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DATE: 10 November 2022

To: Members of the
**ENVIRONMENT AND COMMUNITY SERVICES POLICY DEVELOPMENT AND
SCRUTINY COMMITTEE**

Councillor Will Rowlands (Chairman)
Councillor Simon Fawthrop (Vice-Chairman)
Councillors Kathy Bance MBE, Kim Botting FRSA, Mike Botting, Adam Jude Grant,
Alisa Igoe, Julie Ireland, Alison Stammers and Harry Stranger

A meeting of the Environment and Community Services Policy Development and
Scrutiny Committee will be held at Bromley Civic Centre on **TUESDAY 22
NOVEMBER 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/>*

A G E N D A

PART 1 AGENDA

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

STANDARD ITEMS

- 1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTES OF THE MEETING HELD ON 6TH SEPTEMBER 2022 (Pages 5 - 32)**
- 4 QUESTIONS FROM COUNCILLORS OR MEMBERS OF THE PUBLIC TO THE CHAIRMAN**

In accordance with the Council's Constitution, questions that are not specific to reports on the agenda must have been received in writing 10 working days before the date of the meeting. Questions that are not specific to the agenda should have been received by the Democratic Services Team by 5pm on 8th November.

Questions specifically relating to reports on the agenda should be received within two working days of the normal publication date of the agenda. Please ensure that

questions specifically on reports on the agenda are received by the Democratic Services Team by 5pm on 16th November.

5 QUESTIONS TO THE PORTFOLIO HOLDERS FROM THE PUBLIC

In accordance with the Council's Constitution, questions that are not specific to reports on the agenda must have been received in writing 10 working days before the date of the meeting. Questions that are not specific to the agenda should have been received by the Democratic Services Team by 5pm on 8th November.

Questions specifically relating to reports on the agenda should be received within two working days of the normal publication date of the agenda. Please ensure that questions specifically on reports on the agenda are received by the Democratic Services Team by 5pm on 16th November.

6 QUESTIONS TO THE PORTFOLIO HOLDERS FROM COUNCILLORS

7 MATTERS ARISING AND WORK PROGRAMME (Pages 33 - 40)

8 IDVERDE ANNUAL CONTRACT PERFORMANCE REPORT: CONTRACT FOR THE PROVISION OF PARKS MANAGEMENT AND GROUNDS MAINTENANCE (Pages 41 - 72)

9 ECS PERFORMANCE OVERVIEW (Pages 73 - 76)

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

10 UPDATE FROM THE PORTFOLIO HOLDER FOR TRANSPORT, HIGHWAYS AND ROAD SAFETY.

11 UPDATE FROM THE PORTFOLIO HOLDER FOR SUSTAINABILITY, GREEN SERVICES AND OPEN SPACES

12 UPDATE FROM EXECUTIVE ASSISTANT CLLR THOMAS TURRELL (Pages 77 - 78)

13 PRE-DECISION SCRUTINY OF REPORTS TO THE ENVIRONMENT AND COMMUNITY SERVICES PORTFOLIO HOLDER

Portfolio Holder decisions for pre-decision scrutiny.

a BUDGET MONITORING 2022/23 (Pages 79 - 86)

b FUTURE CENTRAL DEPOT SECURITY PROVISION (Pages 87 - 96)

c CONTAMINATED LAND STRATEGY 2022 (Pages 97 - 102)

- d **LIP FUNDED TRAFFIC AND ROAD SAFETY PROGRAMME** (Pages 103 - 112)
- e **TRAFFIC AND ROAD SAFETY POLICIES** (Pages 113 - 122)
- f **NATURE FRIENDLY VERGES TRIAL** (Pages 123 - 140)
- g **ACCESS ROAD REAR OF 75 - 113 STATION ROAD, WEST WICKHAM - PROPOSED MAKING UP UNDER PRIVATE STREET WORKS PROCEDURE** (Pages 141 - 146)
- h **PARKING SERVICES - REVIEW OF PARKING FEES AND CHARGING PROCESSES** (Pages 147 - 204)
- i **KELSEY PARK REPLACEMENT BRIDGES (OPTIONS APPRAISAL)**
- j **CROFTON ROAD BUS STAND IMPROVEMENT AND PEDESTRIAN/CYCLING ROUTE REVIEW** (Pages 205 - 214)
- 14 **PRE DECISION SCRUTINY OF REPORTS GOING TO THE EXECUTIVE FOR DECISION**
 - a **DEPOT INFRASTRUCTURE WORKS STAGE 3 UPDATE** (Pages 215 - 232)
 - b **LAWN TENNIS ASSOCIATION PARKS TENNIS RENOVATION FUND** (Pages 233 - 266)
- 15 **POLICY DEVELOPMENT AND OTHER ITEMS**
- 16 **LBB'S NET ZERO CARBON ACTION PLAN REPORTING YEAR 3** (Pages 267 - 274)

Report outlining LBB's 2021/22 performance against its net zero target and annual performance against 2020/21
- 17 **FLY-TIPPING ACTION PLAN UPDATE** (Pages 275 - 286)
- 18 **OPEN SPACES STRATEGY--YEAR 1 UPDATE** (Pages 287 - 302)
- 19 **ECS CONTRACTS REGISTER** (Pages 303 - 312)
- 20 **ECS RISK REGISTER** (Pages 313 - 322)

PART 2 AGENDA

Items of Business

Schedule 12A Description

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

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

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|-----------|--|---|
| 22 | FUTURE CENTRAL DEPOT SECURITY PROVISION--PART 2 REPORT (Pages 323 - 326) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |
| 23 | DEPOT INFRASTRUCTURE WORKS STAGE 3 UPDATE-PART 2 REPORT (Pages 327 - 332) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |
| 24 | ECS CONTRACTS REGISTER: PART 2 (Pages 333 - 334) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |

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ENVIRONMENT AND COMMUNITY SERVICES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 6 September 2022

Present:

Councillor Will Rowlands (Chairman)
Councillor Simon Fawthrop (Vice-Chairman)
Councillors Kathy Bance MBE, Kim Botting FRSA,
Mike Botting, Adam Jude Grant, Alisa Igoe, Julie Ireland,
Alison Stammers and Harry Stranger

Also Present:

Councillor Nicholas Bennett MA J.P., Councillor Sam
Webber, Councillor Aisha Cuthbert and Councillor Thomas
Turrell

Ben Velmans: Veolia ES UK (Regional Manager:
Municipal South East).

202 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

No apologies for absence were received.

203 DECLARATIONS OF INTEREST

There were no declarations of interest.

204 MINUTES OF THE MEETING HELD ON 21st JUNE 2022 and 15th JULY 2022

The minutes of the meeting held on the 21st of June 2022 were agreed and signed as a correct record.

The minutes of the meeting that was held on 15th July to discuss the call in of the School Street Decision were also agreed.

205 QUESTIONS FROM COUNCILLORS OR MEMBERS OF THE PUBLIC TO THE CHAIRMAN

No questions were received for the attention of the Chairman.

206 QUESTIONS TO THE PORTFOLIO HOLDER FOR TRANSPORT, HIGHWAYS AND ROAD SAFETY

Questions for a response from the Portfolio Holder for Transport, Highways and Road Safety are attached as an appendix to the minutes.

207 QUESTIONS TO THE PORTFOLIO HOLDER FOR SUSTAINABILITY, GREEN SERVICES AND OPEN SPACES

Questions for a response from the Portfolio Holder for Sustainability, Green Services and Open Spaces were received. The questions and responses are attached as an appendix to the minutes.

208 MATTERS ARISING AND WORK PROGRAMME

CSD21145

It was noted that an update from Councillor Thomas Turrell (Executive Assistant to the Portfolio Holder for Sustainability, Green Services and Open Spaces) be added to the Work Programme for the November meeting.

It was noted that the following reports would be brought to the November meeting:

- Kelsey Park Bridges
- Policy Paper on Parking Fees and Charges
- TFL Funding Position
- Review of the first year of the Parks and Open Spaces Strategy.
- Grass Verges

The report regarding Goddington Park would be withdrawn.

A Member asked when Riney would be reporting to the Committee. It was likely that this would take place in January 2023.

RESOLVED that the Work Programme be noted and that the updates mentioned above be implemented.

209 SCRUTINY OF PORTFOLIO HOLDER FOR TRANSPORT, HIGHWAYS AND ROAD SAFETY

The Portfolio Holder for Transport, Highways and Road Safety provided a written update for Members.

A Member referred to the last sentence in the Portfolio Holder's briefing: '*In the meantime, unfortunately much needed improvements to assist road safety remain on hold*'. (This was in relation to the fact that LBB were waiting to see what grant funding would be made available by TFL). The Member asked if this meant that road safety improvements had currently ground to a halt. The Portfolio Holder responded and said that current funding had been allocated to various areas of research. He referred to a document that he had tabled from London Councils regarding this. He mentioned that he was aware of a

recent meeting with Technical Officers who may be able to assist with a revised update.

A Member referenced the high number of road casualties which continued in the Penge and Cator Ward. This problem had persisted for the last four years despite the use of LIP money to reconfigure problematic junctions in the High Street. She wondered if it would be possible to look a bit deeper at the reasons why these accidents were still occurring. The Member invited the Portfolio Holder to come on a walkabout of the Penge and Cator Ward and the invitation was accepted. The Portfolio Holder suggested that the Assistant Director for Traffic and Parking disseminate to the Member a collision map for that area. It was noted that in some cases accidents were simply the result of driver error.

RESOLVED that:

- 1) The update from the Portfolio Holder be noted.**
- 2) The Member for Penge and Cator be provided with a ‘collision map’ for the ward.**
- 3) The Portfolio Holder would undertake a walkabout of the Penge and Cator Ward.**

210 SCRUTINY OF THE PORTFOLIO HOLDER FOR SUSTAINABILITY, GREEN SERVICES AND OPEN SPACES

Members noted the statement that had been tabled by the Portfolio Holder for Sustainability, Green Services and Open Spaces.

A Member asked if issues surrounding the planting of flower beds would be able to be discussed by the Committee at a later date. The Portfolio Holder responded and said that she had asked officers to look into this and it may be possible to address these issues in the Grass Verges Report.

RESOLVED that the Portfolio Holder update be noted.

211 ECS PERFORMANCE OVERVIEW

A discussion took place concerning item 3H which was the performance of the arboricultural contract managed by Glendale. It was noted that discussions were being held weekly with Glendale using the Council’s performance management framework tool in an attempt to incentivise commitment by the contractor to hitting the relevant targets.

A Member expressed disappointment that road casualty data had begun to rise and she expressed the view that the Council was not making sufficient progress with reducing road casualties. She felt that the Council should have

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a stronger commitment to reducing road casualties and should make a public statement to that effect.

The Assistant Director for Traffic and Parking was disappointed that the road casualty data had increased and he hoped that it was just a temporary blip. He explained that the Council did target areas where more serious injuries were occurring. The Council was aware of the data which indicated that vulnerable road users were most at risk and developed interventions to try and help this demographic as much as possible.

The Council also implemented a Casualty Reduction Scheme. Everything of course was limited by budgetary constraints. He said that the overall trend over the last ten years was downward and that the Council would continue to take action as required to reduce KSIs. A Member asked if it would be prudent to change the schemes that the Council was using. The Assistant Director responded and said it was unlikely that a better way could be found. The Council looked through accident cluster sites and tried its best to engineer out problems if possible. There were currently about 80/90 junction sites that matched the criteria for investigations and so the Council would not be in a position to intervene in every case. The Council would try and balance out how to prevent the most accidents with its finite financial resources.

RESOLVED that the ECS Performance Overview be noted.

212 VEOLIA ANNUAL CONTRACT PERFORMANCE REPORT 2021/22

The Veolia Annual Contract Performance Report update was provided by the LBB Head of Environmental Strategy, Technical Support and Commissioning. Attending representing Veolia was Ben Velman (Regional Manager: Municipal South East). Members were asked to review the report and comment on Veolia's performance.

The LBB Head of Environmental Strategy, Technical Support and Commissioning stated that the report was focused on three main areas which were:

- Waste Disposal
- Waste Collection
- Street Environment

She was pleased to report that despite difficulties, performance had remained on track. A number of projects had been delivered throughout the year and these were summarised in the report.

The Chairman was impressed by the report and by Veolia's performance. Mr Velmans clarified that two reports had been presented by Veolia, one was specific to Bromley and the other was a generic corporate sustainability report, which was available on Veolia's website. Mr Velmans mentioned that

Veolia had experienced difficulties because of problems in the labour market caused by Covid 19 and the national shortage of HGV drivers.

A Member pointed out that the table in the report regarding residents' satisfaction had been conducted at recycling depots and it was only to be expected that surveys of this nature would result in high levels of reported satisfaction. The Member stated that she received hundreds of complaints from households concerning refuse and debris that had been strewn along people's pathways and roads after collections. She expressed the view that if surveys were conducted directly with households, then the results of the surveys would be far less positive.

Mr Velmans responded and said there were two separate surveys mentioned in the report. One survey reported on visitors' experience of waste services at recycling sites and the other survey reported on customer satisfaction across all street environment areas which had improved by approximately 1%. He stated that the overall trend was improving and that the street environment surveys were conducted by independent survey companies. The Member responded and said that in her Ward, officers and the Neighbourhood Environmental Team were left to clean up after the mess left by Veolia operatives and so she expressed the view that a household waste service survey was required. The LBB Head of Environmental Strategy, Technical Support and Commissioning said that surveys always had limitations, and that the Council also monitors enquiries and feedback from residents daily, and last month was the first time that more compliments than complaints for the waste service had been received.

A Member raised the issue of a road in her ward that extended into Lewisham. She said that issues had been reported with the refuse collection failing to extend to the end of the road. She also supported a residential survey and requested that she be able to speak to someone privately about this matter post meeting. The LBB Head of Environmental Strategy, Technical Support and Commissioning said that colleagues in Neighbourhood Management would make contact about specific service queries.

A discussion took place concerning the respective recycling rates of Bromley Council and other boroughs. The LBB Head of Environmental Strategy, Technical Support and Commissioning expressed the view that it was difficult to draw comparisons with other boroughs because there were different demographics that applied to inner city and outer city areas

It was noted that no issues had been raised with respect to wet paper this financial year. This was attributed to two reasons, one was that Veolia had found a different outlet for paper and card recycling and the other reason was because structural repairs had been undertaken at the waste transfer station.

A Member noted the increased recycling undertaken by residents and expressed the view that they should be applauded because they were now recycling more than ever. A Member asked if there were any plans to charge

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for the collection of cardboard and the Portfolio Holder responded saying that she was not aware of any proposals for this. The LBB Head of Environmental Strategy, Technical Support and Commissioning clarified that if there had been mention before of possible charging for large cardboard items that were not broken up, it would be dealt with as bulky item collections for which there would be a charge. There was no intention to charge for the collection and recycling of cardboard per se. The Committee was pleased to note that less than 1% of waste was being taken to landfill.

RESOLVED that the Veolia Annual Contract Performance Report be noted.

213 PRE-DECISION SCRUTINY OF REPORTS TO THE ENVIRONMENT AND COMMUNITY SERVICES PORTFOLIO HOLDER

a BROMLEY WOODLANDS ESTABLISHMENT

ES20200

A Member stated that it would be critical to involve local residents. They were excited, wanted to be involved and possessed a very detailed knowledge of the area. She made the request that any areas of woodland that were established should be open, accessible and not fenced off.

RESOLVED that the Portfolio Holder for Sustainability, Green Services and Open Spaces approve the proceeding to stage 2 of the Woodlands Creation Planning Grant and endorse a Woodland Establishment Appraisal for the following sites:

- **Edgebury Grazing Lands, Slades Drive, Chislehurst, BR7 6JY**
- **Kemnal Road, Imperial Way, Chislehurst, BR7 6JR**
- **World's End Lane, BR6 6AW**

b BUDGET MONITORING 2022/23

FSD22062

A Member asked if the budget would still be balanced in view of the anticipated increases in energy costs. The Director for Environment and Public Protection responded that it was not possible to guarantee the costs of energy contracts going forward. Councillor Fawthrop declared an interest and said that in his ward the residents were keen to have the street lights turned off to reduce light pollution. He asked if any trials of this were being considered as it may result in savings to the Council. The Portfolio Holder responded and said this was something that the Germans were looking at, but it was difficult politically and socially. It was noted that the Assistant Director for Highways had previously commented that dimming the LED street lights did not actually result in any significant savings.

Councillor Fawthrop stated that he was not referring to the dimming of lights but to actually having lights switched off, saying that a report had previously been published indicating that crime fell when lights were turned off. A Member responded that as the mother of a young daughter she would not be keen on lights being switched off.

A Member asked if there were still any problems with the electrical supply to market stalls and she referred to a section of the report concerning traffic and road safety where there was a reference to TfL funding and a mention of 'full service redesign'. She enquired as to what 'full service redesign' actually meant.

The Director for Environment and Public Protection informed the Committee that up until the day before the meeting the issue of TfL funding was problematic and that some posts that were normally funded by TfL had been covered by the Council's budget. However, news had subsequently been received which seemed to shed a more promising light on the provision of future TfL funding. The situation was now looking more promising and indeed the Council would likely be in a position to recoup money that it had already spent to cover the funding of staff that was normally paid for by TfL.

With respect to market stalls, it had previously been the case that the Council generated a reasonable amount of income from the sale of market stall licences. However, in an effort to stimulate the economy post Covid, the Government had introduced new legislation which meant that the Council could now only levy a flat charge of £100 per licence, which had reduced the level of income that the Council could generate from the sale of market stall licences.

The power boxes that supplied electrical power to the market stalls had to be maintained and fixed on a regular basis. Sometimes this was because they were not used correctly by the market stall holders; sometimes there was general wear and tear on the units and sometimes they were vandalised. However the Director was not aware of any particular problems outside of the ordinary.

Members noted that there had been less contravention by drivers in bus lanes and that the income from parking fees had declined. The drop in income from parking fees was significant.

RESOLVED that the Portfolio Holder for Transport, Highways and Road Safety, and the Portfolio Holder for Sustainability, Green Services and Open Spaces, endorse the 2022/23 revenue budget monitoring position for the Environment and Community Services Portfolio.

c CAPITAL MONITORING REPORT

FSD21049

A discussion took place about the Council's Gritters and its ability to properly grit during the winter period. The Director for Environment and Public Protection assured that the Council would be ready to grit and that the gritters were regularly serviced and maintained.

A Member referenced the Betts Park Canal Bank Stabilisation Project and the estimated figure in the budget of £8k. She asked if these works were being undertaken this year. The Director for Environment and Public Protection responded that his understanding was that engineering work had been undertaken to stabilise the banks of the canal and that this work had been completed. He therefore suspected that the £8k was probably the underspend left over from the project, but this was something that he would need to check on.

RESOLVED that the Portfolio Holder for Transport, Highways and Road Safety and the Portfolio Holder for Sustainability, Green Services and Open Spaces note and acknowledge the changes to the Capital Programme that would be presented to the Executive on the 21st of September 2022.

**d PROVISION OF NEW EV CHARGE POINTS IN CIVIC CENTRE
CAR PARK**

ES20207

Councillor Fawthrop declared an interest as an electric car driver but stated that his car was not a Tesla. It was explained that Tesla had approached the Council via the Council's Parking Contractor Apcoa. Tesla had offered to pay for the costs for infrastructure work for the installation of electric vehicle charging points in the Civic Centre Car Park. The cost of the installation was £220k and this seemed an offer that was too good to refuse. Within the first six months the EV charging points would be used by Tesla vehicles only, but after that the charging points would be opened up to all other electric vehicles. A Member wondered if Tesla were looking for an exclusivity deal but the Committee was assured that this was not the case.

RESOLVED that:

1) The Portfolio Holder for Transport, Highways and Road Safety agree to enter into a 10 year lease agreement with Tesla to install electrical vehicle charging bays in the civic offices car park.

2) The Portfolio Holder for Transport, Highways and Road Safety agree to delegate authority to the Director of Environment and Public Protection, in consultation with the Transport, Highways and Road

Safety Portfolio Holder, to agree and settle the commercial terms of the disposal at 2.1 and to enter into all relevant legal agreements and any other ancillary legal documentation related thereto.

3) The Portfolio Holder for Transport, Highways and Road Safety should authorise the Assistant Director for Legal Services, to sign and execute the new EV Charge leases and all relevant legal agreements and any other ancillary legal document documentation relating thereto.

214 CARBON MANAGEMENT PROGRAMME UPDATE

ES20201

This was a report that had been presented to the Committee in order for Members to review and report back to the Executive if required. No questions were received from Members.

RESOLVED that the recommendations to the Executive be agreed.

215 POLICY DEVELOPMENT AND OTHER ITEMS

The Chairman mentioned that he was planning to form a working group to define the Council's policy with respect to grass verges. The recommendations of the working group would later be presented to the ECS PDS Committee for consideration. There would be seven members of the working group, four would be from the current Conservative Administration and three would be from the opposition parties.

216 TREMENDOUS: PROGRAMME OF TREE ESTABLISHMENT UPDATE

ES20209

A discussion took place regarding the costs of the Tree Establishment Programme. A Member commented that the failure to use QR codes with respect to each tree was a missed opportunity. She further commented that some of the planters in the High Street had not been deep enough for plants to thrive and so had died. The Director responded that these trees had been planted previously as part of a regeneration scheme and not all of the trees had succumbed, which was good especially considering the harsh summer that the country had just experienced. It was the case that a replanting programme had now been agreed with colleagues in the Regeneration Department.

A discussion took place regarding the QR codes. It was noted that contractors had been using QR codes to source information concerning the trees, such as when they were last watered. It was anticipated that going forward, (technology permitting) the ability to scan trees with QR codes would be extended to members of the public.

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A discussion took place with respect to interactive tree maps. The Portfolio Holder thanked the Tree Team and also local residents who were very keen to support the tree planting programme and water trees when required

A Member drew attention to the fact that eight new trees had been planted in pots in Penge High Street without Councillors being made aware. She commented that six had been stolen in the first week and that squirrels had dug out the earth from the pots and had made a mess. She felt that this was such a waste of resources. It was clarified that the areas concerned were Empire Square and Hartley Square in Penge High Street. It was presumed that people had stolen the trees in order to sell them. The Portfolio Holder said that this particular scheme was not part of the tree planting scheme, but was more likely to be a project that had been initiated by the Regeneration Team.

A further discussion took place regarding the allocation of contractors for tree servicing and maintenance going forward. The Committee heard that the main time for planting trees was November to March but there was some flexibility regarding this. A Member raised the issue of the problem with utility infrastructure which made tree planting difficult. He wondered if there was any possible solution to this issue. The Arboricultural Services Manager responded and said this was indeed a very challenging issue and that it was not possible to relocate utility infrastructure. The Tree Team had to be creative and plant trees where they could.

RESOLVED that the Committee note the progress made in the first year of the Tremendous Tree Establishment Programme.

217 KELSEY PARK REPLACEMENT BRIDGES

ES20208

A discussion took place as to whether or not cycling was permitted in Bromley Parks. It was explained that the current cost estimates that had been received for Kelsey Park replacement bridges was too high and so the Council was exploring the possibility of using different providers to reduce costs; there would be an update provided to the Committee in November.

RESOLVED that:

1) The Committee note the progress made on sourcing replacement structures to the Kelsey Park Bridges.

2) Officers should continue to explore the market for a value for money solution with a further report to follow at the ECS PDS Committee meeting on November 22nd 2022.

**218 ANNUAL STATUS REPORT FOR YEAR 2021 - REPORTING ON
THE AIR QUALITY ACTION PLAN 2020-2025**

ES20188

Members were pleased to note that nitrogen dioxide levels in the borough were decreasing in line with national guidelines and that four new active monitors had been installed. A Member expressed a desire to extend the amount of nitrogen dioxide reporting alongside an extension of the reporting of pollution from particulate matter. She felt that what was also required was to note particular days and times when pollution levels were high and requested more information going forward about Action Areas. The Environmental Protection and Housing Regulation Manager responded by saying that PM 2.5 was now monitored at five locations which was an increase from zero. She said that currently a full annual range of particulate matter data was not available to report on.

It was explained that there were currently two air quality focus areas which were monitored primarily for historical reasons as previously the pollutant levels in those areas had exceeded a certain threshold. It was noted that those levels were now below the ASR recommendations. The Head of Service for Community Safety, Licencing, Environmental and Domestic regulation explained that what was important was average pollutant readings over a significant period of time.

The Portfolio Holder for Sustainability, Green Services and Open Spaces said that air quality data from the Borough would be provided to the GLA and to Central Government. Where the data indicated, there would be an extension of Air Quality Action Areas. If there were breaches of pollutant levels in a particular area, then an Air Quality Action Plan would be required to deal with this. It was the case that Air Quality Action Plans and Air Quality Monitoring Areas were not fixed and static, but were fluid and changeable as required.

The Portfolio Holder for Transport, Highways and Road Safety gave a brief update with respect to car idling and informed the Committee that currently there was no official draft sign from the Department of Transport that the Council could use and post on lampposts. There was also some concern that the fine for idling was only £20 and this probably needed to be increased.

The Vice Chairman stated that Bromley's air quality was good. He referenced new targets were released from the World Health Organisation. Now there were four transitional targets before the main target. He stated that Bromley's PM10 target was 0.4 above the final World Health Organisation target which was astounding. He also stated that with respect to PM 2.5, the Council had exceeded the interim targets 1, 2 and 3 and had almost exceeded target 4. He said that the Council was also beating the NO2 WHO target. It was asked if the Council took any measurements with respect to Ozone levels. The Environmental Protection and Housing Regulation Manager said that ozone had been measured historically, but that because now it was not regarded as

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a pollution concern it was not being measured. It was agreed that the Environmental Protection and Housing Regulation Manager would write to the Vice Chairman concerning this.

A Member asked for data concerning the running of the Harwood Monitoring Centre and asked if it had ever broken down or if there were times when it was not working. The Environmental Protection and Housing Regulation Manager answered and said that there may have been short periods of downtime but she was not aware of any significant disruption. She agreed to check and provide an update.

A Member said that it would be useful for Councillors to be provided with the details of the locations of the monitors.

RESOLVED that the Annual Status Report for 2021 be noted.

219 ECS RISK REGISTER

ES20202

Members discussed potential risks posed by the disruption to waste services as part of the Waldo Road Depot Improvement Plan. It was noted that this risk would remain in place until the Plan was finalised. The report had been delayed because the Council was still working through various options with Veolia and matters had been further complicated by price increases, inflation and supply chain issues. It was hoped that the report would be able to be presented to the Committee in November. This report would outline the scope of works and proposed mitigation. It was agreed that the report should be added to the November Work Programme.

RESOLVED that the ECS Risk Register report be noted and that the report concerning the Waldo Road Depot Improvement Plan be added to the Work Programme for November.

WRITTEN QUESTIONS FROM COUNCILLORS

ORAL QUESTIONS FROM THE PUBLIC

ORAL QUESTIONS FROM COUNCILLORS

WRITTEN QUESTIONS FROM THE PUBLIC

The meeting ended at 9.15 pm

Chairman

Written Questions from Members—ECS PDS 6th September

1) Question from Councillor Kathy Bance

Bromley have introduced 10 new crossing in the last couple of years. How many are being considered this year?

Response to Cllr Bance:

Improved crossing facilities are being considered for 10 locations at present, but funding is not available to implement any of these at present.

2) Question from Cllr Alisa Igoe:

As of 20/08/22 the Council website notes the Air Quality Action Plan has been published, yet it says "this document is not currently available in accessible form, to request a copy of the AQAP please contact us". Q: If it has been published, why is it still not uploaded to the website in an accessible form for residents?

Response to Cllr Igoe:

Due to recent accessibility laws, documents need to be added in an accessible format. Due to the nature of some complex documents, which have extensive charts and tables, is a technical challenge for Local Authorities, who are required to meet the Accessibility Regulations. This is currently being undertaken including training staff for this new service function hence the delay in publishing it directly at this moment in time.

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ECS PDS 6th September 2022: Oral Questions from the Public

1) Question from Richard Gibbons:

Whose idea was it to invest £1.35m planting 5,000 street trees; who was consulted on timescale and deliverability; and please provide an update on delivery of each of 26 activities listed in Tree Planting Programme (Year One) Communications Plan scrutinised by E&CS PDS Committee on 17/11/2021

Response to question from Richard Gibbons:

Thank you for your question. The tree establishment programme was approved by the Executive in July 2021 under report reference CSD21085, making use of the Healthy Bromley Earmarked Reserve to achieve a range of policy objectives but primarily for the improvement of the health of residents. The programme was established by the council's Arboricultural Manager who has significant expertise and experience in this area, with proposals scrutinised by the Environment & Community Services PDS. Progress on the delivery of the tree establishment programme is reported on this agenda.

On the specific query relating to the Year 1 Communications Plan, please be advised that the plan has been delivered with one exception (the celebrity tree planting), and it was considered sensible to undertake a pilot with the QR code activities, with full roll out expected in 2022/23. In addition to the actions identified in the communications plan we have deployed banners on refuse collection vehicles to raise awareness of the tree planting programme and a social media campaign, demonstrating how to properly water the trees.

2) Question from Brendan Donegan:

According to DfT statistics, the number of vehicle miles travelled in Bromley Borough by motor vehicles increased from 767.9 million in 2009 to 966.2 million in 2019, an increase of 26%. Will the Portfolio Holders for Transport and Environment commit to developing a plan to slow or reverse this increase.

Response to Question from Brendan Donegan:

The Council's current plan "[Bromley's transport for the future](#)" was published in 2019 and will be revised in due course, as necessary. This plan and the actions flowing from it very much address the concerns that you raise..

3) Question from Brendan Donegan:

During the June 2022 Environment meeting, an officer made the claim that the increase in walking and cycling seen in Bromley Borough between 2020 and 2021 was

influenced by LBB's Road Safety Education programme, School Travel Planning Initiatives and Cycle training. Please could you provide evidence to support this claim?

Response to Question from Brendan Donegan:

Children travelling to school by foot or cycle has increased, as evidenced by the schools' annual surveys following the introduction or development of their travel plans. Although there may be other factors affecting travel choices, I am sure that the hard work of the Council's officers and that of the schools they work with has made a major contribution towards helping people feel safe and able to travel by these means. The Borough's cycle training provision in schools is also very helpful in facilitating those who wish to ride to school or elsewhere.

Supplementary Question from Brendan Donegan:

Whilst I do not dispute the hard work of Council officers in the schemes that you have just described, what you have said in answer to my question does not constitute evidence of a causal relationship between the London Borough of Bromley's Road Safety Education Programme, school travel planning, cycle training initiatives and more children walking and cycling to school. I think it would be more useful to understand whether there has been an evaluation of the effectiveness of these schemes in order to understand whether they should continue to be the priority of the Council and where the Council puts its efforts to make it easier for children to walk and cycle to school.

Response to the Supplementary Question:

It's very important that the current programmes we have (particularly cycle training) should continue; they do have an enormous impact in helping children to learn to ride and to use their bikes to go to school. The evidence we have of a causal relationship is based on the fact that the school surveys pupils to see how they go to school.

4) Question from Helen Brookfield:

Can Bromley Council reassure residents that it is still committed to repairing or replacing the bridges in Kelsey Park as highlighted in the Conservative election material in April which stated, "A timetable for the repairs will be published shortly."?

Response to the Question from Helen Brookfield:

Thank you for your question. Yes - a report outlining the progress made on the project to repair or replace the Kelsey Park Bridges is on the agenda for this committee meeting; this includes summarising the work that has been completed to date and setting out next steps for taking the project forward.

Supplementary Question from Helen Brookfield:

Is there going to be a concrete proposal or action plan coming to the November meeting?

Response to the Supplementary Question:

It does state in the report that the contractors came back with summaries of tender costings, however we do need to achieve value for money. We will go back out and try and find more contractors that could potentially do the work and that whatever they are charging us would be good value for money, and that the structural integrity is still sound. Then another report will come to the November PDS meeting and the timeline will be laid out.

5) Question from Chris Ford:

It has been reported that LBB is one of the London Boroughs that suffers the highest number of air quality related deaths (Imperial College report) and the consequences of climate change are widely recognised. The use of Business Jets is a significant contributor (2- 4 tonnes/hour). Your AQAP (P16) gives a flat line prediction contributed by Aviation of 3 Tonnes per year (2020 to 2025).

Question. Given the recognised impact of Business Jets and onward operation and that BHAL has a rapid growth strategy, why is BHA not included in the AQAP and what measures do LBB intend to take to investigate and record the impact of BHAL's activities, both on the ground and over the borough?

Response to Question from Chris Ford:

Thank you for your question. Bromley has amongst the lowest levels of air pollution across all London boroughs. The study states clearly states that "Bromley [has] the lowest pollution levels but is high on the mortality burden list, particularly on a per 10,000 population basis. This is because they have higher baseline mortality rates, in turn due to higher proportions of the population in older age groups and lower proportions in younger age groups." The report is all based on modelling and the air quality-related deaths are attributed to anyone in Bromley who died of: respiratory issues, lung cancer and cardiovascular deaths. There are a wide range of reasons people die of these diseases – age is certainly a factor and Bromley has a large elderly population with the highest number of care homes in the Capital.

It is also important to note that Asthma UK came out with a report that said Bromley was the best place to live if you have Asthma.

Where an Air Quality Management Area (AQMA) exists, a Local Authority is required to have an Air Quality Action Plan (AQAP) to detail measures to address air pollution. Biggin Hill Airport is not within the Borough's management area, which has been declared for Nitrogen Dioxide, so is not explicitly included in the plan. However, though

Biggin Hill Airport sits outside of the management area, the plan does include an action point to seek funding opportunities for air quality monitoring at the airport, which the Public Health team are currently exploring.

Supplementary Question from Chris Ford

Mr Ford responded by making statements re-enforcing his original question, but did not in fact ask a supplementary question.

ECS PDS—September 2022: Oral Questions from Councillors:

1) Question from Cllr Alisa Igoe:

Brindley Way car park, Plaistow, has been without its 11 recycling banks since the Zed Pod housing build over ran by nearly a year. I have just been told the banks will not be replaced. Could the Portfolio Holder please explain why, in a ward blighted by fly-tipping, where we're due to house an additional 25 families at Brindley and 78 households next door at Pike Close, the ward's number of recycling banks has been reduced by more than half.

Response to Councillor Igoe:

Thank you for your question. I regret that unfortunately, the recycling banks had to be removed to make space for the housing development, which delivered needed new homes for Bromley residents. All of these new properties have been provided with more than enough waste and recycling containers for their needs.

The recycling materials (plastics, cans, glass, paper, card, textiles, small electricals) that are accepted at recycling sites across Bromley can also be recycled directly from residents' homes, which is a far more convenient way of recycling. The banks are only provided for those times where residents have excess recycling e.g. Christmas/ spring clean. They are not there for materials like bulky items like white goods and rubble that are typically items that may be fly-tipped.

The recycling banks themselves have been redistributed across the borough so there is no overall reduction in the number of banks provided for Bromley residents recycling. Officers are also continuing to look for alternative locations to site the banks in the Plaistow area and are happy to receive suggestions from Ward Councillors.

Supplementary Question from Councillor Igoe:

That was eleven banks in that car park and I was told by officers that the reason that we could not have them put back in was because we had to have an electrical sign put in and because that had not been thought of before we started to build the site. You say that there is recycling all over the borough, which is excellent, but I am particularly worried that as we are going to have an additional 25 families move into Brindley, (to those houses on the stilts) and we are going to have a big development next store of 117 households we are going to need a large recycling centre there. I would really like officers to look closely with me, perhaps come out with me, to find other locations--or could some be put back in that car park?

Response to Cllr Igoe:

I would need to speak to our Property and Regeneration Teams who built the social housing to find out exactly why they could not be added. I have been told by officers that they have looked at the site and they have said it's not suitable. I am happy for officers to go out with you to try and find other suitable locations.

2) Question from Cllr Kathy Bance.

Since the withdrawal of the recycling pilot for flats above shops in High Street Penge are there any viable alternative solutions to allow these flats to recycle and reduce the fly tipping on our streets?

Response to Cllr Bance.

Thank you for your question. Currently, residents in flats above shops in Penge High Street can continue to use the On Street Recycling banks to recycling.

In one section of Petts Wood recycling pilot area, communal containers were provided in June 2022 and so far, have proven to be successful. It is unlikely that this solution can be applied to Penge High Street due to space availability, but officers will continue to consider alternative solutions.

The Council continues to build on the successful 'Your Waste is Your Responsibility' engagement exercise across the borough through adverts on RCV's and a digital marketing campaign, and in Penge. Currently, Street Cleaning Operatives are placing fly-tipping stickers on any fly-tipping identified and pass information to our environmental investigations team.

Supplementary Question from Councillor Bance

It said in an answer that I received from Full Council, 'that the Council continues to investigate other ways of making it easier to recycle for the people who live in flats above the shop'. Can you confirm that this is ongoing? It's important that we do this, but I do appreciate all the work that you and your Team have been doing in Penge; particularly I thank you very much for the speedy and professional way you respond every time I send an e-mail. That is something very new from the Environment Portfolio.

Response to Cllr Bance:

Thank you very much for the compliment. I am very happy to visit with officers at the site that you mentioned to see if there is anything else that we can do. Thank you for your compliment to the Environment Client Team. They are excellent.

3) Question from Cllr Sam Webber.

Could the Portfolio Holder advise when the main ponds and lakes in the borough's parks were last dredged and desilted including but not limited to lakes in Church House Gardens, Betts Park & Priory Gardens?

Response to Cllr Webber:

Thank you for your question. The council do not appear to hold records identifying when these particular water bodies in parks were last dredged or desilted. Although this was removed from the council's revenue budget in 2015 due to budgetary restraints.

4) Question from Cllr Sam Webber.

Given the extreme heat and drought conditions recently would the Portfolio Holder consider getting a quote for this dredging and desilting work to be done in the borough's worst effected ponds & lakes (such as Church House Gardens in Bromley) if it falls outside of our existing Idverde contract?

Response to Cllr Webber:

Thank you for your question. One of the first things I did was ask officers to look at costs and benefit of adding dredging back to the contract. Officers are looking to see if this would significantly improve biodiversity, or if there is another action we should consider that would be more effective. Value for money must also be a consideration given all of the budgetary pressures facing the council, but I'm actively looking at options.

It should be noted that although, sadly, Church House Gardens dried up at the peak of the drought, no other Bromley lake or pond did. It is not certain that dredging would have stopped this from happening in Church Hill Gardens as it is a rain-fed pond, unlike a number of our ponds which are fed through natural rivers in addition to rain.

Supplementary Question from Cllr Webber:

I recognise the work done by Idverde to get into the dry pond and to clean it as best they can over a period of a few hours or a day. I think that more needs to be done. I also recognise that fencing has gone up to prevent people from falling in, I think that if we are now going to have very dry summers then getting a cost and getting it done would be very useful.

Response to Cllr Webber:

Obviously my first instinct is to protect bio-diversity and secondly is the water levels. We do have a difficult financial outlook.

5) Question from Cllr Julie Ireland:

The three years post-implementation evaluation of Edinburgh's 20 mph network reports safer and more pleasant environment for walking, cycling and enjoying time in neighbourhoods. Will Bromley Council reconsider its position on 20mph limits and take the opportunity to make safer, liveable streets and boost active travel in the borough?

Response to Cllr Ireland:

No

Supplementary Question from Cllr Ireland:

I wonder if its possible to ask that given that so many more Councils have set up 20 MPH limits all across the country. There is more and more data coming back, more and more feedback, more and more analysis, whether its possible to ask officers to

come back and report to this Committee on what the arguments are now given this new set of data. We have a 20MPH limit I believe in West Wickham.

Response to Cllr Ireland:

There is no point. We do have 20 MPH limits in High Streets and we do have them courtesy of TfL in West Wickham, we have not objected to this as its difficult to go more than 20 MPH in West Wickham to start with. We also have them outside schools at the beginning and the end of the day. The purpose of having them at specific locations is that they are obeyed. Making them ubiquitous would mean that the public would start to ignore them. There is research that has been done by the Department of Transport which shows that there has only been a 1 MPH reduction and no significant changes in road collisions and casualties.

6) Question from Cllr Julie Ireland:

Residents have been calling for the relocation of the R7 Oldfield East bus stop for 2+ years, TfL have agreed to the relocation and to cover the costs. I understand the council's traffic officers passed the papers to Cllr Smith for approval in January 2022. Ironically Cllr Smith is the ward councillor for this area, but entreaties from residents and, on their behalf, from various elected representatives including Peter Fortune have not elicited a response or any action. When will this issue be resolved and when will the Portfolio Holder contact the local residents who have become increasingly frustrated in order to explain the reason for the long delay, the lack of action and the lack of communication?

Response to Cllr Ireland:

Officers are in contact with TfL regarding the siting of the bus stop, however I am reviewing the matter in the light of the informal response from TfL regarding the proximity to the previous stop for proposed new stop and the objection from other residents to moving the stop.

Supplementary Question from Cllr Ireland.

This has been going on for 2/3 years now. I understand that TfL have agreed to pay to reposition the bus stop. Cllr Smith has said on many occasions that he agrees to it. Its not even in my ward but there has been a large amount of enquiries that have gone by MPs, London Assembly Members, assistants to MPs—all saying please can you let the residents know of your decision. Please can you give me a timeframe when they can reasonably expect a decision?

Response to Supplementary Question:

Its not in the gift of the Council, its TfL that decides the location of bus-stops. Personally I have my doubts about the wisdom of moving the bus stop. Others have argued that the bus-stop should just be taken away. We have to wait to hear what TfL have to say.

7) Question from Cllr Simon Fawthrop:

How much does the Council expect to accumulate/benefit in CIL contributions for carbon offsetting projects from the current pipeline of approved developments?

Response to Cllr Fawthrop:

Thank you for your question. The Council receives Section 106 Carbon Offsetting payments for new major developments that do not achieve net zero carbon emissions on site. To date, around £2,254,605 has been approved (secured by legal agreement) of which £485,842 has been collected.

Supplementary Question from Cllr Fawthrop:

You refer to Section 106 rather than CIL, is there a distinction between that or was the breakdown for what you are expecting on CIL?

Response to Cllr Fawthrop:

I thought it was CIL but I would have to take advice. Whichever one it is the principle is the same, that is the money available to spend on carbon emissions.

8) Question from Cllr Simon Fawthrop:

Does the Portfolio Holder expect the Council to have any increase in the cost of street lighting following recent energy price rises?

Response to Cllr Fawthrop:

This question is disallowed on the basis it was submitted after the 10 day deadline and is not specific to a report on the agenda.

9 Question from Cllr Adam Grant:

I would like to ask if the member can explain how they managed to secure grant funding for the new woodlands establishment and what they plan to do in the future.

Response to Cllr Grant:

Thank you for your question. I'm very pleased that we are lucky in Bromley to have such a proactive Carbon Management Team who actively seek grants and ways to improve our environment in Bromley. They were able to secure funding from the Forestry Commission's Woodlands Creation Planning Grant to assess the feasibility of three potential sites and develop a woodlands management plan. If member approval is later granted tonight to proceed with tree planting at any of these sites, separate grant funding will be sought from the Forestry Commission to cover the cost of the new trees, planting and maintenance.

Supplementary Question from Cllr Grant:

Is there scope for any more opportunities for new sites?

Response to the Supplementary Question:

I will need to take advice from officers on this but just knowing the geography of Bromley I would assume yes.

ECS PDS—6th September: Written Questions from the Public

1) Question from Roger Lawson:

How is the Council going to stop those who have not accepted the will of the electorate and the democratic processes of the Council over such matters as School Streets policy from wasting Councillors and officers time in future? Meetings are being disrupted by those who wish to shout loudest.

Response to Roger Lawson

The matter has been referred to the Constitution Improvement Working Party with a recommendation that where a Portfolio Holder takes a decision in line with the PDS recommendation, there shall be no 'call in' of the decision as it has been scrutinised before the Portfolio Holder took the decision.

2) Question from Anne Garrett

In view of the very serious climate change conditions seen during this Summer, will Bromley Council now be declaring a climate emergency and coming up with a specific action plan to tackle local carbon emissions

Response to Anne Garrett:

Thank you for your question.

The council has undertaken many initiatives in relation to this matter.

We have set the most ambitious target of all councils in pledging to be carbon neutral by 2027 - two years earlier than our initial target of 2029.

We have undertaken a tree planting programme, committing to plant 5,000 new trees across the Borough in four years. So far, we are ahead of our target in relation to this.

We have also installed electric charging points in public car parks and on our highways, encouraged our contractors to use environmentally friendly vehicles and machinery, as well as starting the process of converting our own fleet of vehicles such as snow ploughs, cars, and vans to electric.

We have converted our street lighting to LED, with most our roads and footpaths now lit in this more environmentally friendly form.

We also plan to undertake many more policies in the coming years in sustainability and Highways to help achieve our 2027 target. Add woodlands establishment and EV pilot with oxford.

3) Question from Kartik Sawhney

You have been quoted as commenting that £100,000 was received from TfL in the last six months. Could you confirm this amount and any subsequent amounts

received, providing a total and list the projects this has been spent on or is due to be spent on, by constituency ward.

Response to Kartik Sawhney:

The initial grant from TfL was £100k for implementation but the Council has now received £256k funding from TfL for Transport projects, as set out below.

Project Allocation:

CHISLEHURST WAR MEMORIAL PEDESTRIAN STUDY (Chislehurst) £7,000

BOROUGH CYCLE TRAINING FUND Q1 (all wards) £20,000

WIDENING OF CROFTON ROAD (Farnborough and Crofton) £77,000

CHINESE ROUNDABOUT SAFETY SCHEME STUDY (Kelsey & Eden Park; Shortlands & Park Langley) £11,000

SOUTHEND ROAD/PARK ROAD/FOXGROVE ROAD STUDY (Beckenham Town & Copers Cope) £5,000

STAFFING COSTS (n/a) £136,000

Total £256,000

4) Question from James Brown:

What is the rate of staff turnover in the Council department responsible for traffic and road safety, how does this compare with the rate of turnover 5 years ago and 10 years ago, and what explanation can the Council offer for the rate of turnover?

- Current Turnover Rates 12.5%
- 5 Years Ago 0 %
- 10 Years Ago 7%

The last year includes one retirement, an end to a fixed term 6-month contract, and one related to a relocation.

5) Question from James Brown:

Responding to a public question submitted to the School Streets call-in meeting, the Portfolio Holder expressed the view that opposition parties “abused” the ‘call-in’ procedure “by either misunderstanding or wilfully misrepresenting” recommendations by the Committee, and referred to “a politically motivated campaign”. Please can you elaborate on these claims?

Response to James Brown

The implication behind the Labour and Liberal Democrat parties 'call in' was that the PDS recommendations on June 24th 2022, which I accepted in their entirety, were contrary to council policy and would mean the end of 'school streets'. This is not the case and they remain something which schools can apply for in their travel plans. A significant number of the 39 questions submitted for the meeting on July 15th we're from members of the Labour Party.

6) Question from Carrie Heitmeyer:

Draft minutes from the June 2022 Environment meeting suggest a 26.7% increase over the Council's target for Killed and Seriously Injured (KSIs) on Bromley's roads. Please can the Council's website provide information about what the Council plans to do about this, and on the role of the Road Safety Panel?

Response to Carrie Heitmeyer

The Council has a long-standing commitment to road safety and to reducing the number of road users seriously injured on our streets, which over the years has been very successful. As London's largest borough, with most miles of road, it is important to look at casualty rates in the context of road length and number of journeys. By this measure Bromley has some of the safest roads in London. Bromley's approach is set out in the Council's current Local Implementation Plan, "[Bromley's transport for the future](#)", that was published in 2019 and will be revised in due course, as necessary.

Regarding the Road Safety Panel, this long running residents' forum has now stopped meeting. I have decided that best way I can be aware of any road safety issues is by consulting my fifty-seven fellow councillors. To this end I have invited colleagues to give me a tour round their wards to show me any concerns. In addition, our Fix My Street portal gives early warning to our professional staff and, of course, they also receive and analyse reports of all accidents which the police attend.

I have decided that the Road Safety Panel, which has not met since 2019 and which has not been attended by the Police in recent years is no longer needed. I remain grateful for the excellent work Panel members have done over the years which is much appreciated by the Council.

8) Question from Carrie Heitmeyer:

Which Bromley Council document sets out the Council's vision for Bromley's roads and streets, and are there plans to review Council policy to ensure it remains up-to-date with latest thinking on public space (e.g. the growing view that street design should not focus exclusively on the preferences of motor traffic)?

Response to Carrie Heitmeyer.

As I mention in my other answer to you, the Local Implementation Plan, "[Bromley's transport for the future](#)", sets out the Council's vision for Bromley's streets and this document is due to be reviewed. Street design for funded projects always takes into account current thinking to maximise benefit to all road users. The majority of recent projects have focussed on active travel outcomes.

9) Question from Daniel Allen:

Road safety across the whole Borough is reviewed about every two years, utilising collision data available to the Council. Any casualty cluster sites near or outside schools will be identified in this study. This is in addition to anything coming from the schools in respect to concerns raised in Travel Plans. Any significant change /

enlargement of a school will trigger a highways development investigation to assess road safety impacts

Response to Daniel Allen:

Road safety across the whole Borough is reviewed about every two years, utilising collision data available to the Council. Any casualty cluster sites near or outside schools will be identified in this study. This is in addition to anything coming from the schools in respect to concerns raised in Travel Plans. Any significant change / enlargement of a school will trigger a highways development investigation to assess road safety impacts

10) Question from Andrew Stotesbury:

With Areli intentionally running down the Orpington Walnuts Centre down and shops moving out for various reasons. What happens to the public and disabled toilets in the Walnuts Centre when either the last shop leaves, the developer just locks the doors, or a development starts?

Response to Andrew Stotesbury.

There are alternative community toilets on the community scheme within a relatively short distance from the Orpington Walnuts Centre. If there was to be no provision as a result of development works, the Council will look to see whether other establishments within the High Street could provide access to their toilets and join the community toilet scheme. The Council welcomes suggestions from members of the public and Ward Councillors.

11) Question from Andrew Stotesbury:

Has Bromley Council a guarantee from the Owners, Operators, Developers and Facilities Management, including Orpington 1st that a high standard of public and disabled toilet provision (that is at least comparable in facilities, cleanliness, convenience and access ability to the existing) will be maintained throughout any changes, alterations, closure or development to the Orpington Walnuts Centre?

Response to Andrew Stotesbury:

The community toilet scheme is a voluntary scheme. However, the future public and accessible toilet provision has been raised with planning and regeneration colleagues that are likely to be involved in the planning process for any changes, closures or development of the Orpington Walnuts Centre.

12) Question from Kerry Nash:

The 2022 Healthy Streets Scorecard reports that along with Barnet, Bromley Borough continues to have the lowest score for 20mph speed limits (just 5% of roads compared to 13 boroughs with over 90% coverage). 20mph speed limits are cheap to introduce and reduce KSIs. Will Bromley Council consider action here?

Response to Kerry Nash:

This question is disallowed as it does not relate to specific items on the agenda.

Report No.
CSD22140

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: ENVIRONMENT AND COMMUNITY SERVICES POLICY
DEVELOPMENT AND SCRUTINY COMMITTEE

Date: 22nd November 2022

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

Title: ECS PDS WORK PROGRAMME AND MATTERS ARISING

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

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

- Developing the Forward Work Programme; and
- Updating Members on any matters that arose from previous meetings.

2. **RECOMMENDATION(S)**

2.1 **That the Committee reviews and comments on:**

- (1) Forward Work Programme for 2022/23 (Appendix 1);**
- (2) Updates on any Committee requests or matters arising (Appendix 2).**
- (3) Suggest any new items for the Work Programme going forward**

Impact on Vulnerable Adults and Children

1. Summary of Impact: The services delivered by the Environment and Community Services Portfolio are used by all residents, including vulnerable adults and children. Protection is not their primary purpose but adjustments are made, as required, to ensure services are as accessible as possible and all users are safe.
-

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £366k
 5. Source of funding: Revenue Budget
-

Personnel

1. Number of staff (current and additional): 6
 2. If from existing staff resources, number of staff hours: Variable.
-

Legal

1. Legal Requirement: Non-Statutory - Government Guidance
 2. Call-in: Not Applicable: The report does not require an Executive Decision
-

Procurement

1. Summary of Procurement Implications: Not applicable
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Matters Arising or Outstanding:

- 3.1 **Appendix 1** provides a progress update on matters that have arisen at previous meetings. This list is checked after each meeting so that any outstanding issues can be addressed at an early stage and timely progress made.
- 3.2 **Appendix 2** sets out the Environment and Community Services Portfolio's Forward Work Programme for 2022/2023 including: the provisional report title; the lead report author and the role of the Committee or the Portfolio Holder. Committee members and officers are invited to comment on the proposed schedule and suggest any changes that are considered appropriate.
- 3.3 Other reports may be added to the Work Programme as schemes and contracts are developed. In addition, there may also be references from other committees, the Environment and Community Services Portfolio Holder, or the Executive. So in essence the work programme is fluid.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

Services delivered as part of the Environment and Community Services Portfolio affect the daily lives of all Bromley residents and tend to be universal in nature - rather than being directed at particular groups within our community. Where vulnerable adults or children may be affected by service delivery, the issues would be covered in the relevant report and not in this business management overview

5. POLICY IMPLICATIONS:

- 5.1 Each PDS Committee is responsible for developing its own Forward Work Programme and Environment & Community Services PDS Committee's future work programme is set out in Appendix 1.
- 5.2 The activities in this report reflect the Council's priorities and aims as set out in:
- Environment Portfolio Plan 2021/2022

Non-Applicable Sections:	Financial, Personnel, Legal, Procurement
Background Documents: (Access via Contact Officer)	Previous Work Programme, Matters Arising and Minutes Environment Portfolio Plan.

APPENDIX 1

ENVIRONMENT PDS COMMITTEE

PROGRESS REPORT ON MATTERS ARISING/OUTSTANDING

Meeting Date	Committee Request/Matters Arising	Progress
06/09/22 Minute 209	Scrutiny of the Portfolio Holder for Transport, Highways and Road Safety. The Portfolio Holder was invited to go for a walkabout in Penge and Cator Ward.	This was scheduled for November 19 th .
06/09/22 Minute 209	Scrutiny of the Portfolio Holder for Transport, Highways and Road Safety The Portfolio Holder suggested that the Assistant Director for Traffic and Parking disseminate to the Member (Cllr Bance) a collision map for that area.	This has been actioned.
06/09/22 Minute 210	Scrutiny of the Portfolio Holder for Sustainability, Green Services and Open Spaces. A Member asked if issues surrounding the planting of flower beds would be able to be discussed by the Committee at a later date. The Portfolio Holder responded and said that she had asked officers to look into this and it may be possible to address these issues in the Grass Verges Report.	Idverde has been asked to submit a proposal but have not responded yet. There is likely to be an update report on this matter going to the Committee in either January or March 2023
06/09/22 Minute 213b	Minute 213b—Budget Monitoring. With respect to TFL funding it was noted: <i>‘However, news had subsequently been received which seemed to shed a more promising light on the provision of future TfL funding. The situation was now looking more promising and indeed the Council would likely be in a position to recoup money that it had already spent to cover the funding of staff that was normally paid for by TfL’</i>	TfL funding has now been agreed, as set out in the report to committee this evening by Mr Culverwell, which includes funds to cover staff salaries for the full year.
06/09/22 Minute 213c	Minute 213c--Capital Programme Monitoring. A Member referenced the Betts Park Canal Bank Stabilisation Project and the estimated figure in the budget of £8k. She asked if these works were being undertaken this year.	We believe that the works were completed with the £8k remaining in the capital programme as contingency. Officers are currently reviewing the remaining risks and expect to make recommendations on the funding in a future budget monitoring report.

