	42	Public Protection	Health & Safety (PP&E) Ineffective management, processes and systems within department	Cause(s): -Failure to take departmental action to reduce likelihood of accidents, incidents and other H&S issues Effect (s): -HSE investigation / prosecution leading to fines, increased insurance claims, and reputational damage	Health & Safety	3	4	12	1. Workplace Risk Assessments (including lone and home working) 2. Accident & Incident Reporting system (AR3 & Riddor) 3. Contractor Inspection electronic Reporting system 4. Interface with Corporate Risk Management Group 5. Annual audits and annual paths surveys (Parks) 6. Cyclical 5-year survey of park trees and highway trees 7. Regular Footway inspections 8. Fire responsible persons list in place for all sites under the control of E&PP 9. EPP Health and Safety Committee meets regularly to review departmental Health and Safety arrangements 10. All corporate policies followed for COVID-19 risk assessments. Staff home working unless unable to do so.	2	4	8	1. Ensure Workplace Risk Assessments (inc. Homeworking) updated annually and biennial reviews conducted 2. Encourage reporting of all significant accidents and incidents using AR3 form (and reporting of RIDDOR incidents) 3. Ensure the necessary communication and training is provided. 4. Ensure resource exists to discharge statutory functions 5. Ensure any staff wishing to return to the office during the COVID-19 pandemic have done so in accordance with all corporate processes and procedures.	Sarah Foster

ENDS

London Borough of Bromley

Report No.

ES20141

PART ONE - PUBLIC

Decision Maker: Public Protection and Enforcement PDS Committee

Date: 1st February 2022

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

Title: Contracts Register

Contact Officer: Lucy West, Senior Performance Officer
Tel: 020 8461 7726 Email: Lucy.West @Bromley.gov.uk

Chief Officer: Colin Brand, Director of Environment & Public Protection

Ward: All Wards

1. Reason for report

- 1.1 This report presents an extract from November 2021's Contracts Register for detailed scrutiny by PDS Committee – all PDS committees will receive a similar report each contract reporting cycle, based on data as at 29 October 2021 and presented to ER&C PDS on 18 November 2021.
 - 1.2 There is no accompanying 'Part 2' of this agenda, as any relevant commentary has been included in the Part 1 report.
-

2. **RECOMMENDATIONS**

That the PDS Committee:

- 2.1 **Reviews the appended £50k Contracts Register (which also forms part of the Council's commitment to data transparency).**

Impact on Vulnerable Adults and Children

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

Corporate Policy

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

Financial

1. Cost of proposal: - N/A
 2. Ongoing costs: - N/A
 3. Budget head/performance centre: Public Protection and Enforcement Portfolio
 4. Total current budget for this head: - £2.54m
 5. Source of funding: - Existing controllable revenue budget for 2021/22
-

Personnel

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

Legal

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

Procurement

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

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Contracts Register Background

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

Contract Register Summary

- 3.5 The Council has 207 active contracts covering all portfolios as of of 29 October 2021 for the November 2021 reporting cycle as set out in Appendix 1.

Public Protection and Enforcement

Item	Category	May 2021	September 2021	November 2021
Total Contracts	£50k+	5	5	5
Concern Flag	Concern Flag	0	0	0
Risk Index	Higher Risk	1	1	1
	Lower Risk	4	4	4
Procurement Status for Contracts approaching end date	Red	0	0	0
	Amber	0	0	0
	Green	2	2	2
	Neutral	3	3	3

- 3.6 Contracts may be flagged for attention due to the tight timescales for tender (rather than any performance issues associated with the delivery of the contract). During this contract cycle, there are no contracts flagged for attention.

4. IMPACT ON VULNERABLE ADULTS & CHILDREN

- 4.1 The Corporate Contracts Register covers all Council services: both those used universally by residents and those specifically directed towards vulnerable adults and children. Addressing the

impact of service provision on the vulnerable is a matter for the relevant procurement strategies, contracts, and delivery of specific services rather than this summary register.

5. POLICY IMPLICATIONS

- 5.1 The Council’s renewed ambition is set out in the 2021- 2031 [Making Bromley Even Better](#) document and the Contracts Database (and Contract Registers) help in delivering the aims (especially in delivering the ‘Excellent Council’ aim). For an ‘Excellent Council’, this activity specifically helps by ‘ensuring good contract management to ensure value-for-money and quality services’.

6. PROCUREMENT IMPLICATIONS

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

7. FINANCIAL IMPLICATIONS

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

8. PERSONNEL IMPLICATIONS

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

9. LEGAL IMPLICATIONS

- 9.1 There are no direct legal implications but the Contracts Database does identify those contracts which have a statutory basis and also those laws which should be complied with in delivering the contracted services.
- 9.2 A list of the Council’s active contracts may be found on Bromley.gov.uk to aid transparency (this data is updated after each Contracts Sub-Committee meeting).

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

Appendix 1: Key Data (All Portfolios)

Item	Category	May 2021	September 2021	November 2021
Contracts (>£50k TCV)	All Portfolios	211	192	207
Flagged as a concern	All Portfolios	2	2	0
Portfolio	Executive, Resources and Contracts	48	49	59
	Adult Care and Health	72	40	48
	Environment and Community Services	19	18	19
	Children, Education and Families	36	39	37
	Renewal and Recreation and Housing	31	41	39
	Public Protection and Enforcement	5	5	5
Risk Index	Higher Risk	85	61	69
	Lower Risk	129	131	138
Procurement Status for Contracts approaching end date	Red	2	2	0
	Amber	46	12	23
	Green	51	62	58
	Neutral	112	116	126

Appendix 2 - Contracts Register Key and Background Information

Contract Register Key

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

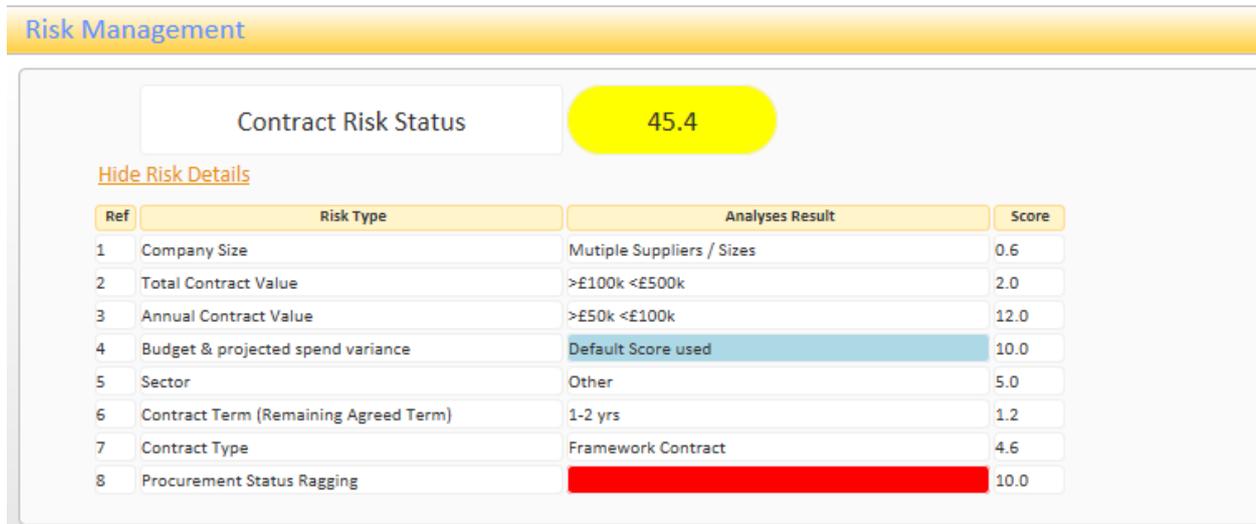
Register Category	Explanation
Risk Index	Colour-ranking system reflecting eight automatically scored and weighted criteria providing a score (out of 100) / colour reflecting the contract's intrinsic risk
Contract ID	Unique reference used in contract authorisations
Owner	Manager/commissioner with day-to-day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

Contract Register Order

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

Risk Index

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



Procurement Status

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

		Procurement / Commissioning Status					
Period	3 months						<div style="display: flex; align-items: center; gap: 10px;"> <div style="width: 20px; height: 20px; background-color: red; border: 1px solid black;"></div> Requires an agreed plan <div style="width: 20px; height: 20px; background-color: yellow; border: 1px solid black;"></div> Develop / test options <div style="width: 20px; height: 20px; background-color: orange; border: 1px solid black;"></div> Consider options <div style="width: 20px; height: 20px; background-color: green; border: 1px solid black;"></div> No action required </div>
	6 months						
	9 months						
	12 months						
	18 months						
		£5k - £50k	£50k - £100k	£100k - £173k	£173k - £500k	>£500k	
		Total Contract Value					

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Contract Register Report - £50k Portfolio - Public Protection and Enforcement
November 2021

RI New	Main Contract Data					Finance Data		Proc. Status	Contract Terms			Attention	Capital	
	Contract ID	Owner	Approver	Contract Title	Supplier Name	Portfolio	Total Value		Original Annual Value	Start Date	End Date			Months Duration
Lower Risk	4941	Joanne Stowell	Colin Brand	Mortuary Contract	Princess Royal University Hospital Mortuary via Kings College Hospital NHS Foundation Trust (with LB Bexley)	Public Protection and Enforcement	540,000	180,000	■	01/10/2019	30/09/2022	36		
Lower Risk	3763	Mark Atkinson	Joanne Stowell	Dogs & Pest Control Services	SDK Environmental Ltd	Public Protection and Enforcement	370,000	60,500	■	01/02/2018	31/01/2023	60		
Higher Risk	4859	Robert Vale	Joanne Stowell	CCTV Monitoring	Enigma CCTV Ltd	Public Protection and Enforcement	1,441,000	288,200		01/04/2019	31/03/2024	60		
Lower Risk	4858	Robert Vale	Joanne Stowell	CCTV Repair and Maintenance Contract	Tyco Fire & Intergrated Soutlion (UK) Ltd	Public Protection and Enforcement	691,081	135,573		01/04/2019	31/03/2024	60		
Lower Risk	3799	Joanne Stowell	Colin Brand	Coroners Service	London Borough of Croydon	Public Protection and Enforcement	448,640	224,320		01/04/1966	31/08/2029	762		