	<p>The Director for Environment and Public Protection responded that his understanding was that engineering work had been undertaken to stabilise the banks of the canal and that this work had been completed. He therefore suspected that the £8k was probably the underspend left over from the project, but this was something that he would need to check on.</p>	
<p>06/09/22 Minute 218</p>	<p>Minute 218—AQAP</p> <p>The Environmental Protection and Housing Regulation Manager said that ozone had been measured historically, but that because now it was not regarded as a pollution concern it was not being measured. It was agreed that the Environmental Protection and Housing Regulation Manager would write to the Vice Chairman concerning this.</p>	<p>In relation to Ozone, the Vice-Chairman was interested to see whether O3 had been monitored to demonstrate that it was below limits. This pollutant was monitored from time to time historically but the monitoring records of this pollutant are not available on the Council's database.</p> <p>Bromley monitors NO2, PM10 and PM2.5 as they are better indicators of localised pollution. Ozone is more of a regional pollution source where it will be very difficult to establish what the local affects have had on the individual measured levels. Imperial have data from a network of monitors that currently allow them to establish what is happening across the region.</p>
<p>06/09/22 Minute 218</p>	<p>Minute 218—AQAP</p> <p>A Member asked for data concerning the running of the Harwood Monitoring Centre and asked if it had ever broken down or if there were times when it was not working. The Environmental Protection and Housing Regulation Manager answered and said that there may have been short periods of downtime but she was not aware of any significant disruption. She agreed to check and provide an update.</p>	<p>Data capture is reported in the Annual Status Report. Harwood Monitoring Station monitor 3 pollutants, from time to time there may be intermittent problems with individual monitors. The systems in place notify the team of any issues and these are addressed quickly to ensure the monitors are back up and running. For the year 2021, data capture was 97% for NO2, 96% for PM10 and 88% for PM2.5.</p>

FORWARD WORK PROGRAMME

Appendix 2

Meeting Date: 22nd November 2022		
Matters Outstanding and Work Programme	Steve Wood	PDS Committee
Scrutiny of the Portfolio Holders	Portfolio Holders	PDS Committee
Budget Monitoring	Murad Khan	Portfolio Holder
PPE Performance Overview	Lucy West	PDS Committee
Risk Register	Lucy West	PDS Committee
Contracts Register	Lucy West	PDS Committee
Idverde Annual Contract Performance Report	James Hilsden and Hannah Jackson	PDS Committee
Update from Executive Assistant Cllr Thomas Turrell	Cllr Turrell	PDS Committee
Fly Tipping Action Plan Update	Dean Laws	PDS Committee
Review of Parking Fees.	Chloe Wenbourne	Portfolio Holder
Future Central Depot Security Provision	Amy Harris	Portfolio Holder
Adoption of the Final Version of the Contaminated Land Strategy	Charlotte Hennessy	Portfolio Holder
LIP Funded Traffic and Road Safety Programme	Angus Culverwell	Portfolio Holder
Traffic and Road Safety Policies	Angus Culverwell	Portfolio Holder
Nature Friendly Verges Trial	Hannah Jackson	Portfolio Holder
Access Road at the Rear of 75 to 113 Station Road, West Wickham	Nojan Rastani	Portfolio Holder
Review of Parking Fees and Charging Processes	Chloe Wenbourne	Portfolio Holder
Kelsey Park Bridges	David Braybrook	Portfolio Holder

Crofton Road Bus Stand Improvement and Pedestrian Cycling Route Review	David Bond	Portfolio Holder
Depot Infrastructure Works Stage 3 Update	Amy Harris	Executive/Full Council
Lawn Tennis Association Parks Tennis Renovation Fund	Chris Chatten	Executive
LBB's Net Zero Carbon Action Plan	Lee Gullick	PDS Committee
Open Space Strategy Year 1 Update	Hannah Jackson	PDS Committee
Station Road Zebra Crossing	Ismiel Alobeid	Portfolio Holder
Meeting Date: 25th January 2023		
Matters Outstanding and Work Programme	Steve Wood	PDS Committee
Scrutiny of the Portfolio Holders	Portfolio Holders	PDS Committee
Budget Monitoring	Murad Khan	Portfolio Holder
PPE Performance Overview	Lucy West	PDS Committee
Recycling Reduction Plan	TBC	Portfolio Holder
Risk Register	Lucy West	PDS Committee
Depot Improvement Programme: Construction Contract Award	TBC	Executive
Contracts Register	Lucy West	PDS Committee
Station Road Zebra Crossing	Ismiel Alobeid	Portfolio Holder
Annual Update from Riney	Riney/Garry Warner	PDS Committee
Meeting Date: 16th March 2023		
Matters Outstanding and Work Programme	Steve Wood	PDS Committee
Sustainable Flower Beds	Hannah Jackson	PDS Committee
Scrutiny of the Portfolio Holders	Portfolio Holders	PDS Committee
Budget Monitoring	Murad Khan	Portfolio Holder

PPE Performance Overview	Lucy West	PDS Committee
Risk Register	Lucy West	PDS Committee
Contracts Register	Lucy West	PDS Committee
Possible Future Items for Consideration:		
Update report regarding Bio-Diversity	Hannah Jackson	TBC

Report No.
ES20225

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: PORTFOLIO HOLDER FOR SUSTAINABILITY, GREEN SERVICES AND OPEN SPACES

For Pre-Decision Scrutiny by the Environment Policy Development & Scrutiny Committee

Date: 22nd November 2022

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

Title: IDVERDE ANNUAL CONTRACT PERFORMANCE REPORT 2021/22 – CONTRACT FOR THE PROVISION OF PARKS MANAGEMENT AND GROUNDS MAINTENANCE

Contact Officer: James Hilsden, Parks Manager
Tel: 0208 313 4632 E-mail: James.Hilsden@bromley.gov.uk

Hannah Jackson, Assistant Director, Carbon & Greenspace Management
Tel: 0208 3134942 E-mail: Hannah.Jackson@bromley.gov.uk

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

Ward: All

1. Reason for report

- 1.1 This report reviews the 2021/22 annual performance of the contract for parks management and grounds maintenance with idverde Ltd. Under this contract, idverde have responsibility for providing a fully managed service that manages and maintains parks, countryside and greenspace sites across the borough.
- 1.2 An annual contract performance report meets the requirement of section 23 of the Council's Contract Procedure Rules (CPR) for contracts with an annual value that exceeds £500k.
- 1.3 The current performance of the contract is deemed to be satisfactory.

2. RECOMMENDATION(S)

- 2.1 The Environment & Community Services Policy Development & Scrutiny Committee are asked to review the annual contract performance of idverde.

2.2 The Portfolio Holder for Sustainability, Green Services and Open Spaces is asked to approve a variation (modification) to the contract with idverde for the provision of parks management and grounds maintenance of up to £640k over two years for the inclusion of infrastructure repairs to park and cemetery assets, funded through the Operational Maintenance Budgets.

Impact on Vulnerable Adults and Children

1. Summary of Impact: The service provided by idverde affects all residents including vulnerable adults and children. Some of their activities have a specific impact, such as the provision of environmental education, oversight and planning of volunteer programmes in open spaces and management of playgrounds.
-

Transformation Policy

1. Policy Status: Open Space Strategy 2021-2031
 2. Making Property Even Better Priority:
 - (4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and sustainable for the future.
 - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley residents.
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Parks Management, Grounds Maintenance, Crystal Palace Park
 4. Total current budget for this head: £ 6.214m
 5. Source of funding: Existing controllable revenue budget for 2021/22
-

Personnel

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

Legal

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

Procurement Comments

1. Summary of Procurement Implications: N/A
-

Property Implications: N/A

Carbon Reduction and Social Value: N/A

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All borough residents (circa 330,000), local businesses and people that work in and visit Bromley.
-

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 On 20th November 2018 the Executive agreed (report **ES18082**) that a contract for the provision of parks management and grounds maintenance be awarded to idverde Ltd for a term of 8 years commencing 1st April 2019, with the option to extend for a further 8 years.
- 3.2 The purpose of the contract is the provision of a fully managed service for the management and maintenance of parks, countryside and green spaces in the borough. There are 28km² of open space which the council is custodian of, including formal parks, leisure gardens, allotments, cemeteries and closed churchyards, and semi-natural habitats including areas of woodland. As part of their contractual responsibilities, idverde support, encourage and empower local community involvement in open spaces and manage concessions and events.
- 3.3 This contract supports the delivery of Council priorities identified in its Corporate Strategy, Making Bromley Even Better, and the Council's Open Space Strategy 2021-2031.

Contract Management and Governance

- 3.4 The contract is monitored by the Carbon Management and Greenspace division, following a realignment in February 2022. This realignment included placing officers in specialised teams to improve the quality of contract monitoring and build organisational resilience.
- 3.5 Contract performance is scrutinised in accordance with the Council's Contract Procedure Rules (CPRs) and is managed through the governance model set out in Schedules 4 and 11 of the contract, making use of the Performance Management Framework (PMF). The PMF comprises of 12 Key Service Objectives (KSOs), which break down into 18 Key Performance Indicators (KPIs) which were established prior to contract commencement. The framework is designed to incentivise idverde to invest in resources to address under performance rather than incur a Performance Adjusted Value (deduction). Key Service Objectives include:
- KSOs 1-7 which are monitored monthly and relate to feature quality (and therefore grounds maintenance activities)
 - KSO 8 which relates to operational delivery, including time sensitive tasks and enquiry management
 - KSO 9 which relates to operational reporting
 - KSO 10 which relates to submission of strategic plans and delivery of operational programmes
 - KSO 11 which covers financial performance and administration
 - KSO 12 which relates to health and safety and personnel management.
- 3.6 Performance is reviewed and monitored at a monthly Service Operations Board (SOB) meeting. This includes reviewing performance in relation to the PMF, as well as reviewing the relevant financial information, health and safety reports, data protection, delivery against key plans, and the contract risk register in detail.
- 3.7 A Strategic Partnership Board (SPB) comprising of senior managers from the Council and idverde meet bi-annually to oversee strategic management of the contract. This Board reviews performance trends and considers the annual Service Delivery Plans.

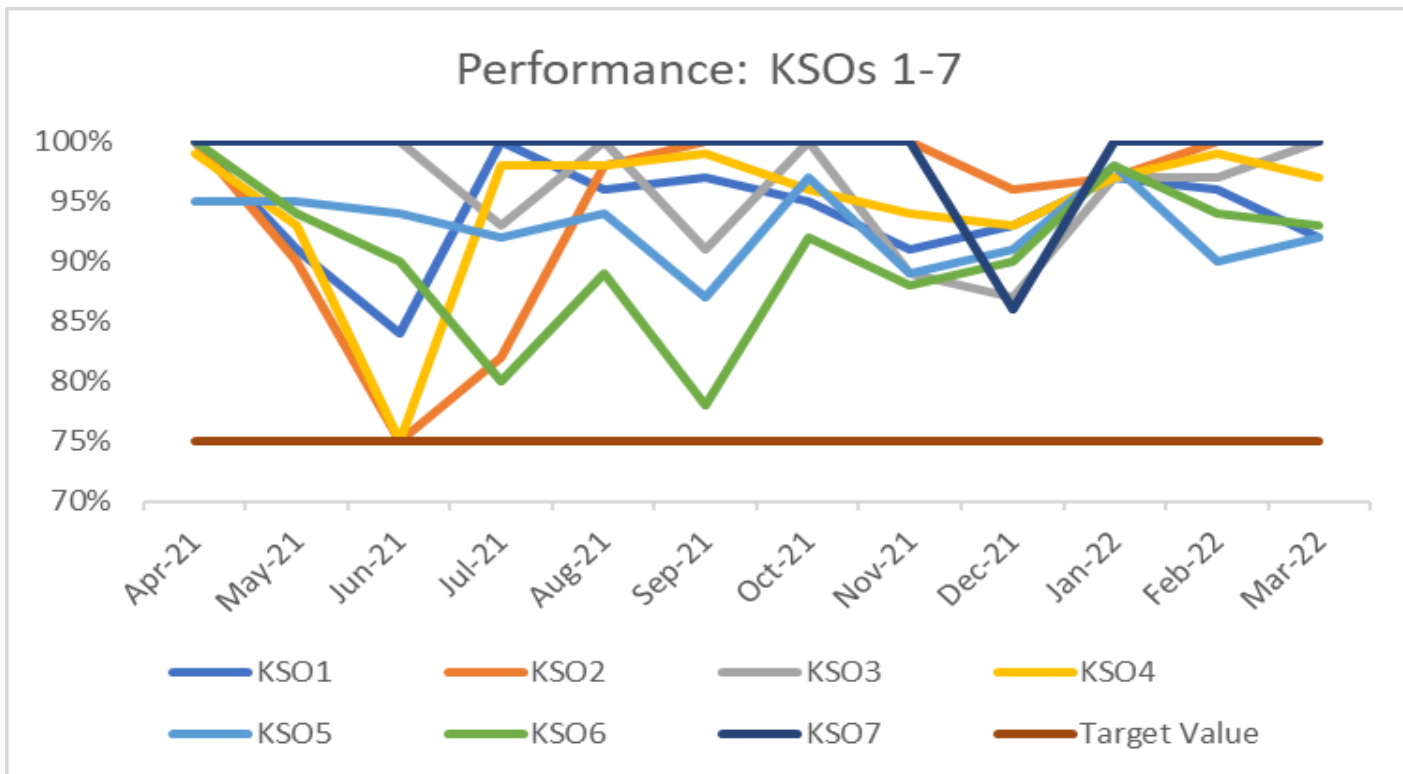
- 3.8 Outside of the formal contractual governance, and to provide input into the management of open spaces, a non-decision making Stakeholder Engagement Panel also meets bi-annually where groups with direct involvement in local open spaces can have their say. This includes the Friends Forum, representatives from Delegated Sports Managers, the allotment associations and other similar groups. Feedback from these stakeholders is used to inform the development and delivery of the Service Delivery Plan, the Biodiversity Plan and Open Space Management Plans.
- 3.9 Additionally, idverde and council officers regularly engage with community stakeholders through other panels and forums, including:
- Countryside Consultative Panel
 - Bromley Friends Forum, and Forum Partnership Meetings
 - Local Friends groups, volunteers and stakeholders
 - Leisure Gardens and Allotments Consultative Panel
 - Bromley Biodiversity Partnership

Contract Performance

- 3.9 This report summarises performance levels for each of the KSOs across the third contract year – between April 2021 and March 2022.
- 3.10 Performance data suggests that idverde have been meeting the minimum target value for KSOs 1-7 during this contract period. KSOs 1-7 measure:

KSO 1	Highway verges and amenity grass cutting/strimming, within the service standards and timescales
KSO 2	Maintain a programme of floral bedding displays, within the service standards and timescales
KSO 3	Maintain playground features, including, soft safety surface, sandpits, paddling pools, within the service standards and timescales
KSO 4	Maintain all other grass i.e. general parks grass, box mowing, gang mowing, cemeteries grass and rough grass, within the service standards and timescales
KSO 5	Achieve the cleanliness standards of the EPA for cleansing operations in Parks (i.e., sweeping, litter picking) shall be according to the EPA Standards
KSO 6	Maintain horticulture features (rose beds, shrub beds, herbaceous borders and hedges) within the service standards and timescales
KSO 7	To ensure performance standards for floral displays within the service standards and timescales

- 3.11 The table below shows the performance data in 2021/22 contract year for KSOs 1-7:



3.12 Performance has been within an acceptable level across all KSOs, according to the contractual target value. There was a marked decline in performance in relation to KSO2 (floral bedding) and KSO 4 (Maintain all other grass i.e. general parks grass, box mowing, gang mowing, cemeteries grass and rough grass, within the service standards and timescales) in June 2021 – this was because of the fifth wettest May in record for England and fourth wettest for the UK overall. The unseasonably wet weather affected operations and led to vigorous grass growth across the borough. Additionally, performance in relation to KSO 6 (horticultural features) during the summer period, whilst acceptable, did see a decline during the period in which these assets are most prominent.

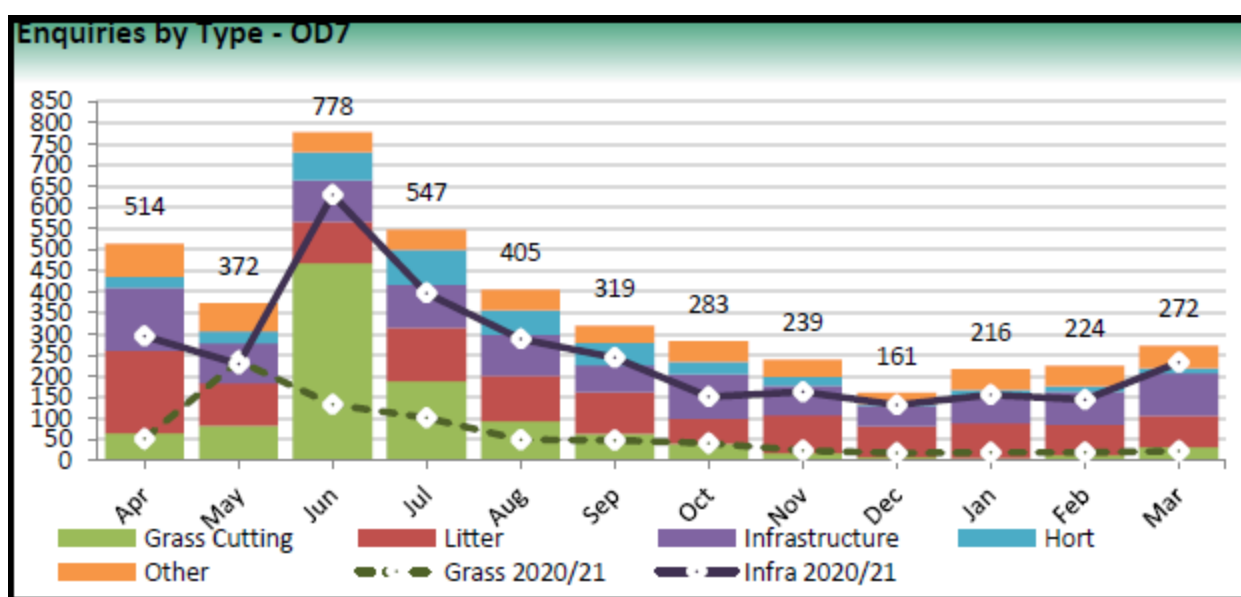
3.13 KSOs 8 – 12 are reported here by exception, as all KPIs have a target value of 100% or a pass/fail score. In 2021/22, the following performance issues were reported:

KSO8	OD2	Fly tipping	3 reported incidents not resolved within the agreed SLA.
	OD7	Enquiry management	There were five instances where the percentage of enquiries managed within the contractual timescales did not meet expectations – in four of these instances, the target value was missed by 1%, and in one instance the target value was missed by 10%.
	OD11	Drainage assets	24 instances where drainage assets were not maintained within the service standards or timescales.
KSO9	OR8	Service enquiries from officers, members or MPs	2 enquiries were not managed within the agreed timeframe.

- 3.14 Although each of the instances where performance fell below the target value of 100% attracted the application of a PAV, the overall performance as a percentage of the total number of instances were all within the green RAG status, excepting OD11. idverde addressed this during the year by appointing a subcontractor with the relevant skills to undertake the required works to drainage assets and performance has since improved.
- 3.15 The contract allows for a review of the KSOs and KPIs annually. There were no changes proposed or agreed during 2021/22, although the Council intends to submit a proposal for consideration in the 2022/23 contract year.

Customer Enquiries

3.16 During 2021/22, the idverde Customer Relationship Management (CRM) system has received 4,330 enquiries, an average of 361 per month, but with a seasonal peak that coincides with the commencement of the grass cutting season. The table below shows the number of enquiries received each month, broken down by enquiry type:



3.17 During 2021/22, idverde managed 97.3% of enquiries within the required timescales.

Resident Satisfaction – Perception of the Borough’s Parks and Green Spaces

- 3.18 An annual customer and stakeholder satisfaction survey was conducted in summer 2022, with questionnaires sent to 3,000 randomly selected households in Bromley from a database supplied by the Council. 399 responses were received, which is a response rate of 13%. The full survey report is attached at **Appendix 1**. To encourage participation, respondents are entered into a prize draw to win a £100 voucher.
- 3.19 77% of respondents indicated that they are satisfied with the borough’s parks and green spaces. This is a reduction of 3% on the survey completed in summer 2021.
- 3.20 The survey found that 30% of respondents were visiting parks or green spaces daily, compared with 11% of survey respondents pre-pandemic.
- 3.21 Respondents most selected cleanliness and facilities as top priorities for parks and greenspaces, however satisfaction with cleanliness was at 63% and at satisfaction with

facilities was at a low 21%, with both condition and range or number of facilities being given as reasons for dissatisfaction.

3.22 Officers have reviewed the frequency of litter collections with idverde and an increased number of frequencies have subsequently been agreed and implemented for 2022/23. During the 2021 contractual year there were Covid restrictions in place, which resulted in an increase in the amount of litter in parks.

3.23 To improve the management of the condition of facilities on site, officers are recommending that the Portfolio Holder for Sustainability, Green Services and Open Spaces agrees to vary the idverde contract to include infrastructure works, instructed on a case by case basis, at an estimated value of £640k for the 2022/23 and 2023/24 contract years. The funding for this work has been set aside in the Operational Maintenance Budget (**HPR2022/007**) for 2022/23 and is expected to similarly be set aside in the 2023/24 budgets. This will enable idverde to identify, recommend and undertake works to repair assets such as pathways, fences and potholes directly, and is an approach supported by the Property division. In accordance with the relevant CPRs, the value of this variation must be approved by the Portfolio Holder.

Contract achievements and plans for ongoing development

3.24 *Embedding and showcasing collaboration:* partnership working has had benefits for biodiversity management in 2021/22:

- Ongoing joint working with the **RSPB** ensured that the Countryside team accomplished their Great Crested Newt licences, enabling completion of survey and monitoring work needed to deliver the repair works to Scadbury Moated Manor.
- Collaboration with **Kent Reptile & Amphibian Group** on heathland and woodland management provided training and delivered a reptile survey at Hayes Common, Keston Common and Parkfield Recreation Ground, which suggested that the adder population in Bromley is regionally significant.
- As part of the Bromley Biodiversity Action Plan, idverde have delivered training courses to **Bromley allotments**, including courses on supporting hedgehogs and amphibian and reptile wildlife. Consequently, there are now Biodiversity Champions at some allotments who are conducting species surveys, with results reported to the relevant recording bodies.
- In partnership with the **Friends Forum**, four biodiversity training courses were delivered to 194 participants.

3.25 *Sustainability:*

- A **Countryside Stewardship** grant of £128k was secured from Natural England and the Forestry Commission to support management of SSSI sites and other woodland sites (including Scadbury Park, Hayes Common and Keston Common) in 2020/21. Work commenced in 2021/22 and will continue over the next 5 and 10 years. The Non SSSI High Level Stewardship was extended in 2021/22. Additionally, the new coppicing cycles previously introduced at Padmall Wood are now into its third year with clearance work and removal of invasive species now completed.
- Following engagement with the Butterfly Conservation Trust and community stakeholder groups, the **Brilliant Butterflies** project has created give butterfly chalk banks, meadow

beds and scrapes in four parks and greenspaces, chosen to form part of a regional wildlife corridor for pollinators, with work undertaken between April and September 2021.

- To support **management of flooding issues**, new culverts were introduced to Elmstead Woods and additional ponds were installed in Scadbury Parks and Jubilee Country Park.
- In partnership with the **Kent Wildlife Trust**, a new regime for grazing sheep in remote, rural meadows (for example, at High Elms Country Park) has been agreed, to potentially eliminate the need for rural grass cuts, and the carbon footprint such cuts create. Additionally, London Wildlife Trust permitted seed collection on a neighbouring site which have been used in other meadows to support the growth of the butterfly population, particularly those species that are prioritised under the Biodiversity Action Plan (e.g. Small Blue butterfly).
- In March 2020, 34 sites in Bromley were selected as a pilot for the conversion of 37Ha of amenity grassland into **naturalised/meadow grassland**. Monitoring of these sites has continued in 2021/22 and a review of the pilot is due in Winter 2022/23.

3.26 *Health and wellbeing:*

- 7025 hours of **volunteer support** has been provided to benefit Bromley's parks and woodlands, with well documented health and wellbeing impacts. This is over three times the number of hours achieved the previous year, although this which was heavily impacted by Covid-19 restrictions. Habitat management being by far the most regular task completed by volunteers; this is also the most physically demanding task and benefits physical wellbeing.
- Following the lifting of Covid-19 restrictions and consultation with schools in April 2021, the online webinars have now ceased, but with an increase in the number of **education visits** and environmental education sessions provided at BEECHE, with 3414 visits in 2021/22.

3.27 *Glyphosate reduction:*

- The **Foamstream** system was introduced in 2019 with the aim of reducing the reliance on glyphosate by as much as 90% by the end of the next 5 years. In 2021/22 weed control in urban parks of annual and perennial weeds on all surfaces was primarily achieved by using the Foamstream system in conjunction with manual methods such as brush cutters and hand weeding.
- Following advice from DEFRA, the annual treatment programme for **Japanese Knotweed** now commences later in the year to speed up eventual control of the plant and therefore reduce the amount of glyphosate used in its management.

3.28 *Awards:* The **Green Flag Award** scheme recognises and rewards well managed parks and green spaces, setting the benchmark standard for the management of recreational outdoor spaces across the United Kingdom and around the world. In Autumn 2021 7 sites within the portfolio have been awarded Green Flag status: Keston Common, South Hill Woods, Hayes Common, Biggin Hill Recreation Ground, Chislehurst & St Paul's Cray Common and Queens Gardens.

4 **TRANSFORMATION/POLICY IMPLICATIONS**

4.1 The parks management and grounds maintenance contract supports the delivery of the ambitions within the Corporate Strategy: Making Bromley Even Better, with a the most direct impact on ambitions:

(4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and sustainable for the future.

(5) To manage our resources well, providing value for money, and efficient and effective services for Bromley residents.

4.2 The parks management and maintenance contract is also key to the delivery of the council's Open Spaces Strategy 2021-2031.

5 IMPACT ON CHILDREN AND VULNERABLE ADULTS

5.1 The parks management and maintenance contract affects all residents, including vulnerable adults and children. idverde are the Council's agent and manage an administrative service checking the health and safety compliance for all events in parks and greenspaces in the borough. idverde also manage the BEECHE (Bromley's Environmental Education Centre at High Elms) running classroom and outdoor services, including training for the public, schools and volunteer groups. Adjustments are made, as required, to ensure services are as accessible as possible and all users are safe in their capacity of community engagement.

6 FINANCIAL IMPLICATIONS

6.1 The current controllable revenue budget for Parks and Green Spaces is £6.214m. The annual value of the contract with idverde for the provision of parks management and grounds maintenance is circa £5.3m.

6.2 The report recommends a variation (modification) to the contract with idverde for parks management and grounds maintenance of up to a value of £640k over two years, to include repairs to parks and cemetery infrastructure which currently falls outside of the scope of the contract. This variation will be funded from the budget set aside in the Operational Maintenance Budget, and specifically the Building Investment Fund for 2022/23 and 2023/24.

7 PROCUREMENT IMPLICATIONS

7.1 In line with 23.3 of the Council's Contract Procedure Rules, an annual report must be submitted to the Executive for all contracts with a value higher than £1m.

7.2 Further, this report seeks a variation (modification) to the contract with idverde for the provision of parks management and grounds maintenance of up to £640k over two years for the inclusion of infrastructure works to park and cemetery assets.

7.3 This was originally procured as an above-threshold contract following a competitive tendering process. The variation stated above can be completed in compliance with Regulation 72 (b) of the Public Contracts Regulations 2015.

7.4 The Council's requirements for authorising a variation are covered in CPR 23.7 and 13.1. For a contract of this value, the Approval of the Portfolio Holder following Agreement by the Chief Officer, the Assistant Director Governance & Contracts, the Director of Corporate Services and the Director of Finance must be obtained. In accordance with CPR 2.1.2, Officers must take all necessary professional advice.

- 7.5 Following Approval, the variation must be applied via a suitable Change Control Notice, or similar, agreed with the Provider. A modification notice will be published.
- 7.6 The actions identified in this report are provided for within the Council's Contract Procedure Rules, and the proposed actions can be completed in compliance with their contents.

8. LEGAL IMPLICATIONS

- 8.1 This Committee is requested to review this report on the annual performance of idverde Ltd in relation to its contract for the provision of parks management and grounds maintenance services. The Portfolio Holder for Sustainability, Green Services and Open Spaces is further asked to approve a variation to the contract with idverde to include infrastructure repairs to park and cemetery assets at a value of £640k over two years.
- 8.2 The Council's Constitution, at Part 4 – Rules of Procedure, provides the terms of reference for the Environment and Community Services Policy Development and Scrutiny Committee as it relates to the Environment and Community Services Portfolio. Under these terms of reference, this Committee is responsible for receiving reports and making recommendations on performance monitoring of services falling within the remit of this portfolio.
- 8.3 Contract Procedure Rule (CPR) 23.2 provides that for all Contracts with a value higher than £500,000, or which are High Risk, an annual report must be submitted to the Portfolio Holder, the responsible Officers having submitted for consideration a formal Gateway Review, covering, as appropriate, the matters identified in the Council's standard Gateway Review Template for consideration as part of Contract Monitoring/Management requirements.
- 8.4 Under CPR 23.7.5, variations (Change Control) over £500k require Portfolio Holder decision unless delegated authority was sought at the point of Contract Award. Any variation must comply with the Public Contract Regulations 2015. Under Regulation 72 (1)(b)(ii) a public contract may be varied without a new procurement procedure where a change of contractor would cause significant inconvenience or substantial duplication of costs for the contracting authority, provided that any increase in price does not exceed 50% of the value of the original contract.
- 8.5 Should the variation be approved by the Portfolio Holder then the appropriate contractual change control mechanism must be followed.

Non-Applicable Sections:	Personnel Implications, Ward Councillor Views, Property Implications, Carbon Reduction/Social Value Implications
Background Documents: (Access via Contact Officer)	Appendix 1: Public Satisfaction Survey Results HPR2022/007 – Operational Building Maintenance Budgets and Planned Programme 2022/23 Open Space Strategy 2021-2031 ES2006 idverde Annual Performance Report

Public Satisfaction with Grounds Maintenance in LB Bromley

Final Report

idverde

Sept 2022

Prepared on Behalf of Tetra Tech Environment Planning Transport Limited.

Registered in England number: 03050297

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APPENDICES

Appendix A – Respondents Comments

1.0 INTRODUCTION

1.1 REPORT CONTEXT

- 1.1.1 Tetrattech was commissioned by idverde to undertake a survey of the perception of parks management and grounds maintenance in the London Borough of Bromley (LB Bromley).
- 1.1.2 In previous years both a postal survey and on-street survey have been conducted and the results combined to give an overall perspective on the satisfaction with grounds maintenance in LB Bromley. However, it was decided not to conduct an on-street survey this time around but instead to do a larger scale postal survey. To this end it was agreed to carry out a postal survey, with forms sent to a representative sample of 3,000 addresses in LB Bromley.

2.0 METHODOLOGY

2.1 POSTAL SURVEY

- 2.1.1 A postal survey was conducted by sending questionnaires to 3,000 randomly selected households in Bromley from a database supplied by the Council.
- 2.1.2 Each selected household was sent a letter explaining the purpose of the survey, with the survey form on the reverse side. A stamped addressed envelope was provided for the return of the questionnaire. To encourage responses, an incentive of a prize draw for a £100 Love2Shop voucher was offered, for which householders needed to return the completed form and fill in their contact details.
- 2.1.3 The survey form used is shown in Figure 1: Postal Survey Form.
- 2.1.4 A unique reference number was assigned to each form sent out so that checks could be made on response rates from different housing types, to ensure that the responses were still representative. It could also allow comparisons to be made by housing type, ward or other classifications, e.g. street cleansing beat, although this was not undertaken for this project.
- 2.1.5 The survey forms were sent out on 10th June and householders were asked to return forms by 27th June 2022 for entry into the prize draw.
- 2.1.6 Analysis was made of the responses to each question and the results are shown in Section 3.

Figure 1: Postal Survey Form

PLEASE ONLY TICK ONE <input type="checkbox"/> PER ROW					
1. How often do you visit parks in LB Bromley?	<input type="checkbox"/> Daily	<input type="checkbox"/> 4 - 5 times per week	<input type="checkbox"/> 2 - 3 times per week	<input type="checkbox"/> Once per week	<input type="checkbox"/> Occasionally
2. What is the main activity that you use parks for in LB Bromley?	<input type="checkbox"/> Dog walking	<input type="checkbox"/> Exercise	<input type="checkbox"/> Activities with children	<input type="checkbox"/> Relaxation	<input type="checkbox"/> Organised events
3. Overall, how satisfied are you with parks & open spaces in LB Bromley?	<input type="checkbox"/> Very satisfied	<input type="checkbox"/> Fairly satisfied	<input type="checkbox"/> Neither satisfied or dissatisfied	<input type="checkbox"/> Fairly dissatisfied	<input type="checkbox"/> Very dissatisfied
4. How satisfied are you with the condition of the following existing features in parks & open spaces? Please tick one box per row.	Very satisfied	Fairly satisfied	Neither satisfied or dissatisfied	Fairly dissatisfied	Very dissatisfied
Floral display	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grass	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cleanliness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Play areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Woodlands	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of signage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Facilities (drinking fountains, toilets)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Biodiversity Friendly Areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. What do you consider to be the number one priority for Bromley's parks from the list below. Please choose your most important park feature (Please only tick One box)					
Floral display					<input type="checkbox"/>
Grass					<input type="checkbox"/>
Cleanliness					<input type="checkbox"/>
Play areas					<input type="checkbox"/>
Woodlands					<input type="checkbox"/>
Quality of signage					<input type="checkbox"/>
Facilities (drinking fountains, toilets)					<input type="checkbox"/>
Biodiversity Friendly Areas					<input type="checkbox"/>

3.0 RESULTS

3.1 RESPONSE RATES

- 3.1.1 There were 399 respondents to the postal survey, giving a response rate of 13%. Overall, 11% of forms were returned fully completed and 2% were returned with one or more questions not completed. This is equivalent to 84% of forms returned being fully completed (336/399), a good level, indicating that the questions were not too onerous.
- 3.1.2 Figure 2 and Table 1 provide a breakdown of response rates by housing type. The housing type with the highest response rate was semi-detached housing at 17% followed by detached at 16% terraced housing at 12%, and finally flats at 8%.

Figure 2: Postal Survey Response Rates

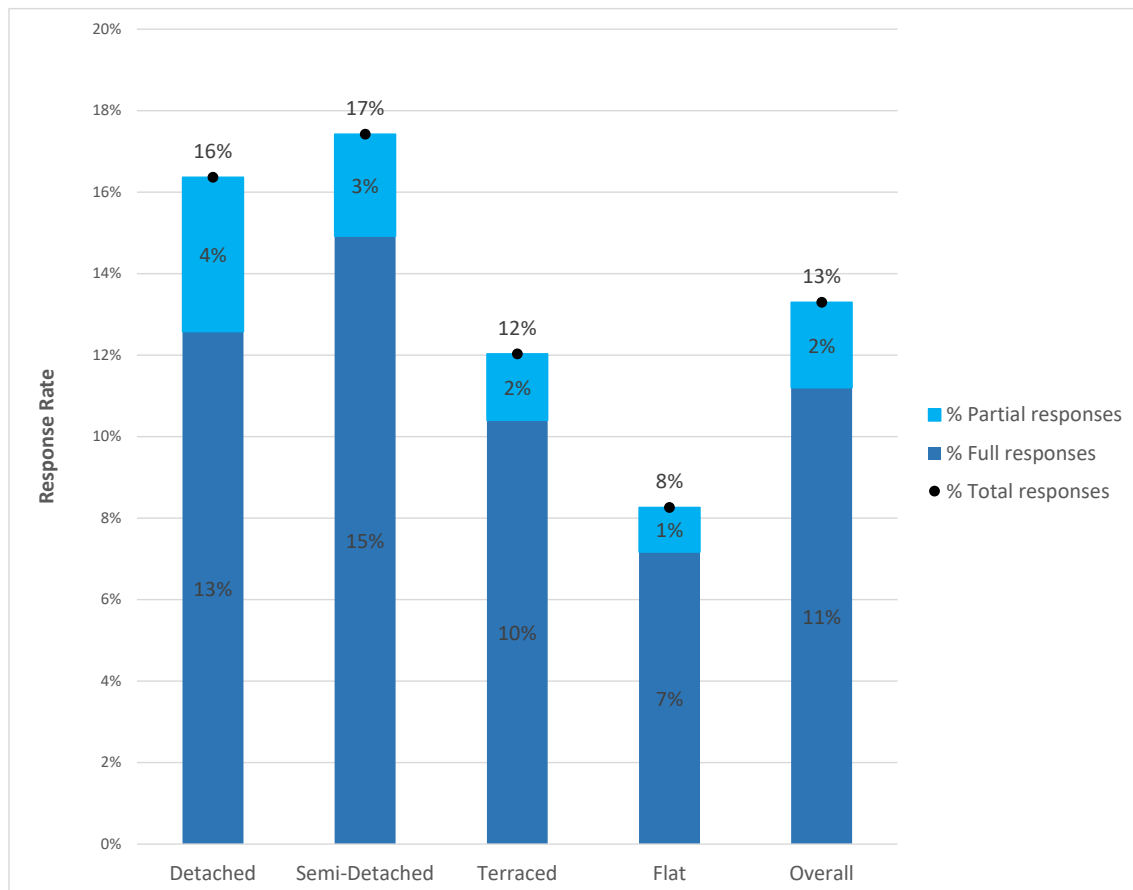


Table 1: Response Rates by Housing Type

	Detached	Semi-Detached	Terraced	Flat	Overall
Number of survey forms sent out	501	878	798	823	3000
Number returned	82	153	96	68	399
% Responses (of those sent out)	16%	17%	12%	8%	13%
% Full response	13%	15%	10%	7%	11%
% Partial response	4%	3%	2%	1%	2%
% No response	84%	83%	88%	92%	87%
% Full response of those that responded	77%	86%	86%	87%	84%

3.2 SATISFACTION

3.2.1 Figure 3 shows the breakdown of responses to each of the satisfaction questions (Q3 and Q4) in the postal survey. Blank responses are excluded from the percentages. The key to the colour coding in all subsequent graphs and tables is shown below. Favourable responses are classified as 'Very/Fairly Satisfied' and these cells are shaded in green; 'Neither satisfied nor dissatisfied' responses are shaded in yellow, 'Fairly Dissatisfied' responses are shaded orange and the least favourable responses ('Very Dissatisfied') are shaded red.

Key

Favourable		Neither satisfied nor dissatisfied	Not Favourable	
Very satisfied	Fairly satisfied		Fairly dissatisfied	Very dissatisfied

Figure 3: Survey Responses to Satisfaction Questions



3.2.2 Table 2 provides further detail on the responses to questions 3 and 4 in the postal survey. It shows the percentage of responses that are favourable, the most frequent response and the percentage for each response. Cells are shaded according to the key above, with stronger shading indicating higher values within that classification. Overall, the responses are positive:-

- 77% of respondents are satisfied with the parks and open spaces in LB Bromley;
- Satisfaction with individual features varied greatly ranging from 21% satisfaction for 'Facilities' at the lower end of the spectrum up to 77% satisfaction for 'Grass' and 'Woodlands';

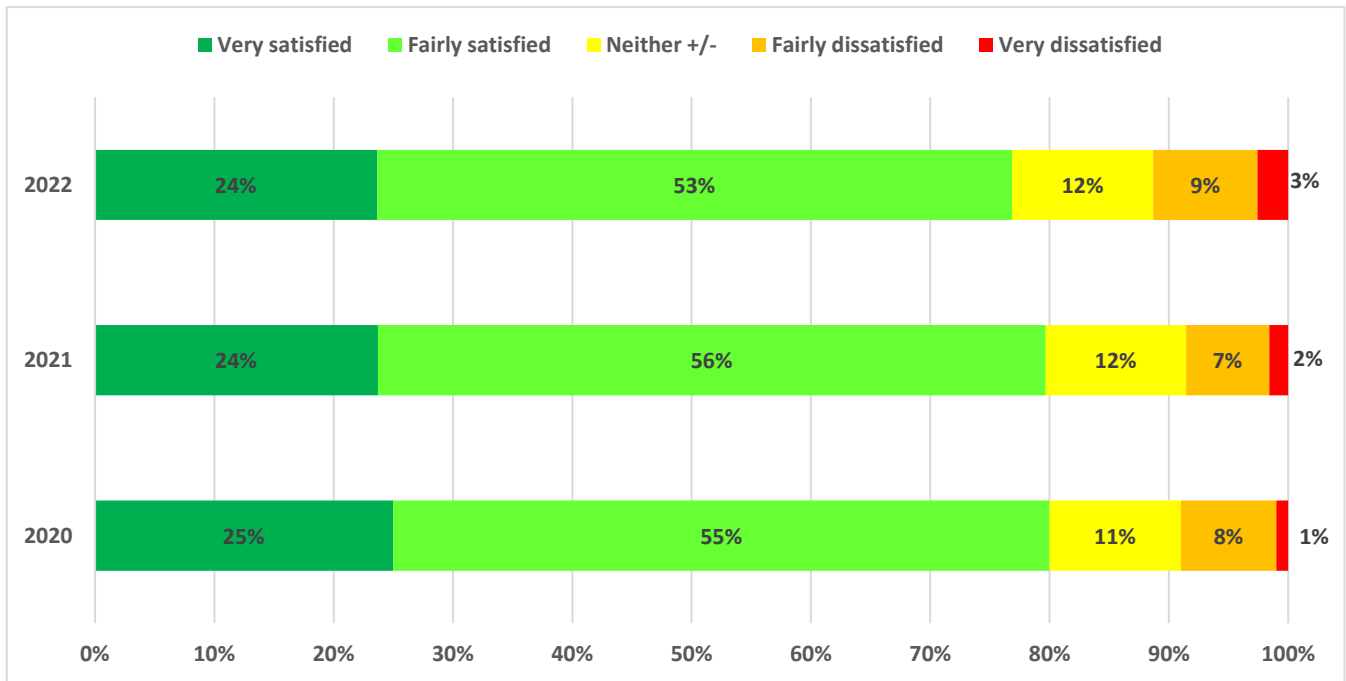
- The highest level of dissatisfaction (combined fairly and very dissatisfied) for individual features was recorded for 'Facilities' at 57%, while lower levels of dissatisfaction were recorded for all other features with 'Cleanliness' recording the second highest dissatisfaction at 20%. It is important to note that while the question specifically asked for satisfaction with the condition of the features, several responses where 'very dissatisfied' had been selected respondents had added comments suggesting their dissatisfaction was levelled at the lack of facilities available.

Table 2: Survey Responses to Satisfaction Questions

Question	% Satisfied	Most Common Category	Very satisfied	Fairly satisfied	Neither +/-	Fairly dissatisfied	Very dissatisfied	Total
Parks & Open Spaces in LB Bromley								
Satisfied with Parks & Open Spaces in LB Bromley?	77%	Fairly satisfied	24%	53%	12%	9%	3%	100%
Satisfied with features in parks and open spaces in LB Bromley:								
Floral Display	64%	Fairly satisfied	21%	43%	25%	9%	3%	100%
Grass	77%	Fairly satisfied	27%	49%	13%	8%	2%	100%
Cleanliness	63%	Fairly satisfied	16%	48%	17%	15%	5%	100%
Play Areas	49%	Neither +/-	15%	35%	38%	9%	4%	100%
Woodlands	77%	Fairly satisfied	31%	46%	16%	6%	1%	100%
Quality of signage	58%	Fairly satisfied	17%	41%	31%	9%	3%	100%
Facilities (i.e. drinking fountains, toilets)	21%	Fairly dissatisfied	3%	17%	22%	35%	22%	100%
Biodiversity Friendly Areas	43%	Neither +/-	10%	33%	43%	11%	3%	100%

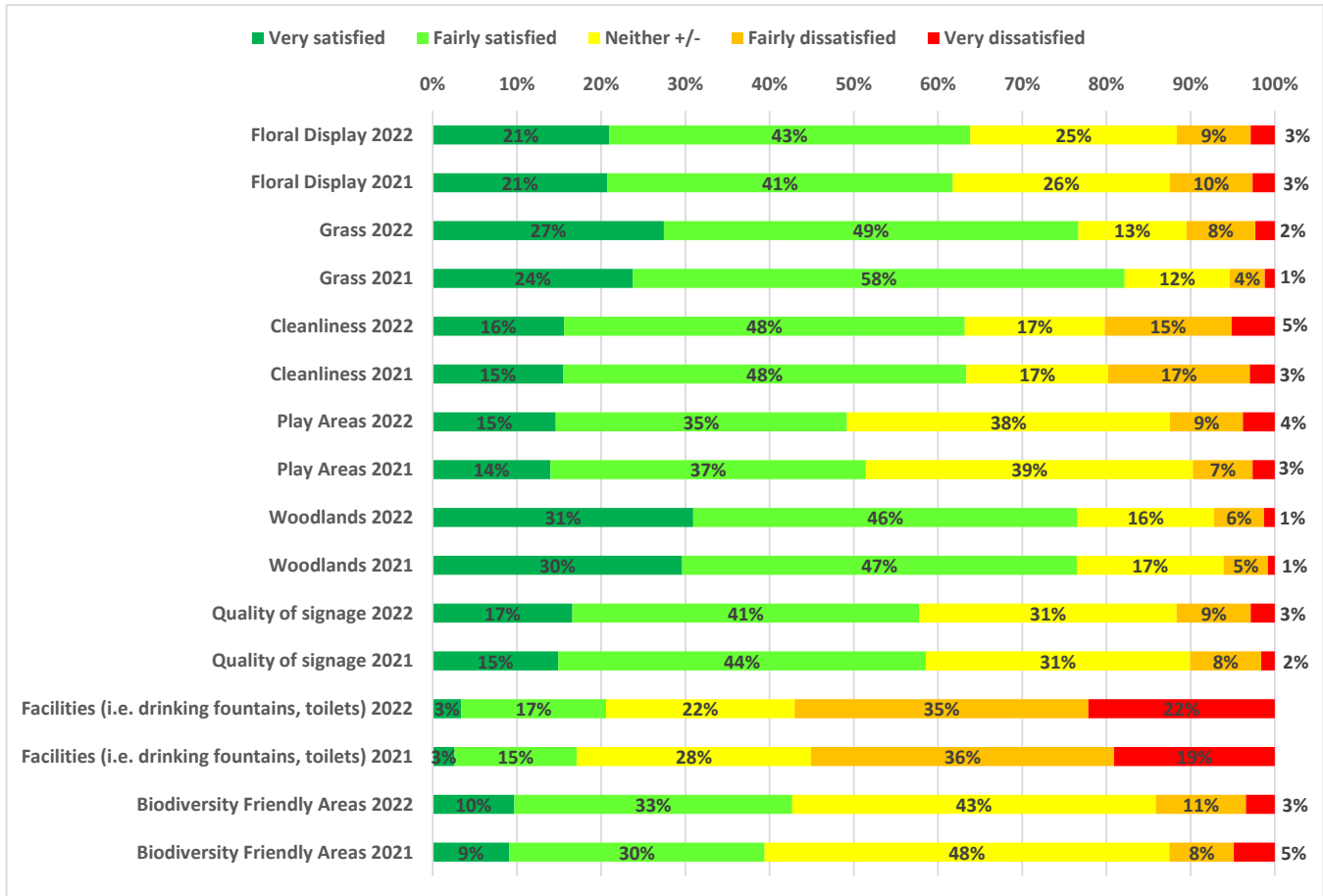
3.2.3 Figure 4 below shows a comparison between the overall satisfaction with Bromley's parks and open spaces in the current survey against the previous Postal survey conducted in March 2021 and March 2020. Comparing the results of the three postal surveys indicates that levels of satisfaction have remained consistent with the percentage of respondents in each category of satisfaction changing by 2% or less.

Figure 4: Comparison of Overall Satisfaction with Bromley's Parks and Open Spaces



3.2.4 Figure 5 shows the satisfaction with each park's and open space's feature compared with the results from the March 2021 survey. The majority of levels of satisfaction have remained similar across the two surveys with changes of 1-5% up or down.

Figure 5: Comparison of Satisfaction with Features in Bromley’s Parks and Open Spaces in 2022 compared with 2021

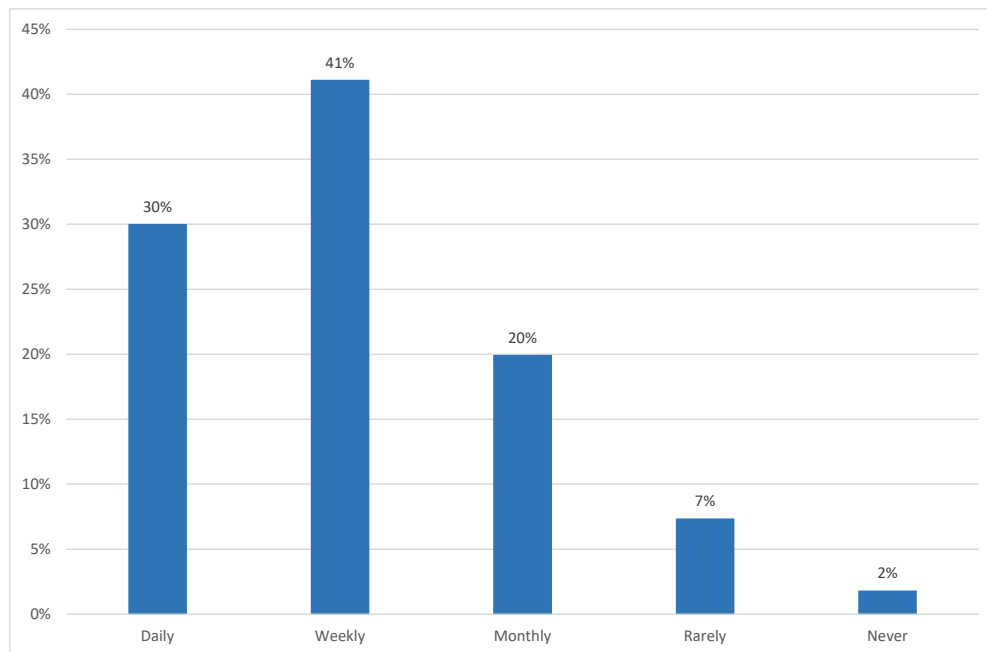


3.3 VISITING FREQUENCY

3.3.1 Question 1 in the survey asked respondents: ‘How often do you visit parks in LB Bromley on average?’. In previous surveys the options have been “Daily”, “4-5 times a week”, “2-3 times a week” “once a week” or “Occasionally”. At the request of idverde this year’s options were amended too: “Daily”, “Weekly”, “Monthly”, “Rarely” and “Never”.

3.3.2 Figure 6 shows the majority of respondents reported that they visited LB Bromley parks ‘Weekly’. There has also been an increase in the percentage of respondents reporting that they visit daily in 2022: 30% compared with 11% pre pandemic, 18% during the pandemic and 15% in 2020.

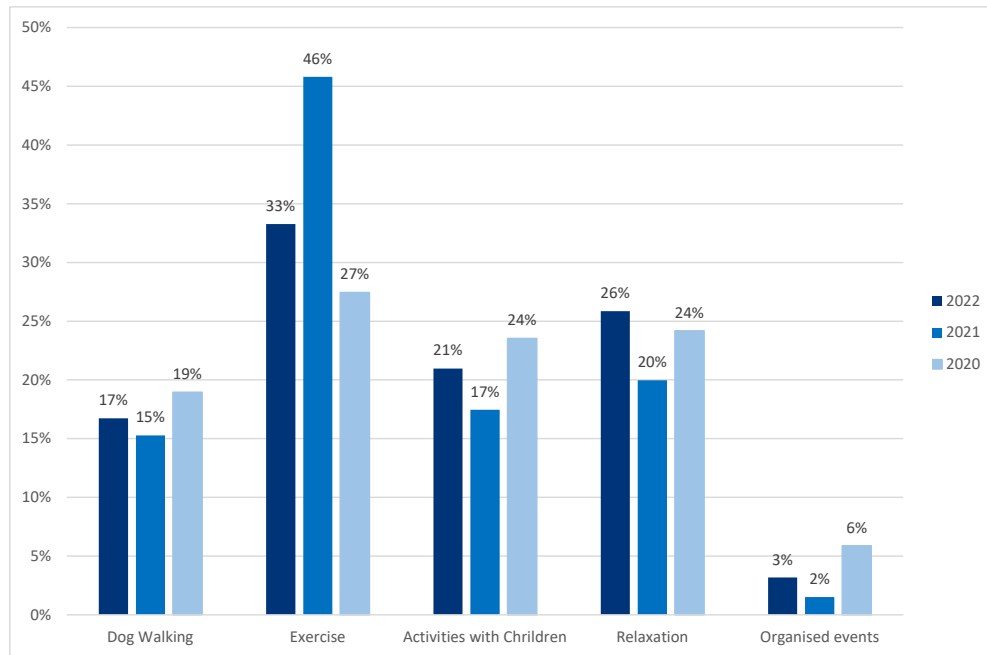
Figure 6: Reported Frequency of visits to LB Bromley’s parks in 2022



3.4 REASONS FOR VISITING PARKS AND OPEN SPACES

- 3.4.1 Figure 7 shows the respondents main reason for visiting LB Bromley’s parks and open spaces in 2022 compared with the results from the 2021 and 2020 survey. Where respondents ticked more than one activity all responses have been included within the analysis thus there are 446 responses in total to this question.
- 3.4.2 In all three surveys ‘Exercise’ was the main reason for visiting at 33% in 2022, 46% and 27% in 2021 and 2020 respectively, followed by ‘Relaxation’ at 26%, 20% and 24%. Reasons for visiting LB Bromley parks and open spaces have stayed fairly consistent between the surveys with the exception of ‘Exercise’ which saw a significant increase in respondents selecting this as the main activity between 2021 and 2020.

Figure 7: Main reason postal survey respondents visit LB Bromley parks and open spaces (2022, 2021 & 2020).

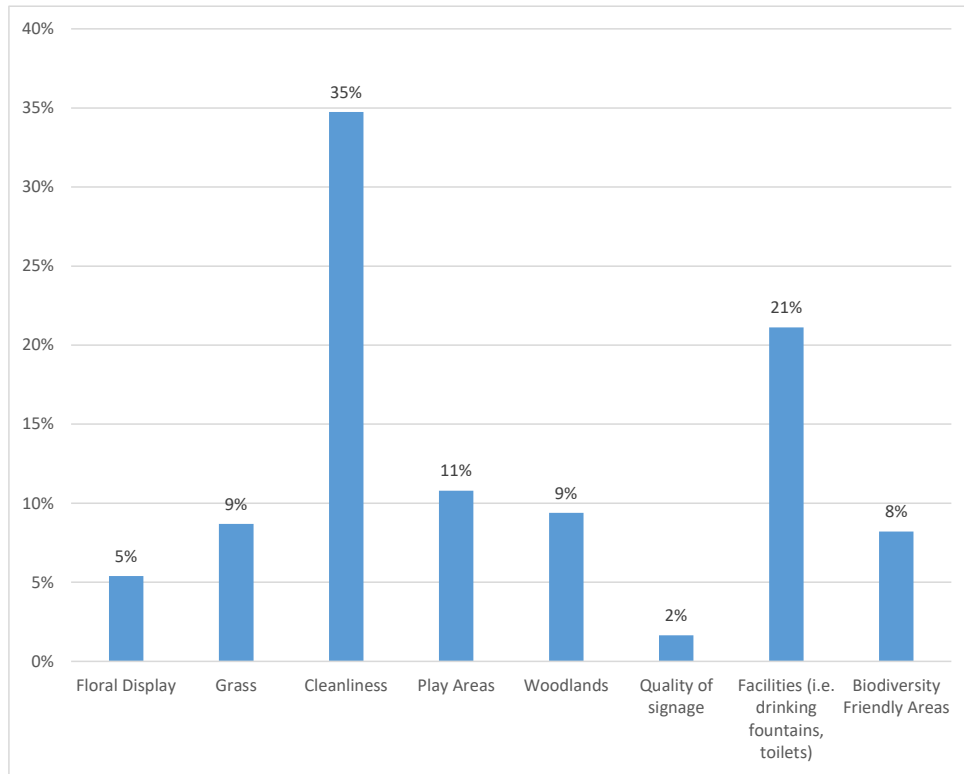


3.5 KEY PRIORITIES

- 3.5.1 Question 5 in the survey has been amended each year in an attempt to reduce respondent error in completing it.
- 3.5.2 In the 2021 survey respondents were required to tick what they considered to be the three key priorities for Bromley’s parks and open spaces from a list of features. Three columns were provided for respondents to select their most important, second most important and third most important feature. Within the question emphasis was put on respondents only selecting three key priorities and only ticking three boxes. However, it was found that this question was still misinterpreted by a significant number of respondents. Responses ranged from correct completion, to duplicate importance (i.e. multiple features selected as most important), to a box ticked for every feature and several incomplete responses. ‘Cleanliness’, ‘Facilities’ and ‘Woodlands’ were the most commonly selected features in respondents top three key priorities for LB Bromley’s parks and open spaces while ‘Quality of signage’ had the lowest percentage of respondents selecting it within their top three.

- 3.5.3 In the 2020 survey, the final question required respondents to rank a pre-defined list of park and open space features in terms of importance from 1-8, with 1 being of high importance and 8 being of low importance. It was found that this question was misinterpreted by some respondents rendering analysis difficult. Responses ranged from correct completion, to duplicate numbers (i.e. multiple features given the same ranking) and several incomplete responses. 'Cleanliness' and 'Grass' were the most highly ranked features in terms of importance with 'Quality of Signage' ranked as the least important.
- 3.5.4 As such the final question in the 2022 survey was modified and instead respondents were required to tick what they considered to be the number one priority for Bromley's parks from the list of features. This approach does seem to have reduced respondent error, however there were still several returned surveys where more than one feature was ticked as the most important - in these instances all responses have been included within the analysis.
- 3.5.5 Figure 8 shows the percentage of respondents that selected each feature which they considered to be the number one priority.
- 3.5.6 Overall 'Cleanliness' was the most important feature with 35% of respondents selecting it as their number one priority for Bromley's parks, followed by 'Facilities' at 21%. 'Quality of Signage' had the lowest percentage of respondents selecting it as their number one priority at only 2%.

Figure 8: Key Priorities for LB Bromley's Parks and Open Spaces



4.0 CONCLUSIONS

- 4.1.1 Overall, responses are positive with 77% of respondents indicating that they are satisfied with LB Bromley's parks and open spaces, however this result is a 3% decrease compared to the 2021 survey.
- 4.1.2 Satisfaction with 'Facilities' was the only response that was largely negative with the majority of respondents falling into the 'Fairly Dissatisfied' category and only 21% reporting they were satisfied ('Very Satisfied' and 'Fairly Satisfied' combined). It is important to note that the result from the 2021 and 2020 survey also had only a 17% and 18% respectively satisfaction for 'Facilities', therefore there has not been a significant decrease in respondents' perception. The wording of the question was amended in the 2022 survey to specify satisfaction with the condition of existing facilities, however for several responses where 'very dissatisfied' was chosen respondents had added comments around the page suggesting their dissatisfaction was related to the lack of facilities available.
- 4.1.3 The results show clearly that there has been a shift in respondents' behaviours in the past three years, with respondents visiting LB Bromley's parks and open spaces on a much more regular basis: although visiting 'Weekly' was the most common response there has been a significant increase in those visiting 'Daily' with 30% in 2022 compared with 11% pre pandemic, 18% during the pandemic and 15% in 2020.
- 4.1.4 The main reasons why respondents visit LB Bromley's parks and open spaces has remained largely unchanged between 2020 and 2022. Compared with the 2021 results all activities have seen a slight increase in the percentage of respondents with the exception of 'Exercise' which has decreased by 13%. However, between 2021 and 2020 there was a slight decrease in all activities except 'Exercise' which had seen a significant increase. This is likely attributed to respondents now returning back to pre-pandemic lifestyles.
- 4.1.5 'Cleanliness' was the most commonly selected feature in respondents' top priority for LB Bromley's parks and open spaces with 35% of respondents choosing it as their number one priority. This was followed by 'facilities' with 21% of respondents selecting it as the top priority. It should be noted that 'Cleanliness' had fairly high levels of satisfaction (at 63%) whereas satisfaction with 'Facilities' was only 21%; however, as discussed, we can't rule out that some of this dissatisfaction is due to the number, rather than the condition, of existing facilities. Although the questions were set out slightly differently in both 2021 and 2020 'Cleanliness' was selected as the most important feature by respondents, this was followed by 'Facilities' and 'Woodland' in 2021 and by 'Grass' in 2020. Throughout all three surveys 2020-2022 'Quality of signage' has been selected as the least important feature by respondents.

APPENDIX A – RESPONDENTS COMMENTS

Survey No	Comment
1312	Tillingbourne Green always has litter
376	Could do with outdoor gym equipment in the borough especially in Norman park
2894	Blakes Park desperately need more and larger bins
2320	Need toilets in Alexandra Rec
2250	Looking forward to seeing some of the overgrown areas and roundabouts being cut now no mow may is over – vision difficulties and hay fever
1458	No toilets in the priory park Orpington
881	Play areas run down / broken or like Beckenham place park not designed for toddlers but older children only
2086	More benches and seats required
1351	Grass on sides of roads left long time between cuts and cut grass just left
2261	Give us some toilets
1476	Crystal palace park grass was damaged by 2021 concerts and has not recovered. Cleanliness is a issue near the train station. Some people use the park to play loud music with DJ equipment I don't think it is legal.
912	Crystal palace park and Kelsey Park are overrun with rats
1424	Trees need cutting back on to gardens and stop sun into gardens
560	Toilet Facilities are appalling in Norman and Kelsey Park. They are disgusting to take babies / children too please update them.
471	Dog Poo everywhere
327	Disgusting there is no toilets in Norman Park
285	Big issue is with poor quality of paths – muddy, flooded barely passable in winter – really need investment
827	Toilets in Beckenham Park are appalling. Beckenham recreation ground on Croydon Rd ? have been sub standard for many years, Kelsey Park too.
2834	Parks are full of rats
658	I was in Glen trammon rec with my granddaughter when I spotted broken glass by the fence withing the children's play area. Noticing a grass cutting vehicle in operation I spoke to the driver and asked him to notify head office. Immediately he left his vehicle and cleared up all the glass himself making the area safe. A wonderful attitude and I thanked him for his thoughtful actions.
1012	We visit Kelsey Park frequently and are horrified at the general air of the place, paths are full of weeds mud and bird droppings. It is clear that the state of the lower pond is awful. Fallen trees lie across it and no effort has been made since the pandemic started to restore it (and many other things) to the beautiful park generally to former glory.
238	Lots of Dog Poo
2803	Please repair the bridge in Kelsey Park
583	Please consider / improve disabled access
1802	Keeping ponds and lakes clean should be a priority
447	Need closed bins as foxes rip them all open

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Outcome	No.	DESCRIPTION	2019-20 TARGET	2019-20 ACTUAL	2020-21 TARGET	2020-21 ACTUAL	2021-22 TARGET	2021-22 ACTUAL	GOOD PERF.	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	2022-23 Projection	2022-23 TARGET	2022-23 RAG STATUS	RAG Threshold	COMMENTARY (BY EXCEPTION)	
1: Improving the Street Scene	1A	Collection of Purple Sacks to volunteer for community led clean-ups (1500 sacks per annum)	N/A	N/A	N/A	New Indicator 2021/22	1,500	2,240	HIGH	Annual	Annual	Annual	Annual	Annual	Annual	1,500	1,500		(April to Sept) Total of 1200 for this six month period: R: <199 monthly G: >200 monthly (Oct - March) Total of 300 for this six month period: R: <49 monthly G: >50 monthly		
	1B	Public Satisfaction with Cleanliness (% Streets / Neighbourhoods / Town Centres)	>75% >81% >90%	73% 87% 89%	>76% >82% >90%	79% 89% 85%	>76% >82% >90%	77% 84% 87%	HIGH	Annual	Annual	Annual	Annual	Annual	Annual	76% 82% 90%	>76% >82% >90%	GREEN	Streets: R: <67%, A: 68% to 72%, G: >73% Neighbourhoods: R: <79%, A: 80% to 84%, G: >85% Town Centres: R: <80%, A: 81% to 85%, G: >86%		
	1C	Streets Meeting Acceptable Cleanliness (%)	>92%	96%	>92%	98%	>92%	98%	HIGH	95%	97%	96%	92%	97%	95%	95%	>92%	GREEN	R: < 86% A: 87% to 91% G: > 92%		
2: Minimising Waste and Increasing Recycling	2A	Total Waste Arising (refuse and recycling) (tonnes)	146,000	145,748	146,000	151,534	145,000	151,534	LOW	12,101	12,536	12,893	11,072	11,113	11,911	143,250	150,000	GREEN	R: >152,000 A: 150,001 to 151,999 G: < 150,000	Total waste tonnages have reduced in comparison to 2022/23. However, if the levels of waste that residents and businesses are generating in the first quarter of the year continue it is possible that LBB misses its waste tonnage target. The council is continuing to encourage residents to throw away less and is planning a waste minimisation campaign for the autumn.	
	2B	Residual Household Waste per Household (kg)	450	469	440.0	464	450	498	LOW	36	37	37	38	34	35	433	450	GREEN	R: >470 A: 460 to 469 G: < 460		
	2C	Household Waste Recycled or Composted (%)	50.5%	45.3%	50.50%	47.00%	51.00%	48.04%	HIGH	51%	51%	54%	49%	49%	50%	51%	51%	GREEN	R: < 48% A: 48% to 50% G: >50%		
	2D	Local Authority Collected Waste Recycling Rate (%)	50.50%	45.35%	50.50%	47.00%	N/A	N/A	HIGH	44%	45%	47%	42%	42%	44%	44%	44%	44%	GREEN	R: < 40% A: 40% to 45% G: >45%	
	2E	Local Authority Collected Waste Disposed of in Landfill (%)	14.00%	5.36%	2.00%	0.26%	2.00%	0.32%	LOW	0%	0%	0%	0%	0%	0%	0%	2%	2%	GREEN	R: > 5% A: 2.5% - 5% G: <2.5%	
	2F	Waste & Recycling collections - homes missed (per 100,000)	120	166	120	120	120	100	LOW	107	108	119	161	126	134	126	120	120	GREEN	R: >141 A: 131 to 140 G: < 130	
	2G	Number of Green Garden Waste customers (No.)	30,000	31,147	30,000	38,499	40,000	40,897	HIGH	42,517	41,909	41,625	42,059	44,391	41,721	41,721	46,000	46,000	GREEN	Year-end target is >15% increase from previous year end total Monthly target >1.25% increase from previous month end total	
	2H	Monthly target >10% of overall Green Garden Waste monthly renewals is by Direct Debit	N/A	N/A	N/A	N/A	N/A	N/A	HIGH	21%	15%	18%	29%	31%	33%	25%	>10%	>10%	GREEN	R: 0% to 2.5% A: 2.6% to 7.5% G: > 7.5%	
	2I	Reduction in Waste Service Provider's emissions (%) (note that these are scope 3 LBB emissions)	N/A	N/A	N/A	-0.077	Waste managed in 2022 target of -0.12 CO2eq per tonne	Awaiting Data	LOW	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Waste managed in 2022 target of -0.12 CO2eq per tonne	Waste managed in 2022 target of -0.12 CO2eq per tonne		R: > 0 A: -0.15 - 0 G: <-0.15	
3	3A	Highways verges and amenity grass cutting/trimming, within contractual service standards and timescales (%)	75%	97%	75%	91%	75%	94%	HIGH	99%	82%	88%	92%	100%	93%	92%	75%	75%	GREEN	R: < 64% A: 65% - 74% G: >75%	
	3B	Number of events in parks (>250)	New Indicator	New Indicator	New Indicator	New Indicator 2021/22	250	193	HIGH	Annual	Annual	Annual	Annual	Annual	Annual	250	250		R: < 150 A: 151 to 200 G: > 201		

Outcome	No.	DESCRIPTION	2019-20 TARGET	2019-20 ACTUAL	2020-21 TARGET	2020-21 ACTUAL	2021-22 TARGET	2021-22 ACTUAL	GOOD PERF.	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	2022-23 Projection	2022-23 TARGET	2022-23 RAG STATUS	RAG Threshold	COMMENTARY (BY EXCEPTION)	
3: Enhancing Bromley's Parks and Green Space	3C	Number of attendees for environmental education sessions at BEECHE	4,000	383	4500	1,727	1,800	3,904	OUTCOME	187	703	1,072	755	174	295	6,372	1,800	GREEN	R: < 1,500 A: 1,501 to 1,700 G: > 1,701		
	3D	External Funding (£000)	N/A	85	N/A	226	N/A	165	OUTCOME	Quarterly	Quarterly	26	Quarterly	Quarterly	Awaiting Data	N/A	N/A	OUTCOME			
	3E	Partnership Funding* (£000)	N/A	Awaiting Data	N/A	25	N/A	61	OUTCOME	Annual	Annual	Annual	Annual	Annual	Annual	N/A	N/A	OUTCOME			
	3F	Public Satisfaction with Parks and Grounds Maintenance (%)	75%	80%	75%	80%	75%	80%	HIGH	Annual	Annual	Annual	Annual	77%	Annual	75%	75%	GREEN	R: < 67% A: 68% to 72% G: >73%	There were 399 respondents to the postal survey, giving a response rate of 13%. Overall, 11% of forms were returned fully completed and 2% were returned with one or more questions not completed. This is equivalent to 84% of forms returned being fully completed (336/399), a good level, indicating that the questions were not too onerous. Overall, responses are positive with 77% of respondents indicating that they are satisfied with LB Bromley's parks and open spaces, however this result is a 3% decrease compared to the 2021 survey. Satisfaction with 'Facilities' was the only response that was largely negative with the majority of respondents falling into the 'Fairly Dissatisfied' category and only 21% reporting they were satisfied ('Very Satisfied' and 'Fairly Satisfied' combined). It is important to note that the result from the 2021 and 2020 survey also had only a 17% and 18% respectively satisfaction for 'Facilities', therefore there has not been a significant decrease in respondents' perception. The wording of the question was amended in the 2022 survey to specify satisfaction with the condition of existing facilities, however for several responses where 'very dissatisfied' was chosen respondents had added comments around the page suggesting their dissatisfaction was related to the lack of facilities available. The results show clearly that there has been a shift in respondents' behaviours in the past three years, with respondents visiting LB Bromley's parks and open spaces on a much more regular basis: although visiting 'Weekly' was the most common response there has been a significant increase in those visiting 'Daily' with 30% in 2022 compared with 11% pre pandemic, 18% during the pandemic and 15% in 2020.	
	3G	Ensure no net loss of trees (Net positive no. of trees)	Net gain in street trees	Felled:372 Planted: 417 Net gain: 45	Net gain in street trees	Felled:663 Planted: 1225 Net gain: 562	Net gain in street trees	Felled:316 Planted:1462 Net gain:1146	HIGH	Annual	Annual	Annual	Annual	Annual	Annual	Annual	Net gain in street trees	Net gain in street trees		R: < 0 A: 0 G: > 0	
	3H	Total monthly tasks completed on time by Arboricultural Services contractor (% of all jobs)	75.0%	N/A	75.00%	77%	75.00%	77.44%	HIGH	55.56% (370 out of 666)	61.98% (840 out of 1436)	53.33% (512 out of 960)	74.56% (513 out of 688)	68.97% (1129 out of 1637)	72.84% (1081 out of 1484)	64.54%	75.00%	RED	R: < 64% A: 65% to 69% G: > 70%	The below target scores are a result of a combination of factors but are primarily linked to the requirement to reduce a backlog of overdue works and to prioritise works associated with Fix My Street enquiries. It is likely that below target performance will continue over the next six months under the current performance management arrangements. Progress is being monitored on at least a weekly basis via Confirm and with regular updates from the contractor. If progress does not comply with the plan to reduce the backlog, officers will escalate the issue in accordance with the relevant contractual provisions.	
	3I	Planting 1250 trees annually (No.)	N/A	N/A	N/A	N/A	N/A	New Indicator 2022/23	HIGH	Annual	Annual	Annual	Annual	Annual	Annual	Annual	1250	1250		R: > 20% A: 20 to 10% G: < 10%	
3J	Tree safety inspections completed on time Annual target 20200 (No.)	N/A	N/A	N/A	N/A	N/A	New Indicator 2022/23	HIGH	Annual	Annual	Annual	Annual	Annual	Annual	Annual	20200	20200		R: > 20% A: 20 to 10% G: < 10%		

Outcome	No.	DESCRIPTION	2019-20 TARGET	2019-20 ACTUAL	2020-21 TARGET	2020-21 ACTUAL	2021-22 TARGET	2021-22 ACTUAL	GOOD PERF.	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	2022-23 Projection	2022-23 TARGET	2022-23 RAG STATUS	RAG Threshold	COMMENTARY (BY EXCEPTION)	
4: Managing our Transport Infrastructure & Public Realm	4A	Condition of principal (A) roads (% considered for maintenance)	<6%	Awaiting Data	<6%	Awaiting Data	<6%	<6%	LOW	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	<6%	<6%		R: > 20% A: 20 to 10% G: < 10%		
	4B	Condition of non-principal classified (B & C) roads (% considered for maintenance)	<8%	Awaiting Data	<8%	Awaiting Data	<8%	<8%	LOW	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	<8%	<8%		R: > 20% A: 20 to 10% G: < 10%		
	4C	Condition of unclassified roads (% considered for maintenance)	N/A	N/A	N/A	Awaiting Data	15%	15%	LOW	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	Awaiting Data	15%	15%		R: > 20% A: 20 to 10% G: < 10%		
	4D	10 day highway maintenance tasks completed within required timescale (%)	90.0%	83.8%	90%	83.0%	90%	90.00%	HIGH	87%	86%	86%	56%	55.32%	72.68%	74%	90%	90%	RED	R: < 80% A: 80% to 90% G: > 90%	The contractor has arranged additional resources to catch up on their back log and are confident of catching up by the end of October. Weekly meeting are held with the contractor to agree priorities. KPI's are due to meet targets in October.
	4E	35 day highway maintenance tasks completed within required timescale (%)	90.0%	86.0%	90%	88.0%	90%	90.00%	HIGH	79%	83%	62%	16%	68%	Awaiting Data	62%	90%	90%	RED	R: < 80% A: 80% to 90% G: > 90%	
	4F	Routine street lighting maintenance tasks completed within four working days (%)	95.0%	96.5%	95%	97.0%	95%	96.51%	HIGH	93%	97%	95%	95%	94.50%	96.30%	95%	95%	95%	GREEN	R: < 80% A: 80% to 95% G: > 95%	
	4G	Routine street lighting maintenance tasks completed within eight working days (monthly) (%)	100%	97%	100%	98.0%	100%	97.60%	HIGH	95%	97%	96%	95%	94.50%	96.30%	96%	100%	100%	GREEN	R: < 80% A: 80% to 95% G: > 95%	
	4H	Number of FPNs Issued (to utilities in relation to permits)	N/A	89	N/A	233	N/A	478	OUTCOME	89	31	32	16	17	22	N/A	N/A	OUTCOME			
	4I	Number of Defect Notices (to utilities in relation to reinstatement)	N/A	N/A	N/A	860	N/A	904	OUTCOME	64	62	58	56	51	78	N/A	N/A	OUTCOME			
5: Improve Travel, Transport & Parking	5A	Daily Trips Originating in the Borough made by Bicycle (%)	1.6%	0.9%	1.7%	Awaiting 20/21 data	1.8%	Annual	HIGH	Annual	Annual	Annual	Annual	Annual	Annual	2.0%	2.0%		Amber = 1.7%; Red = 1.0%		
	5B	Daily Trips Originating in the Borough made by Foot (%)	28.6%	24.3%	29.0%	Awaiting 20/21 data	29.5%	Annual	HIGH	Annual	Annual	Annual	Annual	Annual	Annual	30.0%	30.0%		Amber = 27%; Red = 25%		
	5C	Average Vehicle Delay (mins per km - principal roads)	<0.7	0.63	<0.7	Awaiting 20/21 data	<0.7	Annual	LOW	Annual	Annual	Annual	Annual	Annual	Annual	<0.7	<0.7		Amber = 0.8; Red = 1.0		
	5D	Maintain Bus Excess Wait Time (EWT) Annually at less than or equal to 1.0 minutes (time mins)	<1.0	0.85	<1.0	0.55	<1.0	Annual	LOW	Annual	Annual	Annual	Annual	Annual	Annual	<1.0	<1.0		Amber = 1.1; Red = 1.5		
	5E	People Killed or Seriously Injured in Road Traffic Accidents (No.)	<92	106 (calendar year 2019)	<92 (2020 calendar year)	77	<86 (2021 calendar year)	109	LOW	Jan to April	May	June	July	Aug	Sept	<79 (2022 calendar year)	<79 (2022 calendar year)		Amber = 86; Red = 99	At the ECS PDS in June 2022 Members asked for KSI data to be broken down by Ward and to show the number of people killed and the number of people seriously injured. This is now included below as Appendix B.	
	5F	Children Killed or Seriously Injured in Road Traffic Accidents (No.)	Target could not be set as the data recording method changed.	16	<8	3	<7	5	LOW	Jan to April	May	June	July	Aug	Sept	<7	<7		Amber = 8; Red = 10		
	5G	Total Road Accident Injuries and Deaths (No.)	Target could not be set as the data recording method changed.	883	<904	647	<873	740	LOW	Jan to April	May	June	July	Aug	Sept	<842	<842		Amber = 884; Red = 968		
	5H	Children travelling to school by foot, cycle or push-scooters (%) (From School Survey)	46%	46%	46%	51%	48%	Annual data due Sept '22	HIGH	Annual	Annual	Annual	Annual	Annual	Annual	49%	50%		Amber = 46% ; Red = 40%	Walking has remained the same at 42% from the previous year, Scooting has decreased from 6% to 5%, cycling has remained the same at 2%, bus has increased from 9% to 12% and car use has decreased from 31% to 27%.	
	5I	Cycle training activities (No.) (Level 3 and Adult sessions, does not include child Level 1 or 2, or Family training)	N/A	N/A	N/A	New Indicator 2021/22	120	201	HIGH	17	21	10	29	19	10	212	120	GREEN	Amber = 100-115 ; Red = <100		
	5J	School Travel Plans (No.) (Aim to keep at least 90 schools engaged, having active travel plans)	N/A	N/A	N/A	New Indicator 2021/22	>90	94	HIGH	94	94	94	94	94	83	83	>90	AMBER	Amber = <85 ; Red = <75	The projection is that the number of accredited School Travel Plans (STP) in the Borough will fall from 94 to 83 this coming term. Much of this is related to schools having less engagement with the issue of active travel and green issues over the last two years (Covid related) and less interaction with the Council's under-staffed STP team (TfL funding related). Although the No of accredited schools has decreased, we have recorded the highest number of GOLD schools ever. This demonstrates that the schools that are engaged in the programme are fully involved and committed to increasing active travel. Currently we have 11 BRONZE, 12 SILVER and 59 GOLD.	
5K	Total no. of electric vehicle charging points installed	N/A	N/A	N/A	N/A	N/A	New Indicator 2022/23	OUTCOME	Annual	Annual	Annual	Annual	Annual	Annual	N/A	N/A	OUTCOME	N/A			
5L	Anti-idling Warnings issued (No.) (This includes verbal warnings)	N/A	N/A	N/A	New Indicator 2021/22	N/A	326	OUTCOME	2	10	7	9	0	0	N/A	N/A	OUTCOME	N/A			

Outcome	No.	DESCRIPTION	2019-20 TARGET	2019-20 ACTUAL	2020-21 TARGET	2020-21 ACTUAL	2021-22 TARGET	2021-22 ACTUAL	GOOD PERF.	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	2022-23 Projection	2022-23 TARGET	2022-23 RAG STATUS	RAG Threshold	COMMENTARY (BY EXCEPTION)
	5M	Schools engaged in anti-idling campaign (No.)	N/A	N/A	N/A	New Indicator 2021/22	>14	21	HIGH	21	21	21	21	21	28	33	>14	GREEN	Amber = 13; Red = 10	
	5N	Pay and Display Machine Maintenance (Percentage of machine non-operational time during full period)	1.0%	1.8%	1.00%	1.7%	2.00%	2.7%	LOW	3.09%	4.53%	1.4%	1.6%	1.6%	2.0%	2.4%	2%	AMBER	Amber = 2.25% ; Red = 3%	There were 101 machine faults were recorded in September across the on and off street estate. There is still an overall problem with machines breaking down and being broken into and cash stolen with £15k of income being stolen in September from the machines, these costs are recovered by the contractor but this inconveniences the public by taking the machine out of service. A report will be submitted to the November PDS committee to recommend accelerating the removal of all pay and display machines across the Borough for both on and off street parking facilities. As these statistics show, there is a ongoing problem with the reliability of the ageing machines and they are providing a bad service to the public.
	5O	Cashless parking usage in on and off street locations (Percentage of users paying for on and off street parking by RingGo)	>33%	41.7%	>40%	50.3%	45.00%	62.1%	HIGH	66.3%	68.5%	66.6%	67.2%	65.6%	68.3%	67.1%	65%	GREEN	Amber = 55% ; Red = 40%	
	5P	Number of incidents in Car Parks of graffiti, rubbish, fly tipping etc. not cleared proactively as part of routine maintenance (No.)	80	16	70.00	0	12	0	LOW	0	0	0	0	0	0	0	12	GREEN	Amber = 15 ; Red = 25	
	5Q	% of cases closed as Civil Enforcement Officers (CEO) errors within the month (<2%)	N/A	N/A	N/A	N/A	N/A	New Indicator 2022/23	LOW	5059 PCNs issues by CEO and 57 CEO errors (1.1%)	4997 PCNs issues by CEO and 104 CEO errors (2%)	5355 PCNs issues by CEO and 40 CEO errors (1%)	5929 PCNs issues by CEO and 75 CEO errors (1%)	5629 PCNs issues by CEO and 35 CEO errors (1%)	6293 PCNs issues by CEO and 57 CEO errors (1%)	<2%	<2%	GREEN	Amber = 2.25% ; Red = 3%	

Update from Councillor Thomas Turrell-- Executive Assistant to the Sustainability, Green Services & Open Spaces Portfolio Holder

Summary:

In my brief, my role is to take on projects at the discretion of the Portfolio Holder (PH), provide ad-hoc support to the PH and to ensure actions raised by Members with the PH during PDS and Full Council are acted upon.

At present I have two ongoing projects:

Kelsey Park Bridges:

I took on the project around the bridges to ensure that the Councillors and Friends Group had a dedicated point of contact for the works. I have a monthly meeting with the officers responsible for the project and when possible, pass these updates on to Councillors and the 'Friends of the Park'. As part of this I have chaired a briefing session for the Ward Councillors. I have also met with representatives from the 'Friends of the Park' and will be attending their AGM later this month.

Fix My Street (FMS) improvements:

The PH has asked me to work with the FMS team to identify ways in which the Council can improve the user experience on FMS. As part of this I have regular meetings with the team and receive monthly reports on FMS.

The ad-hoc responsibilities are varied and range from meeting with officers and Councillors, to providing the PH with admin support. I meet regularly with the PH to discuss various aspects of the portfolio.

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Report No.
ES20231

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: ENVIRONMENT AND COMMUNITY SERVICES PORTFOLIO
HOLDERS

Date: Tuesday 22 November 2022

Decision Type: Non-Urgent Executive Non-Key

Title: BUDGET MONITORING 2022/23

Contact Officer: Murad Khan, Head of Finance (Environment and Community Services)
E-mail: murad.khan@bromley.gov.uk

Chief Officer: Director of Environment and Public Protection

Ward: (All Wards);

1. Reason for decision/report and options

This report provides the revenue budget monitoring position for 2022/23 for the Environment & Community Services Portfolio based on expenditure and activity levels for the second quarter of the financial year.

2. **RECOMMENDATION(S)**

The Portfolio Holders are requested to:

2.1 Endorse the 2022/23 revenue budget monitoring for the Environment & Community Services Portfolio.

Impact on Vulnerable Adults and Children

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

Transformation Policy

1. Policy Status: Existing Policy: Further Details
 2. Making Bromley Even Better Priority:
(5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
-

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Recurring Cost
 3. Budget head/performance centre: All Environment & Community Services Portfolio Budgets
 4. Total current budget for this head: £35.9m
 5. Source of funding: Controllable revenue budgets 2022/23
-

Personnel

1. Number of staff (current and additional): 145.6 FTE
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

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

Procurement

1. Summary of Procurement Implications: N/A
-

Property

1. Summary of Property Implications: N/A
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications:
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 This report sets out the results of the quarterly revenue budget monitoring exercise for the 2022/23 financial year for the Environment and Community Services Portfolio.
- 3.2 The position for quarter two for the Portfolio was a projected overall underspend of £122k based on financial information available at that time.
- 3.3 The projected outturn is detailed in Appendix 1A, which shows the forecast spend for each division within the Portfolio compared to the latest approved budget.
- 3.4 Appendix 1B provides further detail and commentary on each of the projected variations within each service.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

N/A

5. TRANSFORMATION IMPLICATIONS

N/A

6. FINANCIAL IMPLICATIONS

- 6.1 A detailed breakdown of the projected outturn by service area is shown in Appendix 1A with explanatory notes in Appendix 1B.
- 6.2 Overall, an underspend of £122k is projected to the year-end based on the information available for the second quarter of the year.

7. PERSONNEL IMPLICATIONS

N/A

8. LEGAL IMPLICATIONS

N/A

9. PROCUREMENT IMPLICATIONS

N/A

10. PROPERTY IMPLICATIONS

N/A

11. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

N/A

12 CUSTOMER IMPACT

- 12.1 To meet the ambitions for residents, the Council must use available resources deploy its workforce wisely. This is reflected in the “Making Bromley Even Better” ambition of Service Efficiency - ‘To manage our resources well, providing value for money, and efficient and effective services for Bromley’s residents’.
- 12.2 The “2022/23 Council Tax” report highlighted the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised to minimise the risk of compounding financial pressures in future years.
- 12.3 Chief Officers and Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council’s budgetary control and monitoring arrangements.

13 WARD COUNCILLOR VIEWS

N/A

Non-Applicable Headings:	4, 5, 7, 8, 9, 10, 11, 12, 13
Background Documents: (Access via Contact Officer)	2022/23 budget monitoring files within E&CS Finance section

Environment & Community Portfolio Budget Monitoring Summary

2021/22 Actuals £'000	Service Areas	2022/23 Original Budget £'000	2022/23 Latest Approved £'000	2022/23 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	ENVIRONMENT & COMMUNITY PORTFOLIO							
	Street Scene & Green Spaces							
1082	Arboriculture Management	757	771	771	0		0	0
Cr 164	Business Support and Markets	Cr 64	Cr 64	42	106	1	106	0
6,039	Parks and Green Spaces	6,073	6,214	6,214	0		0	0
200	Street Regulation and Enforcement	1,573	1,573	1,573	0		0	0
18,582	Waste Services	19,654	20,463	19,675	-788	2	-800	-800
5,789	Street Environment	5,992	6,112	6,112	0		0	0
1417	Management and Contract Support	231	231	231	0		0	0
32,945		34,216	35,300	34,618	-682		-694	-800
	Transport Operations and Depot							
504	Transport Operations and Depot Management	594	594	594	0		0	0
504		594	594	594	0		0	0
	Traffic, Parking and Highways							
248	Traffic & Road Safety	133	133	46	-87	3	229	0
Cr 6,967	Parking	Cr 9,462	Cr 8,962	Cr 8,315	647	4-9	1500	1,000
6,072	Highways (including London Permit Scheme)	8,813	8,813	8,813	0		0	0
-647		-516	-16	544	560		1,729	1,000
32,802	TOTAL CONTROLLABLE	34,294	35,878	35,756	-122		1,035	200
2,630	TOTAL NON-CONTROLLABLE	6,689	6,689	6,689	0		0	0
2,449	TOTAL EXCLUDED RECHARGES	2,336	2,336	2,336	0		0	0
37,881	PORTFOLIO TOTAL	43,319	44,903	44,781	-122		1,035	200

Reconciliation of Latest Approved Budget

£'000

Original Budget 2022/23

43,319

Carry Forward Requests approved from 2021/22

Central Contingency Adjustments

Contract Inflation

Waste Collection & Disposal

810

Street Environment

120

Parks Management & Grounds Maintenance

140

Arboricultural Services

14

1,084

Parking income

500

Other

Latest Approved Budget for 2022/23

44,903

REASONS FOR VARIATIONS**1. Business Support & Markets Dr £106k**

Street trading income remains affected by the continuation, under the Business and Planning Act 2020 (Pavement Licences) (Coronavirus) (Amendment) Regulations 2021, of pavement licences. This was a temporary measure, originally introduced during the Covid pandemic but now extended into 2023 with a view to being made permanent, which allows businesses to apply for a pavement licence for a £100 administration fee with no ongoing charges. This is a significant reduction compared to the permanent street trading licence scheme where the fees charged are significantly higher and are subject to periodic renewal. As was reported at Q1, the estimated net impact on the Council this year is a net loss of c£50k.

Market income is also still anticipated to be under budget by c£56k this year. This continues the trend over the last two years which has seen a decline in the number of market traders following the initial impact of the Covid pandemic.

2. Waste Services Cr £788k

In setting the budget for 2022/23, account was taken of the significant increase in waste volumes collected from residential properties that had occurred since 2020. This was explained mainly as more people working from home following Covid restrictions, as well as an increase in the amount of waste generated from more home deliveries. As 2021 progressed, it appeared that this would be a long term and permanent change in domestic habits with a corresponding long term increase in recycling processing and waste handling costs, and the 2022/23 budget therefore was increased by £800k.

However, as previously reported, it became apparent in the final quarter of 2021/22 and into the first quarter of 2022/23 that waste volumes had moderated and even declined and the increased budget provision of £800k was not required. This trend has been sustained into the second quarter of this financial year with waste officers confirming that waste volumes have continue to be at pre-Covid levels.

However, the recent review of property numbers from which waste is collected has identified an overall increase of some 325 properties which will result in an increase in the LOT 2 core invoice for waste collection services. The value of this increase between October and the end of the financial year is £12k (i.e £2k per month) with a full year cost of c£24k which will need to be reflected in next year's financial forecast.

3. Traffic & Road Safety Cr £87k

Previous monitoring reports had been highlighting the uncertainty regarding TfL funding of the Council's LIP capital programme and consequently funding of the cost of staff engaged to deliver those schemes. As a result, the first quarter report projected a budget pressure of £229k this year to the end of August when further clarity from was expected. TfL have since announced the funding settlement for London for this year which has been set out in a separate report to the ECS PDS Committee.

As a result, the Assistant Director for Traffic and Parking now anticipates that all staffing costs this year can be fully funded and managed within the service's budget and from the announced LIP grant funding and no variation in this respect is now being projected.

However, advertising income from JD Decaux is predicted to overachieve the budget by £62k, assuming current trends continue to the end of the financial year. Similarly for Road Closure Charges (Temporary Traffic Orders), if income levels are maintained as in the previous two financial years, the budget target of £282k will overachieve by £25k.

Parking**4. Income from Bus Lane Contraventions Dr £180k**

As has been reported previously, traffic levels have been down compared to pre-Covid levels and this income budget underachieved by £224k in 2021/22. This trend has continued in the first two quarters of 2022/23, and projected to be c£180k under budget again this year, although this is a slight improvement on the £200k shortfall projected at Q1.

5. Off/On Street Car Parking Cr £300k

Since April 2020, use of on and off street car parking spaces has been severely affected by the impact of the Covid pandemic on town centre activity and changes in commuting habits. These changes have persisted into this financial year with the wider economic uncertainty seemingly contributing to ongoing difficult trading conditions for town centres.

Although the overall budget target has been reduced by £1m since 2020, income from parking is now projected to underachieve by a further £500k in 2022/23. This is, however, an improvement on the position reported at Q1 when the overall shortfall was estimated at £750k. Income from off street and multi-storey parking continuing to be most affected.

As previously reported, in setting the budget for 2022/23, the Executive took into account the risk of possible continuing losses and set aside a further provision of £500k in the Central Contingency budget. As agreed by the Executive's in October, this amount has now been drawn down to the Parking income budget. As a result, no overall deficit is now projected although the situation remains under constant review.

In addition, the amount that the Council receives from RingGo fees continues to be buoyant into the second half of the financial year, as the increased use of this payment method to pay for parking fees appears to be sustained and an overachievement of £300k is still projected.

	Total
	£'000
Summary of variations within Off/On Street Car Parking	
Off/On Street Car Parking income	500
<i>Central Contingency budget adjustment</i>	<i>Cr 500</i>
Revised Off/On Street Car Parking income	0
Less additional RingGo fees	Cr 300
Total variations within Off/On Street Parking	Cr 300

6. Permit Parking Cr £320k

A surplus is now anticipated for permit parking with strong activity in the second quarter. If this trend continues throughout the remainder of the financial year, a surplus of £320k is projected.

7. Car Parking Enforcement Dr £1,387k

Since the introduction of enforcement of moving traffic contraventions in October 2021, the actual number of tickets issued has been significantly lower than anticipated. Officers believe that this has been the result of a lower volume of traffic compared to the pre-Covid survey numbers, as well as potential issues with the efficacy of the new cameras. This issue was investigated by officers and have since engaged with the contractor resulting in some improvement in camera performance.

As previously reported, the actual number of PCN's issued in 2022/23 - although higher than in 2021/22 - has remained lower than original expectations which officers believe is due mainly to a reduction in traffic congestion meaning fewer vehicles are contravening yellow box junctions. The projected shortfall for the year remains unchanged from Q1 at £1,650k.

Based on activity levels in the year to date, particularly in the second quarter to September, there is now a projected income overachievement of £280k from PCN's issued by enforcement officers.

However, there is now a projected shortfall of income of £17k from PCNs issued from CCTV cameras at schools.

8. Parking Shared Service Cr £250k

The position remains unchanged and there remains a net projected underspend of £250k for the Parking Shared Service mainly due to underspend on staffing as a result of vacancies across both boroughs as well as a reduction in the number of agency staff employed.

9. Traffic Committee for London fees Cr £50k

There was an underspend of £57k on this budget in 2021/22 and a similar variation continues to be anticipated this year.

Summary of overall variations within Parking:	£'000
Bus Routes Enforcement	180
On/Off Street Car Parking (net of Contingency budget adjustment)	-300
Permit Parking	-320
Car Parking Enforcement	1,387
Parking Shared Services	-250
Traffic Committee for London fees	-50
Total variation for Parking	<u>647</u>

Waiver of Financial Regulations:

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempt from the normal requirement to obtain competitive quotations the Chief Officer has to obtain the agreement of the Director of Corporate Services, the Director of Finance and the Director of Commissioning and (where over £100,000) approval of the Portfolio Holder and report use of this exemption to Audit Subcommittee bi-annually. Since the last report to the Executive, no waivers over £50k have been actioned.

Virements Approved to date under Director's Delegated Powers

Details of virements actioned by Chief Officers under delegated authority under the Financial Regulations "Scheme of Virement" will be included in financial monitoring reports to the Portfolio Holder. Since the last report to Executive, no virements have been actioned.

Report No.
ES20221

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: PORTFOLIO HOLDER FOR SUSTAINABILITY, GREEN SERVICES AND OPEN SPACES

Date: 22nd November 2022

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

Title: FUTURE CENTRAL DEPOT SECURITY PROVISION

Contact Officer: Tel: 020 8313 4014 E-mail: amy.harris@bromley.gov.uk

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

Ward: All

1. REASON FOR REPORT

- 1.1 The Council's Central Depot requires 24/7 security and manned guarding and the current contract, provided by MPD FM Ltd, operating under a three-year framework provision since 1st April 2020, ends on 31st March 2023.
 - 1.2 The specification calls for control of access and marshalling during the daytime at the Baths Road entrance where heavy vehicle operations for the Council's main Environment contractor are undertaken. When the depot is closed, keyholding, manned guarding and regular patrols around the site and monitoring of closed circuit television form part of the specification.
 - 1.3 The majority of the costs of this contract provision are re-couped from the waste and recycling contractor who occupies the larger part of the depot the site. This leaves the Council paying only 25% of the contract with 75% re-charged out to Veolia Environmental Services.
 - 1.4 This report summarises the considerations and recommendations for the provision of security at Central Depot from 1 April 2023.
-

2. RECOMMENDATION(S)

- 2.1 That the Portfolio holder for Sustainability, Green Services and Open Spaces agrees that from 1st April 2023, security at Central Depot is provided by Veolia Environmental Services as part of the Waste Collection Contract through a variation process for a period of 4 years at an estimated total cost of £504k for the period of the variation (of which £126k only is charged to the Council).

Impact on Vulnerable Adults and Children

1. Summary of Impact: The security contract helps to keep all staff and visitors to Central Depot safe including vulnerable adults and children.
-

Transformation Policy

1. Policy Status: Existing Policy:
 2. Making Bromley Even Better Priority (delete as appropriate):
(5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
-

Financial

1. Cost of proposal: £126k over a 4-year period
 2. Ongoing costs: £4,650
 3. Budget head/performance centre: Transport Operations and Depot Management
 4. Total current budget for this head: £594k
 5. Source of funding: Existing revenue budget 2022/23
-

Personnel

1. Number of staff (current and additional): No Bromley Council staff impacted.
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

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

Procurement

1. Summary of Procurement Implications: The contract variation identified in this report is provided for within the Council's Contract Procedure Rules.
-

Property

1. Summary of Property Implications: None
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: No significant sustainability implications with the security cabin maintained.
-

Customer Impact

1. Estimated number of users or customers (current and projected): All Central Depot staff, 180,000 households across the borough and businesses/ sub-contractors that visit the site.
-

Ward Councillor Views

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

3. SUMMARY OF BUSINESS CASE

- 3.1 The current contractor is MPD FM Ltd of 20, Rainham Road North, Dagenham, RM10 7FD. who has fulfilled the requirement since April 2020.
- 3.2 Depots security is overseen by the Transport Operations Manager who manages depots and works closely with Veolia Environmental Services and the Council's client-side officer, to ensure a safe, compliant and secure premises.
- 3.3 Veolia Environmental Services operate the larger proportion of the depot in connection with the street environment and, waste service contracts that they conduct on behalf of the Council. The depot houses a large fleet of specialist municipal vehicles to support this contract provision. Security at Central Depot is vital for the protection of these assets.
- 3.4 During the previous contract term, in order to ensure integration with the wider management of Central Depot, various improvements were made to communication methods with the security points.
- 3.5 Access to the Council's depot CCTV system is enabled along with a unique LBB e-mail address for the security guard which allows users to liaise directly with the gate house and a two-way radio system has been introduced. This has greatly improved day-to-day transport workings on the site through the past two years, particularly as the depot is open 7 days per week in connection with waste services and in winter too, when gritting operations are underway.
- 3.6 These improvements have contributed to developing better management and support for our contractor's operations based at the depot.
- 3.7 During the recent pandemic, the security guard played a key role in communicating with operational staff and controlling site access for both the Council and its waste contractor.
- 3.8 The requirement for 24/7 security at Central Depot is to ensure:
- --Expensive fleet and plant are kept safe from theft and vandalism,
 - --The safety of staff and visitors to a busy operational site,
 - --Efficient logistics of the site through communication and signposting, and
 - --Prevention of any opportunities for the use of fleet for terrorism acts.

Service Profile / Data Analysis / Specification

- 3.9 Central Depot: Manned guarding on a 24-hour basis, 7 days per week. Security 'day guard' performs access gate control, CCTV monitoring, marshalling duties for heavier vehicles, accepts deliveries and participates in safety management at the Baths Road end of the depot. 'Night guard' includes CCTV monitoring, regular recorded site patrols, out-of-hours key holding, access control and support in emergencies.
- 3.10 Customer Profile: Central Depot incorporates the Waldo Waste Transfer Station and the related Reuse and Recycling Centre used by the public during weekdays and at weekends. It also includes the office and deployment base of all street environment and waste service staff. The Council maintain offices for Environment and Transport staff.

Options Appraisal

- 3.11 The following options were considered:

- --Option 1 – Not providing security at Central Depot from April 2023 (£0k)

- --Option 2 - Using an Eastern Shires Purchasing Organisation (ESPO) framework to procure a 4 year contract for the provision of security at Central Depot (Costs are included in the Part Two report)
- --Option 3 – Using a Variation to the Waste Collection Contract to include the provision of security at Central Depot, which will be for 4 years (Total Contract Cost: £506k, Total Cost to the Council £126k)

3.12 Option 1 was discarded because without security provision the risks of damage to expensive property, service disruption and potential harm to people would be significant.

3.13 Previously for depot security, the Council has utilised a security framework operated by the Eastern Shires Purchasing Organisation (ESPO) called Framework 347. Option 2 proposes the continuation of this arrangement. Access to pricing documents has been granted and this option would provide a value for money solution to the Council.

3.14 However, Option 3 delivers additional benefits through a more collaborative working approach with the Waste Collection Contract Service Provider and operational experience that Option 2 is unable to deliver.

Preferred Option

3.15 The preferred option is Option 3, which means that the provision of security would be placed directly with the larger occupant of the site, who would then re-charge the Council its proportion of the costs.

3.16 Security provision for the Churchfields Waste Transfer Station and Reuse and Recycling Centre is already an element of the Waste Collection Contract, therefore, it would be in keeping with the services provided by the Waste Collection Service Provider to expand this service to Central Depot.

3.17 The total cost of this option is £504k for the 4-year term. The cost proposal provided by the Waste Collection Service Provider, Veolia, although not the lowest are in keeping with the lowest tier of security providers shown in the ESPO framework matrix.

3.19 There is an option to extend the Waste Collection Contract for a further 8 years. If this option is taken, then the Council would also have the opportunity to extend the security provision variation for a further 8 years. This means that the total contract value of the security variation could potentially be £1.517m over 4 plus 8-year contract term.

3.20 The variation will be taken in accordance with the Public Procurement Regulations 2015 Regulation 72b.

3.21 Varying the Waste Collection Contract would reduce the administrative burden for the Council in undertaking a mini tender under the ESPO framework. In addition, there is a risk that the company that has the lowest framework cost would not submit a tender.

3.22 The benefits of Veolia managing the provision of security include improved communications between the main occupier of the site and the security team, better understanding of the operational nature of the site and the ability to share staffing across the two waste sites in Bromley. Veolia are also keen to realise these benefits and as such have proposed to waiver their profit margin for the provision of security at Central Depot.

3.23 The day-to-day liaison with the security guard will still rest with the Transport Operations team who manages the Council's premises interests at the depots, however such an arrangement would result in Veolia having more input to the workings of the contract, tailored to the varied

and specialised heavy vehicle operations, which take place throughout the day and the importance of protecting the fleets when the depot is closed.

4. MARKET CONSIDERATIONS

- 4.1 As described above, the Council has considered utilising an ESPO security framework as well as varying the Waste Collection Contract for the provision of security at Central Depot.

5. SOCIAL VALUE, CARBON REDUCTION AND LOCAL / NATIONAL PRIORITIES

- 5.1 This contract is carbon neutral, with the security guards continuing to use existing accommodation and facilities at both sites from which to operate from.
- 5.2 The guard is in contact with the general public from time to time offering guidance and advice, particularly when the sites are closed. For some members of the public having this point of contact contributes to Bromley's Tackling Loneliness Strategy in Bromley.
- 5.3 The presence of the guard is key to ensuring that the site remains safe when closed, and that in the event of an emergency, a presence remains on site with the ability to liaise with site managers, contractors, control centres and the emergency services. Bromley Council is responsible for the safety of staff, visitors and trespassers on this operational site.
- 5.4 This proposal has been judged to have a positive impact upon the local communities with Veolia being a key provider of the Council and locally acknowledged as the main occupant of Central Depot.
- 5.5 For Central Depot during the working day, the heavy operations end of the depot (winter gritting, waste) is properly controlled in terms of access, traffic flow, marshalling, site safety, receiving and advising visitors and delivery drivers, remaining in regular contact with the Transport Operations office which manages the depot.

6. STAKEHOLDER ENGAGEMENT

- 6.1 The proposal herewith has been shared with attendees of both the Service Collaboration Board and Central Depot User Group meetings, which covers all current and potential occupants of the site.

7. PROCUREMENT AND PROJECT TIMESCALES AND GOVERNANCE ARRANGEMENTS

7.1 Estimated Value of Proposed Action:

The total cost of the depot security contract for the remaining 4 years of the Waste Collection Contract term would be £504k and the total cost should the 8 year extension be enacted would be £1.512 million. £1.512 million is less than 1% of the total Waste Collection Contract value when the extension period is incorporated.

The costs of depot security to the Council would be 25% of the total cost, re-charged through the existing waste contract arrangements to the depot budget. The estimated annual cost to the Council would be £31,500 and the cost to the Council of the remaining 4 year term of the Waste Collection Contract would therefore be £126,000. For the extension period, the indicative cost would be £252k, therefore making the total for the £378k.

Veolia, as the main occupant, would continue to pay 75% of the security costs at a value annually of £94.5k and over the remaining 4 year contract term £378k.

7.2 Other Associated Costs:

None

7.3 Proposed Contract Period:

It is proposed that the variation to include the provision of security at Central Depot within the Waste Collection Contract commences on the 1st April 2023 and ends when the current Waste Collection Contract ends on the 31st March 2027.

7.4 Timetable for renewal of depot security:

Step	Task	Deadline
1	Report to Procurement Board, Finance and Legal Depts.	November 2022
2	Communication to current provider informing them of the proposed change	December 2022
3	Review Site Security Assignment Instructions	January 2023
4	Prepare Waste Contract Variation/CCN	February 2023
5	Final preparation for hand over	March 2023
6	CCN Signed	March 2023
7	Contract Start Date	1st April 2023

8. IMPACT ASSESSMENTS (INCLUDING VULNERABLE ADULTS AND CHILDREN)

- 8.1 An impact Assessment is not required as there will no change in service provision and the service has a small positive impact in that it helps to maintain the safety of all including vulnerable adults and children.
- 8.2 There is a potential impact to existing security staff, but this will be covered as part of the TUPE process.

9. TRANSFORMATION/POLICY IMPLICATIONS

- 9.1 The “Making an Even Better Bromley” priority 5 around managing resources well refers to the Council’s intention to provide efficient and effective services and value for money to our residents. For the objective of providing a safe, clean and green environment great for today and a sustainable future, the provision of security at Central Depot will ensure that waste and street environment services are regularly provided and that everyone entering Central Depot is kept safe.
- 9.2 Central Depot is the main base for the Council’s front-line services such as waste/recycling collection, waste disposal, street cleansing, transport and winter service. The depot must comply with health & safety and environmental regulations which include the protection of the site when not in use. The assets of both the Council and its contractors, used in delivering essential services are housed at the depot and need to be protected and available for use. Therefore, the provision of security will assist LBB in meeting all of the priorities set within the Environment Portfolio Plan 2022-23 (the Council’s environmental service aims and objectives).
- 9.3 Private Security Industry Act 2001 requires security guards to be licenced by the Security Industry Authority (SIA).

10. IT AND GDPR CONSIDERATIONS

- 10.1 Compliance with GDPR is an important element for the provision of security services, with the security guards having access to CCTV for the site. Veolia have provided details of the GDPR policy and GDPR is discussed at all Contract Management Meetings.

11. PROCUREMENT CONSIDERATIONS

- 11.1 This report seeks to vary the Council's waste collection contract with Veolia Environmental Services to include provision of security at the central depot site from 1 April 2023 with the value of the variation being £504k over a 4-year period. The Council's contract with Veolia is in place for 4 years, ending 31 March 2027, with a further option to extend for 8 years, meaning the whole life value of the variation could be up to £1,512k for the contract's entire duration.
- 11.2 This was originally procured as an above-threshold contract following a competitive tendering process. The variation stated above can be completed in compliance with Regulation 72 of the Public Contract Regulations, in accordance with 72 (b).
- 11.3 The Council's requirements for authorising a variation are covered in CPR 23.7 and 13.1, and for this authorisation, only the value of the Council's contribution is being considered. For a contract of this value, the Approval of the Portfolio Holder following Agreement by the Chief Officer, the Assistant Director Governance & Contracts, the Director of Corporate Services and the Director of Finance must be obtained. In accordance with CPR 2.1.2, Officers must take all necessary professional advice.
- 11.4 Following Approval, the variation must be applied via a suitable Change Control Notice, or similar, agreed with the Provider.
- 11.5 The actions identified in this report are provided for within the Council's Contract Procedure Rules, and the proposed actions can be completed in compliance with their content.

12. FINANCIAL CONSIDERATIONS

- 12.1 The annual cost of the contract variation to the council is £31,500, over 4 years this is £126k if the 8yr extension was activated this would be a further £252k making the total cost for 12yrs £378k.
- 12.2 There is sufficient budget within the Transport and Depot management service to fund this cost and therefore would not create any additional pressure for the council.

13. PERSONNEL CONSIDERATIONS

- 13.1 TUPE will apply to this contract and relevant information has been obtained from the existing supplier and made available to the waste contractor.

14. LEGAL CONSIDERATIONS

- 14.1 The Council has the legal power to hold, maintain and develop its landholdings and buildings in connection with its functions. In furtherance of these powers the Council may provide and commission through a contract the security services outlined in this report.
- 14.2 The commissioning of a security services contract for the depot is a public services contract within the meaning of the Public Contracts Regulations 2015 (Regulations) and as such needs to be procured in full compliance with the Regulations.
- 14.3 However, the recommendation to this report is seeking to vary the Council's waste collection contract with Veolia Environmental Services (Veolia) to include provision of security at the central depot site from 1 April 2023 with the value of the variation being £504k over a 4-year period and potentially over an extended term of £1,512k.

- 14.4 The Waste Collection Contract with Veolia is also a contract that was procured by the Council in accordance with its obligations under the Regulations.
- 14.5 Regulation 72 however permits certain variations or modifications to a public contract during its term without the need to carry out a new procurement exercise.
- 14.6 Regulation 72(1) (b) permits a modification/variation to a Public Contract where there is a requirement for additional works, services or supplies by the original contractor (Veolia) that have become necessary and were not included in the initial procurement where a change of contractor i) cannot be made for economic or technical reasons such as requirements of interchangeability or interoperability with existing equipment, services or installations procured under the initial procurement and ii) would cause significant inconvenience or substantial duplication of costs for the contracting authority - provided that any increase in price does not exceed 50% of the value of the original contract.
- 14.7 The report has explained how the case for a modification/variation will be met in accordance with Regulation 72 (1) (b). In particular, due to the fact that majority of the existing security services are for the benefit of Veolia and for which Veolia and the Council pay their defined proportions of the cost for all the services, it is considered that the enhanced new specification is of mutual benefit to both the Council and Veolia. These benefits would not otherwise be achievable with a separate contractor providing the security services as is happening now under the current contracting arrangements. Veolia do currently provide security services in relation to another Council depot. The opportunity for the Council and Veolia to make alternative and more suitable contracting arrangements for the provision of security services at the Central depot has since become necessary in order to secure the mutual benefits now that they have become available since the initial procurement as described in this report. In terms of contract value, the proposed variation is not substantial and is below 50% (here below 2%) of the overall contract value.
- 14.8 The Council's requirements for authorising a variation under CPRs is set out in the procurement comments to this report. It will be necessary to publish a notice as required by Regulation 72.
- 14.9 Following Approval, the variation must be applied via a suitable Change Control Notice, or similar, agreed with the Provider.
- 14.10 TUPE considerations have been addressed elsewhere in this report

Non-Applicable Headings:	Strategic property
Background Documents: (Access via Contact Officer)	None

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Report No.
ES20194

London Borough of
Bromley

PART ONE - PUBLIC

Pre-decision Scrutiny: PUBLIC PROTECTION & ENFORCEMENT PDS COMMITTEE

Date: 15th November 2022

Decision Maker: PORTFOLIO HOLDER FOR SUSTAINABILITY, GREEN SERVICES AND OPEN SPACES

Date: 22nd November 2022

Decision Type: Non-Urgent

Title: CONTAMINATED LAND STRATEGY 2022

Contact Officer: Sarah Newman, Head of Service – Community Safety, Licensing, Environmental and Domestic Regulation. E-mail: sarah.newman@bromley.gov.uk

Chief Officer: Colin Brand – Director of Environment & Public Protection
E-mail: colin.brand@bromley.gov.uk

Ward: (All Wards);

1. Reason for report

Part 2A of the Environmental Protection Act 1990 deals with the identification, prioritisation, determination and remediation of contaminated land. The legislation places a statutory duty on local authorities to inspect their area for the purpose of identifying potentially contaminated sites and for the further inspection of such sites.