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SAFER BROMLEY PARTNERSHIP BOARD

Minutes of the meeting held at 10.00 am on 9 December 2021

Present:

Joanne Stowell ((LBB Assistant Director: Public Protection)) (Chairman)

Councillor Angela Page, Portfolio Holder for Public Protection

Richard Baldwin, People Department

Sharon Baldwin, (Safer Neighbourhood Board Chairman)

Elaine Beadle, (LBB Road Safety Manager)

Andy Brittain, MET Police

Sandra Campbell

Lynnette Chamielec, Housing, Planning and Regeneration

David Dare, LBB Children's Services

Rachel Dunley, (LBB Head of Service for Early Intervention, and Family Support)

Chan Farooqui, Victim Support

Dirk Holtzhausen, LBB--ECHS

Betty McDonald, (LBB Head of Youth Offending Service)

Kevin McKenzie, (Bromley LFB Fire Commander)

Jared Nehra, Children's Services

Sarah Newman, (LBB Head of Community Safety Environmental and Domestic Regulation.

Rachel Pankhurst, (LBB Domestic Abuse Strategy Co-ordinator)

Anthony Powell, (LBB Public Protection and Enforcement)

David Tait, (LBB Emergency Planning and Corporate Resilience Lead)

Rob Vale, (LBB Head of Commercial Regulation and Trading Standards)

Kevin McKenzie (Bromley Fire Commander)

Andy Brittain (Met Police Superintendent)

Dawn Helps (Tenancy Specialist Manager-Clarion Housing)

Also Present:

Councillor David Cartwright QFSM

41	WELCOME/HOUSE-KEEPING/INTRODUCTIONS, APOLOGIES AND DECLARATION OF INTEREST	Action
	<p>Apologies were received from Janet Bailey, Jamie O Malley, Sharon Kilborne, Vicky West, Ade Adetosoye, Chief Inspector Craig Knight, and the London Ambulance Service.</p> <p>The Assistant Director for Public Protection and Safety (Joanne Stowell) chaired the meeting and there were no declarations of interest. She said that this was the third Board meeting of the year, but unfortunately this would be her last meeting as she was moving on to pastures new.</p>	

	of them had noted any delay in emergency response times as a result of the scheme. All three services had responded and said that they were not aware of any delays to response times as a result of the scheme.	
44	SUBSTANTIVE DISCUSSION PROGRESS AGAINST THE SAFER BROMLEY PARTNERSHIP STRATEGY	Action
45	QUARTER 3: MAIN PRIORITY UPDATE: KEEPING YOUNG PEOPLE SAFE	Action
	<p>The Chairman requested that the Bromley Drug and Alcohol Team be invited to provide representation to the Board. She requested that their work be captured within the priorities. The Chairman thanked the YOS, Licensing, Probation Services and Education. She felt that their responses were comprehensive and provided the Board with a good overall understanding of their work and how it aligned with the priorities of the SBP. For the Board to be successful in delivering its aims against its priorities, it was vital that the Board worked together well collaboratively.</p> <p>The Chairman reminded the Board that at the next meeting, the priority update would be Priority 4, which was ‘Standing Together against Hate Crime and Extremism’, but it would also be the end of year update. All partners would therefore need to provide details of their progress ahead of time to the Committee Clerk.</p> <p>RESOLVED that the Bromley Drug and Alcohol Team be asked to provide a representative to sit on the Board and that partners provide their final year updates for the March 2022 meeting to the Committee Clerk in plenty of time.</p>	SW BOARD
46	COMMUNITY IMPACT DAYS UPDATE	Action
	<p>The Community Impact Days update was provided by Sandra Campbell—LBB ASB Co-ordinator. It was noted that Cllr Kathy Bance had previously highlighted issues with the Penge CID. Ms Campbell had since spoken directly with Cllr Bance concerning this matter.</p> <p>Ms Campbell wished the Assistant Director all the best for her new role and said that she would be sorely missed. She said that the CIDs were growing from strength to strength and LBB was moving about 3000kgs of fly tipping rubbish on a monthly basis. Much graffiti was also being removed. The Council had been working closely with the police, Border Force, LFB and Clarion Housing. It would soon be the case that Probation Services would also be involved with Community Impact Days.</p>	