Under statutory guidance local authorities should take a strategic approach to the identification of land and inspection. The Authority has a published Strategy which was last reviewed and updated in 2010. The guidance confirms that local authorities should keep their strategies under periodic review to ensure it remains up to date.

The Bromley Local Plan, adopted in January 2019, emphasises that new development must be made suitable for its use and enables contaminated land to be brought back into beneficial use. This updated draft Strategy links to the Bromley Local Plan and takes account of the latest national guidance on contaminated land matters and updates the work programme.

2. RECOMMENDATION(S)

1. The ECPDS Committee approves the adoption of the finalised Contaminated Land Strategy 2022 and that delegated authority be given to the Assistant Director of Public Protection to make minor amendments

to the Strategy post adoption, should it be required.

Impact on Vulnerable Adults and Children

1. Summary of Impact: No direct impact, however children and adults with underlying health issues may be more susceptible to the impact of contaminated land where a contaminant linkage exists.
-

Corporate Policy

1. Policy Status: Existing Policy: This is an updated strategy; the last contaminated land strategy was updated in 2010
 2. BBB Priority: Quality Environment, Safe Bromley, Healthy Bromley, Regeneration
-

Financial

1. Cost of proposal: No Cost:
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Environmental Protection
 4. Total current budget for this head: £231k
 5. Source of funding: Existing revenue budget 2022/23
-

Personnel

1. Number of staff (current and additional): The Pollution Control Team has 2.8 FTEs. This team is responsible for the regulation and enforcement of contaminated land, air quality, noise control and private water supplies. No additional staff are proposed for the implementation of this strategy.
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Statutory Requirement
 2. Call-in: N/A
-

Procurement

1. Summary of Procurement Implications: N/A
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Background:

The Environmental Protection Act 1990 requires local authorities to produce a Contaminated Land Strategy (“the Strategy”) and to periodically review it. The Authority has a Strategy which was last reviewed in 2010.

The overarching objectives of the Government’s policy on contaminated land are:

- a) To identify and remove unacceptable risks to human health and the environment.
- b) To seek to ensure that contaminated land is made suitable for its current use; and
- c) To ensure that the burdens faced by individuals, companies and society as a whole are proportionate, manageable and compatible with the principle of sustainable development.

The Authority has a duty under Part 2A of the Environmental Protection Act 1990 to:

- Inspect the area for contaminated land in accordance with statutory guidance.
- Determine whether any particular site meets the statutory definition of contaminated land;
- Act as enforcing authority for all contaminated land, unless the site meets the definition of a “Special Site”, for which the Environment Agency is the enforcing authority;
- Consult with the Environment Agency on the pollution of controlled waters;
- Ensure the remediation of contaminated land; and
- Maintain a Public Register of contaminated land remediation.

The Strategy:

The draft strategy details the relevant legislation and responsibilities of those involved in the identification and remediation of contaminated land. It sets out the characteristics and history of the London Borough of Bromley in relation to land use, ecology, geology and hydrology and emphasises how the authority will take a risk-based approach to the identification, prioritisation and site investigation of land.

The London Borough of Bromley has no Part 2A registered sites i.e., where there is an established source, pathway and receptor. The aim of the strategy is to ensure that the land within the Borough is safe and suitable for its current use. The Authority will undertake a review of its site prioritisation mapping to ensure that information is up-to-date and reflective of current conditions with land assigned an appropriate risk level.

The draft strategy presents a commitment to prevent future contamination of land through effective planning controls and pollution control regimes as well as requiring suitable remediation of sites through the planning regime.

Consultation:

This report was initially presented at the Environment and Community Services PDS on 21st June for approval to consult with relevant organisations on the proposed draft strategy.

The consultees were The Environment Agency, Natural England, English Heritage and The Department for Environment, Food and Rural Affairs (DEFRA). Following a 6-week consultation period, the Environment Agency and Natural England provided feedback on the strategy. As a result edits were made to ensure the language used was clear to distinguish between Contaminated Land and land affected by contamination. The Environment Agency highlighted that strategy should address the obligation to identify and action any potential or actual Part IIA sites clearly with action outside of planning. We consider the Strategy is in accordance with guidance and Local Authority resourcing and that the formal action for Part IIA sites has been set out should it be necessary to address Contaminated Land through this avenue.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

There is no direct impact on vulnerable adults and children.

5. POLICY IMPLICATIONS

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6. FINANCIAL IMPLICATIONS

6.1 Existing service budgets fund day-to-day implementation of the strategy.

6.2 The strategy predominantly focuses on remediation through the planning process whereby the developer is responsible for any costs, alternatively the owner of the land is responsible for remediation costs. Any site investigation work undertaken for enforcement purposes, would potentially result in costs to the Council that would be funded from the department's budget. In addition to this, depending on whether the site is owned by the Council, this may have an impact on the relevant property revenue budget.

7. PERSONNEL IMPLICATIONS

None

8. LEGAL IMPLICATIONS

8.1. The Draft Contaminated Land Strategy outlines the Authority's approach to dealing with contaminated land within its area (in line with the 2012 statutory guidance) and how it will discharge its duties prescribed by Part 2A of the Environmental Protection Act 1990 (the Act).

8.2. The Environmental Protection Act 1990 is not included in the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and can therefore generally be an executive decision. As such, this comes under the Executive Committee's remit (Environment and Community Service) in the London Borough of Bromley and thus presented to this PDS Committee for prior review (Executive Procedure Rules 1.8(c)).

8.3. Section 78B of the Act requires the Local Authority to inspect its area from time to time to identify contaminated land and decide if such land requires to be designated as a special site, and paragraph 2.3 to 2.7 of the Contaminated Land Statutory Guidance requires the Local Authority to have a written strategic approach to the carrying out of these inspections, hence the annexed Strategy.

8.4. Neither the Act nor the Guidance require consultation in relation to the Strategy, but it is good practice to do so, especially as the Act requires notification to some agencies when land is identified as contaminated (s78B(3)).

8.5. Only "closed landfill sites" are included in the Borough's Air Quality Action Plan 2020-2025 (action point 19D) but dealing with contaminated land in general will improve air quality in the Borough, especially for neighbouring properties, and will play its part towards fulfilling the Action Plan.

8.6. As mentioned in the Air Quality Action Plan's effect of poor air quality (p5), "poor air quality disproportionately affects the health outcomes of the very young, the elderly, the ill and the poor". By tackling contaminated land and its possible effects on air quality, the Borough will further its Public Sector Equality duties under the Equalities Act 2010. The Public Sector Equality Duty will also need to be considered in the prioritisation of contaminated sites.

9. PROCUREMENT IMPLICATIONS

None from this report.

Non-Applicable Sections:	[List non-applicable sections here]
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Background Documents: (Access via Contact Officer)	Contaminated Land Statutory Guidance Available: https://www.gov.uk/government/publications/contaminated-land-statutory-guidance Contaminated Land Strategy (revised 2010) Available: https://www.bromley.gov.uk/downloads/download/273/contaminated_land_strategy
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Report No.
ES20227

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Portfolio Holder for Transport, Highways & Road Safety

**FOR PRE-DECISION SCRUTINY BY THE ENVIRONMENT AND
COMMUNITY SERVICES POLICY DEVELOPMENT AND
SCRUTINY COMMITTEE ON:**

Date: Tuesday 22 November 2022

Decision Type: Non-Urgent Executive Key

Title: LIP FUNDED TRAFFIC AND ROAD SAFETY PROGRAMME

Contact Officer: Angus Culverwell, Assistant Director Traffic and Parking
Tel: 020 8313 4959 E-mail: angus.culverwell@bromley.gov.uk

Chief Officer: Director of Environment and Public Protection

Ward: (All Wards);

1. Reason for decision/report and options

This report is to seek approval for the Local Implementation Plan programme submission (Proforma A) to Transport for London for the financial year 2023/24.

2. **RECOMMENDATION(S)**

- 2.1 **Members of the Committee are asked to note the 2022/23 transport improvement programme set out in Table 4.**
- 2.2 **The Portfolio Holder is recommended to approve the draft 2023/24 transport improvement programme set out in Table 5 for submission to TfL for approval of funding, subject to any changes recommended by the PDS committee that are supported by the Portfolio Holder for Transport, Highways & Road Safety.**
- 2.3 **The Portfolio Holder is recommended to approve the delegation of any amendments to the programme, once the final allocation is confirmed by TfL, to The Director of Environment & Public Protection in consultation with the Portfolio Holder for Transport, Highways & Road Safety.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: Transport improvements take account of the needs of vulnerable road users.
-

Transformation Policy

1. Policy Status: Existing Policy: The recommendations in this report are in line with the Borough's current Transport Plan – "Bromley's Third Local Implementation Plan – Bromley's transport for the future" published in 2019.
2. Making Bromley Even Better Priority (delete as appropriate):
 - (1) For children and young People to grow up, thrive and have the best life chances in families who flourish and are happy to call Bromley home.
 - (2) For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices.
 - (4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.

Further Details: Transport has a key role to play in delivering these MBEB objectives, for example, projects to enhance walking and cycling infrastructure will be used to improve the public realm of town and local centres providing a quality environment and creating places that people want to spend time in thereby supporting vibrant, thriving town centres. By providing attractive walking and cycling infrastructure, residents will be able to undertake exercise as part of their everyday routine, improving their health and reducing the chance of disease. Infrastructure such as benches and improved walking routes help to ensure that older residents can remain active, thereby supporting independence and also promoting a healthy Bromley. Above all, the safety of road users on our streets needs to be enhanced as far as is possible.

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Non-Recurring Cost:
 3. Budget head/performance centre: TfL LIP Budget for Transport Improvement Schemes
 4. Total current budget for this head: £1,520,000 in 2022/23
 5. Source of funding: Transport for London
-

Personnel

1. Number of staff (current and additional): 18FTE
 2. If from existing staff resources, number of staff hours: n/a
-

Legal

1. Legal Requirement: Non-Statutory - Government Guidance: The Local Implementation Plan (LIP) is a statutory document prepared under section 145 of The GLA Act 1999 that sets out how boroughs will deliver the MTS locally; it is a requirement for boroughs to have a LIP approved by the Mayor.
 2. Call-in: Applicable:
-

Procurement

1. Summary of Procurement Implications: n/a
-

Property

1. Summary of Property Implications: n/a
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications:
-

Customer Impact

1. Estimated number of users or customers (current and projected):
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: Requests received for transport or highway improvements from Ward Members over the last year have been incorporated into the programme where possible.

3. COMMENTARY

TfL Funded Transport Improvement Programme

- 3.1 Traffic congestion, road safety and parking problems are a significant challenge for the Borough. Due to the potential for considerable growth in the local population, changing travel patterns and a desire to support active travel, we must have a sound policy for managing the traffic and parking demands that will arise in the future, whilst taking all reasonable measures to reduce road casualty numbers.
- 3.2 The majority of the funding utilised by Bromley Council to make transport improvements in the Borough has, for many years, come via Transport for London's (TfL) Local Implementation Plan (LIP) process, with the amount London boroughs are allocated each year decided by a formula. The LIP funding is often supplemented with other TfL funding for specific projects, such as the Liveable Neighbourhood.
- 3.3 Bromley receives LIP Formula Funding from TfL to implement the proposals set out in its Transport Plan, LIP3, which was finalised in 2019. Before the funding crisis hit TfL in 2020, Bromley was expecting an allocation of £2.076m to implement the projects proposed as set out in its LIP3. This funding allocation was confirmed by TfL on an annual basis following the submission of the programme to TfL. A further £100k of Local Transport Fund was also expected from TfL.
- 3.4 LIP funding to boroughs was suspended in May 2020. Since that time transport funding for London boroughs has come through from TfL or DfT in short funding windows, with funding often directed at specific projects. Last year TfL invited boroughs to submit an ambitious programme of transport improvements for funding in 2022/23, in the hope that LIP funding would be restored to previous level from April 2022. Bromley therefore submitted a draft list of schemes to TfL in the Autumn of 2021, with a total estimated cost of ~£2.7M (see Appendix A).
- 3.5 Due to ongoing financial pressures on TfL and difficulties agreeing a funding deal with the DfT, only £256k of funding was awarded to Bromley initially for 2022/23. The projects awarded funding are shown in Table 1 below.

TABLE 1 – Initial TfL LIP Allocation to Bromley 2022/23

Project	Funding
CHISLEHURST WAR MEMORIAL PEDESTRIAN IMPROVEMENTS (STUDY)	£7,000
WIDENING OF CROFTON ROAD (IMPLEMENTATION)	£77,000
SOUTHEND ROAD/PARK ROAD/FOXGROVE ROAD (DESIGN)	£5,000
CHINESE ROUNDABOUT SAFETY SCHEME (PRELIM DESIGN)	£11,000
BOROUGH CYCLE TRAINING	£20,000
STAFFING COSTS	£136,000

- 3.6 It was not until September this year that a funding deal was agreed between TfL and DfT. After TfL had considered the constraints that were imposed by DfT they then allocated a portion of the settlement to boroughs to spend on transport improvements.
- 3.7 £80M of the funding agreement between DfT and TfL is for TfL to spend on active travel projects on their network, for cycling and walking and not for bus improvements.
- 3.8 £69M is set aside for active travel in boroughs in 2022/23 but is also required to cover costs of borough cycling, bus priority, cycle training, some ongoing Liveable Neighbourhood projects that are "showing strong delivery", and for Crossrail complementary work. The £69M will also cover principal road maintenance funding for boroughs. The proportion of the £69M that will be available for what are known as "Corridors and Neighbourhoods" schemes (what we often

simply refer to as LIP schemes) will be £35.4M from the £69M.

TABLE 2 – Full Year TfL Funding for London Boroughs

Programme	2022/23		2022/23	2023/24
	Existing Spend (P1-P3)	Additional allocation (P4-P13)	Total allocation	Total allocation
	£	£	£	£
Borough Cycle Training	0.7	2.0	2.7	2.7
Corridors and neighbourhoods	7.5	27.9	35.4	35.4
Cycleways Network Development Programme	1.2	10.7	11.9	12.7
Cycling Parking	0.0	1.0	1.0	1.2
Liveable Neighbourhoods	0.5	1.5	2.0	2.0
Bus Priority Delivery Portfolio	0.4	4.8	5.2	9.5
Crossrail Complimentary Measures	0.3	2.8	3.1	0.3
Principal Road Renewal	0.0	2.1	2.1	2.1
Bridge Assessment & Strengthening	0.0	5.5	5.5	3.0
TfL Borough Support	0.0	0.1	0.1	0.1
Total DfT Funding	10.6	58.3	69.0	69.0

3.9 On 27/09/2022 a funding letter was received by Bromley setting out how much Bromley is to receive this year and next, as set out in Table 3 below.

TABLE 3 – TfL funding for Bromley (remainder of 2022/23 and for 2023/24)

Programme	2022/23 allocation Periods 4 - 13 (£'000)	2023/24 allocation where known (£'000)
Safer Corridors and Neighbourhoods	1,105	1,285
Cycleways Network Development	10	TBC
Bus Priority	61	TBC
Crossrail Complimentary Measures	0	0
Liveable Neighbourhoods	0	TBC
Cycle Training	56	TBC
Cycle Parking	32	36
Principal Road Renewal	TBC	TBC
Bridge Assessment and Strengthening	TBC	TBC
Total	1,264	TBC

3.10 These amounts are obviously far short of what Bromley received each year prior to the Covid pandemic and the impact of that on TfL funds. However, the positive is that there is now some degree of certainty allowing Officers to plan ahead to deliver a programme of infrastructure improvements such as improved pedestrian facilities, and behaviour change programmes such as road safety education for teenaged drivers.

3.11 The Portfolio Holder has agreed with Officers to take forward the following projects in the remaining six months of 2022/23, as set out in Table 4. These are predominantly a subset of projects from the submission made by Bromley in Autumn 2021 and agreed by TfL, although

there are a few minor changes in line with new priorities and with addressing the short timescale for delivery. This list of schemes has been substantially approved by TfL, although there are a few details yet to be finalised.

TABLE 4 – Bromley's LIP Programme 2022/23

Programme Heading and Allocation	Description
<p>Road Safety Schemes: remedial schemes at identified casualty cluster sites, low cost danger-reduction schemes, plus targeted road safety education programmes. Full Year Allocation: £400k</p>	<p>Collision remedial schemes at: + Chinese Roundabout, Beckenham (study and concept design) + Southend Road/Park Road/Foxgrove Road, Beckenham (design and build) + Croydon Road at Evelina Road, Penge (study) + Monks Orchard roundabout Eden Park (design) + Grays Road, Darwin Ward (build) + Addington Road/Corkscrew Hill, West Wickham (study) + The Avenue, West Wickham (design & build) + Selby Road, Anerley (design & build) + Ramsden Area, Orpington (build) + Sevenoaks Road/Glentrammon Road (study) + Beckenham Road/Hayne Road (design & build) + Penge High Street/Oakfield Road (study) Road safety education programme at schools across Bromley targeting the more collision-involved age-groups, particularly new drivers.</p>
<p>Walking Schemes: improved pedestrian infrastructure, with some schemes for design and some for installation, plus "behaviour change" support for schools and residents to be able to access sustainable and active travel modes. Full Year Allocation: £300k</p>	<p>Pedestrian improvements at: + War Memorial junction, Bromley Road, Chislehurst (controlled crossing study) + Station Road, Shortlands (controlled crossing design and build) + Crofton Road/Starts Hill Road, Locksbottom (refuge study) + Beckenham Road/South Eden Park Road, West Wickham (crossing design and build) + Main Road, Biggin Hill (footway design) + Southborough Road/Oldfield Road, Bickley (footway design and build) School Travel Plans developed and supported at the majority of Bromley schools, with supporting measures such as Smart Movers and School Streets.</p>
<p>Cycling Schemes: improved cycling infrastructure including routes and cycle parking, plus cycle training for young people and adults. Full Year Allocation: £240k</p>	<p>Cyclist infrastructure improvements: + Kent House Station to Croydon boundary, via Ravenscroft Road (consultation) + Crittals Corner to Hewetts Farm A224 Orpington (series of minor improvements) + Cycle permeability schemes at various roads in Penge (design and build) + Bike hangars in residential areas plus cycle stands in town centres Cycle training for top juniors, secondary school children and adults at Bikeability Levels 1 to 3.</p>
<p>Bus reliability improvements: Full Year Allocation: £180k</p>	<p>Bus reliability improvements: + Access improvements at problem bus stops (build) + Crofton Road at Orpington Station - widening by bus stand (build) + Anerley Hill bus lane and public realm improvements (study)</p>
<p>Parking Improvements: Development of CPZs to manage parking around railway stations and town centres and to support residents with no off-street parking, plus the introduction of parking controls to improve road safety, particularly at junctions. Full Year Allocation: £210k</p>	<p>Parking Schemes: + Clock House area CPZ review + Jackson Road area, Bromley Common, CPZ study + Chatterton Road area, Bromley Common, parking review + Chislehurst Town Centre CPZ implementation + Surrey Road/Sussex Road, West Wickham, CPZ implementation + Numerous individual parking assessments</p>
<p>Development of schemes for future bids and review of existing schemes. Full Year allocation: £190k</p>	<p>Preparation of schemes for 2023/24 and 2024/25 plus unassigned staffing costs</p>

3.12 The suggested list of schemes to be submitted to TfL for funding in 2023/24 is also predominantly a subset of projects from the submission made last Autumn, but with some changes. This list of projects, as set out in Table 5 below, has already been submitted to TfL as a draft, which TfL requested that they receive prior to 28th October. TfL are aware that the

programme is a draft programme that will be subject to the scrutiny of this committee and may therefore be subject to change if Members propose changes that are agreeable to the Portfolio Holder and are also in line with the LIP and the Mayor of London's Transport Strategy.

TABLE 5 – Bromley's Draft LIP Programme for 2023/24

Programme Heading and Allocation	Description
<p>Road Safety Schemes: remedial schemes at identified casualty cluster sites, low cost danger-reduction schemes, plus targeted road safety education programmes. Full Year Allocation: £596k</p>	<p>Collision remedial schemes at: + Chinese Roundabout, Beckenham (build) + Southend Road/Park Road/Foxgrove Road, Beckenham (post build audit) + Monks Orchard roundabout Eden Park (build) + Addington Road/Corkscrew Hill, West Wickham (design) + The Avenue, Pickhurst Lane (design) + Sevenoaks Road/Glenrammon Road (design) + Sevenoaks Way/Broomwood Road (study) + Monks Orchard roundabout (design and build) Road safety education programme at schools across Bromley targetting the more collision-involved age-groups, particularly new drivers.</p>
<p>Walking Schemes: improved pedestrian infrastructure, with some schemes for design and some for installation, plus "behaviour change" support for schools and residents to be able to access sustainable and active travel modes. Full Year Allocation: £545k</p>	<p>Pedestrian improvements at: + War Memorial junction Chislehurst controlled crossing (implementation) + Crofton Road/Starts Hill Road refuge, Locksbottom (design) + Main Road, Biggin Hill footway (implementation) + Farnaby Road junction realignment (design and build) + Manor Road, Bromley Road, Wickham Road crossing improvements (study) + Plaistow Green crossing points (study) + Copers Cope Road crossing points and speed reduction (design) School Travel Plans developed and supported at the majority of Bromley schools, with supporting measures such as Smart Movers and School Streets.</p>
<p>Cycling Schemes: improved cycling infrastructure including routes and cycle parking, plus cycle training* for young people and adults. Full Year Allocation: £87k</p>	<p>Cyclist infrastructure improvements: + Kent House Station to Croydon border via Ravenscroft Road (final design and phase 1) + Cycle permeability schemes at various roads in Penge (design and build) + Bike hangars in residential areas plus cycle stands in town centres <i>Cycle training for top juniors, secondary school children and adults at Bikeability Levels 1 to 3, subject to further funding announcement*.</i></p>
<p>Bus reliability improvements: Full Year Allocation: £5k</p>	<p>Bus reliability improvements: + Access improvements at problem bus stops (build) + Anerley Hill bus lane and public realm improvements (design) <i>*subject to further funding announcement regarding bus priority</i></p>
<p>Parking Improvements: Development of CPZs to manage parking around railway stations and town centres and to support residents with no off-street parking, plus the introduction of parking controls to improve road safety, particularly at junctions. Full Year Allocation: £58k</p>	<p>Parking Schemes: + Clock House area CPZ revisions + Chatterton Road area, Bromley Common, parking revisions + Sundridge Station area CPZ study + Chislehurst Town Centre CPZ study + Numerous individual parking assessments</p>
<p>Development of schemes for future bids and review of existing schemes. Full Year allocation: £30k</p>	<p>Preparation of schemes for 2024/25, to possibly include: - Southend Rd / Copers Cope Road safety scheme - West Street Bromley - parallel zebra crossing - Crofton schools pedestrian improvements - Green Street Green town centre parking study - Croydon Road Penge walking and cycling improvements - Brackley Road outside Worsley Bridge School - study for pedestrian crossing - Blakeney Road / Rectory Road improved pedestrian facilities - Lakeswood Road study</p>

3.13 Members are asked to review the draft programme for 2023/24 and to suggest any minor changes to it by the end of November, so that the suggestions can be reviewed by Officers and

the Portfolio Holder to see where they might sit in regard to current priorities and to ensure they are in line with Council and Mayoral transport policy.

4. **IMPACT ON VULNERABLE ADULTS AND CHILDREN**

Beneficial in respect to air quality and sustainable transport choices.

5. **TRANSFORMATION/POLICY IMPLICATIONS**

Consistent with the Council's objective from the 2021-2022 Environment and Community Services Portfolio Plan (section 5) of reducing traffic congestion: reduce traffic congestion, improve road safety (including public perception of improving road safety), and encourage walking and cycling.

6. **FINANCIAL IMPLICATIONS**

If agreed, then the programme of LIP works will need to be reflected in the Environment capital programme in the next update to Executive.

7. **CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS**

All schemes proposed in this report are in line with the Council's agenda to promote active travel, support sustainable transport and reduce carbon emissions.

Non-Applicable Headings:	PERSONNEL IMPLICATIONS, LEGAL IMPLICATIONS, PROCUREMENT IMPLICATIONS, PROPERTY IMPLICATIONS, WARD COUNCILLOR VIEWS, CUSTOMER IMPACT
Background Documents: (Access via Contact Officer)	LIP3: Bromley's transport for the future - local-implementation-plan-lip3- (bromley.gov.uk)

Appendix A – Draft list of schemes submitted by Bromley to TfL in Autumn 2021 for possible funding in 2022/23, although Bromley was clear that there would possibly be limited or no funding in 2022/23.

Project
£168,000 Shortlands Liveable Neighbourhood
Juntion of Beckenham Lane with Station Road & Ravensbourne Avenue
Farnaby Road junction changes
£443,000 Local Cycling Infrastructure
Penge to Croydon cycle corridor (Ravenscroft Cycle Contraflow) incl. Cluster Site at Elmers End Rd/Bourdon Rd
A224 Orpington Bypass and parallel cycle route improvements
West Street Bromley – parallel zebra by North Street
Permeability Schemes (Mosslea Road/Chipstead Close/St John's Road/Montrave Road)
Cycle parking, including bike hangars
£489,000 Walking Infrastructure
Chislehurst area walking improvements
Elmstead Station pedestrian improvements
Elmers End Green pedestrian Improvements - Croydon Road between the Green and Eden Park Avenue
Crofton Road amendments plus Orpington Station Underpass and deconflicting cyclists and pedestrians in the area
Croydon Road Penge - walking and cycling improvements and casualty reduction
Rookery Lane improvements to PROW to creat walking route from Bromley Common to Hayes - feasibility study
Crofton schools pedestrian facilities - route to schools
£1,007,000 Casualty and Road Danger Reduction
Design of Casualty Reduction schemes at Cluster Sites: Addington Rd/Corkscrew Hill; Croydon Rd/Evelina Rd; Sevenoaks Way/Broomwood Rd; Croydon Rd Elmers End/Elmers End Rd
Southend Road / Park Road / Foxgrove Road
Penge High Street / Oakfield Road - safety improvements - possible signalisation
South Eden Park Road and Monks Orchard roundabout - casualty reduction scheme and pedestrian improvements around local schools
Anerley Hill/Anerley Road (A214) - congestion reduction and casualty reduction
Beckenham Road junction with Hayne Road
Hayes Lane junction with Hayes Road
Sevenoaks Road junction with Glentrammon Rd
Sevenoaks Way from the junction with Broomwood Road
Chinese Roundabout: Wickham Way junction with South Eden Park Road/ Stone Park Avenue/Hayes Way/Hayes Lane
£390,000 Road Safety Education, Cycle Training and School Travel Plans
Road Safety Education
Cycle Training
School Travel Plans
£80,000 Parking Controls and Kerb Space Management
New CPZ/CPZ reviews - Sundridge Park, Jackson Rd, Surrey Rd, Chatterton Rd, Clock House CPZ Z3, Chislehurst central
Programme of minor junction safety improvements
£48,000 Public Transport Interchange and Access
Bromley South congestion reduction and bus enhancement
Access to bus stops
£55,000 Local Transport Fund
School Crossing Patrol Support
£30,000 Scheme Development
Scheme Development

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Report No.
ES20234

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Portfolio Holder for Transport, Highways & Road Safety

**FOR PRE-DECISION SCRUTINY BY THE ENVIRONMENT AND
COMMUNITY SERVICES POLICY DEVELOPMENT AND
SCRUTINY COMMITTEE ON:**

Date: Tuesday 22 November 2022

Decision Type: Non-Urgent Executive Key

Title: TRAFFIC AND ROAD SAFETY POLICIES

Contact Officer: Angus Culverwell, Assistant Director Traffic and Parking
Tel: 020 8313 4959 E-mail: angus.culverwell@bromley.gov.uk

Chief Officer: Director of Environment and Public Protection

Ward: (All Wards);

1. Reason for decision/report and options

This report sets out the Council's policies and approach to the continuous improvement of the highway network to support transport for all road users, with a focus on safer streets and casualty reduction.

2. **RECOMMENDATION(S)**

- 2.1 **Members of the Committee are asked to note the traffic and parking policies set out in Section 3.**
- 2.2 **The Portfolio Holder is recommended to confirm the traffic and parking policies set out in Section 3.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: Transport improvements take account of the needs of vulnerable road users.
-

Transformation Policy

1. Policy Status: Existing Policy: The recommendations in this report are in line with the Borough's current Transport Plan – "Bromley's Third Local Implementation Plan – Bromley's transport for the future" published in 2019.
2. Making Bromley Even Better Priority (delete as appropriate):
 - (1) For children and young People to grow up, thrive and have the best life chances in families who flourish and are happy to call Bromley home.
 - (2) For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices.
 - (4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.

Further Details: Transport has a key role to play in delivering these MBEB objectives, for example, projects to enhance walking and cycling infrastructure will be used to improve the public realm of town and local centres providing a quality environment and creating places that people want to spend time in thereby supporting vibrant, thriving town centres. By providing attractive walking and cycling infrastructure, residents will be able to undertake exercise as part of their everyday routine, improving their health and reducing the chance of disease. Infrastructure such as benches and improved walking routes help to ensure that older residents can remain active, thereby supporting independence and also promoting a healthy Bromley. Above all, the safety of road users on our streets needs to be enhanced as far as is possible.

Financial

1. Cost of proposal: All schemes rely on the Council identifying a suitable budget to take them forward.
 2. Ongoing costs: n/a
 3. Budget head/performance centre: Traffic and Road Safety
 4. Total current budget for this head: £1,520,000 (TfL) plus £133,220 (LBB)
 5. Source of funding: TfL LIP funding and Bromley Core Funding
-

Personnel

1. Number of staff (current and additional):25
 2. If from existing staff resources, number of staff hours: n/a
-

Legal

1. Legal Requirement: The 1988 Road Traffic Act, Section 39, puts a "statutory duty" on the local authority to undertake studies into road traffic collisions, and to take steps both to reduce and prevent them.
 2. Call-in: Applicable
-

Procurement

1. Summary of Procurement Implications: n/a

Property

1. Summary of Property Implications: n/a
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: Projects to support sustainable transport are a priority
-

Customer Impact

1. Estimated number of users or customers (current and projected): All road users
-

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 Traffic congestion, road safety and parking problems are a significant challenge for the Borough. Due to the potential for considerable growth in the local population, changing travel patterns and a desire to support active travel, we must have sound policies for managing the traffic and parking demands that will arise in the future.
- 3.2 Many of Bromley's transport policies are set out in the Council's transport plan, LIP3, published in 2019. However, this report offers an opportunity to set out a few specific approaches to traffic and parking management as adopted by Bromley, for scrutiny by this committee.
- 3.3 As is made clear in another report on this evening's agenda (Traffic and Road Safety Programme), there are finite resources to improve and adapt the Borough's streets to support the travel needs of our road users and to reduce the number of road casualties. Therefore, it is important that the resources are focused to where they will achieve best value.
- 3.4 Example costs to install traffic engineering measures are set out here:
- a) Zebra crossing - £25k to £50k, depending on location, necessity for anti-skid road surface, kerb realignments, presence of statutory services etc.
 - b) Signal controlled crossing - approximately £75k to £100k, depending on location
 - c) Mini roundabout - £10k to £100k, depending upon location, need for deflection, existing road surface etc.
 - d) Full size roundabout - £120k+ according to size and location
 - e) Speed table - £20k to £100k, depending on junction, need to raise or change footways etc.
 - f) Speed hump - £4k
 - g) Traffic island or pedestrian refuge - £7k to £15k, depending on size
 - h) Bike lane - these can vary hugely in cost depending on if they are set out simply with signs and road markings or are segregated from traffic, requiring changes to the infrastructure and possible relocation of utilities.
 - i) Flashing warning sign - £3k to £10k depending upon size, vehicle-activated or timed etc.
 - j) Road marking - £50 for a small one

The presence of utility providers equipment, usually under the footway or carriageway, can greatly affect the cost of a scheme and may render it unviable. For example, relocating one telecommunications chamber can easily cost over £100k.

- 3.5 In order to ensure that the Council continues to focus on its transport priorities this report summarises certain important aspects of policy as it affects this prioritisation. This is in support of the existing parking policy which was approved in 2014 (see report ES14057, July 2014).

3.6 Road Safety Engineering Schemes

The practice of the Council for many years has been to investigate all locations where there have been 5 or more injury collisions over a period of 36 months. The locations are all investigated to look at the severity of the injuries and whether there is a pattern to the collisions. At sites where the collisions are of particular concern and appear to be treatable, the cost of making improvements is estimated and the benefit-cost ratio is calculated. The locations are

then prioritised in line with the funding available. Locations with relatively few collisions will not be treated as it would not be feasible or an effective use of funds to investigate the site of every injury collision. If there are fewer than about 5 collisions, it is very hard to establish a pattern / common cause to develop a treatment.

3.7 Active Travel Schemes

Active travel schemes are projects that encourage walking, cycling and the use of public transport. The Council will promote such schemes wherever the statistics can justify the demand and where funding is available. There will also be a focus on ensuring our footways are safe and accessible. Drop kerbs at informal crossing points will be considered where a specific need is identified.

3.8 Low Traffic Neighbourhoods (LTN) and School Streets

Due to operational restraints, no school street will be installed in the borough unless the school is prepared to organise and operate them through the use of temporary, manned barriers. The Council will not approve LTNs with local roads blocked off and traffic diverted onto other roads. None of these schemes will be enforced using cameras.

3.9 Speeding

The Council often receive requests to reduce the speed limit on roads in the borough. Speeding and dangerous driving are offences punishable by law and enforced by the Police. However, the Council will investigate whether low-cost measures such as posters, vehicle-activated signs and road markings may be beneficial in discouraging speeding.

As a general rule, the Council will not instal any new 20mph limit or zones. This is because the reduction in speed limit through signs and road markings alone does not seem to have much effect on drivers' speeds. Since the Council is unable to enforce these speed limits, it is an ineffective use of limited resources. The Council will install part-time 20mph limits at the beginning and end of the school day with flashing lights outside schools, decided on merit. In exceptional cases, full-time 20mph limits may be appropriate in certain locations such as High Streets.

Consideration will be given to reducing the speed limit from 40mph to 30mph in villages. The Traffic Advisory Leaflet 01/04 (DfT, 2004) sets out policy on achieving lower speed limits in villages, including a broad definition of what constitutes a village.

3.10 Safety Cameras

Transport for London (TfL) and the Police are responsible for speed cameras and red-light cameras across the whole of the Greater London area.

3.11 Speed Humps

In the past, we have introduced road humps and tables to reduce traffic speeds and improve safety. However, the police, fire brigade, ambulance service and London Transport have objected to the proliferation of road humps and raised tables because of the increase in attendance times for emergency calls and discomfort and possible injury to their passengers. Road humps and raised tables can also lead to complaints from residents about increased noise and vibration from traffic.

For these reasons the council has decided not to introduce any further road humps in the borough and to only use tables as a last resort at a junction with an ongoing collision problem. There is a range of alternative measures to encourage lower vehicle speeds, such as our

vehicle activated warning signs, roadside posters, safer speed campaigns/events and driver/rider training programmes, such as the young driver traffic education scheme and Driven by Consequences.

3.12 Pedestrian Crossings

There are several factors that are considered when assessing whether a pedestrian refuge, Zebra or signal-controlled crossing is appropriate at any given location. Any request for a pedestrian crossing will be investigated and weighed against these factors and will only be installed if the criteria is met. Installing an inappropriate crossing can create danger for those crossing or can cause significant traffic congestion leading to road safety issues elsewhere.

Crossings are expensive to install and maintain and will only be considered where there is a demonstrable need and where the benefits will outweigh disbenefits, such as resultant delays inadvertently redirecting traffic along less suitable routes.

3.13 New Roundabouts

While roundabouts and mini roundabouts are sometimes implemented to make the flow of traffic safer, current research suggests that vulnerable road users don't experience the same level of improved safety as do drivers. Roundabouts may actually increase the number of cycle collisions. Therefore, as safety is a priority in Bromley and with a high number of pedestrian and cycle collisions at some roundabouts, new roundabouts will not generally be introduced in the borough. The only exception to this is where there are no other suitable options and engineers have adequately assessed the location, or where complementary measures can be introduced.

3.14 One Way System

The Council is opposed to introducing new one-way systems because they tend to increase speeding on the road. The only exception to this, and where a one-way system will be given consideration, is when the road width is too narrow and the available width for traffic access (with or without parking) is less than 2.5m over a distance of 50m, where there is no other solution to the perceived problem, and where it is unlikely to lead to increased speeds.

3.15 Additional Signage – Decluttering

Too many traffic signs can affect the environment and can dilute more important messages, resulting in information overload for drivers. Therefore, the Council's decluttering strategy is to reduce the amount of signage on Borough roads by: -

- Removing unnecessary signs when a new traffic scheme is introduced.
- Rejecting request for signs unless it is a legal requirement or where there is a safety imperative.

3.16 Road Widening

As the widening of any carriageway could reduce the area available on the footway or grass verge, thereby reducing the council's green estate, the Council will not invest in any scheme to widen a carriageway except where there are severe safety or congestion implications.

3.17 Width Restrictions / HGV signs

The width restrictions in the borough are in place to prevent large goods vehicles from using certain routes and are not there for safety reasons. No new permanent width restrictions have been installed for over 20 years and there are currently no proposals to review or remove any

that are currently in-situ. Signs showing a route to be unsuitable for HGVs are only used where a large vehicle will genuinely be likely to get stuck if the driver proceeds, due to the narrowness or other feature of the road ahead. These signs are not used to simply discourage HGV drivers from using residential streets.

3.18 Mirrors

Highway mirrors will not normally be agreed unless the speed limit is above 30mph, intervisibility is effectively nil and the property owner is not able to adjust the exit to improve visibility.

3.19 General Parking restrictions – Single and Double Yellow Lines

Where a request is made for parking restrictions at any given road, consideration will only be given if the location meets any of the following criteria:

- At road junctions where parking is identified as a problem for pedestrians crossing or for intervisibility for drivers/riders, the Council will introduce 10m long double yellow lines to protect junctions in line with the Highway Code. This length can be varied depending on the nature of the road.
- At locations where the road is so narrow such that fire engines, ambulances and council service vehicles find it difficult to travel down the road because of parking on one or both sides of the road. The standard width of a fire engine is 2.55m, this width must be free for travel on all roads at all times, with a greater width sometimes required on bends.
- At locations where residents find it difficult to park on their roads and nearby roads because of commuter and visitor parking. Limited time single yellow lines facilitate daytime parking by residents and their visitors. (Also see CPZs below.)
- The council will NOT install yellow lines to protect private driveways (either nearside or opposite) except if the road is within a CPZ. Parking enforcement can be requested to address this problem regardless of the presence of yellow lines. Residents are generally advised to apply for white bar marking (at cost) if they encounter frequent obstruction of their crossover.

3.20 Disabled Bay Parking

The Council provides parking bays for disabled badge holders outside or near their place of residence, when a resident demonstrates that they hold a Blue Badge and have no suitable off-street parking facilities. The use of each bay is not restricted to an individual and can be used by any Blue Badge holder.

3.21 Controlled Parking Zone (CPZ)

A CPZ is an area where parking is only allowed on certain parts of the road for a limited time unless you have a permit. Some CPZs also contain free parking bays. The area is mainly controlled by single yellow lines that operate at the same time as each other. A CPZ is identified by zone entry and exit signs. Request for new CPZs have to meet the following criteria before they will be considered:

- The CPZ should not result in significant displacement of parking to other residential streets in the borough
- If off-street parking is available to a majority of residents on the road, a CPZ will not be considered

- There has to be an obvious on-street parking pressure measured through a parking survey
- CPZs will not be introduced on just one road as they need to be a minimum size to operate effectively.
- The Council will be willing to consider CPZs at locations near stations, shops, high street and offices etc.
- Other alternatives to a CPZ such as a Permit Parking Area (PPA) and Restricted Parking Zone (RPZ) will only be considered by the Council under special circumstances.

3.22 Footway Parking

There is a London-wide ban on parking vehicles on the footway and verges. This is covered by Section 15 of the Greater London Council (General Powers) Act 1974 which came into effect in 1985. However, the Council will consider exempting a road and allowing partial or full footway parking if an absolute minimum of 1m can be maintained on the footway for wheelchair and push chair users (in line with Disability Discrimination Act 1995 guidelines), if the footway is suitable for vehicle over-run and if there is a specific reason to allow footway parking. Parking on grass verges is prohibited.

3.23 Summarised process for Traffic and Parking Schemes

It is worth noting that the process for proposing, designing, consulting and implementing any traffic and parking scheme is long and can take months or years. This is because of our obligation to follow the right steps to ensure every scheme adheres to acceptable safety and legal standards, plus ensuring that funding is in place and is prioritised correctly. Failure to follow the right process could lead to safety implications and in some cases, legal challenges. For example, every scheme that involves more than a small change in the physical layout of the road must go through a safety audit process. Every scheme that will be enforced must follow the due consultation and public awareness process before it is installed.

A summary of the steps taken to introduce a new traffic or parking scheme is set out below. In some cases the steps can be overlapped.

- STEP 1 – Scheme initiation through engineer's investigation, safety studies, or following requests from Councillors and/or residents. *[An assessment is usually made within 4 weeks.]*
- STEP 2 – Identify budget / funding source – there might be a current budget or may need an application for funding in a future year.
- STEP 3 – Feasibility study; data collection, site visits, engagement with internal and external stakeholders, cost-benefit analysis etc. *[This stage can take anything from 10 weeks to 6 months depending upon the complexity of the proposed scheme.]*
- STEP 4 – Preliminary design and further cost analysis. *[This stage can take from 1 week to 6 months depending upon the complexity of the proposed scheme.]*
- STEP 5 – Consultation with Ward Members and public consultation. *[This stage can take from 6 weeks to several months for a large scheme that will be of wider public interest.]*
- STEP 6 – Consultation data analysis, amendments, feedback to Ward Members and the public. *[This stage will take up to 3 weeks for large scale consultations.]*

- STEP 7 – Delegated authority approval for minor schemes or report to pre-decision scrutiny committee for major schemes. *[This stage can take from 1 week to 4 months depending upon committee schedules.]*
- STEP 8 – Statutory consultation in the papers. *[This stage is not always necessary, but for many schemes is required and can take from 4 to 12 weeks.]*
- STEP 9 – Detailed design. *[This stage will usually take about 4 weeks but can be delayed if there is a slow response from statutory undertakers.]*
- STEP 10 – Road Safety Audit for larger schemes. *[This stage can take from 2 to 6 weeks depending upon the availability of an independent road safety audit team.]*
- STEP 11 – Handover to build team. *[This stage can take 35 days lead in for minor schemes and 3 to 6 months for major projects where materials may need to be ordered from abroad.]*

3.24 Sponsorship

The Council will consider applications from businesses or residents who wish to sponsor highway improvements. Any such highways improvement must be in line with best practice and accord to safety standards and Council policy.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

Consideration is given when designing all schemes to the needs of all road user groups, including of those with disabilities.

5. TRANSFORMATION/POLICY IMPLICATIONS

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6. FINANCIAL IMPLICATIONS

Funding must be in place for any road improvement scheme to be taken forward.

7. PERSONNEL IMPLICATIONS

[Click here and start typing](#)

8. LEGAL IMPLICATIONS

The 1988 Road Traffic Act, Section 39, puts a "statutory duty" on the local authority to undertake studies into road traffic collisions, and to take steps both to reduce and prevent them.

The pertinent wording from the Act is:

Each local authority must prepare and carry out a programme of measures designed to promote road safety and may make contributions towards the cost of measures for promoting road safety taken by other authorities or bodies.

Each local authority:

- *Must carry out studies into accidents arising out of the use of vehicles on roads or parts of roads, other than trunk roads, within their area*

- *Must, in the light of those studies, take such measures as appear to the authority to be appropriate to prevent such accidents, including the dissemination of information and advice relating to the use of roads, the giving of practical training to road users or any class or description of road users, the construction, improvement, maintenance or repair of roads for which they are the highway authority and other measures taken in the exercise of their powers for controlling, protecting or assisting the movement of traffic on roads*

9. PROCUREMENT IMPLICATIONS

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10. PROPERTY IMPLICATIONS

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11. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

All schemes proposed in this report are in line with the Council's agenda to promote active travel, support sustainable transport and reduce carbon emissions.

12. CUSTOMER IMPACT

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13. WARD COUNCILLOR VIEWS

Click here and start typing

Non-Applicable Headings:	[List any of headings 4 to 13 that do not apply.]
Background Documents: (Access via Contact Officer)	LIP3: Bromley's transport for the future - local-implementation-plan-lip3- (bromley.gov.uk) Parking Policy report 2014: Parking Controls in Residential Areas - Issue - items at meetings - Parking Controls in Residential Areas (bromley.gov.uk)

Report No.
ES202230

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: PORTFOLIO HOLDER FOR SUSTAINABILITY, GREEN SERVICES AND OPEN SPACES

For Pre-Decision Scrutiny at

ENVIRONMENT & COMMUNITY SERVICES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Date: 22nd November 2022

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

Title: NATURE FRIENDLY VERGES TRIAL

Contact Officer: Hannah Jackson, Assistant Director Environment (Carbon Management & Greenspace)

Tel: 0208 461 7960 E-mail: hannah.jackson@bromley.gov.uk

James Hilsden, Parks Manager

Tel: 0208 313 4632 E-mail: james.hilsden@bromley.gov.uk

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

Ward: Beckenham & Copers Cope, Bromley Town, Farnborough & Crofton, Hayes & Coney Hall, Orpington, Penge & Cator, Plaistow, St Mary Cray, Shortlands & Park Langley, West Wickham

1. REASON FOR REPORT

- 1.1 At their meeting on 6th September 2022, the Environment & Community Services Policy Development and Scrutiny Committee agreed to form a Working Group to consider options for the management of grass verges within the London Borough of Bromley.
- 1.2 This report sets out the findings of that member Working Group following their meeting on 26th October 2022 and recommends that the council undertakes a two year Nature Friendly Verges Trial at 11 sites in the borough, with additional information on these sites provided at **Appendix 1**.
- 1.3 It is recommended that following the end of the trial, the Working Group review the response to the public engagement activities to determine recommendations to the Portfolio Holder about the future management of verges, which may include:
 - Extending the trial to additional verges

- Stopping the trial and reverting to the contracted management regime
 - Recommending a permanent change to the way that some or all grass verges are managed.
-

2. RECOMMENDATION(S)

- 2.1 Members of the Environment & Community Services PDS are asked to review the recommendations in the report and provide their comments to the Portfolio Holder for Sustainability, Green Services and Open Spaces.
- 2.2 The Portfolio Holder for Sustainability, Green Services and Open Spaces is asked to approve the trial for Nature Friendly Verges in accordance with the management regime and public engagement proposals set out in this report, at the following sites:
- Addington Road (West Wickham/Hayes & Coney Hall)
 - Beadon Road (Bromley Town)
 - Copers Cope Road (Beckenham Town & Copers Cope)
 - Court Road (Orpington)
 - Downs Hill/Ravensbourne Avenue (Shortlands and Park Langley/Bromley Town/Beckenham & Copers Cope)
 - Northfield Road (St Mary Cray)
 - Ormonde Avenue (Farnborough and Crofton)
 - Pickhurst Lane and Pickhurst Mead (West Wickham/Hayes and Coney Hall)
 - Rangefield Road Footpath (Plaistow)
 - River Pool Walk (Penge and Cator)
 - Warren Road (Chelsfield)

Impact on Vulnerable Adults and Children

1. Summary of Impact: It is unlikely that the proposed trial will have any direct and specific impact on vulnerable adults or children.
-

Transformation Policy

1. Policy Status: Existing Policy: Open Space Strategy 2021-2031
2. Making Bromley Even Better:

(4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.

(5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.

Financial

1. Cost of proposal: £5k for signage and public engagement activities.
 2. Ongoing costs: Non-Recurring Cost:
 3. Budget head/performance centre: Parks Management & Greenspace
 4. Total current budget for this head: £6.214m
 5. Source of funding: Existing controllable revenue budget
-

Personnel

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

Legal

1. Legal Requirement: None
 2. Call-in: Applicable:
-

Procurement

1. Summary of Procurement Implications: N/A
-

Property

1. Summary of Property Implications: N/A
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: A nature friendly management regime for verges produces benefits such as increased carbon sequestration and better resilience against changing climate.
-

Customer Impact

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

Ward Councillor Views

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

Beckenham Town & Copers Cope:

Cllr Connolly supported the recommendations, noting that 'supporting biodiversity is key to us all playing our part in tackling the climate crisis, supporting our wildlife, and protecting ecosystems.'

Cllr Ross expressed support for the initiative, stating that as a resident of Copers Cope Road she was aware that 'a few years ago neighbours and I began to stop mowing a large patch of grass between the blocks of flats from late April to end Sept / early Oct annually. Beautiful wildflowers grow every year and attract bees and butterflies.' Cllr Ross asked if consideration had been given to more frequent mowing in winter months to keep the area looking tidy.

Chelsfield

Ward councillors support the initiative in principle but have requested more information on the specific locations of the verges on Warren Road as both raised concerns about the potential impact on road safety, depending on the locations of verges.

Farnborough and Crofton

Cllr Marlow supported the proposals in this ward.

Hayes and Coney Hall

Cllr Michael did not support the proposed trial for Nature Friendly Verges adjacent to Hayes and Coney Hall, citing the size and prominence of the verges, and stating that 'nothing looks worse than over-grown and unkempt grass verges for whatever reason they are left unmown. They bring any area down. Weeds will invariably spring up, especially in periods of wet weather. Long unmown grass may encourage dog owners not to clear up after their animal, thus leading to an increase in dog faeces and potential harm to human health, particularly for children.'

Cllr Michael supported wildflower meadows as a management regime in the right locations, but not on municipal grass verges, and suggested that additional managed flower beds would be a better way to create more pollinator habitat. Cllr Michael also expressed concern that the trial would add to the 'proliferation of signage on the roads.'

Cllr Michael concluded:

'My concern is that Nature-Friendly i.e. overgrown verges could become more widespread in the Borough in future, especially given the current financial constraints. The report clearly states that, following the two-year trial, there could be a permanent change to the way some or even all of the Borough's grass verges are managed. I believe that grass verge should continue to be mown and this is what the Borough's residents pay their Council Tax for. The Council's current contracted management scheme should continue.'

Cllr Turrell expressed support for the trial: 'I welcome this trial and the efforts to improve Biodiversity and grow new wildflowers. I welcome the measured approach to achieving this with suitable trial period and clear communication of the plans for residents. The consultation also ensures residents are in control.'

Shortlands and Park Langley

Cllr Cuthbert noted that the Park Langley Residents Association had expressed support for the trial and enquired about the possibility of including a site in this part of the ward.

St Mary Cray:

Cllr Bear and Cllr Slator raised no objection to the trial in principle but noted that the trial should be well publicised to avoid a perception of neglect. Specifically, Cllr Bear notes that the trial in her ward was adjacent to a primary school and suggested linking up with schools as part of the communications proposals.

West Wickham:

Cllr Bennett and Cllr Brock did not object to the proposals, so long as signs are duly erected to explain the purpose of the Nature Friendly Verges. Cllrs asked that the trial be modified or abandoned on verges if road safety concerns arose, or if residents complained in significant numbers.

3. COMMENTARY

Background

- 3.1 The council manages 1,160,649m² of roadside verge, including roundabouts. Verges have potential to have significant ecological value; this is due to their proximity to large areas of habitat (parks, woodlands and meadows) and because they could act as potential wildlife corridors between these spaces.
- 3.2 Management of grass verges is an issue about which some residents feel strongly; some support the existing management regime whilst others advocate for different regimes based on improved biodiversity and better carbon impacts. As part of their remit, the Countryside Consultative Panel asked the Portfolio Holder to review their recommendation for an alternative management regime for these reasons.
- 3.3 At their meeting on 6th September 2022, the Environment & Community Services Policy Development and Scrutiny Committee agreed to form a Working Group to consider the future management of grass verges in the borough. The working group is made up of members of the Committee: Cllr Rowlands (Chair), Cllr Fawthrop, Cllr Grant, Cllr Igoe, Cllr Ireland and Cllr Stammers and Cllr Stranger. The Working Group met on 26th October 2022 to review the existing arrangements for verge management and to consider options to trial an alternative management regime.

Existing arrangements

- 3.4 Currently, the council contracts the management of grass verges to its parks management and grounds maintenance contractor, idverde. Highway verge maintenance is covered by section GM4 and GM10 of the specification, which requires (in summary):
- That highway verges are kept neat and tidy
 - Mowing takes place over the whole site up to paving, edging, fences or boundaries, with grass cut as close to possible to obstacles.
 - There is an annual programme to cut and trim edges so that all verges are cut and trimmed in an eight year cycle.
 - Grass should never be shorter than 25mm or longer than 75mm with the frequency of grass cutting being determined by idverde to meet this output.
 - Where there are naturalised bulbs in verges, mowing regimes must be adapted to avoid damaging growing bulbs
- 3.5 The cost of maintaining highway verges to this standard is £583,038 per annum, with costs increasing annually in line with the contractual indexation adjustment.
- 3.6 There are some small areas of verge that are managed differently:
- There are a small minority of verge areas which include floral bedding which are box mowed, with the permitted grass heights between 20-50mm.
 - There is 27,620m² of verge which is managed as a rough grass area where the acceptable length for grass is 50-70mm.
- 3.7 idverde have additional duties to maintain these verges which include:
- Cyclical cleaning of rural verges
 - Weed control

The case for an alternative management regime

- 3.8 Roadside verges are one of the least valued habitat types and can be resource heavy to manage. Consequently, there is an increasing trend to implement alternative management regimes, with 70% of English councils choosing to do so to improve road verges for wildflowers and pollinators.
- 3.9 The UK has lost over 97% of its wildflower meadows, and roadside verges have seen a 20% reduction in floristic diversity. 45% of native UK wildflower species are known to occur on roadside verges, with the taxa and flora being of particularly high value to pollinators in floristically deprived landscape such as those in urban areas. Studies suggest that some species are now completely dependent on road verges in otherwise unsuitable landscapes.
- 3.10 Additionally, road verges have the potential to be dynamic habitats; it is estimated that well managed road verges can produce 10 times the mass of sugar (nectar) per hectare than arable farmland.
- 3.11 Some cutting of vegetation has been shown to benefit plants, flowers and local pollinator diversity and abundance. Most studies demonstrate that between one and two early summer cuts and collects on an annual basis are best for pollinator groups, with a late summer/early autumn cut benefiting wildflowers.

Nature friendly verges

3.12 A nature friendly approach to verge management is based on three principles:

- (i) Lowering soil fertility to reduce grass growth through removal of cuttings
- (ii) Reduction in frequency of cutting
- (iii) Community engagement to manage expectations.

3.13 The benefits of a nature friendly approach to verge management are:

- Reduction in carbon produced by use of machinery
- Increase in carbon storage through large verges
- Creation of wildlife corridors, connecting larger habitats
- Improved air quality
- Improved buffer of noise and pollution
- Increased floral diversity
- Increased in pollinator habitat
- Moisture retention during drier periods

3.14 There are some risks associated with nature friendly verge management:

- Negative public perception
- Potential to act as litter traps

Trial of Nature Friendly Verges in the borough

3.15 Having reviewed the above business case for an alternative management regime, the Working Group have unanimously approved a trial for of nature friendly verges in the borough with the purpose of assessing the perception of Bromley residents: to seek feedback on the alternative management approach during the trial and to assess the level of support for it in the long-term, and for wider use in the borough.

- 3.16 A sample of roadside verges and roundabouts in the borough were identified by idverde to represent a geographical spread and where implementation of nature friendly management is not considered to create health and safety concerns for road users or pedestrians, and to avoid areas which may be particularly sensitive (e.g. cemeteries). Verges managed for bulb growing have been included in the sample.
- 3.17 Having reviewed the sample, and feedback from the Biodiversity Partnership, the Working Group are recommending that the alternative management regime is trialled at the following 11 sites in the borough, with additional information on these sites included at **Appendix 1**:
- Addington Road (West Wickham/Hayes and Coney Hall border)
 - Beadon Road (Bromley Town)
 - Copers Cope Road (Beckenham Town & Copers Cope)
 - Court Road (Orpington)
 - Downs Hill/Ravensbourne Avenue (Shortlands and Park Langley/Bromley Town/Beckenham & Copers Cope)
 - Northfield Road (St Mary Cray)
 - Ormonde Avenue (Farnborough and Crofton)
 - Pickhurst Lane and Pickhurst Mead (West Wickham/Hayes and Coney Hall border)
 - Rangefield Road Footpath (Plaistow)
 - River Pool Walk (Penge and Cator)
 - Warren Road (Chelsfield)
- 3.18 The Working Group selected a management methodology for the trial which includes one cut and collect operation annually, in August or September depending on the weather. This permits plants to flower and set seed. Where appropriate the areas will be framed with regular mowing.
- 3.19 The trial of the new management regime for 11 sites will be a cost neutral exercise. This is because the scale and temporary nature of the proposed trial. If a larger trial or permanent change were to be agreed, it is likely that there would be modest cost saving to the contract price, subject to negotiation.
- 3.20 The key purpose of the trial is to gather feedback from residents on the alternative management regime. Therefore, public engagement is a critical part of these proposals. Engagement would commence prior to the onset of the growing season, with communications focused on explaining the rationale behind the trial of nature friendly verges, the chosen management regime and its benefits, and to provide opportunities for question and answers. A communications plan will be developed, with specific feedback collected through:
- An online questionnaire
 - Fix My Street (FMS) enquiries
 - Engagement meetings during the trial period
- 3.21 The trial will be publicised as 'nature friendly verges', and signage will be erected on the relevant verges to identify them as such, and signpost to relevant information on the purpose of the trial. Semi-permanent corex board signage shall be mounted every 200m and/or at

either end of the verge. It is estimated that publication and signage costs would not exceed £5k.

Trial Programme

3.22 The Working Group requested that the trial is delivered during the 2023 and 2024 growing seasons (February 2023 – September 2024). A two year trial period is preferred because it will take at least two growing seasons for the wildflowers in the verges to start to establish.

3.23 The table below sets out the programme for delivery of the trial:

Stage 1: Winter 2022/3	<p>Project launch to raise awareness of planned trial and begin to disseminate key communication messages, to manage expectations in the coming Spring.</p> <p>Communications to include:</p> <ul style="list-style-type: none"> - Dedicated webpage with key information - Press release - Social media posts - Launch event(s) with a mix of in person and online presentations and Q&As hosted by idverde. - Engagement with key community stakeholders - Appropriate advertisements
Stage 2: Spring 2023	<p>Implement new management regime on chosen verges.</p> <p>Erect signage on affected verges</p> <p>Publish online survey</p> <p>Article in Environment Matters</p>
Stage 3: Autumn 2023	<p>Review feedback on Year 1 and report results.</p> <p>Review trial approach and make any changes required.</p>
Stage 4: Winter/Spring 2024	<p>Produce communications to launch second year of the trial, including:</p> <ul style="list-style-type: none"> - Press release - Social media posts - Re-launch event - Engagement with key community stakeholders - Appropriate advertisements
Stage 5: Autumn 2024	<p>Review all feedback on the trial.</p> <p>Decisions to be made on next steps.</p>

Next Steps

3.24 Following completion of the trial, the Working Group will review the feedback from the public engagement to determine their recommendations to the committee on the future management of verges, which may include:

- Extending the trial to additional verges
- Stopping the trial and reverting to the contracted management regime
- Recommending a permanent change to the way that some or all grass verges are managed.

4. SOCIAL VALUE, CARBON REDUCTION AND LOCAL / NATIONAL PRIORITIES

4.1 Naturalised road verges can provide many benefits the ecosystem services. From a direct carbon saving perspective, increasing vegetation growth results in higher carbon sequestration rates. In some cases, grassland can sequester more carbon than woodland by area.

4.2 Urban roadsides have some of the greatest stocks of black carbon which not only capture warming emissions but also polluting particles that affect air quality. As summer seasons continue to experience high temperatures, studies have shown that naturalised grass verges can help to regulate the urban heat island effect. Naturalised grass verges also contribute to reduced flood risk and erosion control by absorbing run-off and intercepting rainfall, providing a further element of climate resiliency.

5. TRANSFORMATION/POLICY IMPLICATIONS

5.1 The proposal for a Nature Friendly Verges trial supports the Council’s Corporate Strategy: Making Bromley Even Better, specifically in relation to ambition 4: For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future. It supports our objectives for a clean and green environment and a carbon neutral environment.

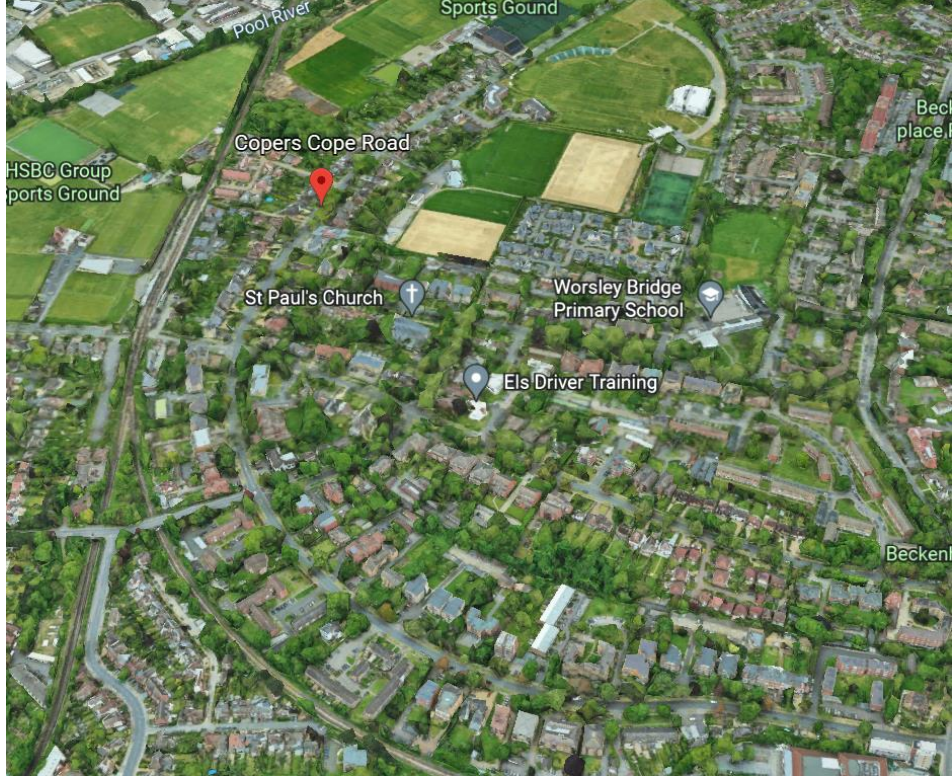
6. FINANCIAL CONSIDERATIONS

6.1 It is estimated that a trial for Nature Friendly Verges will not have a financial impact on the contract with idverde for parks management and grounds maintenance. Up to £5k may be required to publicise the trial and produce relevant signage; this can be met from existing service budgets.

Non-Applicable Headings:	Legal Implications, Procurement Considerations, IT and GDPR Considerations, Personnel Considerations; Impact on Vulnerable Adults and Children
Background Documents: (Access via Contact Officer)	Appendix 1: Recommended Trial Sites

Nature Friendly Verges: Appendix 1

Proposed Trial Sites



Site	Ward	Area	Image
Copers Cope Road	Beckenham Town & Copers Cope	6584m2	

Pickhurst Lane and
Pickhurst Mead

Hayes & Coney
Hall/West Wickham
(border)

625m2



<p>Downs Hill/Ravensbourne Avenue</p>	<p>Shortlands and Park Langley/Bromley Town/Beckenham & Copers Cope (border)</p>	<p>320m2</p>	
<p>Addington Road</p>	<p>Hayes & Coney Hall/West Wickham (border)</p>	<p>6655m2</p>	

Warren Road	Chelsfield	1200m2	
Court Road	Orpington	9000m2	

Ormonde Avenue	Farnborough & Crofton	1700m2	
Beadon Road	Bromley Town	640m2	

Northfield Avenue

St Mary Cray

200m2



Rangefield Road
Footpath

Plaistow

843m2





River Pool Walk

Penge & Cator

280m²



Report No.
ES20219

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: Portfolio Holder for Transport, Highways and Road Safety

**For Pre-decision Scrutiny by the Environment PDS
Committee on**

Date: 22nd November 2022

Decision Type: Non-Urgent Executive Non-Key

Title: ACCESS ROAD REAR OF 75 - 113 STATION ROAD, WEST
WICKHAM - PROPOSED MAKING UP UNDER PRIVATE
STREET WORKS PROCEDURE

Contact Officer: Nojan Rastani,
Tel: 020 8313 4524 E-mail: nojan.rastani@bromley.gov.uk

Chief Officer: Colin Brand, Executive Director of Environment and Community Services

Ward: West Wickham.

1. Reason for report

To advise Members of a requirement for the Council to exercise its powers under the Private Street Works (PSW) Code contained in the Highways Act 1980, to make-up and adopt an existing service road in order that it may provide a suitable means of access to a proposed housing development at the rear of West Wickham Library.

2. **RECOMMENDATION(S)**

That the Portfolio Holder for Transport, Highways and Road Safety:

- 2.1 **As part of the Bromley's Housing Regeneration, the planning application (Application No.21/04851/FULL1) for the redevelopment of the car park site on Croft Avenue to provide a mews of 6 houses comprising 12 flats (6 x 1 bed and 6 x 3 bed) and a detached three storey block of flats comprising 14 units (5 x studio and 9 x 1 bed); with the associated bike and bin stores, car parking, ancillary space, private, communal amenity space and alterations to the access road has been approved, (see also Committee Report by the Renewal, Recreation and Housing Committee on 16th November 2021)**

As part of this development an access road will be brought up to Adoptable Standards (see attached plan) through Private Street Works (PSW).

- 2.2 Makes a First Resolution under s.205(1) of the Highways Act 1980 in respect of the access road to the rear of 75 – 113 Station Road, West Wickham, as follows:**

The Council do hereby declare that the access road to the rear of 75-113 Station Road, West Wickham is not sewerred, levelled, paved, metalled, flagged, channelled, made good and lighted to its satisfaction and therefore resolves to execute street works therein, under the provisions of the Private Street Works Code, as set out in the Highways Act 1980.

Schedule of Works

From the junction of the access road with Croft Avenue to the north, for a distance of 98.0m to the south, as shown on Drg. No. P2359 PAR-ZZ-XX-DR-C 8100 attached.

- 2.3 Approves the proposed layout to which it is proposed that the access road be made-up all as shown on Drg. No. P2359-ZZ-XX-DR-C 8100 attached and**
- 2.4 Resolves that, in this instance, the Council meets all the expenses of the Private Street Works scheme, under the provisions of s.236 of the Highways Act 1980.**

Corporate Policy

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

Financial

1. Cost of proposal: Estimated cost £ 150k
 2. Ongoing costs: Recurring cost . Future maintenance TBD
 3. Budget head/performance centre: Capital Programme - Provision of Library and Housing Improvements in West Wickham
 4. Total current budget for this head: £9.6m
 5. Source of funding: GLA grant, internal borrowing, S106 contributions, private sale receipts
-

Staff

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

Legal

1. Legal Requirement: Statutory requirement. The Council is entitled to make-up any private street, such as the access road, under the provisions of the Private Street Works Code, which comprises s.205 to s.218 of the Highways Act 1980.
 2. Call-in: Call-in is applicable ?
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All users of the access road following the construction of the new houses, together with the tenants and residents of the existing shop premises fronting Station Road.
-

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 The Council is the owner of land situated to the rear of West Wickham Library. This land has previously been used for the purpose of a public carpark but is now intended to provide for the improvement of the library, together with a small housing development.
- 3.2 It is proposed that access to part of this development will be obtained along an existing unmade and unadopted road to the rear of several shops to the west side of the site, fronting onto Station Road. This road is currently used to service the shop premises, and in making-up the road for adoption, its design and construction will recognise the need such servicing to continue in future.
- 3.3 The Council's ownership of land in this location does not extend to the service road and there is no registered owner of this road. It is a "private street" for the purposes of the PSW Code found in the Highways Act 1980. However, the Council, as the Street Works Authority for the area, is entitled to make-up the street for adoption. The above resolution is the first which must be passed in connection with this procedure.
- 3.4 Typically, when the Council exercises its power under the PSW Code, most of the costs are recharged to the owners of premises fronting the private street, the frontagers. In this instance however, it is recommended that, in view of the primary use which the made-up highway is intended to serve, that of providing access to the housing development, the Council should bear the full cost of the scheme.

4. POLICY IMPLICATIONS

- 4.1 Policy T14 of the Unitary Development Plan (UDP) adopted in July 2006 says that unadopted highways will normally be considered for making-up and adoption, as resources permit, only following a referendum conducted in each road, in which the owners of the majority length of frontage are in favour. In exceptional circumstances however, such a referendum may be dispensed with.
- 4.2 There is a requirement for the existing access road to be improved, to enable it to provide access to the new housing development whilst continuing to serve as a service road for the existing shop premises, and it is intended that this improvement will come about as a result of a scheme carried out under the Council's Private Street Works powers. It is not proposed that the cost of improving the access road will be passed onto the frontage owners. These owners have been made aware of the situation, and, in the circumstances, it is recommended that a referendum is not conducted.

5. FINANCIAL IMPLICATIONS

- 5.1 Highways officers have provided an indicative estimate of £150k to make-up and adopt this road, which will fall entirely to the Council. However, specific details will need to be provided when further approval is subsequently sought as part of this process, together with a detailed estimate of the cost of the scheme.
- 5.2 The cost of this will be met from the capital programme of £9.6m for the Provision of Library and Housing Improvements in West Wickham approved by the Executive on 24th November 2021.
- 5.3 Future maintenance and provision of street lighting would also be the Council's responsibility although these costs cannot be quantified at this stage and would need to be met from the Highways revenue budget.

6. LEGAL IMPLICATIONS

- 6.1 In order to make-up and adopt the access road, the Council would have to proceed under the requirements of the Private Street Works Code, as set out in the Highway Act 1980 which provides that “Where a private street is not, to the satisfaction of the street works authority, sewered, levelled, paved, metalled, flagged, channelled, made good and lighted, the authority may from time to time resolve with respect to the street to execute street works and, subject to the private street works code, the expenses incurred by the authority in executing those works shall be apportioned between the premises fronting the street.” This will involve the Council serving Notices of Provisional Apportionment of the expenses of street works on the frontage owners.
- 6.2 As it is intended that the full cost of the scheme will be met by the Council without charge to the frontage owners, the Notices will show “nil” street works charges to them. This means that the frontage owners are unlikely to be able to raise objections to the proposal on financial grounds, but could choose to pursue objections on one of the other of the six statutory grounds, as set out in Section 208 Highways Act 1980, which are open to an owner(s) of premises shown in a Provisional Apportionment of estimated costs, as liable to be charged with any part of the costs of executing the proposed street works. The frontage owner(s) may by Notice to the Council, object to the proposed works. One of the statutory grounds, under S208 (b), allows the objection that there is some material informality, defect, or error in the documents that have been prepared.
- 6.3 Under the Private Street Works Code, any statutory objections that may be raised, and which cannot be resolved by negotiation, would have to be referred by the Council to the Magistrates Court for determination, which could significantly delay the scheme and the making up of the access road.

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

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London Borough of Bromley

Report No.
ES20177

PART ONE - PUBLIC

Decision Maker: Portfolio Holder for Transport, Highways & Road Safety

FOR PRE-DECISION SCRUTINY BY THE ENVIRONMENT AND COMMUNITY SERVICES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE ON:

Date: Tuesday 22 November 2022

Decision Type: Non-Urgent Executive Key Non-Key

Title: **PARKING SERVICES - REVIEW OF PARKING FEES AND CHARGING PROCESSES**

Contact Officer: Chloe Wenbourne, Head of Shared Parking Services
E-mail: Chloe.Wenbourne@bromley.gov.uk

Chief Officer: Director of Environment and Public Protection

Ward: (All Wards);

1. Reason for decision/report and options

A Review has been undertaken of all parking charges across the Borough in line with the agreed Parking Strategy since the last review in 2019. The report recommends charges for on and off-street parking fees as well as parking permits.

The report also recommends charges be introduced in 4 new locations and that all pay and display machines, both on and off street, are removed within the next 6 months so that the Borough becomes a cashless only Borough, with the exception of the one ANPR Civic Centre car park.

2. RECOMMENDATION(S)

That the Environment Portfolio Holder agrees to the following:

- The proposed tariff increases of 20p to all on and off-street parking locations, as set out in section 3 and appendix one.
- The proposed tariff review timescale being changed to every 2 years as set out in section 3.
- The proposed tariff charges for The Civic Offices car park as set out in section 4.
- The proposed changes to The Hill car park as set out in section 5.
- The proposed evening tariff in Mitre Close as set out in section 6
- The proposed implementation of tariffs in the existing free on and off-street parking places as detailed in section 7
- The proposed permit charges as set out in section 8.
- The proposal to accelerate the removal of all pay and display machines across the Borough as set out in section 9.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Full Equality Impact Assessment has been completed and published.
-

Transformation Policy

1. Policy Status: Parking Strategy
 2. Making Bromley Even Better Priority: To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
-

Financial

1. Cost of proposal: £127k
 2. Ongoing costs: Savings in 2023/24 of approximately £804k and in 2024/25 of £967k
 3. Budget head/performance centre: Parking Services
 4. Total current budget for this head: £9m
 5. Source of funding: Revenue Controllable Budgets
-

Personnel

1. Number of staff (current and additional): 5 FTE
 2. If from existing staff resources, number of staff hours: 1,100 hours
-

Legal

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

Procurement

1. Summary of Procurement Implications: Parking controls are managed and enforced under the term contract with APCOA, which is in year six of a ten-year contract.

Property

1. Summary of Property Implications: n/a
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: The reduction of cash collections on the pay and display machines and the need for the patrols to visit the machines will reduce the Parking Contractor's carbon footprint.
-

Customer Impact

1. Estimated number of users or customers (current and projected): All road users of the Borough.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Ward Councillors in Wards specifically impacted have been asked for comments to be shared at committee.
2. Summary of Ward Councillors comments: n/a

3. COMMENTARY

Surface Car Parks and On Street parking

- 3.1 Charges in all car parks and on-street parking bays are reviewed every four years, with the last review being completed in February 2019, therefore a review of all parking charges has been completed by Officers with the proposed implementation date of the 1 April 2023.
- 3.2 There has been a general decrease in the usage of the surface (ground-level) car parks and on street parking in the Borough, more so with the Covid pandemic; motorist behaviours have changed, and this is reflected in the 28% decrease in car park usage since 2019/20. Comparing the 2021/22 usage levels of all car parks against that of 2019/20, there were 467,121 less parking sessions purchased, this resulted in just over £1m less income being generated. Please see sections 4 and 5 of the report for further information on the two multistorey car parks.
- 3.3 The on and off-street fees have not been increased since April 2020, however the contract costs have increased annually by inflation, therefore a review of the tariffs are now necessary.
- 3.4 Officers considered all options at this stage and estimates showed that based on the same parking levels as seen in 2021/22, an increase of 20p per tariff set could be an additional increase of income of £703,296 p/for all on and off-street parking locations (excluding the two multistorey car parks). Allowing for a potential drop off in usage of 5% (the “rejection rate”) over the next year, officers project that this would be an additional income of approximately £445,975 p/a.
- 3.5 Appendix three has a list of the difference in usage and income for all 25 surface car parks since 2018/19. This clearly demonstrates the real impact that the pandemic has had on the demand for the car parks, with the station car parks being most effected.
- 3.6 Appendix one shows the current tariffs and the proposed tariff going forward with the 20p increase for all on and off-street locations, excluding the two muti-stories car parks.
- 3.7 If approved, these changes could be implemented for April 2023 as a range of practical and statutory actions would need to be undertaken before the revised prices could come into effect, including a 21-day Notice of Variation amendment of the various Traffic Management Orders, machine software updates, tariff sign changes, and the Council’s Web site would also need updating.
- 3.8 Officers generally review the parking tariffs every 4 years, however due to the drastic changes that the Covid pandemic has had on parking demand, the data over last few years does not fully establish a set trend of usage. It is therefore proposed that a further review is undertaken in 2 years’ time to confirm that the above strategy is the best option for both the Council and the motorists of the Borough.

On and Off Street Total Income Projections					
Based on 21/22 actuals not budget					
Bromley 22-23	Avg transaction	£1.26	0.1	0.2	0.3
P&D + cashless income	Usage	No increase	10p increase	20p increase	30p increase
0% rejection rate	3,516,481	£4,443,125.50	£4,794,773.59	£5,146,421.68	£5,498,069.77
5% rejection rate	3,340,657	£4,220,969.22	£4,555,034.91	£4,889,100.60	£5,223,166.28
10% rejection rate	3,164,833	£3,998,812.95	£4,315,296.23	£4,631,779.51	£4,948,262.79
15% rejection rate	2,989,009	£3,776,656.67	£4,075,557.55	£4,374,458.43	£4,673,359.31
20% rejection rate	2,813,185	£3,554,500.40	£3,835,818.87	£4,117,137.34	£4,398,455.82

Difference to standard projection vs above					
Bromley 22-23			0.1	0.2	0.3
P&D + cashless income	Usage	No increase	10p increase	20p increase	30p increase
0% rejection rate	0	£0.00	£351,648.09	£703,296.18	£1,054,944.27
5% rejection rate	-175,824	-£222,156.27	£111,909.41	£445,975.10	£780,040.79
10% rejection rate	-351,648	-£444,312.55	-£127,829.27	£188,654.02	£505,137.30
15% rejection rate	-527,472	-£666,468.82	-£367,567.95	-£68,667.07	£230,233.81
20% rejection rate	-703,296	-£888,625.10	-£607,306.63	-£325,988.15	-£44,669.68

4. Civic Offices Multistorey Car Park

- 4.1 The Civic Offices car park was upgraded to an Automatic Number Plate Recognition (ANPR) system in 2020. The upgrade enabled the Authority to provide a completely paperless parking solution. Once a vehicle enters the car park, the ANPR cameras record the vehicle's registration and after the motorist has made payment (subject to agreed exemptions), as the vehicle leaves the car park the ANPR system cross references the vehicle registration with the payment, and the exemption database is cross referenced to confirm that the vehicle is entitled to leave.
- 4.2 The Civic Offices Car Park has 691 parking spaces, 19 disabled bays; 2 electric vehicle charging points, this is including the section that has recently been used for the vaccination centre parking.
- 4.3 The Civic Offices car park has also been a casualty of the Covid Pandemic with statistics from the parking machines software showing 25% fewer parking sessions being purchased in 2021/22 in comparison to 2019/20; this equates to just over £368,482 less income over the year – a decrease of 37%.

Civic Offices Car Park	Parking Sessions	Income
18/19	424,075	£ 983,836
19/20	383,345	£ 982,147
20/21	101,586	£ 278,213
21/22	286,745	£ 613,665

Time of Session Purchased	1 Hour	2 Hour	3 Hours	4 Hours	5 Hours	6 Hours	7-24 Hours	Total
2021/22	76,862	119,999	56,326	22,350	7,531	2,238	1,439	286,745
Percentage of overall purchased tickets	27%	42%	20%	8%	3%	1%	1%	

- 4.4 The car park is used for mostly short stay parking, with the most popular length of stay being 2 hours with 42% of sessions being purchased in comparison to only 2% of sessions being purchased for 7-24 hours tariffs.
- 4.5 The current hourly tariff is £1.30 per hour and then after 6 hours it is £14. The higher tariff was originally introduced to discourage all day parking and allowed for a constant turnover of vehicles helping to maximise the income in the car park and provide sufficient parking opportunity for the town centre. Over recent years, with the demand for the car park changing, the capacity in the car park is less than 50% full, therefore there is now the opportunity to change the tariff structure to encourage reasonably priced long stay parking.
- 4.6 The car park has direct competition with the Glades Shopping Centre which is 20p cheaper on the hourly tariff and £2 cheaper for the 6 Hour and over tariff at £12. It is therefore recommended to keep the tariffs the same but to try and encourage more long stay parking in the Civic Offices car park by reducing the over 6h tariff to £7 to undercut the competition.
- 4.7 Based on 2021/22 statistics, Officers accept that there is a risk of loss of income for those who are already using the long stay facility of the car park and paying the £14 fee would now be receiving a cheaper tariff, however this was only just over £20,000 of income per year in 2021/22. Officers are confident that with the right advertising on social media, the Councils web site and a banner outside the Civic Offices the car park can start to be used for long stay parking, especially by those working in retail at the Glades or in the High Street, who have been put off previously by the high cost of all day parking.
- 4.8 Due to proposed large decrease in the long stay parking tariff in the Civic Offices car park, it is recommended that a review of the Civic Offices car park is completed after one year.
- 4.9 It is recommended these changes commence in April 2023.

5. The Hill Multistorey Car Park

- 5.1 The Hill Multi-Story car park has 752 parking spaces, 8 disabled bays, 1 motorcycle bay and 2 electric vehicle charging point bays. Over the last few years, there has been a decline in usage and therefore a decline in income from this car park, please see the table:

Year	Parking Sessions	Income
18/19	256,776	£645,821
19/20	239,403	£641,694
20/21	80,865	£273,711
21/22	185,719	£493,409

- 5.2 The car park is manned between the hours of 7am to 9pm, Monday to Saturday, and 8am to 7pm on Sundays.
- 5.3 Officers propose to remove the Car Park Attendants, the car park barriers and the pay on foot payment machines and make the car park cashless-only and patrolled by CEOs, the same as most other car parks within the Borough.
- 5.4 Due to the continual decline in usage and the Anti-Social Behaviour (ASB) happening on the top levels of the car park, officers recommend fencing off the top couple of floors of the car park.

This will reduce capacity which is not being fulfilled and reduce the area for enforcement, allowing the CEOs to enforce a much smaller car park, which will add to this saving proposal.

- 5.5 Removing the manned aspect and all the equipment would have a one-off cost of £36,770, however there would be an annual contract saving off £65,360. This would be without removing the advantages of the pay-on-foot aspect of the car park as users would be able to pay through their mobile phones to extend a visit (a facility which is not available at this time).
- 5.6 The benefits of a cashless system mirror those associated with pay-on-foot solutions as customers can shop in the town centre for longer than they planned as they can extend their parking session via their mobile phone, therefore reducing the risk of receiving a Penalty Charge Notice (PCN).
- 5.7 The current tariff for this car park is £1.30 per hour and £5.20 over 3 hours. Officers propose to keep this tariff the same, but by moving to a cashless only car park the motorist will have to pay an additional 20p service fee to RingGo.
- 5.8 It is recommended these changes commence in April 2023.

One Off Charges			
Service	Unit Rate	Number of Units	Total Charge
Removal of pay-on-foot machine	£ 823.31	5	£ 4,116.55
Removal of each barrier	£ 493.99	4	£ 1,975.96
Redundancy costs (contractor)			£ 30,678.00
Total			£ 36,770.51
Annual Contract fee reduction			
MSCP 700-800 spaces	-£ 92,213.74	1	-£ 92,213.74
Cash collections	-£ 6.10	260	-£ 1,586.00
Surface car park management	£ 75.63	376	£ 28,439.00
Total			-£ 65,360.74
Annual Contract Savings			
	23/24	24/25	25/26
Saving to the Parking contract	-£ 28,590.23	-£ 65,360.74	-£ 65,360.74

6 Overnight charging at Mitre Close Car Park in Bromley Town Centre

- 6.1 Mitre Close Car Park is a busy car park in Bromley Town Centre, comprising 25 bays and is chargeable Monday-Sunday, 8:30am – 6:30pm. This car park is next to The Hill Multi-story Car Park which is chargeable in the evening at £1.30 from 6:30pm to 7:29am.

- 6.2 Mitre Close is quite often very busy in the evening as people will park in this car park to avoid the fees at The Hill. It is therefore proposed that an evening charge is introduced at the same rate as The Hill Car Park, £1.30.
- 6.3 On a projection of every bay within the car park having one vehicle parked in it each evening or overnight, every Thursday, Friday, Saturday and Sunday of the year, this could be a potential income of £6,760 pa.
- 6.4 It is recommended these changes commence in April 2023.

7 Charging motorists to park in the current free car parks / limited waiting bays

- 7.1 The Council currently have 3 car parks across the Borough that are free to park in and one car park that is free but for disabled badge holders only. Officers recommend that tariffs should be introduced as set out here:
- **Crown Lane, Bromley** - Crown Lane is a 25-space car park situated alongside the actual road Crown Lane, Bromley. It is mostly used by residents and college students with approximately 75% of spaces being utilized daily. It is recommended to introduce a tariff of 60p per hour, with a maximum charge of £3.00 per day.
 - **Homefield Rise, Orpington** – Homefield Rise car park is a 16-space disabled badge holder only car park until 6:29pm, from 6:30pm to midnight the car park is currently free to all motorists. This car park could become chargeable between 6:30pm to 8:00am with a set overnight fee of £1.50 to allow motorists to utilise these spaces in the evening with cashless only, as officers are aware that people park there to use the cinema in the evening.
 - **Sundridge Park, Bromley** – Sundridge Park car park is a 77- space car park that is free to all motorist in the area. It is located next to a train station and allows commuters to park all day for free. It is recommended to introduce a tariff of 60p per hour, with a maximum charge of £3.00 per day.
- 7.2 The Council are responsible for paying the business rates and maintenance within each of these car parks, therefore they are currently running at a loss, by adding a tariff to park it will help the service meet these running costs. Currently the income from other car parks has to subsidise the running costs of these three car parks.
- 7.3 The Council would need to consider the displacement of vehicles for those motorists who choose not to pay at the car park and find somewhere else to park; additional on street controls may be needed to assist with this situation such as extensions/new Controlled Parking Zones. It is likely to take longer to introduce required parking controls in streets around the Sundridge Park car park than in the other two car parks.
- 7.4 The Council would need to pay for the Traffic Management Orders to be amended as well as paying for new signage. To minimise the implementation costs as well as the maintenance costs, it would be recommended that these car parks would be cashless only.
- 7.5 An estimate of income is shown below. This is based on each available parking space being parked in for 4 hours per day, Monday to Friday, 52 weeks per year, charged at the tariffs in 4.1, Monday to Friday only. For Homefield rise, the calculations are estimated at 50% of the spaces being utilised 3 nights per week.

7.6 In Main Road, Biggin Hill there are approximately 30 limited-time waiting bays which could be turned into cashless only parking bays at 60p per hour. Enforcing limited-time waiting bays can be extremely difficult and time consuming for the Civil Enforcement Officers (CEOs) as they must visit each bay twice and log the vehicle before they can enforce. Changing these bays to paid-for parking will allow for the bays to be enforced effectively, freeing up the resource of the CEO as well as ensuring the turnover of the bay is achieved, which in turn will support the local shops.

	Costs	Additional Income
Service	Unit Rate	
Amendment to Traffic Management Orders (23/24)	£ 2,000	
New Signs and lines (23/24)	£ 1,000	
Cashless system configuration (23/24)	£ 2,000	
Additional annual enforcement costs for Crown Lane (24/25)	£ 3,900	
Additional annual enforcement costs for Sundridge Park (24/25)	£ 7,750	
Additional annual enforcement costs for Homefield (24/25)	£ -	
Projected Income for Crown Lane (24/25)		-£ 10,400
Projected Income for Sundridge Park (24/25)		-£ 19,000
Projected Income for Homefield (24/25)		-£ 4,320
Projected income for Main Road (24/25)		-£ 14,000
Totals	£ 16,650	£47,720

	23/24	24/25
Totals	£ 5,000	-£ 36,070

7.7 Implementation of these changes is recommended for April 2024.

8. Permits – Resident, Business and Visitor Vouchers

8.1 The Covid pandemic has changed residents' behaviours and therefore there has been a small increase in the number of resident parking permits purchased. This may reflect residents home working more. However, there has been a decrease in the number of business permits and season tickets purchased.

	Residents Permits	Visitor Vouchers	Business Permits	Season Tickets
2019/20	7147	2024	418	121
2020/21	7659	1851	371	93
2021/22	7724	2351	356	81

8.2 Officers have reviewed the permit demand and the charges in line with our neighbouring Boroughs (please see Appendix two) as well as the on-going cost for the provision of civil parking enforcement and therefore propose the following changes:

Type of Permit	Current Cost	Proposed Cost
Residents Permit – Restrictions 4 hours and under	£50	£80
Residents Permit – Restrictions over 4 hours	£100	£150
Visitor Vouchers - Restrictions 4 hours and under	£45	No change
Visitor Vouchers - Restrictions over 4 hours	£55	No change
Business Permit – Standard Locations	£125	No change
Business Permit - Premium Locations	£275	No change

- 8.3 The potential extra income from this increase would be £311,940 p/a on top of the existing income of £586,760 based on the 2021/22 data. This increase is recommended so that the income keeps pace with the cost of enforcement and also covers the cost of ongoing changes needed in CPZs.

Existing permit Cost	Number of permits sold in 21/22	Existing Income	Potential extra Income
£50.00	3713	£ 185,650.00	£ 111,390.00
£100	4011	£ 401,100.00	£ 200,550.00
Total	7724	£ 586,750.00	£ 311,940.00

- 8.4 Officers have not recommended the increase of Visitor Vouchers fees as although we are seeing an increase in the demand, the cost of the vouchers is on the higher side in comparison to neighbouring boroughs.
- 8.5 Implementation of these changes to permit fees is recommended for April 2023.

9 Removal of Pay and Display Machines

- 9.1 There are currently 131 pay and display machines across the Borough, 100 machines are on street and 31 in car parks.
- 9.2 It was agreed in November 2019, report number ES19066, that delegated authority would be given to the Director of Environment & Public Protection for the removal of P&D machines across the Borough in consultation with the Portfolio Holder.
- 9.3 Since this decision, officers have been removing machines around the Borough with the most recent removal agreed in November 2021 by former Portfolio Holder Councillor Huntington-Thresher where a further 66 machines, 53 on street and 13 from the car parks, would be removed; this was completed in September 2022.
- 9.4 As detailed in section 3 of this report, officers are aware that the pay and display machines across the Borough are prone to breaking down, and on some occasions will take a considerable time to be fixed as parts are not easy to purchase due to the age of the machines. Officers recognise that this is providing a poor service for the motorist as well as frustration when they pay for their parking session but no pay and display ticket is produced.

- 9.5 The table within Appendix three shows the split between cash and cashless parking sessions per car park over the last three years; the data demonstrates that a natural increase in the cashless facility is being adopted in most car parks, with 38% of all off street parking income being purchased via the cashless system in 2019/20, with an increase to 73% in 2021/22.
- 9.6 As mentioned above in 9.3, pay and display machines are quite often broken into, in the last financial year, £ 15,834.60 was stolen from the pay and display machines.
- 9.7 Officers have recently been made aware of the '3G Sunset' which is a shutdown of all 3G sim cards. All of the pay and display machines in surface car parks and on street have a 3G sim card within the machines, once these sims are shut down, the machines will not be able to communicate with the back-office systems. This would mean Parking Services and the Parking Contractor would have no way of knowing if a machine was out of order, the cash box was full, needed a new ticket roll etc. Officers would also be unable to provide data on usage of the machine.
- 9.8 Early discussions with APCOA have confirmed that Vodaphone, the Council's sim provider will remove their support of the cards between Feb 23 to April 23, therefore in order for the machines to continue to work, an upgrade of the sim cards would be required at a cost of £700 per machine, a total cost of £91,700 for all 131 machines.
- 9.9 The service cannot continue with the poor quality of the machines and the ongoing problems; therefore, officers have considered the options available to the service, officers believe the options are as follows:
- Accelerate the machine removal process, becoming a cashless Borough providing a more efficient service to the public. There would be a one-off cost of £50,331.51 to remove the machines, however there would be an annual contract saving of approximately £102,349.
 - Replace the most used machines that are most prone to going out of service at a cost of £6,000 per machine (this will include removing the old machines, purchasing and installing a new machine), as well as paying for the £700 sim upgrade fee.
 - Replace all 131 machines at a cost of approximately £877,700 (this will include the sim upgrade for the machines). The Council would have to accept that these machines would be prone to being broken into and that the Council would not recover the cost on this investment as this is a declining service.
 - Replace all 131 machines at a cost of approximately £877,700 (this will include the sim upgrade for the machines) but with credit card contactless machines, however, additional card merchant charges will be introduced to the service, this will cost the service in more running fees and will add more pressure to the existing budget gap within the service.
- 9.10 With the continuing growth of the cashless system, the usage in the pay and display machines naturally decreasing, the continual problems with machines being broken into and the shutdown of the 3G sims, officers recommend that the machine removal of the remaining 131 pay and display machines is accelerated.
- 9.11 Whilst considering the Borough's options, Parking Services arranged, via London Councils, for an email to be sent to all London Boroughs asking what their current position was in relation to if

they had moved to cashless only or if they used pay and display machines still. The replies are summarised in Appendix four.

- 9.12 Out of the 16 boroughs that responded, 1 came back that they had pay and display machines and a cashless system, 8 had cashless and a pay point system, 5 were just cashless and 2 have committee reports pending for the recommendation to move to cashless only. A pay point system is a parking cash facility where a motorist can purchase their parking session at a local business instead of using the RingGo cashless system directly.
- 9.13 Officers understand that not all motorist want to use the cashless system, with a projected 29% of all off street sessions within the car park being purchased via the pay and display machines, therefore officers will help with these changes by arranging for posters and 'how to guides' to be installed by the existing machines, leaflets and posters can be placed at suitable locations such as libraries, doctors surgeries, community resource centres etc and provide the extra support to those who need it.
- 9.14 There are various ways to use the cashless system: there is a parking app that can be downloaded and an account can be created, this will save up to 5 vehicles registrations within one account and will remember the card details, making paying for a parking session as quick as possible. Motorists that do not have a smart phone can also use the cashless system by calling a landline or sending a text message; all telephone numbers are displayed on the information boards at each location.
- 9.15 The current cashless provider, RingGo, is very reliable and if at any time they are experiencing any technical problems, the service is made aware of this so that we can report the date, time and the details of the problem. Bromley Council have been using RingGo as a cashless provider since 2010 and since 2017 this service has been procured via the main APCOA Parking Contractor where the KPI default linked to this service have never been applied, due to the reliability of the system.
- 9.16 Due to the various reasons explained above, it is recommend that the remaining 131 machines are removed by April 2023, this will be in line with the 3G sims being unsupported. Due to the timeframe, officers will need to recruit a consultant to help with the operational aspect of this project, including amending the Traffic Orders both on and off street as well as changing the signage on street.
- 9.17 Most cashless providers, including RingGo have an alternative system, however, reports from other London Boroughs are that whilst this system can provide a cash payment system, it can introduce further problems to the authority and has had virtually no uptake in boroughs where it has been introduced.
- 9.18 Operationally, this would involve increased costs to the Council to run the system, it would also make enforcement incredibly difficult. Civil Enforcement Officers would have to allow time for a customer to walk to the pay point location and pay for parking before being able to enforce any parking controls, this would be extremely difficult for all locations but especially the car parks, therefore the use of pay point is not recommended.
- 9.19 The below table is a breakdown of the one off costs and potential savings to the Parking Contract.

Service	Unit Rate	Number of Units	One off / annual fees
Removal of P&D machines solar (one-off)	£ 384.21	131	£ 50,331.51
Management/Maintenance Costs (annual)	£ 409.47	131	-£ 53,640.57
Cash Collections (annual)	£ 6.10	7985	-£ 48,708.50
Consultant to amend the Traffic Orders (one-off)	£ 35,000	1	£ 35,000

	23/24	24/25 and beyond
Net Savings	-£ 17,017.56	-£ 102,349.07

- 9.20 The Council have a responsibility to consider the Equalities Act when removing a service such as the pay and display machines and those people who maybe more prone to being disadvantaged or excluded by the changes, therefore a full Equality Impact Assessment has been completed and published.
- 9.21 Officers have considered that removing the facility of cash payment may be a disappointment to some motorist and arguably it may disappoint and inconvenience more of the older generation who may not own a phone or be confident using them, however whilst researching this further, some recent statistics for the UK show that 92% of UK adults own a smartphone in 2022, and within the last 6 years the smartphone adoption rate has nearly doubled for the 55 - 75 years old.
- 9.22 The biggest change in smartphone adoption in the past six years was noted among older adults. Namely, the number of smartphone users in the 45-54 age group increased from 60% in 2013 to 90% in 2019. Smartphone penetration in the UK in the 55 to 77 age group, on the other hand, doubled in the same period, going up from 40 to 80%. - (Deloitte UK)
- 9.23 This data suggests that although a number of motorists choose to use the pay and display machines, the majority of the population, especially those who drive, would own a phone.
- 9.24 Officers would reduce the inconvenience to those that have not used the cashless system before by arranging for additional signage to be installed advising the motorist that the machines will be removed, that the only payment method will be the cashless system, and set out clearly how the cashless system can be used. This would be displayed before the machines were removed, giving drivers time to adapt to the new way of paying to park.
- 9.25 Offices would happily give extra advice to any motorists really struggling, as well as adding extra guidance on the Councils web site, including a step-by-step guide. Information signs would also be installed in libraries, community resource centres, GP surgeries and via on-street electronic posters. A draft poster of the on and off-street communications can be found on Appendix five, further step by step instructions will be placed at all car parks to assist those moving over to the RingGo system.
- 9.26 As noted above, Parking Services have removed a number of machines over the last few years making areas cashless only, these include but are not limited to Copers Cope area, parts of Clockhouse, Orpington, Petts Wood and Chislehurst. No formal complaints have been received within these schemes and whilst it's difficult to fully compare the statistics due to the Covid Pandemic, officers are confident that usage has not been affected as a result of these changes.

- 9.27 Officers have started a Frequently Asked Question (FAQ) sheet on the proposed machine removal and the move to becoming a cashless only Borough, please see Appendix 6.

10. TRANSFORMATION/POLICY IMPLICATIONS

These recommendations will help take forward the Council's policy of reducing the number of pay and display machines around the Borough and reducing the ongoing maintenance costs on the Parking Enforcement Contract.

11. FINANCIAL IMPLICATIONS

- 11.1 Section 3 and Appendix 1 of the report recommends a fee increase of 20p per tariff is approved. If the 2021/22 parking levels are maintained, the potential additional income for the council could be £703k p/a for all on and off-street parking locations (excluding the two multistorey car parks). Increased fees may lead to reduced usage, this scenario has been modelled and if there were a drop off in usage of 5% over the next year we can still generate additional income of approx. £446k p/a.
- 11.2 Section 4 of the report recommends a reduction of the over 6h tariff at the Civic Centre car park to £7 instead of £14 to encourage greater longer parking stays and undercut the competition at the Glades car park opposite in the hope of attracting retail staff over to the civic car park. The potential risk of this change is a loss of income from those already paying the £14 rate as their fee would be reduced, but this is hoped to be more than off-set by the increase in customers using this parking tariff given the right advertising and social media awareness.
- 11.3 Section 5 of the report recommends removing all manned aspects and equipment in the Hill Multistorey Car Park, although this would incur a one-off cost of £37k, this will be off-set with an annual saving of £65k. Going cashless and offering RingGo will allow for customers to extend parking on their mobile thus allowing them greater convenience and time to shop.
- 11.4 Section 6 of the report recommends bringing Mitre Close car park overnight charging in line with The Hill and introduce a £1.30 charge after 6.30pm, this should bring a small £6.7k increase in parking income per annum.
- 11.5 Section 7 of the report recommends various other free car parks around the Borough to begin charging as they are currently running at a loss as they still require security, rates and maintenance. There are one-off costs of approx. £5k plus annual costs of £11k, however there is expected to be additional annual net income from these car parks of £36k; these changes are recommended to be implemented from April 2024.
- 11.6 Section 8 of the report refers to changes to various permits (resident and business). If these were implemented, there would be an expected £312k rise in parking income for the service annually if permit demand remained at current levels.
- 11.7 Section 9 of the report recommends the removal of the 131 Pay and Display machines across the Borough from April 2023, which would generate contract savings of £17k in 2023/24 and £102k in 2024/25 ongoing. An accelerated removal process would incur a one-off cost of £85k. There is a significant need for this work to be accelerated as Vodafone is expected to turn off the 3G network from Feb 23, all of the parking machines run off this network and with the switch off these machines will no longer work. If we do not replace these machines with cashless systems like RingGo, then we risk the loss of income, as well as reputational risk to the authority from customer complaints of faulty machines that we are not aware of due to the system being down.

11.8 In summary the various changes on this paper can potentially bring about savings/income of approx. £967k by 2024/25 to the Council which currently has significant budget pressures and a budget gap to fund in 2023/24 onwards.

11. LEGAL IMPLICATIONS

To implement these changes, amendments to both the on and off-street parking place orders will be needed as well as a 21-day consultation period to advertise the changes to the public.

12. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

The reduction of cash collections on the pay and display machines and the need for the patrols to visit the machines will reduce the Parking Contractors carbon footprint.

13. CUSTOMER IMPACT

This policy would impact all motorists in the Borough who use the parking facilities provided.

Non-Applicable Headings:	PERSONNEL IMPLICATIONS, PROCUREMENT IMPLICATIONS
Background Documents: (Access via Contact Officer)	Proposal to remove Pay and Display Machines – 19/11/19 Agenda item - PROPOSAL TO REMOVE PAY AND DISPLAY MACHINES (bromley.gov.uk)

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Appendix 1

Proposed On Street Tariffs – Implementation date 1st April 23

Location - On Street	Charging Days & Times	Current tariff		Proposed P&D tariff	
Churchill Way, Bromley East Street, Bromley Elmfield Road, Bromley Ethelbert Road, Bromley High Street, Bromley North Street, Bromley Queens Road, Bromley Ravensbourne Road, Bromley Ringers Road, Bromley South Street, Bromley West Street, Bromley Elmfield Park, Bromley Church Road, Bromley	Monday to Saturday, 8.30 - 18:30 Sunday 10:00 - 17:00 Maximum stay 2 hours	Price per hour	£1.90	Price per hour	£2.10
Aylesbury Road, Bromley College Road, Bromley Harwood Avenue, Bromley Hayes Road, Bromley Park Road, Bromley Palace Grove, Bromley Palace View, Bromley St Blaise Avenue, Bromley Sherman Road, Bromley	Monday to Saturday, 8.30 - 18:30 Sunday 10:00 - 17:00 Maximum stay 4 hours	Price per hour	£1.40	Price per hour	£1.60

<p>Aldermay Road, Bromley Babbacombe Rod, Bromley Blyth Road, Bromley Cromwell Avenue, Bromley Cromwell Close, Bromley Florence Road, Bromley Glebe Road, Bromley Hammelton Road, Bromley Palace View, Bromley Pinewood Road, Bromley Rafford Way, Bromley Sandford Road, Bromley Station Road, Bromley Streamside Close, Bromley The Chase, Bromley</p>	<p>Monday to Saturday, 8.30 - 18:30</p> <p>Sunday 10:00 - 17:00</p> <p>No maximum stay</p>	Price per hour	£1.10	Price per hour	£1.30
<p>South View, Bromley Fernwood Close, Bromley</p>	<p>Monday to Friday 8:30 - 18:30 Maximum stay 2 hours</p>	Price per hour	£0.70	Price per hour	£0.90
<p>Westmoreland Road, Bromley (West Rd & Pickhurst Service Road)</p>	<p>Monday to Friday 8:30 - 18:30 Maximum stay 3 hours</p>	Price per hour	£0.70	Price per hour	£0.90
<p>Copers Cope Road, Beckenham Brackley Road, Beckenham Park Road, Beckenham Lawn Road, Beckenham Ingleside Close, Beckenham Sellindge Close, Bexkenham Nettlestead Close, Beckenham Parkwood, Beckenham Silverwood Close, Beckenham</p>	<p>Monday to Friday 8:30 - 9:30</p>	Price per hour	£3.20	Price per hour	£3.40
<p>Coper Cope Road, Beckenham</p>	<p>Monday to Friday 8:30 - 9:30</p>	Price per hour	£3.20	Price per hour	£3.40
<p>Coper Cope Road, Beckenham</p>	<p>Saturday and Sundays 8:00 - 14:30</p>	Price per hour	£2.40	Price per hour	£2.60
<p>Beckenham Road, Clockhouse</p>	<p>Monday to Saturday 8:30 - 18:30 Maximum stay 2 hours</p>	Price per hour	£0.70	Price per hour	£0.90

Cedars Road, Clockhouse Blandford Road, Clockhouse Clock House Road, Clockhouse Elm Road, Clockhouse Queens Road, Clockhouse Thayers Farm Road, Clockhouse Sidney Road, Clockhouse	Monday to Friday 10:00 - 12:00	Price per hour	£2.40	Price per hour	£2.60
High Street, Beckenham Kelsey Park Road, Beckham St George Road, Beckenham Fairfield Road, Beckenham Shaftesbury Road, Beckenham	Monday to Saturday 8:30 - 18:30 Maximum stay 2 hours	Price per hour	£0.90	Price per hour	£1.10
Upper Elmers End Road, Beckenham	Monday to Saturday 8:30 - 18:30 Maximum stay 2 hours	Price per hour	£0.70	Price per hour	£0.90
Bevington Road, Stanmore Terrace, Burnhill Road	Monday to Saturday 8:30 - 18:30 Maximum stay 2 hours	Price per hour	£0.90	Price per hour	£1.10
Little Acre, Beckenham	Monday to Friday 8:30 - 18:30	Price per hour over 5 hours	£0.50 £3.20	n/a	n/a
Burnt Ash Lane, Burnt Ash	Monday to Saturday 8:30 - 18:30 Maximum stay 2 Hours	Price per hour	£0.70	Price per hour	£0.90
Chatterton Road, Bromley Common Walpole Road, Bromley Common	Monday to Friday 8:30 - 18:30 Maximum stay 2 Hours	Price per hour	£0.80	Price per hour	£1.00
High Street, Chislehurst	Monday to Saturday 8:30 - 18:30 Maximum stay 2 Hours	Price per hour	£0.90	Price per hour	£1.10

Royal Parade, Chislehurst	Monday to Saturday 8:30 - 18:30 Maximum stay 2 Hours	Price per hour	£0.80	Price per hour	£1.00
Goshill Road, Chislehurst - Commuter	Monday to Friday 8:30 - 18:30 Maximum stay 4 hours	Price per hour	£0.60	Price per hour	£0.80
Bickley Park Road, Chislehurst	Saturdays 8:30 - 18:30	Price per hour over 3 hours	£0.60 £2.00	Price per hour over 3 hours	£0.80 £2.20
Page Heath Lane, Bickley	Monday to Friday 8:30 - 18:30	Price per hour over 3 hours	£0.60 £2.00	Price per hour over 3 hours	£0.80 £2.20
Station Approach, Hayes	Monday to Saturday 8:30 - 18:30 Maximum stay 2 hours	Price per hour	£0.80	Price per hour	£1.00
Hayes Street, Hayes	Monday to Saturday 8:30 - 18:30 Maximum stay 3 hours	Price per hour	£0.60	Price per hour	£0.80

Crofton Road, Locksbottom Princess Parage, Locksbottom	Monday to Saturday 8:30 - 18:30 Maximum stay 3 hours	Price per hour	£0.80	Price per hour	£1.00
High Street, Orpington Lynchgate Road, Orpington Augustus Lane, Orpington White Hart Road, Orpington	Monday to Saturday 8:30 - 18:30 Maximum stay 2 hours	Price per hour	£0.90	Price per hour	£1.10
High Street, Orpington - one way section Spur Road, Orpington	Monday to Saturday 8:30 - 18:30 Maximum stay 4 hours	Price per hour	£0.90	Price per hour	£1.10
Aynscombe Angle, Orpington Bruce Grove, Orpington	Monday to Saturday 8:00 - 20:00 Maximum stay 4 hours	Price per hour	£0.90	Price per hour	£1.10
Chislehurst Road, Orpington	Monday to Saturday 8:30 - 18:30 Maximum stay 4 hours	Price per hour	£0.90	Price per hour	£1.10
Farnborough High Street, Farnborough	Monday to Saturday 8:30 - 18:30 Maximum stay 3 hours	Price per hour	£0.70	Price per hour	£0.90

High Street, Green Street Green Brittenden Parade, Green Street Green Crescent Way, Green Street Green	Monday to Saturday 8:30 - 17:00 Maximum stay 3 hours	Price per hour	£0.70	Price per hour	£0.90
High Street, Penge Maple Road, Penge Evelina Road, Penge	Monday to Saturday 8:30 - 18:30 Maximum stay 2 hours	Price per hour	£0.80	Price per hour	£1.00
Crampton Road, Penge Green Lane, Penge Kingsdale Road, Penge Lucas Road, Penge Phoenix Road, Penge Raleigh Road, Penge Southey Street, Penge Torr Road, Penge Wordsworth Road, Penge	Monday to Friday 8:30 - 18:30 Maximum stay 10 hours	Price per hour	£0.60	Price per hour	£0.80
Fairway, Petts Wood Nightingale Road, Petts Wood Petts Wood Road, Petts Wood Petts Wood Station Square Queensway, Petts Wood West Way, Petts Wood Woodland Way, Petts Wood Woodhurst Avenue, Petts Wood	Monday to Saturday 8:30 - 18:30 Maximum stay 2 hours	Price per hour	£0.80	Price per hour	£1.00
Red Lodge Road, West Wickham	Monday to Saturday 8:30 - 18:30 Maximum stay 3 hours	Price per hour	£0.70	Price per hour	£0.90

Albermarle Road, Beckenham Rectory Road, Beckenham	Monday to Saturday 8:00 - 18:30	Price per hour over 4 hours	£0.70 £5.50	Price per hour over 4 hours	£0.90 £5.70
Manor Way, Beckenham	Monday to Friday 8:00 - 18:30 Long Stay	Price per hour over 4 hours	£0.50 £3.20	Price per hour over 4 hours	£0.70 £3.40
Manor Way, Beckenham	Monday to Friday 8:00 - 18:30 Maximum stay 3 Hours	Price per hour	£0.50	Price per hour	£0.70
Upper Elmers End Road, Eden Park	Monday to Saturday 8:00 - 18:30 Maximum stay 10 hours	Price per hour over 7.5 hours	£0.70 £5.70	Price per hour over 7.5 hours	£0.90 £5.90

<p>Bark Hart Road, Orpington Berwick Way, Orpington Crofton Road, Orpington Gravel Pit Way, Orpington Hillcrest Road, Orpington Hillview Road, Orpington Knoll Rise(East of Orchard Gr) Knoll Rise (West of Orchard Gr) Mayfield Ave South, Orpington Newstead Avem Orpington Oakhill Road, Orpington Orchard Grove, Orpington Spur Road Slip South & North, Orpington The Approach, Orpington The Avenue, Orpington The Drive, Orpington Tower Road, Orpington Vinson Close Orpington York Rise, Orpington</p>	<p>Monday to Saturday 8:00 - 18:30 Maximum stay 3 hours</p>	<p>Price per hour</p>	<p>£0.70</p>	<p>Price per hour</p>	<p>£0.90</p>
<p>Calton Parade, Orpington</p>	<p>Monday to Saturday 8:00 - 18:30 Maximum stay 10 hours</p>	<p>Price per hour</p>	<p>£0.70</p>	<p>Price per hour</p>	<p>£0.90</p>
<p>Tregony Road, Orpington Porthcallow Close, Orpington</p>	<p>Monday to Friday 8:30 - 17:00 Maximum stay 8.5 hours</p>	<p>Price per hour over 3 hours</p>	<p>£0.60 £2.40</p>	<p>Price per hour over 3 hours</p>	<p>£0.80 £2.60</p>
<p>Ledrington Road, Anerley Anerley Hill (crystal Palace end), Anerley</p>	<p>Monday to Saturday 8:00 - 18:30 Maximum stay 8 hours</p>	<p>Price per hour</p>	<p>£0.70</p>	<p>Price per hour</p>	<p>£0.90</p>