	<p>Probation would be providing people to help with community projects under the 'Community Payback' scheme. Residents were providing very positive feedback with respect to the Community Impact Days.</p> <p>The Chairman thanked Ms Campbell for the way that she had improved and developed the Community Impact Days. The Chairman asked Ms Campbell if she would disseminate the full briefings that she had drafted for the last three months and that these be disseminated to the Board.</p> <p>Cllr Cartwright stated that the feedback that he had received after the Mottingham Community Impact Day was very positive; he expressed his thanks both to Ms Campbell and to the LFB Commander for their excellent work.</p>	
47	KEY ISSUES/THEMES	Action
48	CRIME NEEDS ASSESSMENT	Action
	<p>The Chairman informed the Board that the Crime Needs Assessment was a statutory requirement for all Community Safety Partnerships. It was designed to help partners understand the crime related needs of the borough and to help with decision-making at a local level and also to support the future commissioning process.</p> <p>Last year the Crime Needs Assessment had been produced by Matthew Hodges (corporate graduate intern) and Matthew had kindly offered to produce the new Crime Needs Assessment which would be presented to the Board at the Q4 meeting in March 2022. The Chairman requested that Mr Hodges present the report.</p> <p>RESOLVED that Matthew Hodges draft and present the CNA at the SBP meeting in March 2022.</p>	MH
49	VIOLENCE ACTION PLAN UPDATE	Action
	<p>The Chairman informed the Board that the Violence Reduction Action Plan had been updated twice in 2020 and it had been updated again in 2021. It was now regarded as a standing item on the Safer Bromley Partnership Board agenda.</p> <p>It appeared that the GLA had changed the name to the 'Local Violence and Vulnerability Action Plan'. The updated template had been disseminated to all partners and this outlined the seven different mandatory themes and optional actions. The document had been signed off by the Chief Executive and the Leader of the Council and was now with the Borough Police Commander. The Chairman said that she would chase this with the Borough Commander as the document was required to be with MOPAC the following day.</p>	

	<p>The final version of the document would subsequently be sent out to partners by Anthony Powell (LBB Community Safety Officer). The Chairman emphasised that the document was confidential and should not be shared outside of the Partnership</p> <p>The Portfolio Holder for Public Protection and Enforcement thanked the Chairman and everybody else who had been involved in the preparation of the Violence Reduction Action Plan document. It was clear that a lot of work had gone into producing the document and this had been acknowledged by the Leader. It was also noted that LBB had the third best Violence Reduction Action plan in London and it was being used as an example to follow by other boroughs. The Chairman concluded by saying that partners should be proud of the outcomes that had been achieved.</p> <p>RESOLVED that</p> <p>1) The LBB Community Safety Officer would disseminate the final version of the VRAP to the Board in due course.</p> <p>2) The VRAP was confidential and should not be shared outside of the Board.</p>	AP
50	<p>SCRUTINY OF THE PARTNERS OF THE SAFER BROMLEY PARTNERSHIP BOARD</p> <p>It was explained that it was a requirement of the Police and Justice Act that Councils had a Crime and Disorder Committee (CDC) which would be able to scrutinise the local Community Safety Partnership. As far as Bromley was concerned the Crime and Disorder Committee was the Public Protection and Enforcement, Policy Development and Scrutiny Committee. The Community Safety Partnership was the Safer Bromley Partnership Board. There was a requirement for the Crime and Disorder Committee to meet once a year, but in Bromley the Public Protection and Enforcement Committee met five times a year.</p> <p>The Chairman explained that in terms of scrutiny of the SBP, this had become police centric. It was decided that the Crime and Disorder Committee formalise the scrutiny process. In view of this, it had been decided that the scrutiny undertaken by the CDC would be broadened to encompass all partners within the Safer Bromley Partnership Board and not just the police. So all partners from henceforth would be called to present to the Crime and Disorder Committee to have their work against the SBP priorities scrutinised. The work plan for this had been included as part of the agenda pack.</p> <p>RESOLVED that the update regarding scrutiny of the Safer Bromley Partnership Board be noted.</p>	Action

51	<p>PROPOSED WORK PLAN FOR PARTNERS</p> <p>The Chairman reiterated that regarding the scrutiny of partners by the CDC, this would be restricted specifically to their work within the Safer Bromley Partnership. The proposed work plan had been drafted for clarity and to give partners plenty of warning concerning when they would be presenting to the CDC. The Chairman said that the final version of the Work Plan should be with partners by the end of December.</p> <p>Councillor David Cartwright, (Chairman of the Public Protection and Enforcement Committee) raised a query regarding hate crime. He said that the issue of hate crime was not due for discussion until February 2023 and expressed concern at this; he asked if this could be brought forward. The Chairman clarified that hate crime would be looked at by the SBP in Q4 in March 2022 and it would be a substantive item on its own at that meeting. The issue of hate crime would also be addressed by the police at the PDS meeting in March as part of their high harm priorities.</p> <p>RESOLVED that the Work Plan for partners be agreed.</p>	Action
52	<p>AGENDA FRONT SHEET AND TERMS OF REFERENCE</p> <p>The Chairman explained that this document had been drafted to outline the statutory responsibilities of the Safer Bromley Partnership. The Terms of Reference explained who was required to sit on the Board as a Core/Statutory representative with voting rights and who could attend by invitation. It also addressed matters such as attendance, commitments and chairing arrangements.</p> <p>The Assistant Director for Public Protection and Enforcement informed the Board that she was moving on to pastures new and would be taking up a directorship with an Essex authority. As a result of this and in line with the terms of reference, the joint chairmanship going forward would be undertaken by Colin Brand (LBB Director for Environment and Public Protection) and by Superintendent Andy Brittain.</p> <p>The Assistant Director for Public Protection and Enforcement stated that it had been her absolute pleasure to work on the Board as Vice-Chairman and as Joint Chairman.</p> <p>RESOLVED that the Terms of Reference be agreed.</p>	Action
53	<p>LAS DATA UPDATE</p> <p>It was noted that the LAS had submitted details of the data that they could capture and details of this had been sent out to Board members.</p>	Action