Anerley Hill (near Pleydell)	Monday to Saturday 8:00 - 18:30 Maximum stay 3 hours	Price per hour	£0.70	Price per hour	£0.90
Anerley Station Road, Anerley Minden Road, Anerley Ridsdale Road, Anerley	Monday to Saturday 8:00 - 18:30 Maximum stay 7 hours	Price per hour	£0.70	Price per hour	£0.90
Anerley Road, Anerley	Monday to Saturday 8:00 - 18:30 Maximum stay 3 hours	Price per hour	£0.70	Price per hour	£0.90
Ravensbourne Ave, Shortlands	Monday to Saturday 8:00 - 18:30 Maximum stay 10 hours	Price per hour over 4 hours	£0.50 £3.20	Price per hour over 4 hours	£0.70 £3.40
Station Road, Shortlands	Monday to Saturday 8:00 - 18:30 Maximum stay 10 hours	Price per hour over 4 hours	£0.50 £3.20	Price per hour over 4 hours	£0.70 £3.40

Meadow Road, SHortlands	Monday to Saturday 8:00 - 18:30 Maximum stay 10 hours	Price per hour over 4 hours	£0.50 £3.20	Price per hour over 4 hours	£0.70 £3.40
Crab Hill, Ravensbourne	Monday to Friday 8:00 - 18:30 Maximum stay 10 hours	Price per hour over 3 hours	£0.50 £1.60	Price per hour over 3 hours	£0.70 £1.80
Kent House Station Approach, Penge	Monday to Saturday 8:00 - 18:30 Maximum stay 10 hours	Price per hour over 6 hours	£0.60 £4.00	Price per hour over 6 hours	£0.80 £4.20

Proposed Off Street Tariffs – Implementation date 1st April 23

Car Park	Charging Days & Times	Current Tariff		Proposed Tariff 20p increase	
Palace Grove, Bromley	Saturdays & Sundays 08.30 - 18.30 max stay 4 hours	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours	£1.30 £2.60 £3.90 £5.20	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours	£1.50 £2.80 £4.10 £5.40
Mitre Close, Bromley	Monday to Sunday 08.30 - 18.30 max stay 4 hours	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours	£1.30 £2.60 £3.90 £5.20	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Evening Tariff	£1.50 £2.80 £4.10 £5.40 £1.30
St Blaise, Bromley	Saturdays & Sundays 08.30 - 18.30	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Over 4 hours	£1.10 £2.20 £3.30 £4.40 £5.20	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Over 4 hours	£1.30 £2.50 £3.50 £4.60 £5.40
Chelsfield, Chelsfield	Monday to Friday 24 hours	All Day	£4.40	All Day	£4.60
Penge East, Penge	Monday to Saturday 07.30 - 18.30	1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Over 4 hours	£1.00 £1.50 £2.00 £2.50	1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Over 4 hours	£1.20 £1.70 £2.20 £2.70
Station Road, Bromley	Monday to Sunday 08.30 - 18.30	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours Over 3 hours	£1.30 £2.60 £3.90 £5.20	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours Over 3 hours	£1.50 £2.80 £4.10 £5.40
Lennard Road, Beckenham	Monday to Saturday 07.30 - 18.30	1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Over 4 hours	£1.00 £1.50 £2.00 £2.50	1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Over 4 hours	£1.20 £1.70 £2.20 £2.70
Station Approach Hayes, Hayes	Monday to Saturday 07.30 - 18.30	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7Hours	£0.70 £1.40 £2.10 £2.80 £3.50 £4.20 £4.90 £5.60	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7Hours	£0.90 £1.60 £2.30 £3.00 £3.70 £4.40 £5.10 £5.80

St Georges, Beckenham	Monday to Saturday 07.30 - 18.30	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7Hours	£0.70 £1.40 £2.10 £2.80 £3.50 £4.20 £4.90 £5.60	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7Hours	£0.90 £1.60 £2.30 £3.00 £3.70 £4.40 £5.10 £5.80
Hornbrook House, Chislehurst	Monday to Saturday 07.30 - 18.30	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Over 4 hours	£0.60 £1.20 £1.80 £2.40 £3.00	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Over 4 hours	£0.80 £1.40 £2.00 £2.60 £3.20
Fairfield Rd, Beckenham	Monday to Saturday 07.30 - 18.30	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7Hours	£0.70 £1.40 £2.10 £2.80 £3.50 £4.20 £4.90 £5.60	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7Hours	£0.90 £1.60 £2.30 £3.00 £3.70 £4.40 £5.10 £5.80
Villiage Way , Beckenham	Monday to Saturday 07.30 - 18.30	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7Hours	£0.70 £1.40 £2.10 £2.80 £3.50 £4.20 £4.90 £5.60	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7Hours	£0.90 £1.60 £2.30 £3.00 £3.70 £4.40 £5.10 £5.80
Ravenswood Ave, West Wickham	Monday to Saturday 07.30 - 18.30	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7 Hours	£0.70 £1.40 £2.10 £2.80 £3.50 £4.20 £4.90 £5.60	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7 Hours	£0.90 £1.60 £2.30 £3.00 £3.70 £4.40 £5.10 £5.80
High Street, West Wickham	Monday to Saturday 07.30 - 18.30	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7 Hours	£0.70 £1.40 £2.10 £2.80 £3.50 £4.20 £4.90 £5.60	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7 Hours	£0.90 £1.60 £2.30 £3.00 £3.70 £4.40 £5.10 £5.80

Station Road, West Wickham	Monday to Saturday 07.30 - 18.30	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7 Hours	£0.70 £1.40 £2.10 £2.80 £3.50 £4.20 £4.90 £5.60	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7 Hours	£0.90 £1.60 £2.30 £3.00 £3.70 £4.40 £5.10 £5.80
Memorial Hall , Petts Wood	Monday to Saturday 07.30 - 18.30	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7 Hours	£0.60 £1.20 £1.80 £2.40 £3.00 £3.60 £4.20 £4.80	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7 Hours	£0.80 £1.40 £2.00 £2.60 £3.20 £3.80 £4.40 £5.00
Queensway , Petts Wood	Monday to Saturday 07.30 - 18.30	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7 Hours	£0.60 £1.20 £1.80 £2.40 £3.00 £3.60 £4.20 £4.80	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7 Hours	£0.80 £1.40 £2.00 £2.60 £3.20 £3.80 £4.40 £5.00
High Street , Chislehurst	Monday to Saturday 07.30 - 18.30	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Over 4 hours	£0.60 £1.20 £1.80 £2.40 £3.00	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Over 4 hours	£0.80 £1.40 £2.00 £2.60 £3.20
Redhill , Chislehurst	Monday to Saturday 07.30 - 18.30	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Over 4 hours	£0.60 £1.20 £1.80 £2.40 £3.00	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours Over 4 hours	£0.80 £1.40 £2.00 £2.60 £3.20
Orpington Colleege , Orpington	Saturday 07.30 - 18.30	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7 Hours	£0.60 £1.20 £1.80 £2.40 £3.00 £3.60 £4.80 £5.40	0 - 1 Hours 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours 6 - 7 Hours Over 7 Hours	£0.80 £1.40 £2.00 £2.60 £3.20 £3.80 £5.00 £5.60

Dunbar Ave, Bechenham	Monday to Saturday 07.30 - 18.30	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours Over 5 Hours	£0.50 £1.00 £1.50 £2.00 £2.50 £2.80	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours Over 5 Hours	£0.70 £1.20 £1.70 £2.20 £2.70 £3.00
Coney Hall , Coney Hall	Monday to Saturday 07.30 - 18.30	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours Over 5 Hours	£0.50 £1.00 £1.50 £2.00 £2.50 £2.80	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours Over 5 Hours	£0.70 £1.20 £1.70 £2.20 £2.70 £3.00
Lebanon Gardens, Biggin Hill	Monday to Saturday 07.30 - 18.30	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours Over 6 Hours	£0.40 £0.80 £1.20 £1.60 £2.00 £2.40 £2.60	0 - 1 Hour 1 - 2 Hours 2 - 3 Hours 3 - 4 Hours 4 - 5 Hours 5 - 6 Hours Over 6 Hours	£0.60 £1.00 £1.40 £1.80 £2.20 £2.60 £2.80
The SPA , Beckenham	Monday to Friday 07.30 - 19.30 Saturdays 07:30 - 17:00 Sundays 07:30 - 16:00 Maximum stay 4 hours	0 - 1 Hours 1 -2 Hours 2 - 3 Hours 3 - 4 Hours	£1.20 £2.40 £3.60 £4.80	0 - 1 Hours 1 -2 Hours 2 - 3 Hours 3 - 4 Hours	£1.40 £2.60 £3.80 £5.00
West Wickham Pools , West Wickham	Monday to Friday 07.30 - 19.30 Saturdays 07:30 - 17:00 Sundays 07:30 - 16:00 Maximum stay 4 hours	0 - 1 Hours 1 -2 Hours 2 - 3 Hours 3 - 4 Hours	£1.20 £2.40 £3.60 £4.80	0 - 1 Hours 1 -2 Hours 2 - 3 Hours 3 - 4 Hours	£1.40 £2.60 £3.80 £5.00

Car Park	Charging Days & Times	Current Tariff		Proposed Tariff	
Civic Offices, Bromley	Monday to Sunday 7:30 - 18:29	Per hour Over 6 hours	£1.30 £14.00	Per hour Over 6 hours	£1.30 £7.00
Civic Offices, Bromley	Monday to Sunday 18:30 - 7:29	Price per hour	£1.30	Price per hour	£1.30

The Hill, Bromley	Monday to Sunday 7:30 - 18:29	Price per hour Over 5 Hours	£1.30 £5.30	Price per hour Over 5 Hours	£1.30 £5.30
The Hill, Bromley	Monday to Sunday 18:30 - 7:29	Price per hour	£1.30	Price per hour	£1.30

Proposed MSCP Tariffs – Implementation date 1st April 23

Car Park	Charging Days & Times	Current Tariff		Proposed Tariff	
Civic Offices, Bromley	Monday to Sunday 7:30 - 18:29	Per hour Over 6 hours	£1.30 £14.00	Per hour Over 6 hours	£1.30 £7.00
Civic Offices, Bromley	Monday to Sunday 18:30 - 7:29	Price per hour	£1.30	Price per hour	£1.30
The Hill, Bromley	Monday to Sunday 7:30 - 18:29	Price per hour Over 5 Hours	£1.30 £5.30	Price per hour Over 5 Hours	£1.30 £5.30
The Hill, Bromley	Monday to Sunday 18:30 - 7:29	Price per hour	£1.30	Price per hour	£1.30

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Appendix 2 - Permit Benchmarking

Resident Permit Prices, and Bands - (Cars) (Based on annual costs)

Costs of the Permit (p/a)										
Borough	Tariff band	Engine Size (CC)	Emissions (CO2) g/km	1st vehicle	2nd vehicle	3rd vehicle	4th vehicle	5th vehicle	Subsequent Vehicles	Notes
Barking and Dagenham	1		0 to 50	Free	Free	£45	£45		£45	£75 p/a Diesel Surcharge
	2		50 to 100	£18	£18	£45	£45		£45	
	3		101 to 140	£36	£36	£45	£54		£63	
	4		141 to 160	£45	£45	£56.25	£67.50		£78.75	
	5		161 to 180	£51	£51	£63.75	£76.50		£89.25	
	6		181 to 255	£80	£80	£100	£120		£140	
	7		Over 256	£140	£140	£175	£210		£245	
Barnet	1	Electric	0	£15.00					£40.00	£10 p/a Diesel Surcharge
	2		1 to 50	£25.00					£50.00	cc pre March 2001 or where no emissions data
	3		51 to 75	£25.00					£50.00	
	4		76 to 90	£50.00					£75.00	

	5	up to 1000cc	91 to 100	£50.00					£75.00	
	6	1000cc to 1099cc	101 to 110	£50.00					£75.00	
	7	1100cc to 1200cc	111 to 130	£65.55					£90.55	
	8	1201cc to 1300cc	131 to 150	£71.25					£96.25	
	9	1301cc to 1549cc	151 to 170	£85.50					£110.50	
	10	1550cc to 1800cc	171 to 190	£99.75					£124.75	
	11	1801cc to 1900cc	191 to 200	£114.00					£139.00	
	12	1901cc to 2449cc	201 to 225	£142.50					£167.50	
	13	Over 2450cc	226 to 255	£171.00					£196.00	
	14		256 and over	£182.25					£207.25	
	Bexley			125 to £150	£150 to £175				£25	
	Brent									
	1	0-1100	0-110	£25	£55	£109				£100 p/a Diesel Surcharge
	2	1101 - 2400	111 - 200	£100	£156	£211				cc pre March 2001 or where no emissions data
	3	2401 and over	201 and over	£267	£323	£379				

Croydon	1		Less than 1	£6.50	add. £50 surcharge	add. £150 surcharge				Pre Mar 2001 = cc, post Mar 2001 = emissions
	2		1 – 75	£65	add. £50 surcharge	add. £150 surcharge				£50 p/a Diesel surcharge (pre 2015)
	3		76 – 165	£104	add. £50 surcharge	add. £150 surcharge				
	4		166 – 225	£146	add. £50 surcharge	add. £150 surcharge				
	5		226 of more	£300	add. £50 surcharge	add. £150 surcharge				
	6	1600 or less		£146	add. £50 surcharge	add. £150 surcharge				
	7	1601 or more		£300	add. £50 surcharge	add. £150 surcharge				
Ealing	1	0 - 1100	0 - 100	£50	add. £55 surcharge	add. £110 surcharge				Fully Electric = £30 discount
	2	1101 - 1600	101 - 140	£76	add. £55 surcharge	add. £110 surcharge				Permit surcharge £55 multiplied by number of permits held

	3	1601-1549	141 - 185	£102	add. £55 surcharge	add. £110 surcharge				£50 p/a Diesel surcharge (pre 2015)
	4	1850 and over	186 and over	£130	add. £55 surcharge	add. £110 surcharge				cc only used if no emissions data
Enfield	1	1000cc or less		£55	£55	£55				Maximum three permits per household
	2	1001cc to 1600cc		£110	£110	£110				
	3	1601cc to 1999cc		£165	£165	£165				
	4	2000cc to 2499cc		£220	£220	£220				
	5	2500cc to 2999cc		£275	£275	£275				
	6	3000cc		£330	£330	£330				
Hackney	1		0 (local) emissions	£10.50						CC only used where emissions data not available
	2		Up to 120	£64.50						No details on second and third permits
	3	Under 1200	121 - 185	£118.50						£150 p/a Diesel surcharge
	4	1200 - 2000	186 - 225	£172.00						

	5	2001 and over	226 and over	£226						
Hammer smith and Fulham	1		0 - 100	£60	£497					Emissions discount also only applies if Euro 5 compliant
	2		100 and over	£119	£497					
Haringey			Up to 100 (including EV)	£31					£81	£80 p/a Diesel surcharge
	1		101-110	£41					£91	
	2		111-120	£51					£101	
	3		121-130	£72					£122	
	4		131-140	£93					£143	
	5		141-150	£113					£163	
	6		151-165	£155					£205	
	7		166-175	£175					£225	
	8		176-185	£196					£246	
	9		186-200	£217					£267	
	10		201-225	£237					£287	
	11		226-255	£279					£329	
	12		Over 255	£299					£349	
Harrow	1	Electric		£21.60	£21.60	£27.10	£33.60			

	2a Non Diesel	0 - 1299	0 - 150	£54.10	£81.40	£108.20	£135.50			
	2b Diesel	0 - 1299	0 - 150	£65.10	£97.70	£129.70	£162.20			
	3a Non Diesel	1300 - 1849	151 - 185	£65.10	£97.70	£129.70	£162.20			
	3b Diesel	1300 - 1849	151 - 185	£77.70	£117.10	£155.90	£194.80			
	4a Non Diesel	1850 - 2449	186 - 225	£75.60	£113.40	£151.20	£189.00			
	4b Diesel	1850 - 2449	186 - 225	£90.80	£136.50	£191.70	£227.30			
	5a Non Diesel	2450 and over	226 and over	£86.60	£129.70	£173.30	£216.30			
	5b Diesel	2450 and over	226 and over	£104.00	£155.40	£207.90	£259.40			
Havering	1			£30	£60	£85				
Hillingdon	1			Free	£105	£126	£157.50	£210		
Hounslow	1	Electric	Low emission	Free						110g/km up to March 2017, 50g/km after 1 April 2017

	2			£84	£168	£252	£336	£420		Above the threshold listed above
										£62.50 p/a Diesel surcharge
Greenwich	1			£59.28 - £111.28	£230					Cost depends on ward. 2nd permit in limited areas only
Islington	0	Electric		£28.00						Permit can be for 3 vehicles, but only 1 at a time can be parked
	A (Petrol)	1-600	1-100	£33.00						£140 p/a average Diesel surcharge
	A (Diesel)	1-600	1-100	£171.60						
	B (Diesel)	601-900	101-110	£38.50						
	B (Petrol)	601-900	101-110	£177.10						
	C (Petrol)	901-1100	111-120	£44.00						

	C (Diese l)	901- 1100	111-120	£182.60						
	D (Petro l)	1101- 1200	121-130	£104.50						
	D (Diese l)	1101- 1200	121-130	£243.10						
	E (Petro l)	1201- 1300	131-140	£126.50						
	E (Diese l)	1201- 1300	131-140	£265.10						
	F (Petro l)	1301- 1399	141-150	£137.50						
	F (Diese l)	1301- 1399	141-150	£276.10						
	G (Petro l)	1400- 1500	151-165	£165.00						
	G (Diese l)	1400- 1500	151-165	£303.60						
	H (Petro l)	1501- 1650	166-175	£192.50						

	H (Diese l)	1501- 1650	166-175	£331.10						
	I (Petro l)	1651- 1850	176-185	£220.00						
	I (Diese l)	1651- 1850	176-185	£358.60						
	J (Petro l)	1851- 2100	186-200	£280.50						
	J (Diese l)	1851- 2100	186-200	£419.10						
	K (Petro l)	2101- 2500	201-225	£324.50						
	K (Diese l)	2101- 1500	201-225	£463.10						
	L (Petro l)	2501- 2750	226-255	£456.50						
	L (Diesel)	2501- 1750	226-255	£595.10						
	M (Petro l)	2751 and above	256 and over	£588.50						

	M (Diesel)	2751 and above	256 and over	£727.10						
Kensington & Chelsea	1	Electric	0	22 + £0 = £22						Base Permit cost is £22 for all permits
	2		£1 per CO2 g/km added	£22 +						£1 added to base permit price (£22)
	3	0 - 1549		£22 + £125 = £150						£125 added to base permit price
	4	1550 and over		£22 + £173 = £195						£173 added to base permit price
										£64 p/a Diesel surcharge (Non Euro 6 only)
Kingston				£97					£97	
Lambeth	1	N/A	0 - 100	£39.90					£39.90	Pre Mar 2001 = cc, post Mar 2001 = emissions
	2	N/A	101 - 120	£140.18					£140.18	£42.79 p/a Diesel Surcharge (Non Euro 6 only)

	3	less than 1550	121 - 165	£178.76					£178.76	
	4	1551 - 3000	166 -185	£209.74					£209.74	
	5	N/A	186 - 225	£280.09					£280.09	
	6	3000 and above	225 and above	£340.73					£340.73	
Lewisham	1			£70.00						£50 p/a Diesel Surcharge (Non Euro 6 only)
	2			£85.00						
	3			£100.00						
	4			£115.00						
	5			£130.00						
	6			£145.00						
	7			£160.00						
	8			£170.00						
	9			£190.00						
	10			£205.00						
	11			£220.00						
	12			£235.00						
	13			£250.00						
Merton	1			£80 - £150	£130 - £200 (+£50)	£180 - £250 (+£100)	£130 - £280 (+£150)			£50 p/a Diesel Surcharge (Non Euro 6 Only)

										Permit price depends on Zone
Newham	1	0-900	0-50	Free	£100				£200	Pre Mar 2001 = cc, post Mar 2001 = emissions
	2	900-1399	51-110	£60	£160				£260	
	3	1400-1850	11-170	£110	£210				£310	
	4	1851-2500	171-225	£150	£250				£350	
	5	2500 and over	226 and above	£200	£300				£400	
Redbridge	1	Electric		Free						
	2			£20	£110				£198	
Richmond	1	Electric		Free						Price depends on zone (full and half day rate)
	2				£93.90 - £124.00	£140.60 - £185.50	£187.70 - £248.00			
Southwark	1	Electric/Hybrid		£32						£123 p/a surcharge for Non ULEZ Diesel

	2	Petrol + ULEZ Diesel		£133					
	3	Non ULEZ Diesel		£256					
Sutton		Electric (pure)		Free					
	1 Normal		up to 120	£40	£65	£90			Normal = Petrol or Diesel
	1 Alternative		up to 140	£40	£65	£90			Alternative = Gas or hybrid/electric
	2 Normal		121 - 165	£55	£80	£105			
	2 Alternative		141 - 185	£55	£80	£105			
	3 Normal		166 -225	£80	£105	£130			
	3 Alternative		186 -255	£80	£105	£130			
	4 Normal		226 and over	£110	£135	£160			

	4 Altern ative		256 and over	£110	£135	£160				
Tower Hamlets		Electric		£30	£100	£230				£60 p/a Diesel Surcharge
	A	N/A	<=100	£35	£105	£235				2nd permit +£70, 3rd permit +£200
	B	<=1100	101-120	£65	£135	£265				Pre Mar 2001 = cc, post Mar 2001 = emissions
	C	1101- 1300	121-150	£85	£155	£285				
	D	1301- 1600	151-165	£105	£175	£305				
	E	1601- 1800	166-185	£155	£225	£355				
	F	1801- 2000	186-225	£205	£275	£405				
	G1	2001- 3000	226-325	£305	£375	£505				
	G2	>3000	>325	£405	£505	£605				
Waltham Forest	1		up to 100	£40	£70				£140	
	2	0 -1549	101 - 170	£55	£150				£300	CC used on vehicles before 1 March 2001
	3	1550 and over	171 and over	£175	£380				£600	

Wandsworth	1 (online)	Band A		£79					£102	Band A (DVLA) 'Greener Resident Permit'
	1 (in person)	Band A		£101					£124	£22 extra cost for in person over the counter permits
	2 (online)			£175					£228	
	2 (in person)			£197					£250	
Westminster	1	Eco		Free						Eco= EV, Hybrid, Gas etc..
	2	Up to 1200		£112						One permit per applicant (up to two VRMs)
	3	Over 1200		158						

Appendix 3 – P&D vs Cashless breakdown

Appendix 3- P&D vs Cashless Income Breakdown

CAR PARK INCOME		2019/20				2020/21				2021/22				2022/23			
Car Park type	Car Park Name	P&D	Cashless	Total	% of cashless income	P&D	Cashless	Total	% of cashless income	P&D	Cashless	Total	% of cashless income	Projected P&D	Projected Cashless	Projected Total	Projected % of cashless income
Station Car Park	Chelsfield	£3,895	£62,512	£66,407	94%	£165	£930	£1,095	85%	£374	£17,062	£17,436	98%	£474	£57,161	£57,635	99%
Small Shopping Parades	Coney Hall	£7,530	£3,163	£10,693	30%	£5,806	£3,371	£9,177	37%	£6,565	£5,751	£12,316	47%	£7,748	£9,162	£16,910	54%
Small Shopping Parades	Dunbar Ave	£8,676	£2,937	£11,613	25%	£5,274	£4,654	£9,928	47%	£7,744	£7,036	£14,780	48%	£9,630	£11,772	£21,402	55%
Medium Shopping Parades	Fairfield	£109,214	£72,297	£181,511	40%	£64,228	£64,255	£128,483	50%	£67,683	£99,914	£167,597	60%	£82,169	£156,059	£238,228	66%
Medium Shopping Parades	High Street , Chislehurst	£80,574	£30,279	£110,853	27%	£35,242	£20,207	£55,449	36%	£42,264	£42,661	£84,925	50%	£37,622	£74,736	£112,358	67%
Medium Shopping Parades	High Street WW	£102,836	£38,947	£141,783	27%	£43,035	£26,429	£69,464	38%	£64,829	£57,570	£122,399	47%	£81,136	£90,654	£171,791	53%
Medium Shopping Parades	Hornbrook House	£40,294	£30,912	£71,206	43%	£21,340	£21,867	£43,207	51%	£25,501	£41,189	£66,690	62%	£23,713	£54,173	£77,886	70%
Small Shopping Parades	Lebanon Gardens	£8,046	£1,024	£9,070	11%	£2,488	£754	£3,242	23%	£3,571	£1,424	£4,995	29%	£6,317	£2,223	£8,540	26%
Station Car Park	Lennard	£10,501	£38,438	£48,939	79%	£8,152	£3,558	£11,710	30%	£2,493	£17,505	£19,998	88%	£4,417	£38,600	£43,017	90%
Medium Shopping Parades	Memorial Hall	£17,851	£33,257	£51,108	65%	£7,783	£10,043	£17,826	56%	£10,354	£28,414	£38,768	73%	£14,033	£51,753	£65,786	79%
Town Centre	Mitre Close	£52,660	£33,577	£93,664	36%	£24,862	£36,008	£60,871	59%	£25,457	£65,778	£91,235	72%	£34,475	£103,453	£137,928	75%
Medium Shopping Parades	Orpington College	£7,376	£3,512	£10,888	32%	£5,127	£2,374	£7,500	32%	£6,440	£5,202	£11,641	45%	£6,976	£8,427	£15,403	55%
Town Centre	Palce Grove	£8,346	£4,521	£12,867	35%	£1,800	£1,625	£3,425	47%	£1,637	£4,112	£5,749	72%	£3,365	£7,391	£10,756	69%
Station Car Park	Penge East	£5,085	£18,711	£23,796	79%	£1,254	£4,951	£6,205	80%	£2,568	£11,575	£14,143	82%	£3,450	£19,831	£23,281	85%
Medium Shopping Parades	Queensway	£19,693	£38,360	£58,053	66%	£8,336	£9,710	£18,046	54%	£16,170	£30,437	£46,607	65%	£15,043	£56,883	£71,926	79%
Medium Shopping Parades	Ravenswood Ave	£135,789	£32,217	£168,006	19%	£76,524	£28,776	£105,300	27%	£80,359	£50,580	£130,939	39%	£97,769	£97,769	£195,539	50%
Medium Shopping Parades	Redhill	£21,677	£9,635	£31,312	31%	£6,010	£7,432	£13,442	55%	£13,771	£12,787	£26,558	48%	£21,771	£20,197	£41,968	48%
Town Centre	St Blaise	£2,401	£762	£3,172	24%	£147	£38	£185	21%	£386	£461	£847	54%	£820	£1,477	£2,297	64%
Station and Medium Shopping Parade	St Georges	£90,779	£83,251	£174,030	48%	£51,022	£37,614	£88,636	42%	£61,110	£90,304	£151,414	60%	£48,228	£137,828	£186,056	74%
Station and Medium Shopping Parade	Station Approach	£75,344	£60,386	£135,730	44%	£25,335	£18,936	£44,271	43%	£26,345	£43,020	£69,365	62%	£39,180	£67,262	£106,443	63%
Medium Shopping Parades	Station Road WW	£52,597	£22,044	£74,641	30%	£26,655	£15,749	£42,404	37%	£32,617	£29,409	£62,026	47%	£43,386	£43,677	£87,062	50%
Station Car Park	Station Road, Bromley	£13,134	£74,908	£88,042	85%	£6,285	£21,087	£27,372	77%	£5,567	£36,365	£41,932	87%	£6,348	£53,447	£59,795	89%
Lesuire	The SPA	£114,609	£129,636	£244,244	53%	£8,919	£21,341	£30,261	71%	£47,425	£108,164	£155,589	70%	£57,530	£212,701	£270,231	79%
Medium Shopping Parades	Villiage	£133,994	£60,187	£194,181	31%	£58,363	£34,210	£92,573	37%	£68,951	£61,164	£130,115	47%	£97,654	£98,189	£195,844	50%
Lesuire	West Wickham Pools	£55,395	£33,848	£89,243	38%	£5,069	£7,321	£12,390	59%	£21,155	£42,069	£63,224	67%	£29,573	£69,345	£98,918	70%
Total		£1,178,295	£919,321	£2,105,052	40%	£499,221	£403,241	£902,462	53%	£641,336	£909,953	£1,551,288	67%	£772,829	£1,544,171	£2,317,000	67%
ALL ON STREET INCOME		P&D	Cashless	Total	% of cashless income												
2019/20	£	1,432,629	£ 1,782,276	£ 3,214,905	55%												
2020/21	£	1,159,549	£ 1,001,519	£ 2,161,068	46%												
2021/22	£	809,328	£ 1,888,244	£ 2,697,572	70%												
Projected 22/23	£	613,406	£ 2,506,191	£ 3,119,597	80%												

CAR PARK USAGE DATA		19/20				20/21				21/22				22/23			
Car Park type	Car Park Name	P&D	Cashless	Total	% of users using cashless	P&D	Cashless	Total	% of users using cashless	P&D	Cashless	Total	% of users using cashless	Projected P&D	Projected Cashless	Projected Total	% projected of users using cashless
Station Car Park	Chelsfield	957	11,899	12,856	93%	67	989	1,056	94%	111	4,029	4,140	97%	84	4,113	4,198	98%
Small Shopping Parades	Coney Hall	7,518	2,580	10,098	26%	5,145	3,182	8,327	38%	5,656	5,075	10,731	47%	4,831	9,906	14,736	67%
Small Shopping Parades	Dunbar Ave	8,298	2,538	10,836	23%	5,323	3,217	8,540	38%	6,750	5,489	12,239	45%	5,823	11,312	17,136	66%
Medium Shopping Parades	Fairfield Rd	106,177	59,301	165,478	36%	79,003	64,757	143,760	45%	69,773	90,575	160,348	56%	59,497	150,072	209,569	72%
Medium Shopping Parades	High Street, Chislehurst	74,576	25,924	100,500	26%	34,577	22,855	57,432	40%	39,710	44,229	83,939	53%	26,632	70,861	97,494	73%
Medium Shopping Parades	High Street WW	54,067	37,354	91,421	41%	35,533	30,949	66,482	47%	61,263	59,083	120,346	49%	51,683	110,766	162,448	68%
Medium Shopping Parades	Hornbrook House	30,644	19,259	49,903	39%	14,216	15,177	29,393	52%	18,712	29,548	48,260	61%	15,443	44,991	60,433	74%
Small Shopping Parades	Lebanon Gardens	16,850	2,008	18,858	11%	4,923	1,555	6,478	24%	8,440	2,787	11,227	25%	8,851	11,638	20,489	57%
Station Car Park	Lennard Road	4,541	13,406	17,947	75%	686	3,080	3,766	82%	1,378	8,237	9,615	86%	1,524	9,761	11,286	86%
Medium Shopping Parades	Memorial Hall	8,654	10,068	18,722	54%	3,437	5,049	8,486	59%	7,151	13,152	20,303	65%	6,098	19,250	25,348	76%
Town Centre	Mitre Close, Bromley	23,809	24,278	48,087	50%	14,889	22,227	37,116	60%	12,878	35,402	48,280	73%	11,731	47,133	58,864	80%
Medium Shopping Parades	Orpington Colledge	6,762	3,507	10,269	34%	5,693	2,551	8,244	31%	5,856	6,241	12,097	52%	4,500	10,741	15,242	70%
Town Centre	Palace Grove, Bromley	3,149	2,043	5,192	39%	938	850	1,788	48%	722	1,811	2,533	71%	960	2,771	3,731	74%
Station Car Park	Penge East	2,716	7,500	10,216	73%	913	2,939	3,852	76%	1,752	6,494	8,246	79%	1,375	7,869	9,243	85%
Medium Shopping Parades	Queensway	19,379	19,303	38,682	50%	10,656	10,190	20,846	49%	16,739	25,683	42,422	61%	10,502	36,185	46,688	78%
Medium Shopping Parades	Ravenswood Ave	158,714	37,921	196,635	19%	108,437	42,176	150,613	28%	97,358	62,751	160,109	39%	79,565	142,316	221,881	64%
Medium Shopping Parades	Redhill	35,826	18,479	54,305	34%	12,488	16,781	29,269	57%	20,747	25,149	45,896	55%	21,458	46,607	68,065	68%
Town Centre	St Blaise, Bromley	753	385	1,138	34%	64	68	132	52%	196	318	514	62%	273	591	863	68%
Station and Medium Shopping Parade	St Georges	48,592	41,560	90,152	46%	19,733	26,066	45,799	57%	28,288	57,098	85,386	67%	22,758	79,856	102,614	78%
Station and Medium Shopping Parade	Station Approach	70,215	32,190	102,405	31%	33,711	19,541	53,252	37%	26,383	38,656	65,039	59%	26,751	65,407	92,159	71%
Medium Shopping Parades	Station Road WW	54,067	22,891	76,958	30%	35,533	200,007	235,540	85%	34,650	31,347	65,997	47%	34,272	65,619	99,891	66%
Station Car Park	Station Road, Bromley	3,585	14,474	18,059	80%	1,602	4,852	6,454	75%	1,819	7,820	9,639	81%	1,359	9,179	10,539	87%
Lesuire	The SPA	89,669	105,181	194,850	54%	11,783	26,386	38,169	69%	27,588	109,916	137,504	80%	30,177	140,093	170,269	82%
Medium Shopping Parades	Village Way	143,702	55,067	198,769	28%	78,645	43,313	121,958	36%	77,722	61,375	139,097	44%	72,528	133,903	206,431	65%
Lesuire	West Wickham Pools	43,599	28,789	72,388	40%	5,751	8,347	14,098	59%	16,675	38,884	55,559	70%	15,669	54,553	70,222	78%
TOTAL		1,016,819	597,905	1,614,724	37%	523,746	577,104	1,100,850	51%	588,317	771,149	1,359,466	68%	514,345	1,285,494	1,799,839	71%
ALL ON STREET USAGE		P&D	Cashless	Total	% of cashless usage												
	2019/20	1,320,738	1,104,254	2,424,992	46%												
	2020/21	602,593	788,625	1,391,218	57%												
	2021/22	667,938	1,389,611	2,057,549	68%												
	Projected 22/23	789,370	1,868,964	2,658,334	70%												

Appendix 4

London Council Cashless Parking Benchmarking

Borough	Cashless Yes or No	LBB Comments
The Royal Borough of Kensington and Chelsea	Cashless and Paypoint	RBKC went cashless some years ago, using a cashless system and a PayPoint system
Serving Richmond and Wandsworth Councils	P&D and cashless.	Wandsworth have 1,200 P&D machines, however 75% of payments are pay by phone.
London Borough of Tower Hamlets	Removed all on street machines, cashless only.	Tower Hamlets has removed all of its pay by machine on-street parking facilities and replaced with cashless pay by phone parking They do not offer a voucher type option for pay by phone parking.
London Borough of Tower Hamlets	Cashless and pay point (although no one has used this service since 2019 when it was introduced)	Tower Hamlets removed all machines in November 2019 and do offer a PayPoint system.
The London Borough of Islington	Cashless only	Islington removed all cash facilities around 2017.
The London Borough of Newham	Cashless only	Newham went cashless some years ago, using a cashless system and a PayPoint system
The London borough of Barnet	Cashless / paypoint / vouchers	The majority of locations are cashless only but they still have 59 P&D machines. Paypoint and vouchers are also available. This has been the situation for several years.
The London Borough of Camden	Cashless only	Camden removed the cash payment option in approximately 2016.
Southwark Council	Cashless and 185 paypoint	Southwark removed the last of the machines in 2020 and have the PayPoint option available.
The London Borough of Enfield	Report going to committee to propose cashless only but retaining cash through Pay Point	In the process of removing all machines.

The London borough of Westminster	Cashless since 00's	Westminster have been cashless since the late '00's.
Waltham Forest	Planning to go cashless	Planning to recommend removal in 2023.
Islington	Cashless and Paypoint	Islington is cashless.
Barking and Dagenham	Cashless and Paypoint	London Borough of Barking & Dagenham removed the cash payment option for parking in late 2020, with all P&D machines being removed from the borough streets & car parks.
Royal Borough of Kensington & Chelsea	Cashless and Pay Point	K&C went cashless in 2017.
London Borough of Lambeth	Cashless and Pay Point	Lambeth are cashless and provide a PayPoint system.

Advance Notice

Pay & display machines are being phased out, please start using the RingGo service

First register with RingGo in one of the following ways

- Online at <https://myringgo.co.uk/register>
- Using the **RingGo apps**
- By phone **0203 046 0010**

When you park choose a way to pay

- Online: <https://myringgo.co.uk/account/login>
- Using the **RingGo apps**
- By phone **0203 046 0010**
- By text to **81025**

You will need to give details of

- Your vehicle (registration, make and colour)
- Your payment card

www.bromley.gov.uk/ringgoparkingpayment

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Appendix 6 – FAQ for Removal of Pay and Display Machines

Why are pay and display machines being recommended for removal?

The existing 131 pay and display machines are old and are prone to breaking down, and on some occasions will take a considerable time to be fixed as parts are not easy to purchase due to the age of the machines. Officers recognise that this is providing a poor service for the motorist as well as frustration when they pay for their parking session, but no pay and display ticket is produced.

The demand for the machines has decreased over the last few years whereas the demand for the cashless system has increased, therefore it was agreed in November 2019, report number ES19066, that delegated authority would be given to the Director of Environment & Public Protection for the removal of P&D machines across the Borough in consultation with the Portfolio Holder.

Since this decision, officers have been removing machines around the Borough with the a removal agreed in November 2021 by former Portfolio Holder Councillor Huntington-Thresher where a further 66 machines, 53 on street and 13 from the car parks, would be removed; this was completed in September 2022.

Officers have recently been informed of the '3g sunset' where mobile phone providers will no longer be supporting 3g sims. Within all the pay and display machines there are 3g sims in them which allows the parking contractor APCOA and officers to communicate with the machines, this allows officers to know when a machine is out of service for any reason. Vodafone has confirmed that the removal of this support will stop between Feb to April 2023, therefore the Council would have to upgrade the sim cards at a cost of £700 per machine, a total cost of £91,700 or accelerate the removal of the machines within the Borough.

How many locations are already cashless only in Bromley?

There are approximately 30 Locations around the Borough that are already a cashless only zone. Since this being implemented in the various locations around the Borough and no formal complaints have been received.

What do I do if there is no phone signal?

The current cashless system, RingGo has been operational throughout Bromley since 2010 and there have been very few reports of a poor signal. All parking locations have regular cashless sessions purchased.

If a penalty charge is issued and a claim of poor signal is submitted Parking Services will investigate and make a decision accordingly.

I do not have a smart phone; how do I pay to park?

A cashless session can be purchased by the RingGo App via a smart phone; however, it can also be made by phoning RingGo directly with any type of phone, sending a text message or via some in-car devices. Sessions can be booked remotely as well from a pc, laptop or any other listed device, however, if booked remotely Bromley cannot guarantee availability at the location.

A basic mobile phone can be purchased for approximately £30.

Why does the Council not invest in new pay and display machines?

The current pay and display machines are extremely old, in some locations they are over 25 years old. The cost to replace these machines would be approximately £800,000.

The pay and display machine demand has been decreasing, whereas the cashless usage has been steadily increasing, especially in the last few years since the COVID pandemic.

Unfortunately, there is a significant level of theft from and vandalism of pay and display machines across the Borough and returning these to working order can cost significant amounts to the Council and is inconvenient for customers expecting to find a working machine only to find one that has been vandalised.

Newer pay and display machines would still be open to theft and vandalism and these costs would have to be met by the Council. The costs involved with the cashless parking system are far less and of course there is no risk to the Council of theft or vandalism.

Can the Council provide free parking?

Payment for parking helps to control parking in prime locations and with a projected income of just over £6.2m for 22/23 for the Council revenues.

Income from parking is used towards meeting the costs of various transport initiatives including, for example, concessionary travel for older people. If parking was free the net loss of income would reduce the monies available for other travel initiatives. To illustrate the impact, council tax would need to increase by 3.5% per household to compensate for the net loss from the parking income, this averages a £60 increase on a Band D annual charge for 22/23 of £1,736.72.

How will drivers learn how to use the cashless system?

Officers will organise a campaign to help all motorists move over to the cashless system, this will include:

1. Posters at each P&D venue announcing change and including step by step how to download RingGo
2. Staff at car parks before rolling out to assist, where there is a low cashless uptake.
3. Leaflets at suitable locations around the borough: such as libraries, doctors' surgeries, community resource centres etc.
4. Repeated in Spring Environment matters

Is there an alternative to pay and display machines other than the use of a system like RingGo?

Most cashless providers have an alternative system, however, reports from other London Boroughs are that whilst this system can provide a cash payment system, it can introduce further problems to the authority.

RingGo have an alternative system called RingGo retail that allows the customer to pay for a parking session using cash or card at any shop that offers a Paypoint solution.

The customer would visit the shop, provide the shop with the location number, vehicle registration and how long they would like to park and then pay the shop.

Operationally, this would involve increased costs to the Council to run the system, it would also make enforcement incredibly difficult. Civil Enforcement Officers would have to allow time for a customer to walk to the Paypoint location, pay for parking before being able to enforce any parking controls, this would be extremely difficult in the car parks.

Can the Council issue paper vouchers for those unable to use the system?

Some Boroughs have introduced paper vouchers for customers to purchase before they park their vehicle, however controlled stationary like this has considerable costs to purchase cost as well to resource the selling of the vouchers. With differential charging around the Borough for different locations, this would be extremely difficult to manage.

Does this impact the digitally disadvantaged?

It is a common misconception that a parking session can only be booked through the RingGo app using a Smart phone, however, as we have highlighted earlier there are various ways of booking a session, most of which use the simplest of technology

It should also be remembered that the people who use parking bays are motorists who have to have the skill to drive a vehicle, a skill far more demanding than using a mobile phone.

What do I do if I don't have a bank account?

Statistics show that less than 1% of the public do not have a bank account. For those people who drive, they will require a bank account to pay for the road car tax and car insurance, therefore it is expected that all drivers would have a bank account.

Report No.
ES20228

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: PORTFOLIO HOLDER FOR TRANSPORT, HIGHWAYS AND ROAD SAFETY

Date: Tuesday 22 November 2022

Decision Type: Non-Urgent Executive Non-Key

Title: CROFTON ROAD BUS STAND IMPROVEMENT AND PEDESTRIAN/CYCLING ROUTE REVIEW

Contact Officer: David Bond, Principal Transport Projects Manager
Tel: 020 8313 4555 E-mail: David.Bond@bromley.gov.uk

Chief Officer: Director of Environment & Public Protection

Ward: Farnborough and Crofton;

1. Reason for decision/report and options

1.1 To seek a decision from the Portfolio Holder in respect of proposals to rectify the current situation at the westbound bus stop near Orpington Station when buses change drivers which causes delays to other traffic

1.2 To update Members with the results of the post completion traffic, cycle, pedestrian surveys and speed counts.

2. **RECOMMENDATION(S)**

2.1 That the Portfolio Holder approves the proposals to rectify the current situation at the westbound bus stop near Orpington Station when buses change drivers which causes delays to other traffic, utilising grant funding from TfL of £77k.

2.2 That any minor changes to the design of this scheme deemed necessary on site are delegated to the Director of Environment and Public Protection, in consultation with the Portfolio Holder and Ward Members.

2.3 That Members note the results of the post completion traffic, cycle, pedestrian surveys and speed counts.

Impact on Vulnerable Adults and Children

1. Summary of Impact: The improved cycling and pedestrian facilities are beneficial for vulnerable road users who are over-represented in road casualties in the Borough
-

Transformation Policy

1. Policy Status: Existing Policy
 2. Making Bromley Even Better Priority:
 - (1) For children and young People to grow up, thrive and have the best life chances in families who flourish and are happy to call Bromley home.
 - (2) For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices.
 - (3) For people to make their homes in Bromley and for business, enterprise and the third sector to prosper.
 - (4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.
 - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
 3. Local Implementation Plan (LIP)
-

Financial

1. Cost of proposal: £77k
 2. Ongoing costs: Any future maintenance costs will be funded from the existing highway maintenance budgets
 3. Budget head/performance centre: LIP Corridors budget
 4. Total current budget for this head: £1.341m (Total 2022/23 LIP Corridors budget)
 5. Source of funding: TfL
-

Personnel

1. Number of staff (current and additional): Existing staff resources
 2. If from existing staff resources, number of staff hours: 500
-

Legal

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

Procurement

1. Summary of Procurement Implications: None
-

Property

1. Summary of Property Implications: None
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: The proposals are all related to reduced carbon emissions.
-

Customer Impact

1. Estimated number of users or customers (current and projected): Local residents and visitors
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments: Ward Members are supportive of the road widening to meet the concerns of residents.

3. COMMENTARY

3.1 Bus Stop Remedial Measures (westbound near Orpington Station)

3.2 At the meeting of this Committee of 17th November 2021 one of the matters that was discussed was the situation with the westbound bus stop near Orpington Station. The issue, that only came to light once the scheme was substantially completed, involved the narrowing of the carriageway causing delays by buses waiting at the stop with negative consequences for traffic congestion and safety. On further investigation it was found that this stop was also used as a driver change over point and although the Council had consulted with TfL about the project prior to works commencing this issue had not been raised with Council officers.

3.3 Following Member and Officer lobbying, including the consideration of moving the driver change over to a different bus stop, which was not supported by TfL on cost grounds, it was decided that the only option was to widen the carriageway to ensure that two lanes of traffic can pass stationary buses without traffic flow being impeded. This conclusion was supported by a road safety assessment carried out by TfL in January 2022. A design has been produced and the scheme will cost up to £77,000.

3.4 Although TfL had agreed in principle to the funding, it had been hoped to have progressed this change much sooner but due to their difficult financial situation as a result of the collapse in public transport revenue due to the Covid-19 pandemic, finding sufficient funds from TfL has only recently been possible, with funding being confirmed in September this year.

3.5 The proposals for the remedial measures are set out for approval by the Portfolio Holder in Appendix A

3.6 Survey Data

3.7 At the same PDS meeting, Officers were asked to report back with the results of the traffic, cycle, pedestrian and speed surveys that were carried out in June and July 2022 following completion of the scheme.

3.8 The first batch of surveys was carried out in May/June and July 2019 prior to work commencing on the project and therefore the post completion surveys were carried out at the same time this year to ensure that we have a consistent comparison and that the scheme had had reasonable time to bed in and start being used as intended.

3.9 With regards to any changes in the safety record of this section of Crofton Road, due to the 6 month lag in obtaining anonymised injury crash data, 12 months of data will not be available until approximately January/February 2023. Normally three years' data is required before a full analysis can be undertaken, although the first full year of collision data after any scheme is a useful check.

3.10 Tables 1 – 4 show both the 2019 and 2022 results to enable comparison between both figures, as follows;

Table 1 – Cycle counts (per 12 hour period, 0700- 1900)

Direction	Site		Site		Site	
	2019	2022	2019	2022	2019	2022
Towards Station	Ormonde Avenue		Crofton Lane		York Rise	
Year	2019	2022	2019	2022	2019	2022
Weekday	27	38	32	35	61	36
Saturday	62	32	26	41	28	40
Total	89	70	58	76	89	76
% change	-	-21.4%	-	+24.7%	-	-14.7%

Direction	Site		Site		Site	
Away from Station	Ormonde Avenue		Crofton Lane		York Rise	
Year	2019	2022	2019	2022	2019	2022
Weekday	22	23	24	25	44	30
Saturday	48	19	18	21	19	35
Total	70	42	42	46	63	65
% change	-	-40%	-	+10%	-	+3.1%

Table 2 – Pedestrian counts (per 12 hour period, 0700 – 1900)

Direction	Site		Site		Site	
Towards Station	Ormonde Avenue		Crofton Lane		York Rise	
Year	2019	2022	2019	2022	2019	2022
Weekday	296	298	278	326	1436	1123
Saturday	123	148	142	143	553	396
Total	419	446	420	469	1989	1519
% change		+6.1%		+10.5%		-23.7%
Direction	Site		Site		Site	
Away from Station	Ormonde Avenue		Crofton Lane		York Rise	
Year	2019	2022	2019	2022	2019	2022
Weekday	297	246	246	376	1031	1071
Saturday	143	123	156	98	326	297
Total	440	369	402	474	1357	1368
% change		-16.2%		+15.2%		+0.9%

Table 3 – Traffic volume counts (over a 7 day period)

Direction	Site		Site	
Eastbound	Between Crofton Avenue and Oakwood Road		East of junction with Allington Road/Andover Road	
Year	2019	2022	2019	2022
7 day total	66340	59935	66560	59358
Daily total	9477	8562	9508	8480
% change		-9.0%		-11.0%
Direction	Site		Site	
Westbound	Between Crofton Avenue and Oakwood Road		East of junction with Allington Road/Andover Road	
Year	2019	2022	2019	2022
7 day total	63379	57656	66468	59573
Daily total	9054	8237	9495	8510
% change		-9.0%		-10.4%
Average	-9.9%			

Table 4- Speed counts (over a 7 day period)

Direction	Site		Site	
Eastbound	Between Crofton Avenue and Oakwood Road		East of junction with Allington Road/Andover Road	
Year	2019	2022	2019	2022
Mean	28.6	29.1	31.1	28.7
% change	-	+1.8%	-	-7.8%
85 th %ile	33.9	34.3	35.3	33.8
% change		+1.6%		-4.3%
Direction	Site		Site	
Westbound	Between Crofton Avenue and Oakwood Road		East of junction with Allington Road/Andover Road	
Year	2019	2022	2019	2022
Mean	30.3	30.8	29	26.8
% change	-	+1.6%	-	-7.6%
85 th %ile	34.7	35.5	34.3	32.9
% change		+2.3%		-4.1%

3.11 Measures of success were set out as follows:

- i) *25% increase in number of pedestrians crossing Crofton Road and walking along Crofton Road, post Covid impact on commuting:* it is not possible to say whether the impact of Covid on travel patterns has settled down, but at present the number of pedestrians measured using this route has decreased by approximately 8%.
- ii) *100% increase in number of cyclists, post Covid impact on commuting:* it is not possible to say whether the impact of Covid on travel patterns has settled down, but at present the number of cyclists measured using this route has decreased by approximately 9%.
- iii) *5% increase in modal split for pedestrians/cars over 3 years, post Covid impact on commuting:* it is too early for this to be measured.
- iv) *100% increase in modal split for bikes/cars, post Covid impact on commuting:* it is too early for this to be measured.
- v) *Perceptions of pedestrians and cyclists – “do you walk / cycle more now?” “do you feel safer?”* – the resource to undertake this survey has not yet become available, due to limited funding from TfL.
- vi) *Any decrease in 85th% speed (less exceeding of the speed limit):* on Crofton Road between the Crofton Lane roundabout and the station, 85th percentile speeds have reduced by 4.20%; on the section between Crofton Lane and Ormonde Avenue, 85th percentile speeds have increased by 1.95%.
- vii) *Any decrease in volume of traffic:* traffic volumes have decreased by approximately 10%
- viii) *No increased congestion as measured by i–bus data and significant reduction in traffic levels– Unfortunately TfL only keep data for 2 years so we have no bus performance data prior to scheme construction so whilst we are unable to compare*

'before' and 'after' data as traffic volume has dropped by 10% we would expect that this will no doubt have benefitted bus reliability and loadings.

3.11 Traffic levels have seen a significant reduction of almost 10% although it is difficult to determine if this is all down to an increase in home working or whether this scheme has contributed to that. Although it is a mixed bag for pedestrian and cycle volumes, whilst there may well have been more significant overall growth in those modes it is quite possible that that has been masked by the increased numbers of employees working from home resulting in fewer commuting trips across all modes and those reductions may have been far greater had it not been for these improvements.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

4.1 Beneficial

5. TRANSFORMATION/POLICY IMPLICATIONS

5.1 Consistent with the Council's objective of delivering high quality cycling and walking routes.

6. FINANCIAL IMPLICATIONS

6.1 £77k to be funded by TfL.

6.2 Any future maintenance costs will be funded from the existing highway maintenance budgets

7 CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

7.1 The whole purpose of this scheme is to reduce car use by improving facilities for cyclists, pedestrians and bus users and, in so doing, to reduce congestion, carbon emissions and improve air quality and the health of residents.

8 CUSTOMER IMPACT

8.1 Beneficial to road users in this locality.

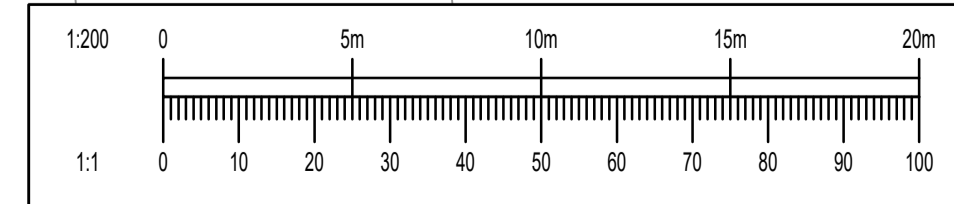
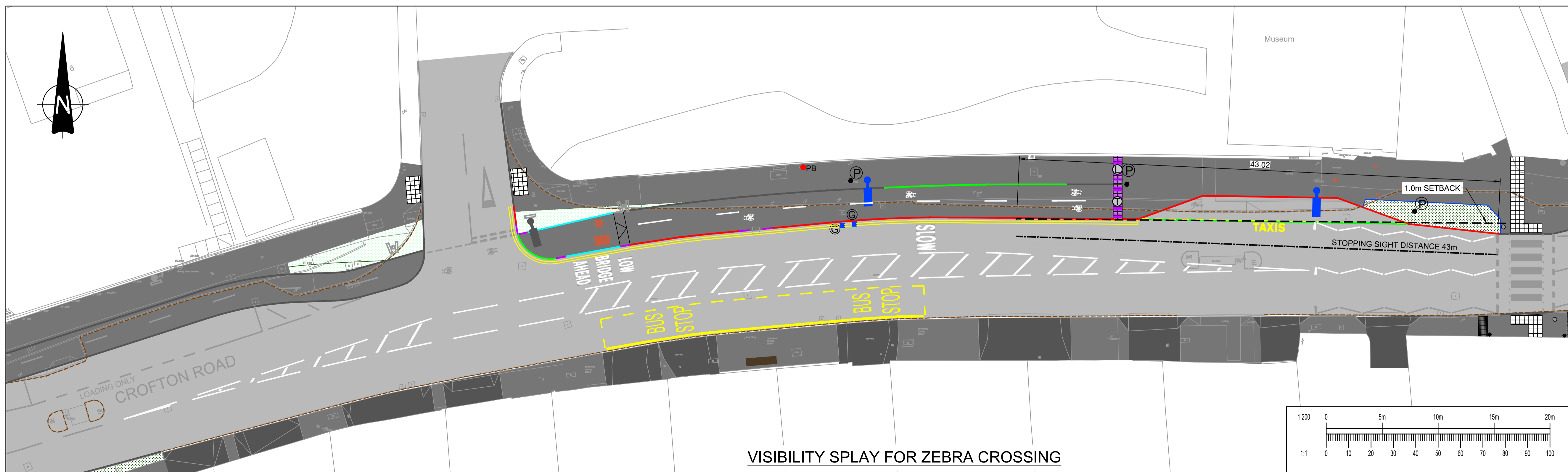
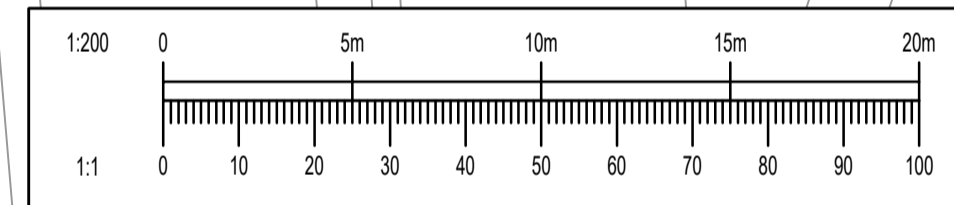
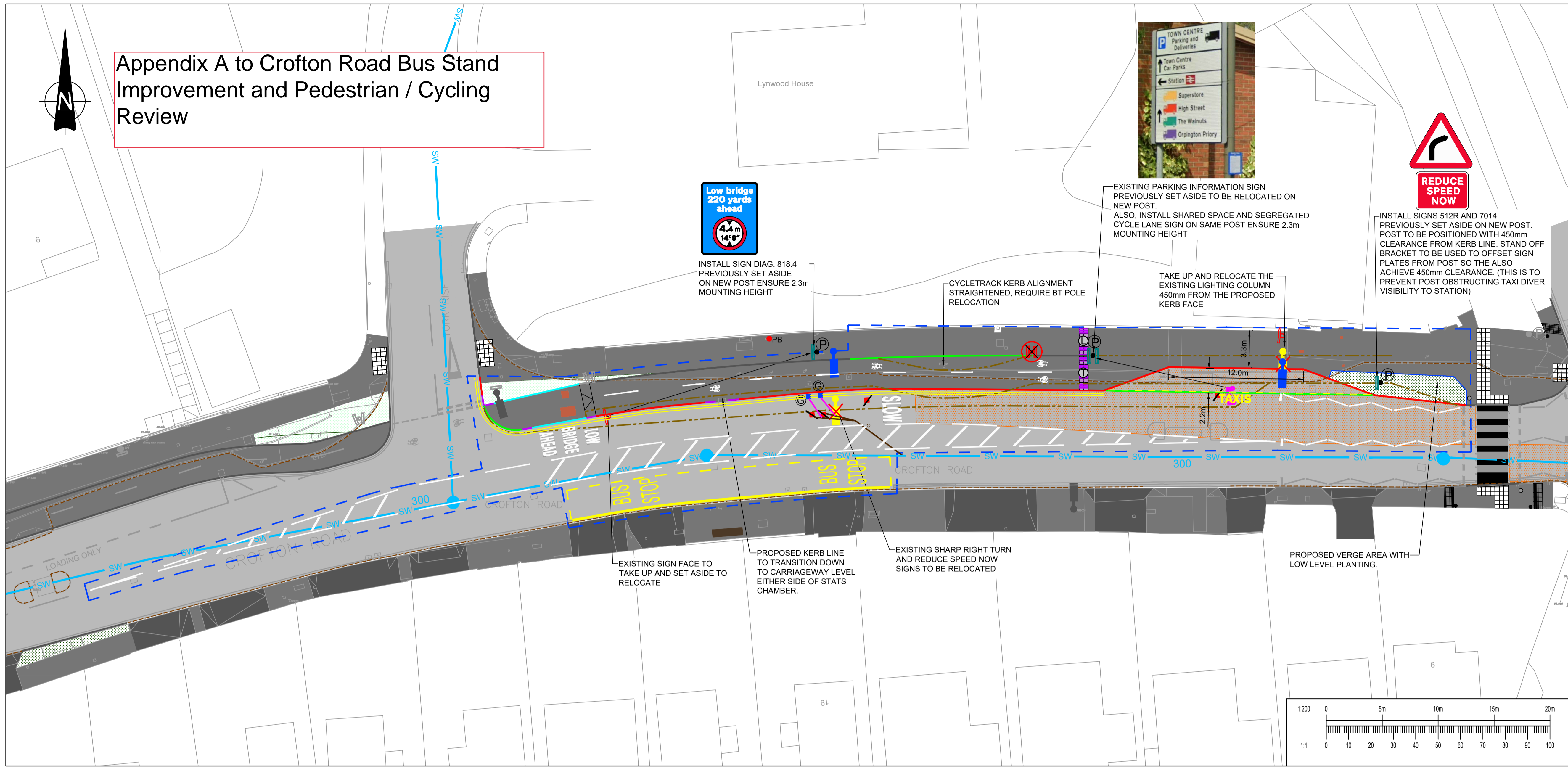
9 WARD COUNCILLOR VIEWS

9.1 Ward Councillors are fully supportive of the widening of Crofton Road by the bus stop to ease congestion on Crofton Road at busy times when buses are in the stand.

<p>Non-Applicable Headings:</p>	<p>PERSONNEL IMPLICATIONS LEGAL IMPLICATIONS PROCUREMENT IMPLICATIONS PROPERTY IMPLICATIONS</p>
<p>Background Documents: (Access via Contact Officer)</p>	<p>PDS report, July 2017, 'PROPOSALS FOR IMPROVEMENTS TO THE ORPINGTON CYCLING AND WALKING NETWORK'. PDS report, November 2018, 'ORPINGTON: CROFTON ROAD CYCLE ROUTE'. PDS report, December 2018, 'ORPINGTON: CROFTON ROAD CYCLE ROUTE: CALL-IN'. 'Crofton Road, Proposed transport improvements scheme', November 2019. Stage 2 and Stage 3 Road Safety Audit reports, November 2021, 'ORPINGTON: CROFTON ROAD CYCLE ROUTE</p>

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Appendix A to Crofton Road Bus Stand Improvement and Pedestrian / Cycling Review



VISIBILITY SPLAY FOR ZEBRA CROSSING

This drawing should not be scaled. Dimensions to be verified on site. Any discrepancies should be referred to the Engineer prior to work being put in hand. This drawing is the property of Waterman Infrastructure & Environment Limited, and the drawing is issued on the condition that it is not copied, reproduced, related or disclosed to any unauthorised person, either wholly or in part without the consent in writing of Waterman Infrastructure & Environment Limited. Plotford Wharf, Clark Street, London SE1 9DG 1 020 7928 7888 f 03333 444 501

GENERAL NOTES

- LEGEND:-**
- HB2 KERBS (100-125mm UPSTAND) 100 WHERE NOTED
 - BULL NOSE (0-6mm AT PROPOSED CROSSINGS AND 25mm AT CROSSOVERS)
 - BULL NOSE KERBS (60mm UPSTAND)
 - TRANSITION KERBS
 - 50 x 150 EDGING
 - PREVIOUS KERB/EDGING
 - VEHICLE CROSSOVERS
 - FOOTWAY
 - CARRIAGEWAY
 - EXISTING/PROPOSE VERGE
 - 68PSV STONE SURFACING
 - TACTILE PAVING - SEGREGATION PAVING - TRAMLINE ORIENTATION
 - TACTILE PAVING - SEGREGATION PAVING - LADDER ORIENTATION
 - EXISTING BUS SHELTER
 - CARRIAGEWAY WIDENING WORKS AREA
 - PB ● EXISTING POST BOX
 - Ⓞ [] NEW GULLY FRAME AND POT
 - ⊘ EXISTING GULLY REMOVED
 - ⊠ EXISTING CHAMBER COVERS TO BE ADJUSTED TO SUIT NEW LEVELS
 - ASSUMED LOCATION OF GULLY LEAD, CONTRACTOR TO LOCATE GULLY LEAD PRIOR TO CONNECTION
 - NEW GULLY OUTFALL PIPE (150 Ø)
 - THAMES WATER SURFACE WATER DRAIN
 - ⊗ EXISTING LIGHTING COLUMN TO BE REMOVED / RELOCATED
 - Ⓢ PROPOSED LIGHTING COLUMN
 - EXISTING LIGHTING COLUMN
 - ⊘ EXISTING TRAFFIC SIGN AND POST TAKEN UP AND REMOVED TO TIP OFF SITE
 - Ⓢ EXISTING SIGN POST TAKEN UP AND REMOVED TO TIP OFF SITE
 - Ⓢ PROPOSED TRAFFIC SIGN POST
 - Ⓢ PROPOSED/RELOCATED SIGN ON POST/LIGHTING COLUMN
 - Ⓢ EXISTING NON-ILLUMINATED SIGN TO BE RELOCATED.

Rev	Date	Description	By
P04	16.09.22	LAYOUT OF TAXI LAYBY IS UPDATE TO HELP THE TAXI ALIGN IN LAYBY BETTER WITHOUT OBSCURING THE VISIBILITY SPLAY . AND THE PARKING INFORMATION SIGN IS RELOCATED TO BACK OF FOOTWAY. AND PROPOSED NEW GRASS VERGE BETWEEN THE TAXI LAYBY AND WEST OF ZEBRA CROSSING.	UF

Amendments
CROFTON ROAD CYCLE SCHEME
 GENERAL ARRANGEMENT



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Status			
PRELIMINARY			
Designed By	UF	Checked By	SP
Drawn By	UF	Date	MARCH 22
Project - Originator - Volume - Level - Type - Role - Number			Revision
15688-122-WIE-ZZ-XX-DR-C-900107			P04

A1-WIE-Single, X-KEYS & NOTES, X-PROPOSED, X-SHADE-P, X - Ex Base (All), X - ROADMARKINGS - Option 1

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Report No.
ES20222

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: FULL COUNCIL
EXECUTIVE

**FOR PRE-DECISION SCRUTINY BY THE ENVIRONMENT AND
COMMUNITY SERVICES PDS COMMITTEE on 22 NOVEMBER 2022**

Date: 12 December 2022
30 November 2022

Decision Type: Non-Urgent Executive Non-Key

Title: DEPOT INFRASTRUCTURE WORKS STAGE 3 UPDATE

Contact Officer: Amy Harris, Head of Environmental Strategy, Technical Support and
Commissioning
Tel: 020 8313 4014 E-mail: amy.harris@bromley.gov.uk

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

Ward: All

1. REASON FOR REPORT

- 1.1 On 16th July 2018, the Executive (ES18032) approved a total capital budget of £6.5m for infrastructure works across a range of depot locations.
- 1.2 Following the appointment of design consultants and the refinement of scope at Design Stage 2 (under the Royal Institute of British Architects Plan of Work - industry standard organisation of the design and construction process), on 24th November 2021, the Executive (ES20109) approved progression to Design Stage 3 and 4 and the procurement of a suitable construction contractor through a construction procurement framework. The construction contract at that time had an estimated value of £4.35 million.
- 1.3 Ordinarily further approval would not be required at the end of the detailed Stage 3 Design. However, the indicative costs for the works are significantly higher than anticipated and it is considered that altering the procurement process may provide better value for the Council. Therefore, this report seeks approval for additional capital funds and a change in procurement route to ensure that the vital infrastructure works at the two Council Waste Sites required to deliver key frontline services are implemented.

2. RECOMMENDATION(S)

The Environment and Community Services PDS are asked to review and comment upon the following and it is recommended that the Executive:

- 2.1 Note that the total capital budget for the depot infrastructure works remains at £6.107m within the capital programme; with revenue funding from maintenance budgets now identified to fund the critical repair works at Central Depot Waste Site and Beaverwood Parks Depot referenced in Executive Report ES20109;
- 2.2 Note the progress of the design development for the two Council Waste Sites, as detailed in the report below;
- 2.3 Recommend that Full Council approve an additional £3m capital funds from the capital programme to be allocated to the depot infrastructure works, giving a total all-inclusive budget of £9.107m;
- 2.4 Approve the proceeding to procurement for a suitable construction contractor via a restricted or competitive procedure with negotiation procurement process for the main works contract, along with the proposed variation of the Veolia contract as per *Paragraph 2.5* below. The combined estimated total construction value of these works is £7.145m, with an additional £715k client contingency delegated to the Project Manager, Capital Projects to be used as needed making the total estimated value up to £7.860m; and,
- 2.5 Approve varying the Veolia Waste collection contract to enable them to design and build two new weighbridges on the operational road within Waldo Road Waste Transfer Station section. The construction costs of which will be contained within the above figures.

Full Council is requested to:

- 2.6 Approve an additional £3m capital funds from the capital programme to be allocated to the depot infrastructure works, giving a total all-inclusive budget of £9.107m

Impact on Vulnerable Adults and Children

1. Summary of Impact: The Depot Improvement Strategy works will have an impact on residents during the construction period in the following ways:
 - a. Some disturbance during agreed operational hours to households living in the area that immediately surrounds the depot sites; and,
 - b. The partial or full closure of one of the Reuse and Recycling Centres (RRC).

Those impacted may include those households with vulnerable adults and children. Mitigation measures will be fully explored and implemented and may involve for example the instigation of a booking system for RRC access or temporary alternative locations or layouts to site to facilitate works to relevant areas. LBB will also work closely with service providers to ensure that any service communications are clear, accessible, and timely.

Transformation Policy

1. Policy Status: Existing Policy:
 2. Making Bromley Even Better Priority:
 - (4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.
 - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
-

Financial

1. Cost of proposal: Estimated Cost: £9.107m
 2. Ongoing costs: Non-Recurring Cost:
 3. Budget head/performance centre: Capital Programme for Depot Infrastructure Works
 4. Total current budget for this head: £6.107m
 5. Source of funding: Capital receipts
-

Personnel

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

Legal

1. Legal Requirement: Statutory Requirement: Environmental Protection Act 1990 requires local authorities to have a site that residents can access for recycling and waste disposal, provide a waste collection service and manage waste and recycling collected from residents and businesses within the borough.
 2. Call-in: Applicable:
-

Procurement

1. Summary of Procurement Implications: Proceeding to procurement for capital works, and variation to the Councils contract with Veolia, in accordance with CPRs and procurement legislation.
-

Property

1. Summary of Property Implications: The proposed works to the waste management depots fall within the Council's responsibilities as freeholder of the sites and in accordance with the allocation of maintenance responsibilities within the relevant leasehold terms with the operator, Veolia. The Council has statutory and contractual responsibilities to ensure that these properties are safe and that risks to health and safety of staff, contractors and members of the public arising from the properties are appropriately mitigated. The proposed works are necessary to comply with this responsibility.
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: TBC
-

Customer Impact

1. Estimated number of users or customers (current and projected): All Reuse and Recycling Centre users including households (circa 180,000) and local businesses.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments: Ward Councillors in the areas that the two Waste Sites are located posed questions about the proposals that have been answered. They also highlighted the importance of an annual maintenance plan following completion of the works.

3. SUMMARY OF THE BUSINESS CASE

- 3.1 The original business case for the Depot Capital Infrastructure Works was outlined in the 2018 Executive Report (reference ES18032) with the aim of creating the sustainable infrastructure required for the statutory delivery of waste, street cleaning and parks services, and reduce the Council's long term financial liability. It also serves to uphold the requirements of the Waste Permits, issued by the Environment Agency in respect of Central and Churchfields Depots.
- 3.2 The scope of the works was refined within the 2021 Executive Report (ES20109) following Royal Institute of British Architects (RIBA) Design Stage 2. The condition surveys, cost estimates and stakeholder consultation at Design Stage 2 provided a business case to focus the capital budget on the critical works at the two Waste Sites and Beaverwood Depot as set out within Table 1. The capital budget within the capital programme currently stands at £6.107m.

Table 1 – Depot Infrastructure Works Proposed Scope 2021

Depot	Critical Works
Central Depot	<ul style="list-style-type: none"> • Surface Water Drainage alterations and repairs/separator replacement • Floor Slab replacement to Waste Transfer Station • Waste Transfer Station roof and cladding repairs (including column replacements and protection and new push walls to protect the structure plus corrosion painting) • Fire suppression system • Pedestrian entrance adjustments at Waldo Road entrance • Replacement weighbridges • Some smaller repairs to the hardstanding in the Reuse and Recycling Centre and Baths Road • Early remedial works to the hardstanding in the Waste Transfer Station in 2021.
Churchfields Depot	<ul style="list-style-type: none"> • Surface Water Drainage repairs/ separator replacement • Floor Slab replacement in Waste Transfer Station • Fire suppression system • Repairs to Waste Transfer Station cladding/walls • Ancillary hardstanding repairs required in relation to drainage works
Beaverwood Depot	<ul style="list-style-type: none"> • Early remedial works including building/roofing infrastructure and electrical services repairs

Remedial Works

- 3.3---Remedial works were required urgently during 2021 to improve the condition of the Beaverwood Depot offices, workshop, and green waste store; and the condition of the hardstanding at Central Depot Waste Transfer Station to meet safety standards to prevent substantial risks to service delivery.
- 3.4---On 24th November 2021, the Executive agreed that £350k of the Depot Capital Infrastructure Works budget could be used for the remedial works. Subsequently, relevant Facilities Maintenance revenue budget was identified for depot maintenance and as such this was used to fund the remedial works referred to in *Paragraph 3.3*, which are now complete. These works had a total final value of £336,882 (constituting £216,269 for Beaverwood and £120,613 for Central Depot).
- 3.5---Therefore, the £6.107m budget remains for the Depot Capital Infrastructure Works programme.

- 3.6 In accordance with the approvals outlined in the 2021 Executive Report (ES20109), the appointed design consultants progressed RIBA Design Stage 3 to provide a detailed design. This was undertaken in full consultation with the Council's client team and representatives from Veolia. The design development continues to be project managed by a dedicated Project Manager from the Capital Project Team and is overseen by a Project Management Board from within the Council, which has made all key decisions.
- 3.7 In ordinary circumstance, at the end of RIBA Stage 3 the Council would proceed to planning submission and progress the technical design stage (4) followed by procurement as authorised by the Executive. However, there has been a substantial increase in the indicative costs for the works since Design Stage 2 because of the following factors:
- 3.7.1 --- Construction market inflationary changes particularly as a result of world events i.e. the war in Ukraine.
 - 3.7.2 --- More detailed analysis of the ground investigation reports and consequent proposals to excavate and replace substantial abnormal levels of made ground.
 - 3.7.3 --- Progression of the fire suppression system design indicates that a higher volume of water needs to be stored and the run off then collected and tanked for removal to achieve the flow rates and times to deal with a fire.
 - 3.7.4 --- The substantial extent of works required to repair Waste Transfer Station structures, which was revealed through further survey work in this stage.
- 3.8 A review of each element of the scope of works has been conducted alongside an assessment of risks and the future compliance of the Waste Sites if an individual element was removed, reduced in specification or delayed. Appendix A provides a summary of this assessment.
- 3.9 The conclusion is that removing or reducing specification of any of the work packages from the depot capital infrastructure programme would lead to risks around:
- 3.9.1 --- future site compliance in relation to environmental permitting,
 - 3.9.2 --- both waste and health and safety legislation,
 - 3.9.3 --- significant maintenance cost implications and risks to the delivery of statutory waste services.
- 3.10 This report, therefore, recommends that additional funds of £3m are provided from the capital programme to enable the full scope of works to proceed to RIBA Stage 4 (Technical Design) and procurement. The capital programme review will identify the specific funds used.
- 3.11 In addition, given market changes, the procurement approach has been reviewed since the last stage. In the current construction sector climate, it is considered that a competition that is advertised within the open market may provide the Council with the opportunity to achieve better value.

Central Depot Weighbridges

- 3.12 The Executive (ES20109) approved the procurement of a replacement of one of the two current weighbridges for Central Depot before the main depot infrastructure construction procurement. This was at an estimated value of £25k and followed the results of an independent structural report, which indicated that there was a risk that the weighbridge may fail before the main works could begin.
- 3.13 Maintenance works have subsequently taken place to both existing weighbridges at Central Depot and they are currently operating sufficiently. However, the weighbridges, due to their age, are at the end of their life.

- 3.14 During stakeholder engagement, the relocation of the weighbridge function to the operational roadway that leads from Baths Road into the Waste Transfer Station was suggested. This will involve providing the two new weighbridges that are proposed as part of the depot infrastructure capital works in a different location, rather than replacing the existing ones in the same location. There are several important benefits to this adjustment. For example, moving the location of the weighbridges will improve traffic flow around the whole site, and particularly at the public entrance at Waldo Road, where traffic is sometimes slowed as operational vehicles manoeuvre to access the weighbridge. This will further improve safety for all site users. The change will also allow vehicle manoeuvres within the WTS to be conducted in a safer, more efficient manner, leading to greater safety for operatives and operational effectiveness on site.
- 3.15 The relocation of the weighbridges will assist with infrastructure works phasing at Central Depot, particularly if this element of the works is brought forward. It will reduce the impact of the works on the service and, also minimise phasing costs, as it will mean that temporary weighbridges will not be required whilst work is completed to replace the existing weighbridges. It will also mean that the operational efficiencies will be achieved earlier in the process and benefit throughout the construction project and beyond.
- 3.16 To enable the new weighbridges to be installed as early as possible it is feasible for the weighbridges and the works required to install them to be separated from the main depot infrastructure works procurement process. This is beneficial not only due to the limited life of the existing weighbridges but also to ensure that the depot infrastructure works can be undertaken in a more timely and efficient manner.

Operational Property Review

- 3.17 The Council is in the final stages of its Operational Property Review to identify the Council's optimal operational estate. This review considers the long-term strategy for all operational depots to meet current and future service requirements. Financial cost pressures faced by the Council mean that it is unlikely there will be further investment in the two Waste Sites under this review, which makes it imperative that the full scope of works set out in Table 1 are undertaken as part of the Depot Capital Infrastructure Works programme to address short to medium term critical repairs and compliance requirements. It is relevant to note that, as with all services, there is an ever evolving regulatory and guidance environment for waste management and therefore it is not possible to confirm with certainty that this will not bring forth other infrastructure requirements at a later date.
- 3.18 Relocation of the two Waste Site was considered as part of the Operational Property Review and discounted as an option for several reasons. The capital costs would be tens of millions and these additional costs are unlikely to be offset by the sale of the sites due to their geological context and current use. The two sites are two of just three Strategic Waste Sites identified by the Local Plan, and there is a statutory requirement that London boroughs protect existing strategic waste management sites within their boundaries. There are practical constraints to relocating the two Waste Sites with less central locations bringing additional waste collection costs because of the logistics of transporting waste and recycling. It would also take a significant period to develop a new waste site and obtain necessary environmental permits and planning permissions.

Service Profile

- 3.19 The Council's Waste Sites play a key role in supporting the provision of Council frontline waste collection and disposal and street cleaning services. Waldo Road and Churchfields Waste Transfer Stations (WTS) process around 150,000 tonnes per annum of Bromley's local authority collected waste and provide Reuse and Recycling Centres to ensure Bromley Council meets its statutory obligations.

3.20 Waldo Road and Churchfields are identified as strategic waste sites under planning policy and as such Bromley Council has a requirement to safeguard them for the management of waste.

4. OPTIONS APPRAISAL AND PREFERRED OPTION

4.1 Following the completion of RIBA Design Stage 3 and further stakeholder consultation, officers have undertaken a review of the infrastructure works required to support service delivery and provide a safe and fit for purpose environment for the Council's environmental service depots in the immediate future.

4.2 The options considered were:

4.2.1 Further reduce the scope of the depot infrastructure works by removing selected work packages to meet the agreed capital budget (£6.107m)

4.2.2 Progress with the proposed scope of works but reduce the works from a refurbishment to a maintenance only basis (£6.107m)

4.2.3 Progress with the full scope of depot infrastructure works but limit to only undertaking them at Central Depot (£6.5m)

4.2.4 Progress with the infrastructure works scope as set out in *Paragraph 3.2* and *Table 1* (£9.107m)

4.3 Considerations made in relation to options 4.2.1 to 4.2.3:

4.3.1 Should any of the work packages be removed in its entirety, this would create compliance issues across both sites in relation to waste and health and safety at work regulations. It may also prove complex or impossible to remove some packages due to the interdependent nature of them. A specific example would be the removal of drainage works would prevent completion of fire suppression system installation because the existing drainage would be unable to cope with the fire water runoff and would not comply with regulation for disposal of contaminated water.

4.3.2 Whilst options to decrease the specification of various aspects of the works have been reviewed, there are substantial maintenance implications to reducing the works in this way. The resultant works would not achieve the outcomes necessary of a capital works scheme of protecting and preserving the structures on the site and providing appropriate compliant systems. It is considered that in reducing the scope of aspects of the works, this would decrease the resulting life of the works by half or more leading to increased short to medium term maintenance budget liabilities and medium-term capital replacement liabilities.

4.3.3 There are compliance issues at the Churchfields site which if left unattended would further impact upon current extensive maintenance liabilities.

Preferred Option

4.4 The preferred option is 4.2.4, to progress the infrastructure works scope as set out in *Paragraph 3.2* and *Table 1* to minimise maintenance costs, comply with environmental and safety standards and to futureproof the delivery of waste and street cleaning services.

4.5 There continue to be operational and maintenance implications and risks associated with this proposal; with the key issues being:

4.5.1 Ongoing maintenance liabilities on sites.

4.5.2 Potential permitting issues for the waste contractors, who hold the Environmental Permit for the Waste Sites on the Council's behalf if the scope of works does not address all permitting concerns.

- 4.5.3 Ongoing or future costs for maintaining interim solutions on sites e.g., temporary lighting solutions on waste sites/demolitions of unsuitable or unusable buildings/ and operational problems.
- 4.6 Further work will continue in RIBA Design Stage 4 to ensure that the most economical design proposals, that appropriately achieve the aims of the programme are included within the tender. For example, the final depth of the excavations for slab replacement will be finalised once further testing has been completed.
- 4.7 The construction cost estimates for the works include an allowance for managing design risk, at 5%, to reflect the current stage of the process and market uncertainties, alongside the usual 10% construction contingency for construction projects. There is also a further 10% client side contingency allocated to manage unforeseen consequences of the proposed works or essential changes once on site, including ensuring that operations can continue without service disruption to the public. The increased contingency reflects the age and use of the site as well as the current uncertainty in the global construction market.
- 4.8 As the landlord, the Council is responsible for ongoing maintenance costs at the waste depots. The works that will be conducted as part of the capital programme, will potentially change the type and frequency of routine maintenance, and reduce urgent maintenance needs, which are currently frequent and generally highly urgent to maintain safe operation given the general state of existing facilities. However, it is not possible at this stage to estimate future routine maintenance costs. As such, for the purpose of the report, it is assumed that due to the high impact nature of the operations carried out within the sites, these will remain largely the same and continue to be funded through the Repairs and Maintenance budget.

5. MARKET CONSIDERATIONS

Depot Capital Infrastructure Works

- 5.1 The Council plans to procure the main works through a single contractor to secure efficiencies in overhead costs and also ensure the smooth transition of works between sites, via a single responsible party, as the works must follow in sequence to prevent service delivery impacts. The processes used for procurement are compliant with the Public Procurement Regulations.
- 5.2 For a construction project of this value, the Council has considered the following procurement options:
- 5.2.1 A suitable framework
 - 5.2.2 Open tender process
 - 5.2.3 Restricted tender
 - 5.2.4 Competitive procedure with negotiation
- 5.3 The approach recommended in the Executive Report (ES20109) was 5.2.1, use of a suitable Framework, specifically the London Construction Programme Major Works Framework. This was selected because it reduces the time taken through the procurement process to identify service providers that meet basic pre-qualification requirements. However, with current market conditions, the use of a framework, whilst it may provide some time efficiency, cannot protect against the impact of high levels of inflation and increased material and energy costs, which are leading contractors to be more selective in tendering to manage risks. The aim of the tender process is to generate competition to drive best value. In the case of the framework, feedback from the provider has suggested that their contractors are preferring 2 stage design and build tenders. In this case, whilst the basis of the project design could be changed from its current traditional fully designed basis, it is a relatively late stage to do so and still gain benefits of early contractor input. Also, as a complex refurbishment job, it is considered that the current basis remains a better fit and retains appropriate control over the final specification. Therefore, it

would not be possible to ascertain in this case whether enough of the contractors on the framework would be interested in the job at an early enough stage. This raises potential for there to be insufficient bids to drive competition. In this instance, it is therefore considered beneficial to move to an open market advert to widen the pool of potential contractors as a mechanism to try to generate better competition by identifying interested parties with whom to progress the full tender.

- 5.4 With Option 5.2.2, open tender, the widest market is available. However, as a single stage process indications are that in practice, due to the time involved in preparing a full tender, with the uncertainty in the scale of competition, suppliers are less likely to tender. Therefore, this option is unsuitable.
- 5.5 Options 5.2.3 and 5.2.4, restricted tender and competitive procedure with negotiation, both provide a two-stage process with the initial selection stage enabling the Council to both identify interested parties and then take through the most suitable suppliers to the full tender stage. Therefore, by reducing the field for undertaking the full tender process contractors are more likely to tender as they have already expressed interest but the scale of competition makes the cost of submitting a tender worthwhile. These options therefore appear to present the most suitable possibilities.
- 5.6 It is relevant to note that Option 5.2.4, competitive dialogue with negotiation does increase the potential procurement timetable due to the negotiation process. However, this process can be useful where there are less defined sections to the scheme where design and cost benefits may be achieved through discussions with contractors..
- 5.7 At the present time, there are potential benefits from both Options 5.2.3 and 5.2.4 Therefore, the Council proposes to further explore these at Design Stage 4 through soft market testing and consideration of whether there are elements of the specification that would benefit from negotiation. The final selection will be made in agreement with the Head of Procurement.
- 5.8 In either case it is proposed that the tender evaluation and selection process will be based on a 60:40 price/quality split, with relevant consideration given to the relative weighting of specifically designed quality questions to secure the most economically advantageous tender. It is also proposed to ensure that a sufficient period for tender preparation is allowed to ensure that tender returns enable contractors to sufficiently identify and manage potential risk through site visits and time for tender queries to be raised, reviewed, and addressed. It is proposed to use a construction industry standard contract for the works, with input from LBB's Legal Department to ensure that contract terms adequate balance risk and protect the Council's interests.

Central Depot Weighbridge Enabling Works

- 5.9 The phasing of the infrastructure works will benefit from replacing and relocating the two Central Depot weighbridges as an enabling package carried out in advance of the main works, as detailed within *Paragraphs 3.11 to 3.15*.
- 5.10 The two options for this package of works considered have been:
- 5.10.1 Procure as part of the larger Depot Infrastructure Works programme
 - 5.10.2 Modify the Veolia Waste Collection Contract to include the delivery of the weighbridges and the associated works in accordance with Public Procurement Regulations 2015 Regulation 72b and 72f
- 5.11 Option 5.10.2 is the preferred approach as it will enable the weighbridges to be installed before the wider Depot Infrastructure Works programme, which will have benefits for the operation and safety of the site, for reducing the phasing implications of the main works and reducing the time

of site for the main contract. There is also a potential benefit that may be offered in terms of value for money due to Veolia’s established supply chain for weighbridges with the existing provider, whose systems and bridges are compatible with current reporting software functions.

5.12 It is proposed that the completion of the necessary change control notice will follow a benchmarked quotation process to ensure value for money. The cost information associated with this package of works is detailed in the Part Two report due to the commercial sensitivity.

6. SOCIAL VALUE, CARBON REDUCTION AND LOCAL / NATIONAL PRIORITIES

6.1 Social value and sustainable construction will be included within the procurement criteria for the construction contract procurement. Energy saving plant including pumps, motors, and lighting will all be utilised. This contract will also be a considerate contractor scheme, which imposes sustainability criteria on the main contractor and its whole supply chain.

6.2 Infrastructure works at the Council’s Waste Sites will assist in ensuring that vital frontline services continue to be delivered and that waste collected from residents and businesses in Bromley is managed in a way that minimises impact to the environment.

6.3 The two Waste Sites are recognised as strategic waste sites within the Council’s Local Plan.

7. STAKEHOLDER ENGAGEMENT

7.1 Regular stakeholder meetings have been undertaken as part of the design process with Veolia and the Environment Agency, in their capacity as regulator.

7.2 Veolia, as the Waste Disposal and Collection Service Provider, has provided useful contributions, which have been taken into consideration during all design stages. Veolia’s comments and inputs have focussed on ensuring that they can continue to operate effectively, safely, and compliantly on the sites both during and post works. Veolia have stated that it is important that the scope of works is not reduced. They have formally asked the Council to expand the scope further to incorporate the Environment Agency guidance for permitted facilities published in July 2021 to ensure continued compliance with industry requirements.

7.3 Through stakeholder meetings it has been made clear that it’s important to progress the critical works required to repair hardstanding, the Waste Transfer Station structure and drainage as well as delivery of vital fire suppression systems.

8 PROCUREMENT AND PROJECT TIMESCALES AND GOVERNANCE ARRANGEMENTS

8.1 The estimated costs set out in Table 2 are inclusive of both the main works contract and the proposed enabling works contract for the weighbridges, which are included for and will be managed within the overall budget allowance. Separate details of the estimated cost for the enabling package is contained in Part 2 of this report due to commercial sensitivity.

Table 2 – Summary of Depot Improvement Programme Total Costs

Construction contracts (main works and enabling package)	£7,145,240
Fees (consultancy, surveys, statutory fees, project management)	£1,200,524
Client Contingency	£714,524
Discontinued sites (surveys and feasibility design fees)	£46,712
TOTAL	£9,107,000

- 8.2 In accordance with the details of previous report (ES18032) it was originally intended as part of the depot infrastructure works to undertake works to 4 of the Borough's grounds maintenance depots and to improve the accommodation provision at Central Depot. Both of these aspects of the original scope were omitted in November 2021 (report ES 20109) in order to reduce the overall project costs. The total cost of fees and surveys associated with the work undertaken to the end of design stage 2 is captured separately in the cost estimate above as this is a fixed cost and is therefore separated from the current estimate for the remaining works.
- 8.3 Table 3 sets out the costs incurred to date in relation to the project. These costs exclude those incurred in relation to works at Beaverwood Depot along with urgent surfacing works at Central Depot referred to in paragraphs 3.3-3.5 above, which are to be covered by maintenance revenue budgets.

Table 3 – Details of the Depot Improvement Programme Spend to Date

Construction contract (main works and enabling package)	£0
Fees (consultancy, surveys, statutory fees, project management)	£355,958
Client Contingency	£0
Discontinued sites (surveys and feasibility design fees)	£46,712
TOTAL	£402,670

- 8.4 It is currently anticipated that the works will take approximately a year on site. This will be staged between the two sites with Churchfields needing to be complete before works to Waldo can begin. This will allow Veolia to manage operational demands during the works period. It is likely that Churchfields will need to be closed temporarily to household and trade waste, which will be directed via Waldo and the need for other short term local recycling points will be considered. A small part of the site will remain operational during the works to ensure that Veolia can manage street cleansing operations without service disruptions. Works at Waldo Road will be phased on site to facilitate ongoing service delivery during the works. Relevant phasing requirements will be set out in the contract.
- 8.5 The proposed procurement strategy is outlined in section 5 of this report. It is intended that the project will be procured either via a restricted or competitive dialogue with negotiation process. Due to the potential for negotiations, additional time would need to be included in the programme for the second option. Programme outlines for the two options are provided in *Tables 4 and 5*.

Table 4 - Programme outline – restricted

Stage	Start	Duration
Design stage 4 (including planning submission and final surveys)	January 23	4 months
Tender stage 1 (mandatory exclusion and technical capability)	May 23	1 month
Tender stage 1 evaluation	June 23	2 weeks
Tender stage 2 (priced tender)	June 23	1.5 months
Tender stage 2 evaluation	August 23	5 weeks
Award report to committee	October 23	1 month

Contract award notice (including standstill)	November 23	2 weeks
Mobilisation and contract execution	November 23	2 months
Onsite	January 24	1 year
Completion	January 25	NA
End of defects (1 year post completion)	January 26	NA

Table 5 - Programme outline - competitive procedure with negotiation

Stage	Start	Duration
Design stage 4 (including planning submission and final surveys)	January 23	4 months
Tender stage 1 (mandatory exclusion and technical capability)	May 23	1 month
Tender stage 1 evaluation	June 23	2 weeks
Tender stage 2 (tender for fixed minimum requirements and proposals for negotiated sections)	June 23	1.5 months
Tender stage 2 evaluation	August 23	3 weeks
Negotiations (as needed, reserve the right to award based on the stage 2 submission where criteria met) and final evaluation	September 23	2 months
Award report to committee	November 23	1 month
Contract award (including standstill)	December 23	2 weeks
Mobilisation and contract execution	January 24	2 months
On site	March 24	1 year
Completion	March 25	NA
End of defects	March 26	NA

9. IMPACT ASSESSMENTS (INCLUDING VULNERABLE ADULTS AND CHILDREN)

9.1 Further consideration of impact assessments will be undertaken with the Construction Contract Award report.

10. TRANSFORMATION/POLICY IMPLICATIONS

10.1 The “Making Bromley Even Better” Objective 5 refers to the Council’s intention to provide efficient and effective services and value for money to our residents. This objective will be met through the infrastructure works supporting the futureproofing the two Waste Sites as well as ensuring best value is gained by applying the most appropriate procurement strategy.

10.2 The depot infrastructure works will also help to meet Objective 4 by sustaining a clean, green, and tidy environment through value-for-money services provided to a consistently high standard.

10.3 The infrastructure works will assist the Council in delivering the action ‘Improve our Waste Transfer Stations’ set under Priority 2 (Minimising waste and maximising recycling) within the Environment and Community Services Portfolio Plan 2021-22 (the Council’s environmental service aims and objectives).

10.4 The implementation of the infrastructure works assists the Council in maintaining its Reuse and Recycling Centres. Therefore, contributing to the delivery actions set out in Bromley’s Reuse and Recycling Plan and demonstrating general conformity with the Mayor of London’s London Environment Strategy.

- 10.5 The London Plan requires boroughs to protect their existing strategic waste management sites. Bromley's Local Plan, which was adopted in 2019 identifies Waldo Road and Churchfields as two of three strategic waste sites in the borough, with the other being a privately-owned composting facility in Swanley. Strategic waste sites are required to be safeguarded for the management of waste especially with the numerous pressures on land in Bromley for new housing, office and industrial development making the acquisition of land competitive and expensive. It is vital that the critical works are conducted to make these sites fit for purpose going forward.
- 10.6 With the forthcoming changes to waste policy to enable the delivery of the Environment Bill, the Council's waste sites continue to remain strategically important.

11. STRATEGIC PROPERTY CONSIDERATIONS

- 11.1 The depot sites owned by the Council are operational assets and are therefore within the scope of the Operational Property Review which has been underway since 2021, and which is due to be reported on the same Agenda as this Report at the Executive Committee on 30 November 2022.
- 11.2 The Operational Property Review has concluded that the depots referred to within this report are retained for continued operational purposes.
- 11.3 It should be noted that the additional £3m capital funds sought has been included in the Operational Property Review, however no further provision of sums has been identified by the service for any additional works to the Depots.

12. PROCUREMENT CONSIDERATIONS

- 12.1 This report seeks to proceed to procurement for a construction contractor for the depot infrastructure works detailed in this report, at a value of £7.860m.
- 12.2 Either a restricted process or competitive procedure with negotiation will be used, and timetables are included in Section 8.
- 12.3 Due to the estimated contract value and the classification of the contract as a works contract, the procurement process shall comply with the Public Contract Regulations 2015 for an above threshold procurement process.
- 12.4 The Council's specific requirements for authorising proceeding to procurement are covered in 1.3 of the Contract Procedure Rules with the need to obtain the formal Approval of the Executive following the Agreement of the Portfolio Holder, Chief Officer, Assistant Director Governance & Contracts, the Director of Corporate Services and the Director of Finance for a procurement of this value. In accordance with CPR 2.1.2, Officers must take all necessary professional advice.
- 12.5 Further, this report seeks to approve a variation to the Veolia contract for the provision of the design and build of two weighbridges.
- 12.6 The Council's contract with Veolia was originally procured as an above-threshold contract following a competitive tendering process. The variation stated above can be completed in compliance with Regulation 72 (b) of the Public Contract Regulations.
- 12.7 The Council's requirements for authorising a variation are covered in CPR 23.7 and 13.1. For a contract of this value, the Approval of the Portfolio Holder following Agreement by the Chief

Officer, the Assistant Director Governance & Contracts, the Director of Corporate Services, and the Director of Finance must be obtained. In accordance with CPR 2.1.2, Officers must take all necessary professional advice.

12.8 Following Approval, the variation must be applied via a suitable Change Control Notice, or similar, agreed with the Provider.

12.9 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.

13. FINANCIAL CONSIDERATIONS

13.1 This report requests approval for an additional £3m of capital funds from the capital programme to be allocated to the Depot Infrastructure works, which currently has a capital budget of £6.107m.

13.2 The additional £3m will be funded from the capital programme and will be included in the Q2 Capital Monitoring report which will be presented to the Executive during November 2022. Once approved, the revised capital budget for Depot Infrastructure works will be £9.107m. The Council faces a significant shortfall in resources available to finance future capital expenditure, though irrespective of the shortfall, the works detailed in the report do need to be urgently progressed.

13.3 Any ongoing routine and reactive maintenance costs, which will vary year to year, will be revenue costs and will continue to be funded from the existing corporate Repairs and Maintenance budget.

14. LEGAL CONSIDERATIONS

14.1 The Council has the legal power to hold, maintain and develop its landholdings and buildings in connection with its functions with regard waste and recycling, under the Environment Act 1990 and associated regulations. In furtherance of these powers the Council may provide and commission through a contract the works outlined in this report. Failure to ensure that its properties and buildings are maintained to a level to avoid risks to its staff, contractors and members of the public can lead to criminal, civil and contractual liability.

14.2 This report is seeking from the Executive approval to i) increase the capital budget to carry out the proposed depot capital works programme ii) agree the procurement strategy for these works and iii) agree a variation to the Veolia contract in relation to new weighbridge works at the depot.

14.3 The commissioning of a works contract to carry the necessary improvements, repairs' maintenance and ancillary works is a public works contract within the meaning of the Public Contracts Regulations 2015 (Regulations). Due to the estimated value falling above the relevant threshold, the Council must comply with the Regulations which may be using a Regulation compliant Framework which is available to the Council to use for its commissioning needs. Officers are however recommending following either of the procurement routes provided for within the Regulations, namely a restrictive procedure or a competitive procedure with negotiation as being the most appropriate procurement strategy.

14.4 Insofar as the works required in relating to the weighbridges, due to their value these would not need to be procured in accordance with the Regulations but must still comply with the Councils Contract Procedure Rules (CPRs). However, the report is recommending a direct award to Veolia under their existing Council Contract and as a result this would be categorised as a modification of that contract and therefore can only be achieved by compliance with Regulation 72. The Procurement comments to this report have set out the relevant modification available under

Regulation 72. In terms of complying with CPR's the justification for taking this course is explained in the report which appears to be sensible.

- 14.5 The Procurement section of this report sets out in more detail the application of the Council's CPR's and approvals.
- 14.6 Officers may wish to contact the Legal team for any legal advice including contract drafting and amendments to standard industry contracts
- 14.7 All works will need to be carried out with due regard to the council's statutory obligations, the Councils contractual obligations to their contractors in performing their obligations (such as the Council's waste contractor) which may be affected by this project and to owners and occupiers of all adjoining and neighbouring land and users.

15. WARD COUNCILLOR VIEWS

- 15.1 Ward Councillors from Bromley Common and Holwood, and Clock House where the two Waste Sites are located were asked to comment. Comments received included:
 - The procurement approach and processes are sensible based on the current procurement climate; and,
 - A robust maintenance plan is needed following the completion of the works, which should be reviewed annually.
- 15.2 Questions were also raised and answered about how much contingency has been factored in for future cost increases and the need for any immediate emergency works at the two Waste Sites before the Depot Infrastructure Works construction phase commences.

Non-Applicable Headings:	IT and GDPR, Personnel
Background Documents: (Access via Contact Officer)	Stage 3 Design Report

APPENDIX A – ASSESSMENT OF SCOPE OF WORKS

Site	Work Description	Compliance Considerations	Other Considerations
Central	Installation of new weighbridges in operational site road (Baths Road side)	Environmental Permitting Regulations 2020 - Records of weight of waste collected, stored, and processed must be taken. Weights and Measures Act 2015 - Weighbridges need to measure weight accurately. With age accuracy decreases.	Current weighbridges have a short life expectancy and site cannot operate without them New location enables the phasing of infrastructure works New location improves site efficiency and traffic flow.
Both	Installation of Fire Suppressant System, Tanks and Pump House	Environmental Permitting regulations - need to take appropriate measures to prevent fires on site and minimise the risk of pollution from them. Section 2(d) of the Health and Safety at Work – The Council has a duty of care	Supports in minimising damage to depot infrastructure and the service disruption in the event of a fire.

		for contractors staff working at the two Waste Sites	
Both	Waste Transfer Station slab replacement and repair	Indirectly the Environment Permitting Regulations - Assists in the prevention of pollution being emitted from the site. Section 2(d) of the Health and Safety at Work – Uneven ground is a safety risk.	The slab will need to be dug up to enable the drainage works. There is significant maintenance liability related to not undertaking this work.
Both	Waste Transfer Station drainage	Environmental Permitting regulations 2020 – Requirement to take appropriate measures to prevent water contaminated entering local water courses. Also link to fire system. Section 2(d) of the Health and Safety at Work – pooling of water in the Waste Transfer Station is a safety risk	Payment for waste is by weight and as such it is important that water drains away appropriately to keep cost to a minimum. Good drainage is required to enable the fire suppressant system to be compliant.
Both	Surface finishes to the hardstanding	Section 2(d) of the Health and Safety at Work – Uneven ground is a safety risk.	There is significant maintenance liability related to not undertaking this work, as the more expensive slab is likely to be impacted. Also, the surface will be impacted by the drainage works and as such needs to be put right.
Central	Push Walls repair	Section 2(d) of the Health and Safety at Work – Improve safety for those working near push walls	Work to the slab and surfaces may undermine the push walls. A number of push walls are cracked due to age and require replacement for continuation of use.
Central	Waste Transfer Station refurbishment, including repairs to the cladding.	Environmental Permitting regulations - need to take appropriate measures to prevent water contaminated flowing into local water courses.	Water can become contaminated by waste. With appropriate drainage it may not be such an issue. Water mixing with waste potentially a source of odour.
Churchfields	Waste Transfer Station refurbishment including to the rear push walls	Section 2(d) of the Health and Safety at Work – Improve safety for those working near push walls and in the WTS.	Work to the slab and surfaces may undermine the push walls. The WTS rear wall is damaged and needs repair. Some of the cladding.

Report No.
HPR2022/054

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE

For Pre-Decision Scrutiny by the Renewal, Recreation and Housing PDS Committee on 16 November 2022 and the Environment and Community Services PDS Committee on 22 November 2022.

Date: 30 November 2022

Decision Type: Non-Urgent Executive Key

Title: LAWN TENNIS ASSOCIATION PARKS TENNIS RENOVATION FUND

Contact Officer: Chris Chatten, Sport and Leisure Manager
Tel: 020 8313 4051 E-mail: Chris.Chatten@bromley.gov.uk

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

Ward: Bromley Town, Hayes and Coney Hall, Orpington, St Marys Cray

1. Reason for report

- 1.1 Officers have successfully applied to The Lawn Tennis Association (LTA) for a grant to fund the renovation of ten tennis courts across the borough. This report seeks approval to accept the funding and proceed with the renovation works.

2. RECOMMENDATION(S)

2.1 That the RRH PDS and ECS PDS Committees:

Review the contents of the report and provide any comments to the Executive.

2.1 That the Executive:

Approves the acceptance of the LTA Grant, subject to standard Terms and Conditions and agree to the scheme being added to the capital programme.

Impact on Vulnerable Adults and Children

Summary of Impact: Following completion to the works access to the courts will be low cost with some free provision available. Improvement of these Tennis Courts will increase physical activity in the wider community, with associated mental health benefits.

Transformation Policy

1. Policy Status: Existing Policy:
 2. Making Bromley Even Better Priority:
 - (1) For children and young People to grow up, thrive and have the best life chances in families who flourish and are happy to call Bromley home.
 - (2) For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices.
 - (4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.
 - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
-

Financial

1. Capital cost of proposal: £230,580
 2. Ongoing costs: None
 3. Budget head/performance centre: None
 4. Total current budget for this head: None
 5. Source of funding: Lawn Tennis Association (LTA) via the DCMS (Department of Culture, Media & Sport).
-

Personnel

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

Legal

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

Procurement

Summary of Procurement Implications: As part of the process to improve and develop the Tennis Court sites LBB will work with colleagues at the LTA to develop a robust process for appointment of a new operator for the sites.

Property

1. Summary of Property Implications:
-

Carbon Reduction and Social Value

Summary of Carbon Reduction/Sustainability Implications: Carbon reduction in relation to this programme is negligible, but significant social value in terms of public health, wellbeing and inclusion for all residents, all ages and abilities amongst the green spaces where courts are situated.

Customer Impact

Estimated number of users or customers (current and projected):

Neither the LTA nor LBB have a way of tracking current usage on the four sites (ten courts) planned for renovation, but subject to approval once the sites are refurbished the new gate access operating system will be able to provide this information.

Sport England's modelled Market Segmentation data suggests that 6,181 people currently play tennis and 6,440 would like to play across the LBB area.

Ward Councillor Views

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

Councillor Bear

It is good to be doing something positive to improve facilities. The one question I have is how free access is managed.

Councillor Ireland, Webber and Casey

We're really happy to hear that the Church House Gardens courts are to be improved and welcome news of the funding. We know that over the years lots of residents of different ages have used the courts and that the current condition isn't brilliant and that they have suffered from vandalism. We'd like to see details of the low cost entry price, but in principle given the high cost of private tennis clubs around Bromley we think this would be a fantastic way of widening tennis participation within the borough.

Councillor Turrell

I am delighted to see Coney Hall Recreation Ground's tennis courts included in this list. The tennis courts there have been in a sorry state for some time so this is extremely welcome.

I note the Work is to repair 4 of the 6 which I also welcome as am aware the Friends of the Recreation Ground have submitted a Jubilee Parks Fund Bid to convert the remaining two. So, my only comment is to ensure there is co-ordination between these two projects, if the bid is successful.

Councillor Michael

I am very pleased and encouraged see that Coney Hall Recreation Ground's tennis courts are included in this list. The tennis courts there have been in a poor state for some considerable time and are sorely in need of refurbishment work. This money to carry out the work is very welcome.

The intention is to repair four out of six tennis courts. The Friends of Coney Hall Recreation Ground have just submitted a Platinum Jubilee Parks funding bid for the other two tennis courts which I hope will be successful. I would ask that there is co-ordination between the two projects if the Friends' funding bid is successful.

3. COMMENTARY

3.1 Tennis courts in parks play a key role in introducing people to tennis, with around 1.7 million people across Britain playing on park courts in the last 12 months. The Lawn Tennis Association (LTA) is committed to promoting tennis and working with Councils to implement sustainable, low-cost usage models for park tennis courts. Their aim is to bring courts across the country back to a good condition which can be maintained for the long-term. They are keen to work with local authorities to secure these facilities for future community benefits.

3.2 DCMS recognise that local authorities in many cases have not invested in courts in public parks in recent years due to budget cuts and other challenges meaning the quality of courts has deteriorated. In October 2021, recognising the need for investment, the LTA and Central Government announced a £30 million package to refurbish more than 4,500 public tennis courts across England, Scotland & Wales with a vision to get one million more people participating in tennis by 2024.

3.3 Bromley Council has been offered a grant of £230,580 to refurbish ten courts across four sites in the borough. There is no capital match funding requirement. Additionally, there will be no ongoing revenue requirement with the LTA working with the Council to put in place an operating model similar to the agreement the Council already has with the Park Langley Club. Park Langley currently operates four public park tennis courts for the Council and cover the full cost of management and maintenance through a low pay to play model – they currently charge an annual fee of £24 for a whole family to access the four courts.

3.4 The Park Langley Club have provided some insight regarding usage of these four courts:

- Court utilisation across all sites for the past 5 years has been very high, which demonstrates the need to have more high quality/playable parks tennis facilities. Court usage varies between winter and summer months but on average is:
- Winter – 75% of all court hours booked across 4 sites
- Summer – 90% of all court hours booked across 4 sites
- There are over 400 people on their waiting list for coaching activity, due to capacity limits in place at the existing park sites
- There is c.17,000 users (higher than ever before) with demand to grow if more sites come forward.

3.5 By accepting the grant of £230,580 from the LTA the Council must adhere to the following conditions: The works must be delivered through the LTA's procurement framework; online booking must be offered; the LTA's established operating model must be followed with some free access available for those who cannot afford the low-cost model; there must be a recreational competitive offer; and a sustainability plan in place. All of the operating requirements are dealt with as part of the tender for an operator, such as Park Langley, to take responsibility for.

3.6 As part of the refurbishment each tennis court will be fitted with the Lite GA System (see Appendix 1 for specification). This system manages access to the court through a Clubspark booking system. The booking system is managed by an external operator and includes a low-cost charge which covers the cost of managing and maintaining the court. The technology is simple and extremely effective, with a proven track record of growing participation. In 5 simple steps a player can locate, book (and pay if required) and access any court at their desired location:

- Participant logs on to LTA Play website
- Participant searches for a court at their nearest venue by name (if known) or by using their current location/post code. They can also include a date and time in the search if known.
- Participant selects their desired venue, date and time and books a court in LB Bromley

- Participant will receive booking confirmation via email which includes a unique 6-digit code that can only be used up to 10mins before or anytime during their booking slot at the venue they have selected
- Participant arrives at the venue, enters unique 6-digit code into gate access system, which gives access into the court and closes behind participant (all gate access systems include self-closing hinges)

3.7 The gate access entry systems can be fitted to the majority of existing pedestrian gates, if they are in good working order. If the pedestrian gates need replacing, the LTA will do this at no further cost to the LTA.

3.8 The LTA has identified Bromley as an area of demand for improved park tennis courts. This demand is from across four main audiences: older people socializing and for gentle exercise; young people playing for fun; females who play a variety of sports and socialize through tennis; and young men who are keen athletes and play for fun during the summer months. Together the LTA and Bromley officers have identified four locations for court improvements and five further locations for the installation of the Lite GA System which will be managed by the ClubSpark booking system.

Location of refurbished courts	Post Code	Penetration (10mins drive time)	No of Courts	IMD	Court Condition	Fence Condition
Church House Gardens	BR2 0EN	1052	3	7	Poor	Poor
Coney Hall Recreation Ground	BR4 9JJ	1118	4	8	Very Poor	Average
Goddington Park	BR6 9DH	1022	1	8	Poor	Average
Poverest Park	BR5 2AB	1265	2	7	Very Poor	Very Poor

3.9 The total funding earmarked for the LTA Parks Tennis Renovation projects in LBB is £230,580 and is split as follows between the following sites.

3.9.1 **Church House Gardens** – £65,515, resurfacing courts 1 to 3, reconstructed area, removal of rigid nets, fencing repairs, along with installation of 2 Lite GA systems improving safety, security and management of the site.

3.9.2 **Coney Hall Recreation Ground** – £59,875, resurfacing courts 1 to 4, replace fence posts, along with installation of Lite GA system, improving safety, security and management of the site.

3.9.3 **Goddington Park** – £27,955, resurfacing court, reconstructed area, removal of rigid net, removal of double gate and infill, new pedestrian gate, along with Lite GA system, improving safety, security and management of the site.

3.9.4 **Poverest Park** – £57,235, resurfacing courts 1 and 2, reconstructed area, new perimeter fencing, new pedestrian gate, along with Lite GA system, improving safety, security and management of the site.

3.9.5 **Croydon Road Recreation Ground** – 8k, installation of 2 Lite GA system, improving safety, security and management of the site.

3.9.6 **Kelsey Park** – 4k, installation of 1 Lite GA system, improving safety, security and management of the site.

3.9.7 Kings Hall Road – 4k, installation of 1 Lite GA system, improving safety, security and management of the site.

3.9.8 Willet Road Recreation Ground – 4k, installation of 1 Lite GA system, improving safety, security and management of the site.

3.10 All of the above sites are currently managed and maintained by idverde. The tennis courts at Croydon Road Recreation Ground, Kelsey Park, Kings Hall Road, and Willet Road Recreation Ground are all currently managed by the Park Langley Club. By moving the Park Langley operated sites on to the same booking system residents will be more easily able to use courts across the borough.

3.11 The impact of accepting the grant and refurbishing the courts is that all the sites would move from free to access to a paid model to cover the costs of the operator managing and maintaining the courts. However, the paid model we currently have through Park Langley is affordable at £24 a year for a family (see further details below). LBB can specify as part of the operating tender that there must be a certain number of free booking slots for all, at least 30% of the renovated sites will be free 'Parkrun for tennis' opportunities. The public benefit is that they have good quality courts that are well maintained.

3.12 Free access will be managed by the operator but LBB can stipulate how this is managed in the agreement. This could be in the form of one or all of the below:

- Free slots made available on the online booking system at any of the venues. This will be totally free for the participant to sign up and book and typically ranges between 6 – 12 free hours available per venue, per week. The booking process and customer-journey will be the same for anyone accessing free or paid-for court time or activity.
- Free weekly operator-led sessions for all ages and abilities, imagine a ParkRun for tennis type offer. The LTA are currently piloting this offer in London & Manchester. As part of the DCMS/LTA criteria, the operator will need to deliver these in at least 30% of the newly renovated venues.
- Some LA's have also provide a free household season ticket offer for specifically identified residents i.e. residents access housing benefits etc. This option is more admin heavy especially when controlling data with a third party but can be done.

3.13 A new operator gated access system will be implemented ensuring all sites can be sustainable for the long term and a significantly improved customer journey to court. The system will provide a robust method to track utilisation and secure sites free from anti-social behaviour/vandalism. Tennis players will not have to wait or challenge someone to use a court.