	<p>This data would be used when the time came to undertake a refresh of the Safer Bromley Partnership Strategy. .</p> <p>RESOLVED that the LAS update be noted.</p>	
54	<p>DRAFT INTER BOARD PROTOCOL</p> <p>The Chairman explained that the purpose of the draft inter-board protocol was to define how the various LBB Boards could all work together in pursuit of safeguarding and in promoting the health and wellbeing of young people and adults in Bromley. The idea was that all four Boards would work together in collaboration as equal partners. The protocol outlined how each board worked across their remits, together with their specific functions.</p> <p>It was noted that the Assistant Director for Public Protection and Enforcement, together with the Director of Environment and Public Protection & Enforcement would be attending a workshop run by Teresa Bell on the 17th of January 2022, where the Protocol would be discussed in detail.</p> <p>RESOLVED that the Inter Board Protocol be agreed.</p>	Action
55	<p>DHR AND PREVENT UPDATE</p> <p>The DHR (Domestic Homicide Review) and Prevent update was provided by the Head of Trading Standards and Commercial Regulation as follows:</p> <p><u>DHR 2 “NAJARA”</u></p> <p>This report was received by the Head of Trading Standards and Commercial Regulation on 1st December 2021. The Board heard that the final duty of the DHR panel was to ensure they were satisfied that their information was fully and fairly represented in the reports and that they accurately reflected the review panel’s findings. They should also be satisfied that the reports were of a sufficiently high standard to be submitted to the Home Office. The reports were shared with the panel on 3rd December 2021 with a request they responded to the Head of Trading Standards and Commercial Regulation with any comments by 10th January 2022. During this period the Action Plan could be reviewed.</p> <p>Once agreement from the panel was received, the final version of the Overview Report and Executive Summary would be handed over to the Safer Bromley Partnership.</p> <p>Normally, the documents would be shared ahead of the meeting, then there would be a presentation on the key aspects of the report such as an overview of the recommendations.</p>	Action

However, given this case's confidentiality (and there was a recommendation that the report is not published), electronic sign off from statutory partners would be sought.

It was unlikely that the report would be changed in any way at this stage, but more the case that those partners involved in the response to Domestic Abuse were sighted on the report and its recommendations and agreed with the findings in general. The detailed analysis of the case was provided by the DHR Panel.

Once approved by the Panel and the Chair of the SBP and the Action Plan was agreed, the report would be submitted to the Home Office Quality Assurance Panel. There was currently a six month turnaround for these reviews. Recommendations from the action plan were already being addressed, with several completed.

DHR 3 "ALICE:

The Home Office feedback letter was received on 25th October 2021 which commented that the report demonstrated good family engagement, was straightforward and helped paint a picture who Diane was as a person in her life. The Panel commended the Chair/author for contacting the perpetrator in prison to allow him to offer his contribution to the report and for linking with Victim Support Homicide Service (VSHS) to engage with existing support and advocacy for the family which helped to ease family engagement. There were some recommendations for areas of final development, and these had been addressed and received on 15th November 2021. On the 25th November 2021 the report was sent to the Chair of the Safer Bromley Partnership and the panel members.

The next step would be to send a copy to MOPAC and arrange publication – this was likely to be in the New Year following discussions with the family. The action plan would be managed by the Domestic Abuse Strategic Lead.

A copy would also be sent to Nicole Jacobs-- the Domestic Abuse Commissioner. As per the new duty under the Domestic Abuse Act 2021 – the duty stated that the report should be sent as soon as reasonably practicable after the report is completed.

Prevent Update:

The Board was reminded that 'Prevent' formed part of the Government's wider counter-terrorism strategy, known as CONTEST. Prevent aimed to safeguard individuals from becoming terrorists or supporting terrorism.

It was noted that the terror threat level was raised from 'substantial' to 'severe' following the Liverpool incident last month on Remembrance

Sunday. This followed the murder of Sir David Amess in October which was also being treated as terror related.

The Home Office released official statistics of individuals referred to and supported through the Prevent programme in England and Wales from April 2020 to March 2021.

It was explained that when an individual was referred to Prevent, there was an initial screening and assessment and if a risk of radicalisation existed, a referral would be passed to the multi-agency 'Channel' Panel. These panels were chaired by the local authority and sought to determine the extent of an individual's vulnerability to radicalisation and whether a support package, which may include an intervention, was necessary and proportionate to address the vulnerabilities.

In the year ending 31st March 2021 there had been 4,915 referrals to Prevent, a decrease of 22% on the previous year and the lowest number of referrals since 2016. The decrease was likely to have been driven by the effects of public health restrictions that were in place throughout the year to control the spread of the COVID-19 virus.

Fifty one percent of referrals were for individuals with a mixed, unstable or unclear ideology. This category reflected instances where the ideology presented involved a combination of elements from multiple ideologies (mixed), shifts between different ideologies (unstable), or where the individual did not present a coherent ideology, yet could still pose a terrorism risk (unclear). This also included individuals that may be vulnerable out of a sense of duty, or a desire for belonging and those obsessed with massacre or extreme/mass violence without targeting a particular group.

Twenty five percent were due to concerns related to extreme right-wing radicalisation--itself a reduction from previous years, but for the first time more than Islamist referrals

Twenty two percent were due to concerns related to Islamist radicalisation.

Police made the highest number of referrals (1,770 i.e. 36%), followed by Education (1,221 i.e. 25%) and this was the lowest number of referrals from Education since 2016, again likely to be a result of the pandemic.

Most referrals were male, and the largest age group was 15 to 20.

Of the cases referred to Channel (1,333) a total of 688 were adopted by the panel as being significant risks to radicalisation. This was a reduction of 7% and 0.6% respectively.

	<p>Of the 688 cases adopted by the panels, the ideologies of concern were:</p> <ul style="list-style-type: none"> • Extreme Right-Wing radicalisation (317; 46%), • Mixed, unstable or unclear ideology (205; 30%) • Islamist radicalisation (154; 22%). <p>The Board heard that analysis was taking place around these figures because they seemed to be out of kilter with the terrorist picture. Of interest was the very low number of cases of mixed, unstable or unclear ideology which had been adopted by Channel – 8%, yet they formed the largest share of referrals.</p> <p>The Board was informed that the Prevent Review was with the Government for Ministerial approval.</p> <p>A Prevent consultation was taking place which would focus on security related considerations being undertaken at certain publicly accessible locations--but not private venues, such as places of employment. The duty was likely to require those responsible to take such steps as were reasonably practicable to ensure the security of members of the public. This was likely to apply to venue owners and operators and large organisations.</p> <p>The Head of the YOS asked if there was an update specifically regarding the local picture. The Head of Trading Standards and Commercial Regulation answered and said that he would share this information at the Children’s Safeguarding Board the following week. It was noted that LBB was regarded as a low priority borough.</p> <p>The Chairman asked the Head of Trading Standards and Commercial Regulation if he could share information from the Institute of Licensing with respect to aggregate spaces before the next Board meeting.</p> <p>RESOLVED that the Prevent and DHR update be noted and that the Head of Trading Standards and Commercial Regulation share information from the Institute of Licensing with respect to ‘aggregate spaces’.</p>	RV
56	<p>CRIME PERFORMANCE DASHBOARD</p> <p>Superintendent Andy Brittain briefed the Board as follows:</p> <p>There had been a 14% reduction in reports to the police of domestic abuse. There was now a fully staffed Community Safety Unit and the police were seeking to extend the use of DV protection notices to provide greater support to victims.</p>	Action

The police intended to focus on the night time economy and on protecting women in public houses and other licensed premises in the borough; this linked in with the police's VAWG Strategy. It was reported that the police would have a dedicated Town Centre Team of 21 officers working in Bromley in February 2022.

Sex offences were up by 1% but this only equated to 6 offences in total. .

Knife Crime and Gun Crime figures had decreased.

There were some concerns about the volume of reported race/hate crime. There was now a greater emphasis on the quality of service provided to victims of race/ hate crime by the police. This was a work in progress and was an issue that was pan London. Superintendent Andy Brittain stated that race and hate crime had seen a 17% increase which was frustrating and a cause for concern. Some of this seemed to be linked to the Covid 19 pandemic.

The Board was pleased to note that the number of burglary offences had decreased. Much of this was probably due to the fact that more people were now working from home.

There had been an increase in the number of thefts of motor vehicles. As well as high end vehicles, there had also been an increase in the number of thefts of mopeds and scooters which seemed to tie in with the growth of food delivery services.

Superintendent Andy Brittain said that ASB calls had remained static.

The responses to the public attitude survey were disappointing. The Superintendent acknowledged that the police needed to improve the way that they communicated with the public and to improve their use of social media platforms. He felt that more public engagement was also important. He was concerned about the low number of people that knew how to contact their ward officers and this was something that definitely required improvement. It was planned that the email addresses for the ward teams would be refreshed and disseminated to the public.

The Joint Chairman (Joanne Stowell) briefed the Board with some information that had been provided by the Home Office that went some way to explain the rise in the numbers of reports concerning race/hate crime:

- Because people had been at home for longer, they had spent more time online and had been exposed to disinformation and various conspiracy theories

	<ul style="list-style-type: none">• There were now better reporting mechanisms for the reporting of race and hate crime• There had been some trigger events such as a BLM backlash• More people were coming forward to report crime <p>The Chairman of the SNB commented that she was working with Inspector Stuart Baker to improve the lines of communication between residents and local ward officers.</p> <p>It was noted that a more detailed breakdown of race/hate crime (as it pertained to individual wards) could be obtained online from the MOPAC data store.</p> <p>The Head of Service for Early Intervention and Family Support urged caution as far as the domestic abuse figures were concerned. From the volume of clients accessing the IDVA service, it seemed that domestic abuse numbers were not decreasing. Similarly, Dawn Helps from Clarion reported that Clarion had received a huge increase in requests for re-housing on the grounds of domestic abuse. The LBB Director of Children's Services confirmed this by commenting that a significant driver for the referral of children to Children's Services was domestic abuse. The Superintendent asked if Clarion could share with the police their data with respect to domestic abuse referrals and the response was affirmative.</p> <p>In terms of perception, Councillor Angela Page (Portfolio Holder for Public Protection and Enforcement) said that the two matters that were commented on by residents the most was the lack of visible policing and the continued problems with E Scooters where the perception was that little was being done to deal with this problem.</p> <p>It was noted that a more detailed breakdown of race/hate crime (as it pertained to individual wards) could be obtained online from the MOPAC data store</p> <p>The Chairman of the SNB commented that she was working with Inspector Stuart Baker to improve the lines of communication between residents and local ward officers..</p> <p>The Joint Chairman (Joanne Stowell) raised a point of note with respect to the definition of ASB. This was important as ASB had been classed by MOPAC as a key priority. It had come to her attention that currently, a cat relieving itself in a neighbour's garden would come under the current broad definition of ASB. This was a matter that she had asked MOPAC to look at and had requested that the ASB data be dis-aggregated.</p>	
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	<p>With respect to the data around 'public perception' Ms Stowell had asked MOPAC how they came by this data; the response from MOPAC seemed to indicate that what Partners were looking at was the 'science of small numbers'. This meant that some of the data that was currently being presented to the Board did not give a true reflection of the situation in Bromley. Ms Stowell had therefore requested that the LBB ASB Co-ordinator work with the police to produce a questionnaire that could be used locally the next time there was a Community Impact Day. Also the contact numbers for the local ward officers would be provided on the questionnaire.</p> <p>Councillor David Cartwright stated that local residents across the borough were reporting speeding as an issue and he hoped if possible that this could be captured on the ASB data.</p> <p>RESOLVED that</p> <p>1) Clarion Housing would share data with the police concerning domestic abuse referrals.</p> <p>2) The LBB ASB Co-ordinator would work with the police to produce a questionnaire that could be used at the next Community Impact Day, and which would contain the contact numbers for local ward officers.</p>	<p>DH</p> <p>SC</p>
57	<p>EMERGING ISSUES/TASK FINISH UPDATES</p> <p>The Police and Crime Plan was now being consulted on. The Assistant Director for Public Protection and Enforcement had attended a MOPAC meeting with the Portfolio Holder for Public Protection and Enforcement regarding this. The Portfolio Holder referred to the detailed questions that the Assistant Director had asked at the meeting.</p> <p>The Chairman said that she would ask the Committee Clerk to send out the link to the draft Action Plan to the Board. The new Police and Crime Plan was due for publication in April 2022.</p> <p>The Board was informed that next year a brand new Safer Bromley Strategy would need to be written. The outcome from the Crime Needs Assessment would be fed into the new Strategy. A new public consultation with respect to a Crime Survey would also be required. The last time this was undertaken, LBB received one of the highest responses in London.</p> <p>The LBB Director for Children's Services raised an issue concerning the LBB contract with MOPAC for VAWG services. The contract was due to be extended in March or April 2022. LBB had been in contact with the VAWG provider who said that they were concerned that the funding that they had received from MOPAC had not risen for 6/7</p>	<p>Action</p>

	<p>years. The funding was therefore not increasing in line with costs. They felt that they could not deliver an adequate service for the money that was on offer and so had declined to bid for the new contract.</p> <p>It was clear that LBB could not be in a position where there was not a domestic abuse service across the borough. Resultantly, LBB had agreed that they would provide the extra £50k funding that was deemed to be required. It was noted that this was not an issue that had just manifested itself, but rather it was an issue that officers had raised before at the Domestic Abuse Strategic Board. It was a matter that would be noted on the LBB Risk Register.</p> <p>RESOLVED that the update concerning emerging issues and the task and finish updates be noted.</p>	
58	<p>AOB</p> <p>Superintendent Andy Brittain informed the Board that he had a very effective team of female police officers who specialised in VAWG issues. He requested that if any of the Board members had any large events that they could attend and present to, then he would be grateful if they would make contact with him to discuss this further.</p> <p>The LBB Borough Fire Commander expressed his thanks to Joanna Stowell as a very supportive partner who had guided him through the Bromley landscape. He said that she would be sorely missed.</p> <p>The Head of Service for Family Support and Early Intervention also expressed her personal thanks to Ms Stowell.</p> <p>The Assistant Director for Children’s Services briefed the Board about a new scheme that was being developed--specifically aimed at young people involved in serious youth violence. It was backed by London Councils and there would be further updates at future Board meetings. It was a London wide scheme that would receive grant funding. It would be quite a demanding scheme where young people would be expected to be involved three or four times per week over a three month period.</p> <p>The Portfolio Holder for Public Protection and Enforcement expressed her thanks to Joanna Stowell, saying that she had been very supportive and a ‘total rock’ since she had unexpectedly taken over as Portfolio Holder for Public Protection and Enforcement . She said that every Councillor that had come into contact with her was full of praise for her and this included the Leader.</p> <p>RESOLVED that the AOB updates be noted.</p>	<p>Action</p>

59	DATE AND TIME OF NEXT MEETING	Action
	The next meeting would be held at Bromley Civic Centre on 17 th March 2022 at 10am.	

The meeting ended at 11.30 am

Chairman

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Report No.
CSD 21116

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: PUBLIC PROTECTION AND ENFORCEMENT POLICY
DEVELOPMENT & SCRUTINY COMMITTEE

Date: 1st February 2022

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

Title: WORK PROGRAMME

Contact Officer: Stephen Wood, Democratic Services Officer
Tel: 020 8313 4316 E-mail: Stephen.Wood@bromley.gov.uk

Chief Officer: Tasnim Shawkat, Director of Corporate Services and Governance

Ward: (All Wards)

1. Reason for report

- 1.1 Members of the Committee are asked to review the Work Programme and make suggestions for any modifications to the Work Programme as may be considered appropriate.
- 1.2 The Committee should note that the Work Programme is fluid and subject to change

2. **RECOMMENDATION(S)**

(1) That the Committee notes the Work Programme

(2) That Committee members and officers comment on any matters that they think should be considered on the Work Programme going forward so that the Work Programme can be modified and developed.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Some of the matters considered by the PP&E PDS Committee may have an impact on vulnerable adults and children
-

Corporate Policy

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

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: £366k
 5. Source of funding: 2021/2022 revenue budget
-

Personnel

1. Number of staff Five full time staff.
 2. If from existing staff resources, number of staff hours: About an hour per meeting
-

Legal

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

1. Estimated number of users/beneficiaries (current and projected): This report is primarily for the benefit of the PP&E PDS Committee Members and Co-opted Members and relevant officers.
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Ward Councillor Views

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

3. COMMENTARY

Forward Programme

- 3.1 The table at **Appendix 1** sets out the Public Protection and Enforcement PDS Committee Forward Work Programme. The Committee is invited to comment on the schedule and to propose any changes it considers appropriate. The Committee is also invited to make suggestions with regard to Member visits.
- 3.2 Other reports may come into the Programme - schemes may be brought forward or there may be references from other Committees, the Portfolio Holder or the Executive.
- 3.3 Consideration may need to be applied to the convening of a meeting to discuss the future development of the Work Programme for 2022/2023 with the Chairman and officers.
- 3.4 Please note that the calendar of meetings for 2022/2023 has not been finalised yet and will be discussed at the GP&L Committee on 8th February.

Background Documents:	Minutes of the previous meeting. Previous Work Programme Report The Public Protection and Enforcement Portfolio Plan
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PUBLIC PROTECTION AND ENFORCEMENT PDS---Tues, 1st Feb 2022
Matters Outstanding
Police Update
PPE Performance Overview
Portfolio Holder Update
Public Protection and Enforcement Draft Budget for 2022-2023
Fly Tipping Action Plan Update Report
Contracts Register Report
Public Protection Risk Register Update
Previous Minutes of the Safer Bromley Partnership
SBP Partner Scrutiny--Community Safety Verbal Update on Supporting the Elderly and Vulnerable
Work Programme
PUBLIC PROTECTION AND ENFORCEMENT PDS---Wed, 23rd March 2022
Matters Outstanding
PPE Performance Overview report
Portfolio Holder Update
Budget Monitoring
Contracts Register Report
Public Protection Risk Register Update
Planning Management Enforcement Update
Update on the Mortuary Contract
Previous Minutes of the Safer Bromley Partnership
SBP Partner Scrutiny—End of year update from the Police
Emergency Planning and Corporate Resilience Business Continuity Service: Annual Update
Update from SLAM
Presentation from Bromley Youth Council
Work Programme
PUBLIC PROTECTION AND ENFORCEMENT PDS---June 2022
Matters Outstanding
Police Update
PPE Performance Overview report
Portfolio Holder Update
Budget Monitoring
Capital Programme Monitoring
Contracts Register Report
Public Protection Risk Register Update
An update report concerning the Model London Lettings Policy
OOH Noise Service Report (funding)
Food Safety Plan Update
Previous Minutes of the Safer Bromley Partnership

SBP Partner Update—Early Intervention and Family Support
Work Programme
PUBLIC PROTECTION AND ENFORCEMENT PDS---September 2022
Matters Outstanding
Police Update
PPE Performance Overview report
Portfolio Holder Update
Budget Monitoring Outturn
HMO mandatory licensing tenure intelligence project
Contracts Register Report
Public Protection Risk Register Update
Expenditure on Consultants--TBC
Previous Minutes of the Safer Bromley Partnership
Community Impact Days Update
SBP Partner Scrutiny-Probation Services with respect to Keeping Young People Safe.
Work Programme
PUBLIC PROTECTION AND ENFORCEMENT PDS---November 2022
Matters Outstanding
Police Update
PPE Performance Overview report
Portfolio Holder Update
Budget Monitoring
Contracts Register Report
Public Protection Risk Register Update
PPE Enforcement Activity Update
Previous Minutes of the Safer Bromley Partnership
SBP Partner Scrutiny Item: Partner = Assistant Director for Children's Social Care, Education, Care & Health Services.
Work Programme
PUBLIC PROTECTION AND ENFORCEMENT PDS---February 2023
Matters Outstanding
Police Update
PPE Performance Overview report
Portfolio Holder Update
Budget Monitoring
Neighbourhood Management Enforcement Update
Contracts Register Report
Public Protection Risk Register Update
Resilience and Business Continuity Update
Previous Minutes of the Safer Bromley Partnership
SBP Partner Scrutiny Item: Partner = HOS Trading Standards and Commercial Regulation.
Update from SLAM
Work Programme
POSSIBLE FUTURE PRESENTATIONS and AGENDA ITEMS

Report on LBB's contract with the Coroner.

POSSIBLE FUTURE VISITS

Coroners' Court.