3.14 The procurement process is being managed by the LTA. The LTA have completed two separate tenders for the renovation works:

1. Tender process for the court specific works including fencing will be awarded in 11 regional lots. To ensure quality projects are delivered, only SAPCA (Sports and Play Construction Association) registered contractors will be able to tender for the regional lots.
2. There is a separate tender process for the Gate Access Systems which will be awarded to one contract on a national level and has followed the same tender process. As part of the programme management, the LTA will appoint a Facility Project Manager (FPM) to oversee and manage the works in LB Bromley from beginning to end including liaising with all relevant local authority departments and final project sign off.

3.15 Officers intend to conduct a soft market testing exercise to identify an overarching operator for all four renovated sites. Following this there will be a live tender process for all interested parties. It is anticipated that the Sport & Leisure Manager will manage the relationship, supported by the LTA participation team with the newly identified operator.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

4.1 Provision of safer places to enrich vulnerable adults and children's lives.

4.2 Provision will also help people to get active whilst having fun making them more likely to do so again in the future.

5. TRANSFORMATION/POLICY IMPLICATIONS

Making Bromley Even Better Priority:

(1) For children and young People to grow up, thrive and have the best life chances in families who flourish and are happy to call Bromley home.

(2) For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices.

(4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.

(5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.

6. FINANCIAL IMPLICATIONS

The paper clearly states that there will be no revenue cost implication to this request, all improvement works will be funded from the LTA grant and any recurring/ongoing costs of running the courts will be covered by the subscription fee that will be introduced. This project will require the Executive to agree an addition to the Capital Programme before this funding can be utilised.

7. LEGAL IMPLICATIONS

7.1 This report to Members of the RRH PDS and the Executive requests approval for the acceptance of grant funding totalling £230.5k from the LTA. This report comes before the Executive as a drawdown of such a grant must be approved in this way in accordance with the Council's Financial Regulations.

7.2 Although there is no statutory duty on Councils to provide tennis courts, this use of the LTA grant accords with the corporate strategy of Making Bromley Even Better.

7.3 This report does not specifically recommend any procurement actions but, should the acceptance of the grant be approved, such procurements must accord with the Council's CPR's. Officers must also ensure that all conditions of the grant from the LTA, as outlined in section 3 of this report, are met in full.

8. PROCUREMENT IMPLICATIONS

8.1 This report seeks to draw down the grant totalling £230,580 from the Lawn Tennis Association (LTA) to fund the renovation of ten tennis courts across the borough and add these works to the Capital Programme. The Approval of Executive is required for the draw down of a grant of this value.

- 8.2 In addition, the report requests Authority to undertake the procurement of a suitable Contractor to undertake the works using the Lawn Tennis Association Framework as set out in section 3.5. The use of this Framework is a requirement of the allocation of the grant.
- 8.3 Both the actions of proceeding to procurement and awarding a subsequent contract can be agreed at an officer level, in accordance with the Council's Contract procedure Rules. In accordance with CPR 2.1.2, Officers must take all necessary professional advice.
- 8.4 As the Contract will be over £25k, an award notice will need to be published in Contracts Finder. 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.

9. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

- 9.1 Carbon reduction in relation to this programme is negligible, but significant social value in terms of public health, wellbeing and inclusion for all residents, all ages and abilities amongst the green spaces where courts are situated.

10. CUSTOMER IMPACT

- 10.1 The courts after development works will be restricted in terms of being locked and bookable via online portal only, albeit there will still be an allocation of 'free' time which is bookable. This will improve the customer journey, make the courts and wider surrounding green spaces areas more aesthetically pleasing. It is anticipated there will be a significant uptick on the number of participants which will also now be able to be monitored via the online booking system which has not previously being possible on those sites.

11. WARD COUNCILLOR VIEWS

Councillor Bear

It is good to be doing something positive to improve facilities. The one question I have is how free access is managed.

Councillor Ireland, Webber and Casey

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Councillor Michael

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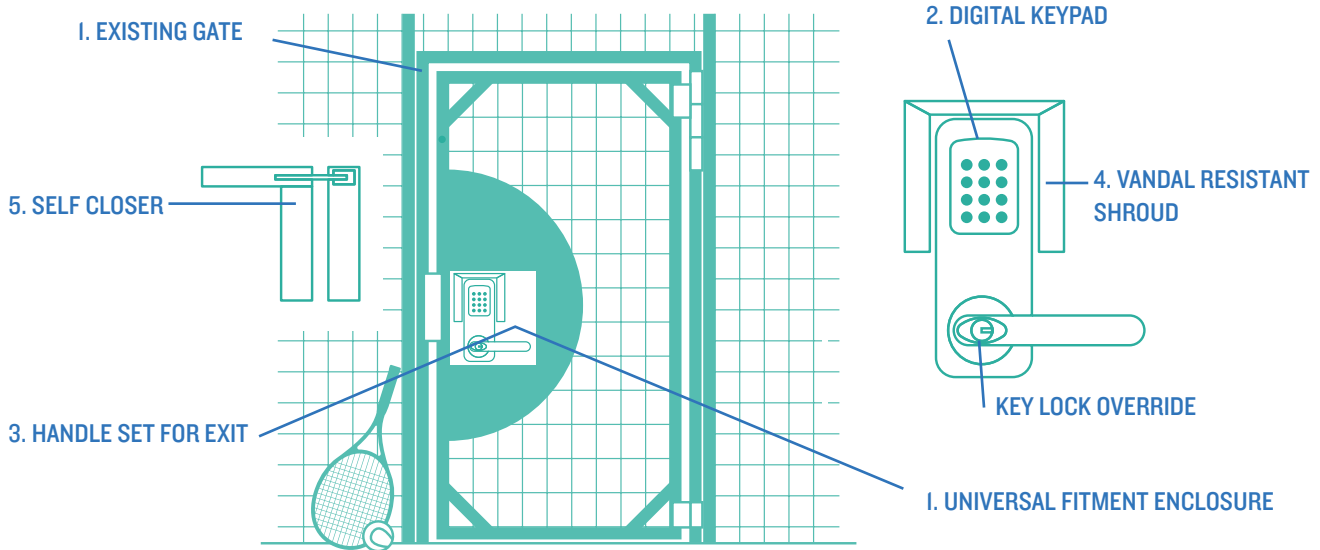
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Non-Applicable Headings:	Personnel implications; Property implications.
Background Documents: (Access via Contact Officer)	Appendix 1 – Smart Access Lite Tech Spec Appendix 2 – LTA Terms & Conditions (draft), Appendix 3 – LTA overview of the open procedure, Appendix 4 – LTA Geographical Report

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SMARTACCESS LITE

Technical Specification



1. GATE

Using a universal fitting enclosure we can fit the system to any existing court which saves on replacement of the whole gate. The enclosure can be sprayed to the colour of the existing fencing to maintain it's aesthetic.

2. GAINING ENTRY

Entry is gained via digital keypad situated outside of the court. Once the access code is entered, the lock releases and you are able to open the gate. In the case of an emergency, there is a key override built into the lock on the outside of the gate, insert the key and turn to allow access.

3. EXITING THE COURT

Turn the handle that is located on the gate - no pins or cards are need to exit a gate

4. VANDAL RESISTANT SHROUD

Fitted with a steel shroud, the keypad and lockset are further protected against damage.

5. SELF CLOSER

An automatic closer is fitted as part of every installation to ensure the security at the gate is maintained.

FEATURES

Battery Status	Monitor via App
Batteries	4 x AA Cells
Low Battery Warning	The keypad will flash red on opening to indicate batteries need to be changed
Material	Zinc Alloy
Buttons	12 button back-lit keypad
Non Handed	Locks will fit doors hung on the left or right
Fitting Options	Vertical
Finish	Brushed Steel
Keying Alike	Locks can be supplied as keyed alike on request
Key Override	As standard
Codes	4 digit User Code / 6 digit NetCode / 8 digit Master Code

ROUTINE TESTING

We recommend an inspection of the system is carried out weekly as follows

1. Create a test booking, enter the code into the keypad and enter the venue
2. Visually inspect of all components and fixings including the bolts and screws of the gate closer and frame.
3. Test the gate lock over-ride key operates
4. Carry out a visual inspection of the control enclosure
5. Have there been any key changes to the environment the system is operating in?

REPORTING A FAULT

Should you experience a fault with the system please carry out the checks listed above.

Contact CIA via ltasupport@ciafireandsecurity.co.uk for issues with hardware and code entry, or email ClubSpark using 0208 247 3857 or using their online form at clubspark.com/contact for issues regarding booking.

THE VENUES RESPONSIBILITIES;

- An Administrator is to carry out weekly visual check on the gate system.
- Administrator(s) understand how to report a fault
- The player booking over-ride number is publicised to venue administrators for emergency use.

GENERAL FAQ'S

Do we need a power supply?

No, this system is battery operated using 4 x AA cells. Under normal usage the batteries require changing once per year.

Will we need to change the gates?

In nearly all cases the system can be fitted to the existing gate. If the gate and/or the gate frame is no longer secure, then a replacement may be required to ensure security.

Do we need wifi?

No, the Lite System uses an algorithm and doesn't not require any internet connection to operate.

Is there a limit to the number of gates?

There's no limit to the number of gates you can have but we recommend you reduce the number of entry points to keep costs down and make signage and entry clearer for the players.

There is no clubhouse or facilities on site, is it still possible to install?

Yes, the system is operated entirely from within the keypad and handle unit and requires no additional electrical boxes to be installed.

ANNEX 2

Tennis Terms and Conditions

- 1) **Project Terms** - The following table shows the Standard Obligation Period for each Project type/funding amounts.

Category	Grant funding amount/Type of Agreement	Standard Obligation Period end date
A	Gate access projects only	The date falling 5 Years after Installation Date
B	Any project requiring repainting	The date falling 10 years after Completion Date
C	Any project requiring resurfacing valued between £5000 and £149,999	The date falling 15 years after Completion Date
D	Any project valued over £150,000	The date falling 21 years after Completion Date

You shall meet the following requirements, in relation to any court/s in question and more widely as applicable, for at least the applicable Standard Obligation Period.

2) Maintenance, Repair and Refurbishment

A court maintenance schedule shall be implemented to ensure that the:-

- Playing surface is kept clean to preserve its playing characteristics.
- Free drainage of surface water is maintained throughout the life of the court.
- Court looks attractive and well cared for at all times and achieves a reasonable life span.
- Court is kept to a standard that tennis can be played at all times.
- Signage is kept in good condition at all times.

These objectives shall be achieved by measures including:-

- Making repairs to courts and nets as required to maintain the court playing characteristics at all times.
- Regular sweeping or vacuuming leaves and other debris from the surface.
- Periodic power washing of the surface.
- Applying both moss and weed killer when required.

3) Court Refurbishment and Replacement

- For all projects in categories B to D - To undertake as a minimum a repaint of the courts within the Standard Obligation Period. However where identified seek to utilise income generation to resurface courts as required.
- For all Projects in categories C and D – To undertake as a minimum a resurface of the courts within the Standard Obligation Period.

4) Digital Journey to Court

Online Booking

- Ensure all courts are available for public booking throughout park opening hours.
- Ensure all Your tennis venues, courts and activities are promoted and accessible through LTA Play online booking using Clubspark (or any future LTA Operations-approved alternative booking system or aggregator). Booking access to be available through the LTA website and booking app.

Gate Access Systems (For a minimum period of 5 Years)

- Ensure the gate access control system is operational at all times, completing any repairs as required with immediate effect or as soon as possible.
- Ensure access codes are provided to users as per agreement with a gate supplier approved by Us.
- Ensure that the gate access control system provides end users access to the courts remotely, both generating access codes and providing onward transmission to end users in order to open the gate.
- Ensure an annual service of the gate and access control system, including: (i) testing the keypad and replacing the batteries; and (ii) checking the gate and access control system are operational, including the internal manual exit and self-closer function of the gate.

5) Sustainability and Pricing

- A pricing policy to be set by You across the courts owned or operated by You that is open and affordable to everyone and the courts operated in a way that ensures sustainability.
- A charging model can help develop resources that can be re-invested into on-going maintenance and repairs and future court refurbishments. Using the features of Clubspark, charging can be flexible to include coaching, season ticket, be venue specific or court time specific to contribute to on-going costs/replacement.
- As a minimum there must be a clear sustainability plan that shows how court maintenance and replacement is secured over the Standard Obligation Period to meet the conditions in paragraphs 2 and 3 above.

6) Operating, Coaching, Free Park Activities & Competition Provision

- All tennis courts with tennis markings only (at the completion of refurbishment) to continue for the sole use of tennis post refurbishment.
- You shall appoint a designated person/department within Your organisation or an Operator to manage the courts and any associated tennis facilities, where "Operator" means an external third party organisation or independent coach, recognised by LTA Operations and meeting LTA Operations standards.
- You shall organise a quarterly meeting to review progress and data with LTA Operations and appointed Operators.
- Each park containing courts to be categorised as either available for booking of courts only or available for booking of courts and coaching activities and then operated accordingly.
- All parks containing courts to be attached to a Local Tennis League and You shall agree to promote before each launch.
- For all parks identified and categorised for coaching, You commit to working with LTA Operations to deliver a free tennis offer either through an Operator or a charity like Tennis For Free.
- You shall support the launch of all sites, and thereafter any ongoing promotion of LTA Operations' national tennis campaigns and promotions to increase opportunities to drive tennis participation, displaying promotional material to maximise impact.
- You shall display signage which promotes how players can access the courts and (in a form agreed with us in advance) recognises DCMS and LTA Tennis Foundation as project funders.

7) Registration

- Each venue to be registered for the Standard Obligation Period with LTA Operations under its venue registration scheme, or replacement thereof. Registration to be free for the designated period.

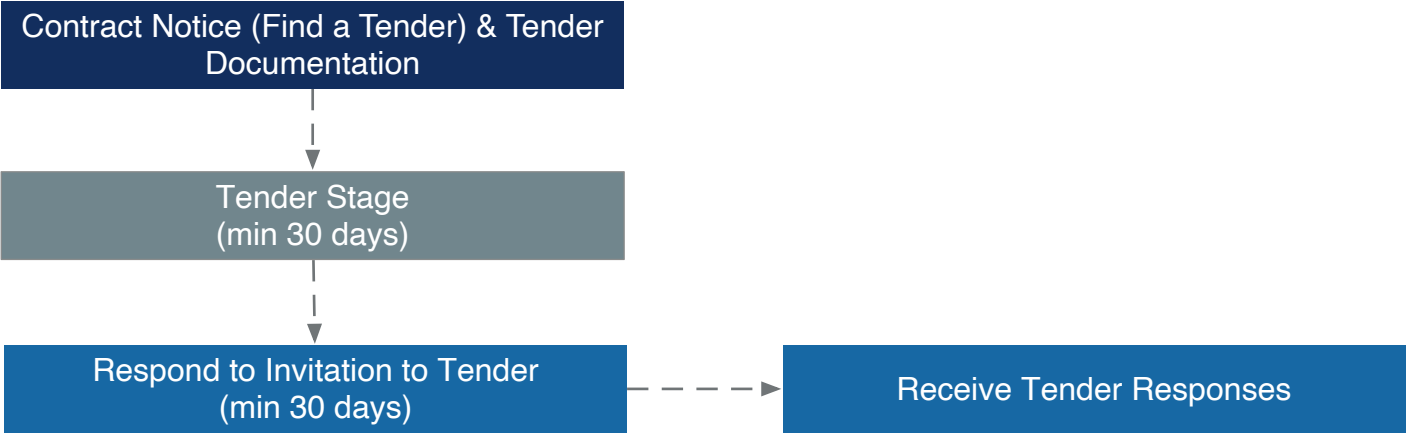
8) Clawback in the event of non-compliance

You agree to notify us of any non-compliance with the terms of this Annex 2. In such circumstances, or if We become aware of any non-compliance, You agree to meet with us to seek to agree an appropriate way to remedy such non-compliance. If, however, such non-compliance persists, We are entitled to require You to repay the Grant paid under this Grant Agreement (increased in line with inflation using the Consumer Prices Index or any comparable successor index), or such part of the Grant as we consider appropriate in light of the non-compliance in question.

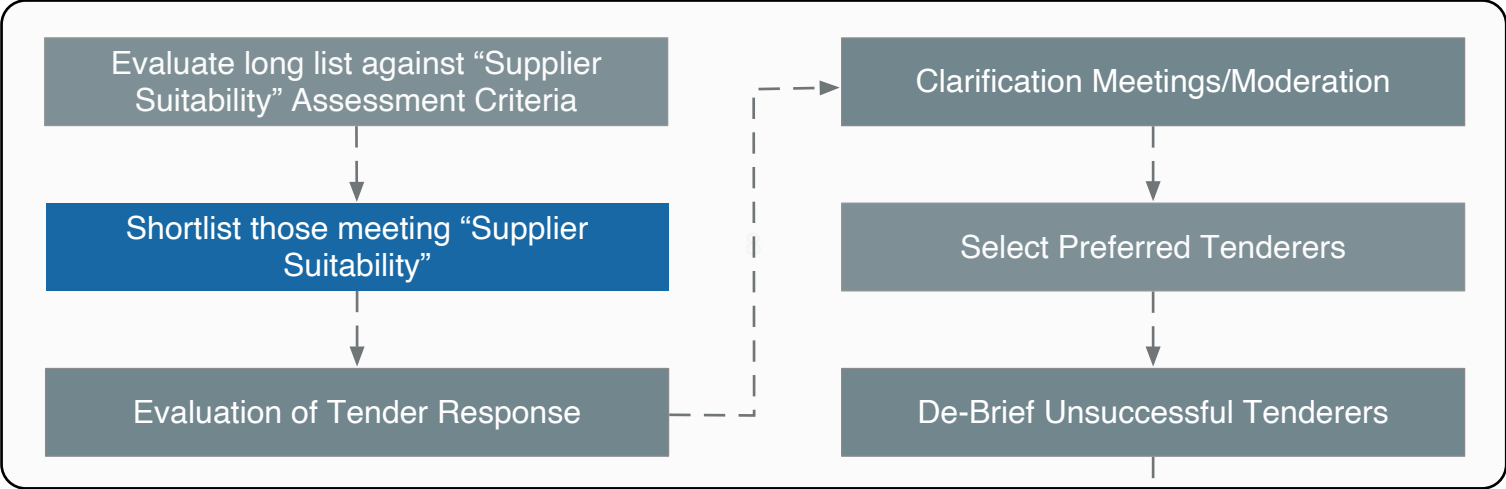
Appendix F

Overview of the Open Procedure

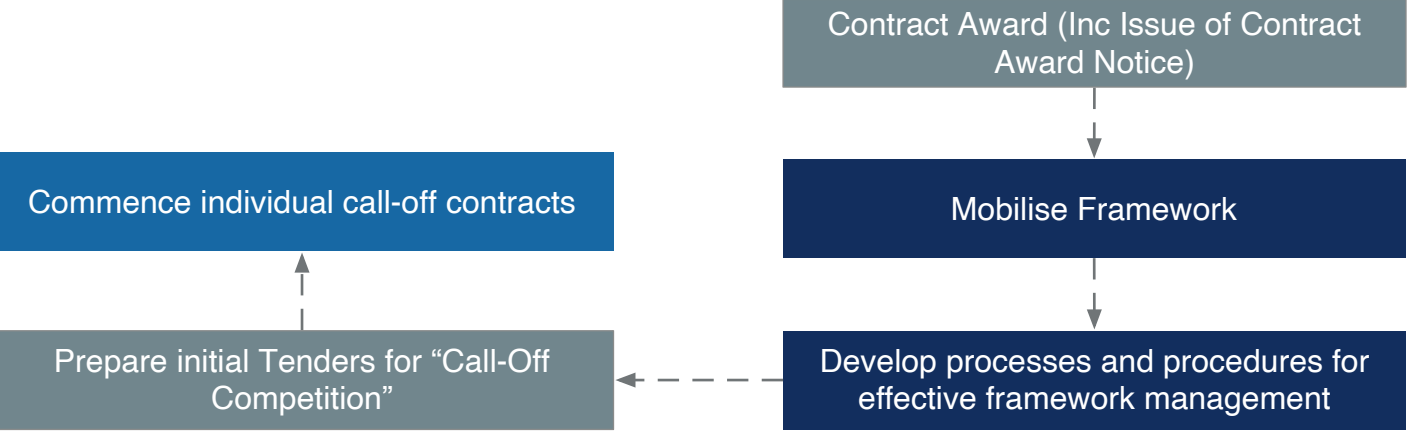
1. Tender Stage



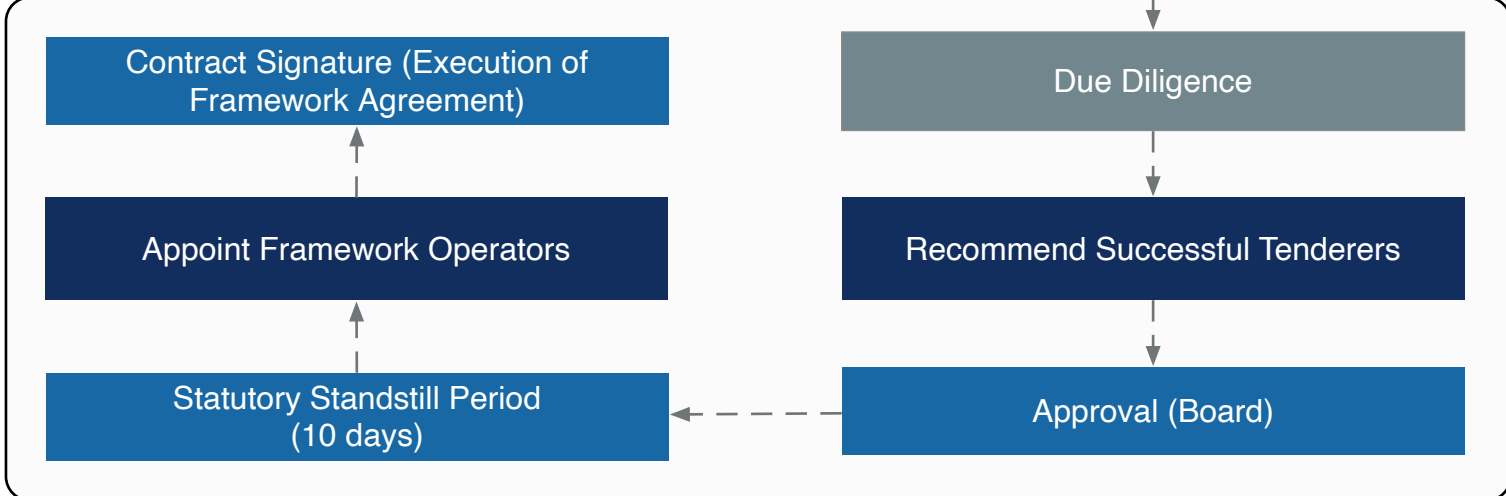
2. Tender Evaluation



4. Mobilisation



3. Contract Award Stage



KEY

FTS - Find a Tender Service
 ITT - Invitation to Tender
 PQQ - Pre-Qualification Questionnaire



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Report Title: Geographical Report

Area: London Borough of Bromley

Prepared by: LTA Participation Team

Created on: 06/09/2022

Description: This report was created using Periscope® mapping software and contains demographic data relating to the geographic area selected and the LTA Registered venues and members within the catchment. It also includes information on population demographics, educational establishments and other sport and leisure sites taken from other sources.

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1	Tennis Profiles
1.1	Basic overview of the Tennis Profiles; full details within the 'Growing Membership' resource.
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1. Profiles

1.1 Basic overview of the Tennis Profiles

We've created 6 different profiles to show what people want from their tennis experience

Tennis Titan	Frequent players & tennis club members for whom tennis is their main sport and key interest.
Tennis Troupers	Often club members, largely family-oriented, middle-aged players for whom tennis is a hobby; interested in playing with teams to partnering with their kids in the sunnier
Seasonal Spinners	Largely young women, they play sport in general for athletic reasons (often being gym-goers and joggers), and enjoy their tennis a lot, though tennis is very intertwined with friends and being social.
Wimbledon Warriors	Largely young men who are keen athletes, they like tennis and want to play more, though are often held back by factors outside of the summer.
Social Butterflies	Infrequent, younger and less experienced players for whom tennis is an occasional fun summer activity.
Senior Stalwarts	An older group of players for whom tennis is a social habit and they play with a regular group as a way of keeping social and enjoyable gentle exercise.
Non Profile	This is a term to identify certain demographics that do not match a tennis profile.

2. Clubs and Parks

2.1 Registered venues within the geographic area

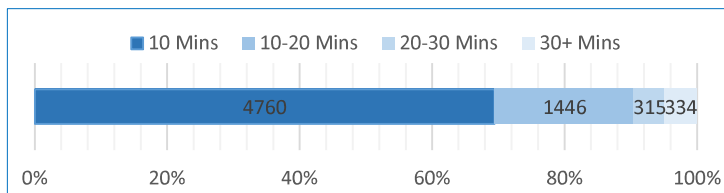
Name	Status	Type	Non-lit	Lit	Indoor	Padel	Total
Beckenham Sports Club	Registered	Club	11	7	0	0	18
Bromley Cricket Club	Registered	Club	6	4	0	0	12
Bromley Lawn Tennis & Squash Club	Registered	Club	6	6	2	0	14
Chelsfield Park LTC	Registered	Club	2	0	0	0	2
Chislehurst Lawn Tennis Club	Registered	Club	4	0	0	0	4
Corkscrew Hill LTC	Registered	Club	2	0	0	0	2
Hayes (Kent) Lawn Tennis Club	Registered	Club	3	3	0	0	6
Knoll Lawn Tennis Club	Registered	Club	2	3	0	0	5
HSBC Lawn Tennis Club	Registered	Club	8	0	0	0	8
Old Wilsonians Lawn Tennis Club	Registered	Club	0	7	0	0	7
A1 Pharmaceuticals Tennis Academy	Registered	Community	0	3	0	0	3
The Parklangley Club	Registered	Club	7	10	4	0	21
The Sundridge Park Club	Registered	Club	9	8	0	2	19
Sydenham Tennis Club	Registered	Club	0	7	0	0	7
Wickham Park Tennis Club	Registered	Club	6	2	0	0	8
South Hill Woods TC	Registered	Club	0	3	0	0	3
Bromley Wendover Lawn Tennis Club	Registered	Club	3	4	0	0	7
David Lloyd Club Beckenham	Registered	Commercial	0	2	5	0	7
Bromley Tennis Centre	Registered	CITC	0	0	6	0	10
Church House Gardens	Non-Registered	Park	3	0	0	0	3
Hayes Library (Glebe Community Club)	Non-Registered	Park	2	0	0	0	2
Kings Hall Road	Non-Registered	Park	4	0	0	0	4
Kelsey Park	Non-Registered	Park	2	0	0	0	2
Croydon Road Recreation Park	Non-Registered	Park	8	0	0	0	8
Coney Hall Recreation Ground	Non-Registered	Park	6	0	0	0	6
Willet Road Recreation Ground	Non-Registered	Park	4	2	0	0	6
Poverest Rec	Non-Registered	Park	3	0	0	0	3
Farnborough Recreation Ground	Non-Registered	Park	3	0	0	0	3
Goddington Park	Non-Registered	Park	1	0	0	0	1

3. Membership

3.1 LTA members by tennis profile within the geographic area

Tennis Segment	Total	Geographic area	Total %	Geographic area %
Tennis Titans	57,202	4,092	14%	23%
Tennis Troupers	105,508	7,164	25%	41%
Seasonal Spinners	22,965	847	5%	5%
Wimbledon Warriors	5,765	73	1%	0%
Social Butterflies	9,718	1,390	2%	8%
Senior Stalwarts	219,882	3,965	52%	23%
Non Profile	1,200	-	0%	0%
Total	422,240	17,531	100%	100%

3.2 LTA members by drive time within the geographic area

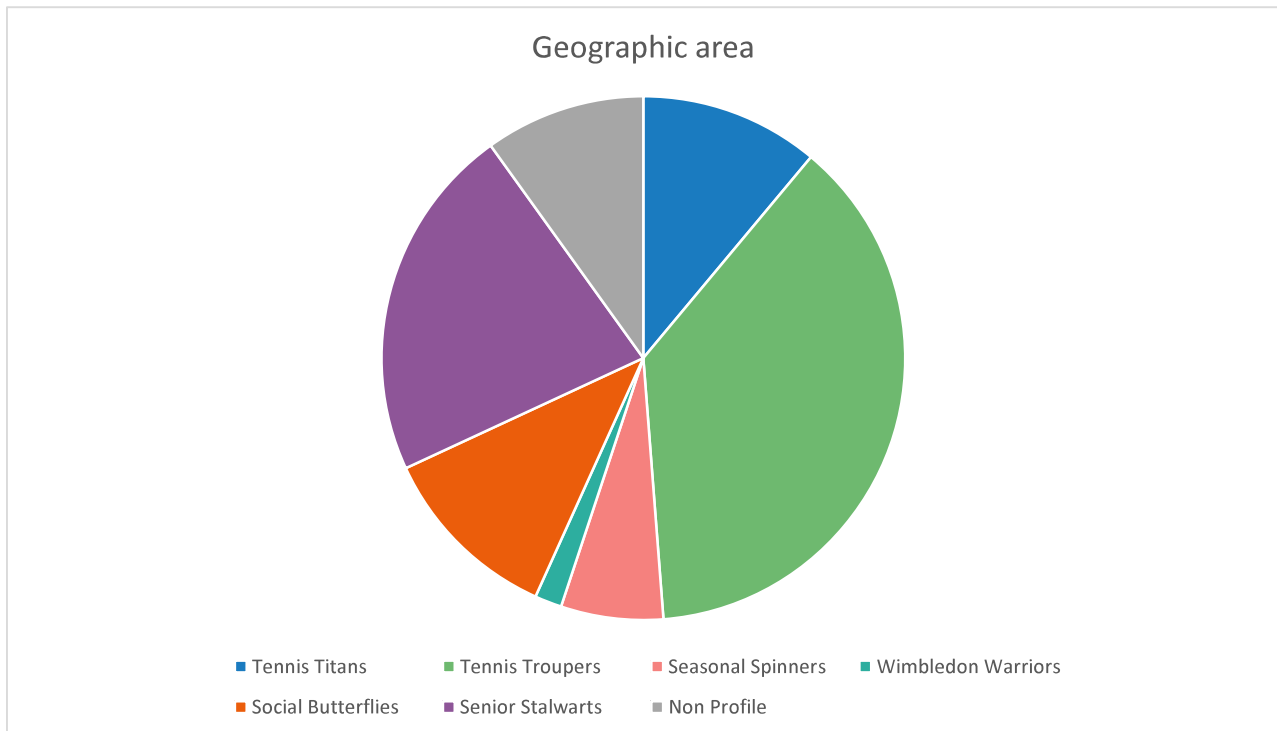


Drive-Time	# Members
10 Mins	4760
10-20 Mins	1446
20-30 Mins	315
30+ Mins	334

4. Potential

4.1 Potential within the geographic area

Tennis Segment	Population	%
Tennis Titans	34,243	11%
Tennis Troupers	116,702	38%
Seasonal Spinners	19,548	6%
Wimbledon Warriors	5,173	2%
Social Butterflies	35,046	11%
Senior Stalwarts	67,985	22%
Non Profile	30,706	10%
Total	309,404	100%



4.2 Demand and Penetration if a Club within the geographic area

Geographic Area	Demand	Penetration
	59,767	4,781

i Demand is the sum of Seasonal Spinners, Wimbledon Warriors and Social Butterflies. Penetration is 8% of demand.

4.3 Top 5 Postal Sectors within the geographic area by Tennis Profile

Tennis Titans		
Postcode	Location	Potential
BR5 1	Orpington	5,323
CR0 8	Spring Park, London	3,274
BR6 9	Orpington	2,793
BR3 6	Park Langley, London	2,791
BR6 8	Orpington	2,454

Tennis Troupers		
Postcode	Location	Potential
BR3 3	Eden Park, London	8,511
CR0 7	Monks Orchard, London	8,262
BR6 9	Orpington	7,741
BR1 3	Bromley, London	6,483
SE9 3	New Eltham, London	6,190

Seasonal Spinners		
Postcode	Location	Potential
BR1 3	Bromley, London	2,540
SE20 8	Anerley, London	2,274
CR0 9	Forestdale, London	1,907
BR3 5	Beckenham, London	1,427
BR2 9	Widmore, London	1,304

Wimbledon Warriors		
Postcode	Location	Potential
CR0 0	New Addington	3,918
CR0 7	Monks Orchard, London	1,835
BR5 3	Orpington	1,199
BR5 2	Orpington	1,052
SE9 4	Mottingham, London	780

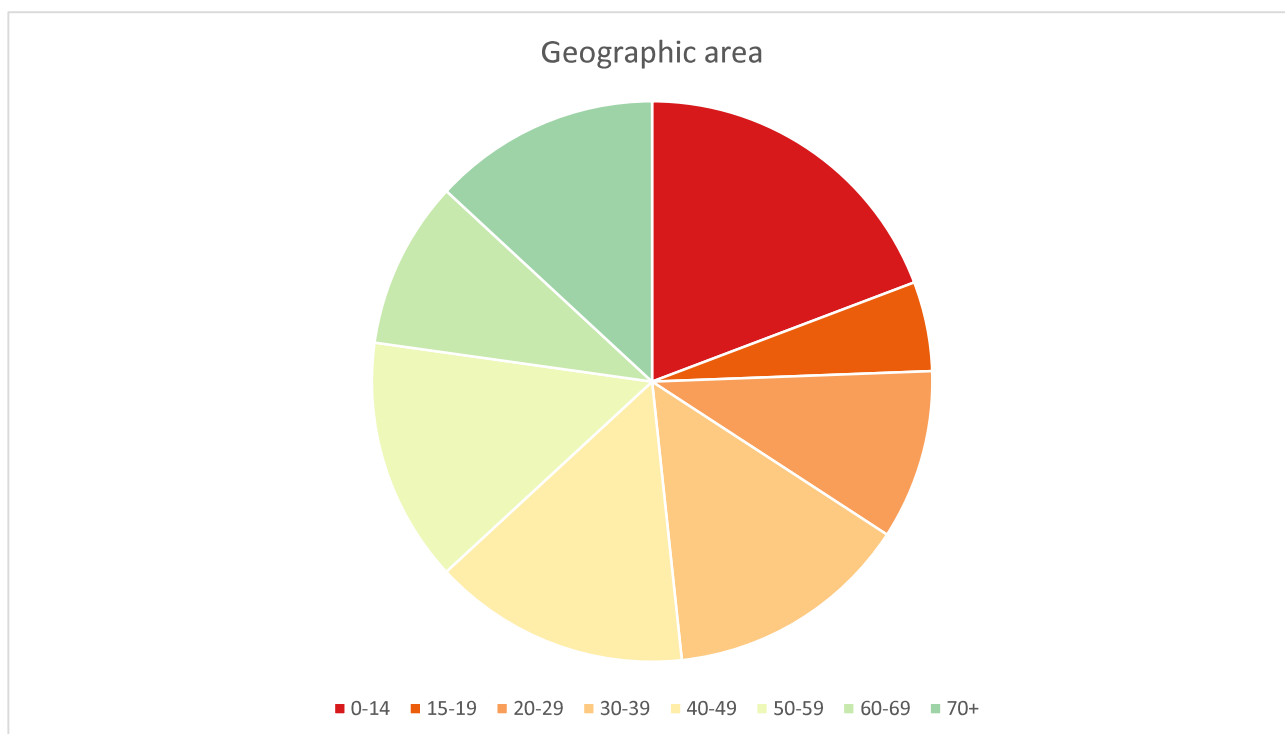
Social Butterflies		
Postcode	Location	Potential
BR1 5	Grove Park, London	10,134
SE9 4	Mottingham, London	7,194
BR1 4	Plaistow : Bromley, London	6,671
SE25 4	South Norwood, London	5,826
BR3 4	Elmers End, London	5,073

Senior Stalwarts		
Postcode	Location	Potential
TN16 3	Biggin Hill	7,456
CR6 9	Warlingham	7,098
BR8 7	Swanley	6,747
BR6 7	Orpington	5,164
BR1 2	Bickley, London	4,594

5. Age

5.1 Age groups within the geographic area

Tennis Segment	Population	%
0-14	64,050	19%
15-19	17,178	5%
20-29	32,584	10%
30-39	46,981	14%
40-49	49,367	15%
50-59	46,847	14%
60-69	32,191	10%
70+	43,657	13%
Total	332,855	100%



5.2 Demand and Penetration if a Park Venue within the geographic area

Geographic Area	Demand	Penetration
	128,932	10,315

i Demand is determined from LTA analysis at the following percentages by age group:

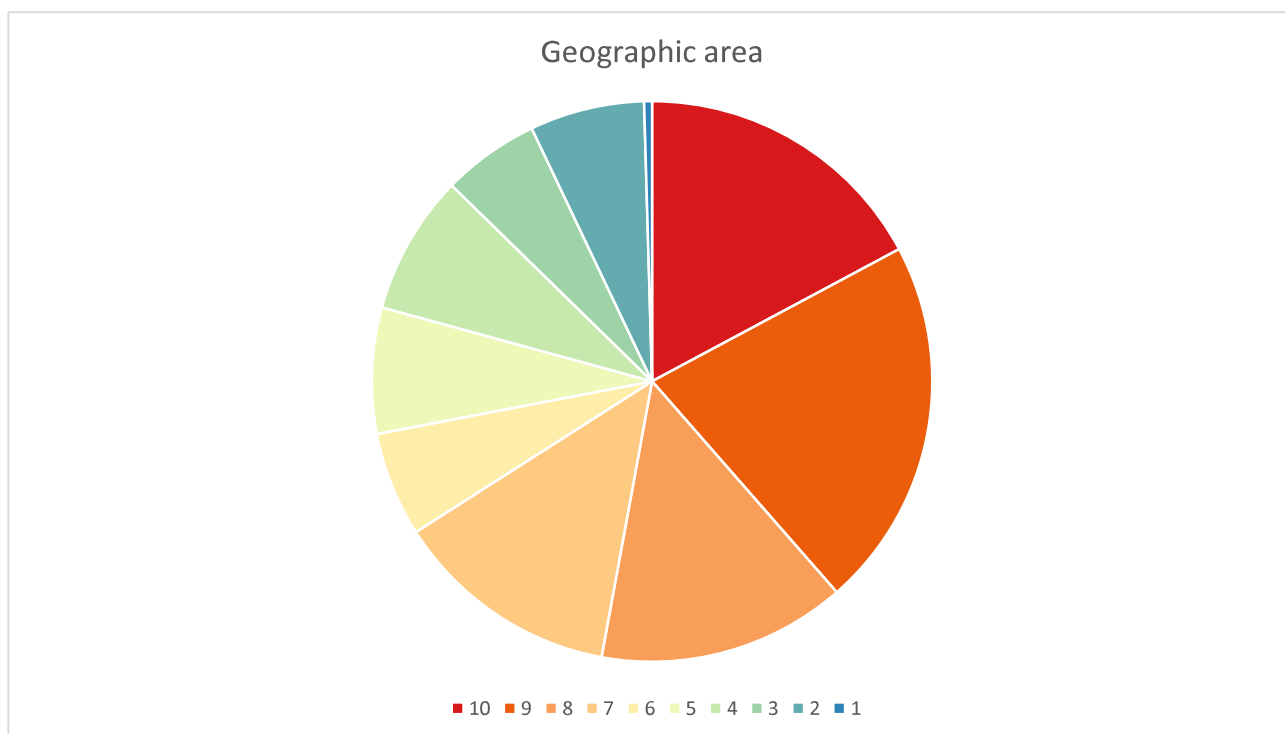
- 20% of ages 0-14
- 25% of ages 15-19
- 26% of ages 20-29
- 21% of ages 30-39
- 18% of ages 40-49
- 11% of ages 50-59
- 6% of ages 60-69
- 4% of ages 70+

Penetration is 8% of demand.

6. Deprivation

6.1 Deprivation within the geographic area

Tennis Segment	Population	%
10	55,892	17%
9	69,523	21%
8	46,632	14%
7	42,538	13%
6	19,620	6%
5	23,633	7%
4	26,235	8%
3	18,285	6%
2	21,472	7%
1	1,502	0%
Total	325,332	100%

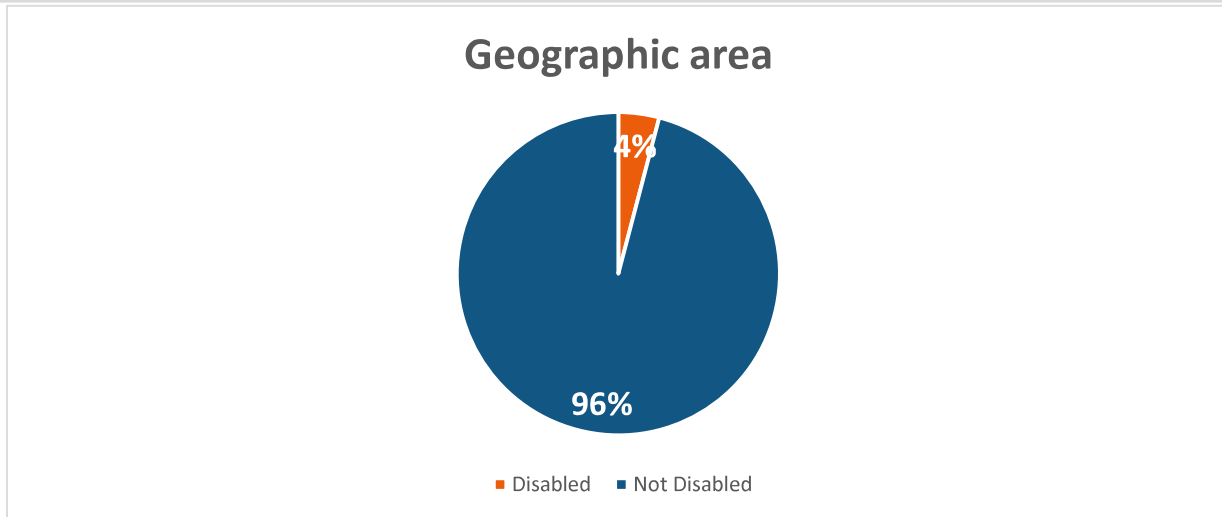


i Deciles are calculated by ranking the LSOAs from most deprived to least deprived and dividing them into 10 equal groups. These range from the most deprived 10% (Decile 1) of small areas nationally to the least deprived 10% (Decile 10) of small areas nationally.

7. Disability

7.1 Population with disabilities within the geographic area

Total Disabilites	Total Population	%
13,424	329,395	4%



7.2 Disability and special needs centres by type within the geographic area

Type	Total
Age UK	1
Limb Centres	0
Local Minds	0
MENCAP	2
Spinal Units	0

7.3 Named disability and special needs centres within the geographic area

Name	Type
Age UK Bromley & Greenwich, BR1 1RH	Age UK
Orpington and Bromley Gateway Club, St George's Church Hall, Bickley Park Road, B1	MENCAP
Bromley Mencap, Rutland House, 44 Masons Hill, Bromley, Kent, BR2 9JG	MENCAP

8. Educational Institutes

8.1 Educational Institutes by type within the geographic area

Type	Total
Academies	92
Colleges	2
Free Schools	6
Independent schools	24
Local authority maintained schools	116
Other types	4
SEN: Community special school	8
SEN: Foundation special school	2
SEN: Non-maintained special school	1
SEN: Other independent special school	6
Total	261

8.2 Educational Institutes within the geographic area

Name	Type
Alexandra Infant School	Academies
Alexandra Junior School	Academies
Balgowan Primary School	Academies
Bickley Primary School	Academies
Biggin Hill Primary School	Academies
Bishop Justus CofE School	Academies
Blenheim Primary School	Academies
Bromley Beacon Academy	Academies
Bromley Trust Alternative Provision Academy	Academies
Bullers Wood School	Academies
Burnt Ash Primary School	Academies
Charles Darwin School	Academies
Chelsfield Primary School	Academies
Chislehurst School for Girls	Academies
Churchfields Primary School	Academies
Clare House Primary School	Academies
Coopers School	Academies
Crofton Infant School	Academies
Crofton Junior School	Academies
Cudham Church of England Primary School	Academies
Darrick Wood Infant & Nursery School	Academies
Darrick Wood Junior School	Academies
Darrick Wood School	Academies
Dorset Road Infant School	Academies
Elmstead Wood Primary School	Academies
Farnborough Primary School	Academies
Glebe School	Academies
Gray's Farm Primary Academy	Academies
Green Street Green Primary School	Academies
Green Street Green Primary School	Academies
Harris Academy Beckenham	Academies
Harris Academy Orpington	Academies
Harris Girls Academy Bromley	Academies
Harris Primary Academy Beckenham Green	Academies
Harris Primary Academy Crystal Palace	Academies
Harris Primary Academy Kent House	Academies
Harris Primary Academy Orpington	Academies

Hawes Down Junior School	Academies
Hawes Down Primary School	Academies
Hayes Primary School	Academies
Hayes School	Academies
Highfield Infants' School	Academies
Highfield Junior School	Academies
Hillside Primary School	Academies
Holy Innocents Catholic Primary School	Academies
James Dixon Primary School	Academies
Kemnal Technology College	Academies
Keston Church of England Primary School	Academies
Langley Park School for Boys	Academies
Langley Park School for Girls	Academies
Leesons Primary School	Academies
Manor Oak Primary School	Academies
Marian Vian Primary School	Academies
Mead Road Infant School	Academies
Midfield Primary School	Academies
Mottingham Primary School	Academies
Newstead Wood School	Academies
Oak Lodge Primary School	Academies
Oaklands Primary Academy	Academies
Parish Church of England Primary School	Academies
Perry Hall Primary School	Academies
Pickhurst Academy	Academies
Pickhurst Infant Academy	Academies
Pratts Bottom Primary School	Academies
Raglan Primary School	Academies
Ravens Wood School	Academies
Red Hill Primary School	Academies
Scotts Park Primary School	Academies
St Anthony's Roman Catholic Primary School	Academies
St George's, Bickley, Church of England Primary School	Academies
St James' Roman Catholic Primary School	Academies
St John's Church of England Primary School	Academies
St Joseph's Catholic Primary School	Academies
St Mark's Church of England Primary School	Academies
St Mary's Catholic Primary School	Academies
St Nicholas Church of England Primary	Academies
St Paul's Cray Church of England Primary School	Academies
St Peter and St Paul Catholic Primary School	Academies
St Philomena's Primary School	Academies
St Vincent's Catholic Primary School	Academies
St. Mary Cray Primary Academy	Academies
Stewart Fleming Primary School	Academies
The Highway Primary School	Academies
The Priory School	Academies
The Ravensbourne School	Academies
Trinity Church of England Primary School	Academies
Tubbenden Primary School	Academies
Unicorn Primary School	Academies
Valley Primary School	Academies
Warren Road Primary School	Academies
Wickham Common Primary School	Academies
Worsley Bridge Primary School	Academies
London South East Colleges	Colleges
Orpington College of Further Education	Colleges
Bullers Wood School for Boys	Free Schools
Eden Park High School	Free Schools
Harris Primary Academy Beckenham	Free Schools
Harris Primary Academy Shortlands	Free Schools

La Fontaine Academy	Free Schools
Langley Park Primary School	Free Schools
Ashgrove School Ltd	Independent schools
Babington House School	Independent schools
Baston School	Independent schools
Beckenham Convent School	Independent schools
Beresford House School	Independent schools
Bickley Park School	Independent schools
Bickley Parva School	Independent schools
Bishop Challoner School	Independent schools
Breaside Preparatory School	Independent schools
Bromley High School	Independent schools
Cannock School	Independent schools
Clark's College	Independent schools
Darul Uloom London School	Independent schools
Eden Park and Elmhurst Schools	Independent schools
Elmhurst Preparatory School	Independent schools
Eltham College	Independent schools
Farringtons School	Independent schools
Greenhayes School for Boys	Independent schools
Holy Trinity College	Independent schools
Kings London	Independent schools
St Christophers The Hall School	Independent schools
St David's Prep	Independent schools
Stratford House School	Independent schools
Wickham Court School	Independent schools
Alexandra Infant School	Local authority maintained school
Alexandra Junior School	Local authority maintained school
All Saints Catholic School	Local authority maintained school
Anerley Primary School	Local authority maintained school
Balgowan Primary School	Local authority maintained school
Beaverwood School for Girls	Local authority maintained school
Bickley Primary School	Local authority maintained school
Biggin Hill Infant School	Local authority maintained school
Biggin Hill Junior School	Local authority maintained school
Biggin Hill Primary School	Local authority maintained school
Bishop Justus CofE School	Local authority maintained school
Blenheim Infant School	Local authority maintained school
Blenheim Junior School	Local authority maintained school
Blenheim Primary School	Local authority maintained school
Bromley Pupil Referral Service	Local authority maintained school
Bromley Road Primary School	Local authority maintained school
Bullers Wood School	Local authority maintained school
Burnt Ash Infant School	Local authority maintained school
Burnt Ash Primary School	Local authority maintained school
Castlecombe Primary School	Local authority maintained school
Cator Park School	Local authority maintained school
Charles Darwin School	Local authority maintained school
Chelsfield Primary School	Local authority maintained school
Chislehurst (St Nicholas) Church of England Voluntary Aided Primary School	Local authority maintained school
Churchfields Primary School	Local authority maintained school
Clare House Primary School	Local authority maintained school
Coopers Technology College	Local authority maintained school
Crofton Infant School	Local authority maintained school
Crofton Junior School	Local authority maintained school
Cudham Church of England Primary School	Local authority maintained school
Darrick Wood Infant School	Local authority maintained school
Darrick Wood Junior School	Local authority maintained school
Darrick Wood School	Local authority maintained school
Dorset Road Infant School	Local authority maintained school
Downe Primary School	Local authority maintained school

Edgebury Primary School	Local authority maintained schoo
Farnborough Primary School	Local authority maintained schoo
Gray's Farm Primary School	Local authority maintained schoo
Green Street Green Primary School	Local authority maintained schoo
Hawes Down Infant School	Local authority maintained schoo
Hawes Down Junior School	Local authority maintained schoo
Hayes Primary School	Local authority maintained schoo
Hayes School	Local authority maintained schoo
Highfield Infants' School	Local authority maintained schoo
Highfield Junior School	Local authority maintained schoo
Hillside Primary School	Local authority maintained schoo
Holy Innocents Catholic Primary School	Local authority maintained schoo
James Dixon Primary School	Local authority maintained schoo
Kelsey Park Sports College	Local authority maintained schoo
Kemnal Technology College	Local authority maintained schoo
Keston Church of England Primary School	Local authority maintained schoo
Kevington Primary School	Local authority maintained schoo
Langley Park School for Boys	Local authority maintained schoo
Langley Park School for Girls	Local authority maintained schoo
Leesons Primary School	Local authority maintained schoo
Malcolm Primary School	Local authority maintained schoo
Manor Oak Primary School	Local authority maintained schoo
Marian Vian Primary School	Local authority maintained schoo
Mead Road Infant School	Local authority maintained schoo
Midfield Primary School	Local authority maintained schoo
Mottingham Primary School	Local authority maintained schoo
Newstead Wood School for Girls	Local authority maintained schoo
Nightingale	Local authority maintained schoo
Oak Lodge Primary School	Local authority maintained schoo
Oaklands Junior School	Local authority maintained schoo
Oaklands Primary School	Local authority maintained schoo
Parish Church of England Primary School	Local authority maintained schoo
Perry Hall Primary School	Local authority maintained schoo
Pickhurst Infant School	Local authority maintained schoo
Pickhurst Junior School	Local authority maintained schoo
Poverest Infant School	Local authority maintained schoo
Poverest Junior School	Local authority maintained schoo
Poverest Primary School	Local authority maintained schoo
Pratts Bottom Primary School	Local authority maintained schoo
Princes Plain Primary School	Local authority maintained schoo
Raglan Infant School	Local authority maintained schoo
Raglan Junior School	Local authority maintained schoo
Raglan Primary School	Local authority maintained schoo
Ramsden Infant School	Local authority maintained schoo
Ramsden Junior School	Local authority maintained schoo
Ravens Wood School	Local authority maintained schoo
Ravensbourne School for Boys	Local authority maintained schoo
Ravensbourne School for Girls	Local authority maintained schoo
Red Hill Primary School	Local authority maintained schoo
Royston Primary School	Local authority maintained schoo
Scotts Park Primary School	Local authority maintained schoo
Southborough Primary School	Local authority maintained schoo
St Anthony's Roman Catholic Primary School	Local authority maintained schoo
St George's, Bickley, Church of England Primary School	Local authority maintained schoo
St James' Roman Catholic Primary School	Local authority maintained schoo
St John's Church of England Primary School	Local authority maintained schoo
St Joseph's Catholic Primary School	Local authority maintained schoo
St Mark's Church of England Primary School	Local authority maintained schoo
St Mary Cray Primary School	Local authority maintained schoo
St Olave's and St Saviour's Grammar School	Local authority maintained schoo
St Paul's Cray Church of England Primary School	Local authority maintained schoo

St Peter and St Paul Catholic Primary School	Local authority maintained school
St Philomena's Roman Catholic Primary School	Local authority maintained school
St Vincent's Catholic Primary School	Local authority maintained school
Stewart Fleming Primary School	Local authority maintained school
The Avalon Centre	Local authority maintained school
The Highway Primary School	Local authority maintained school
The Meadow	Local authority maintained school
The Priory School	Local authority maintained school
The Ramsden Boys' School	Local authority maintained school
The Ramsden Girls' School	Local authority maintained school
The Ravensbourne School	Local authority maintained school
The Walsingham School	Local authority maintained school
Tubbenden Infant School	Local authority maintained school
Tubbenden Junior School	Local authority maintained school
Tubbenden Primary School	Local authority maintained school
Unicorn Primary School	Local authority maintained school
Valley Primary School	Local authority maintained school
Warren Road Primary School	Local authority maintained school
Wickham Common Primary School	Local authority maintained school
Worsley Bridge Primary School	Local authority maintained school
Dorton College of Further Education	Other types
Leydenhatch Educational Centre	Other types
Livability Nash College	Other types
Orchard Lodge	Other types
Anerley School for Boys	SEN: Community special school
Burwood School	SEN: Community special school
Cheyne School	SEN: Community special school
Goddington School	SEN: Community special school
Rectory Paddock School	SEN: Community special school
Riverside School	SEN: Community special school
Shawcroft School	SEN: Community special school
Woodbrook School	SEN: Community special school
Glebe School	SEN: Foundation special school
Marjorie McClure School	SEN: Foundation special school
Coney Hill School	SEN: Non-maintained special school
Baston House School	SEN: Other independent special school
Browns School	SEN: Other independent special school
Education and Youth Services Ltd	SEN: Other independent special school
Kent House Hospital School	SEN: Other independent special school
The Tutorial Foundation	SEN: Other independent special school
TLC The Learning Centre	SEN: Other independent special school

9. Sport and Leisure

9.1 Sport and Leisure sites by type within the geographic area

Type	Total
Golf	21
Sports Hall	99
Studio	70
Swimming Pool	36
Total	226

9.2 Sport and Leisure sites within the geographic area

Name
ANYTIME FITNESS (ORPINGTON)
BABINGTON HOUSE SCHOOL
BANNATYNE HEALTH CLUB (GROVE PARK)
BANNATYNE HEALTH CLUB (ORPINGTON)
BECKENHAM PUBLIC HALL
BECKENHAM RUGBY FOOTBALL CLUB
BETHLEM ROYAL HOSPITAL
BICKLEY PARK SCHOOL
BIGGIN HILL POOL
BISHOP CHALLONER SCHOOL
BISHOP JUSTUS C OF E SCHOOL
BLUNDELLS FITNESS SPORTS & LEISURE
BROMLEY BEACON ACADEMY
BROMLEY CRICKET CLUB
BROMLEY FITNESS CENTRE
BROMLEY GOLF CENTRE
BROMLEY HIGH SCHOOL
BROMLEY RUGBY FOOTBALL CLUB
BROMLEY SEA CADETS HALL
BROMLEY TENNIS CENTRE AT NEWSTEAD
BROWNS SCHOOL
BULLERS WOOD SCHOOL
CALSO HEALTH & FITNESS CLUB
CHELSFIELD LAKES GOLF CENTRE
CHERRY LODGE GOLF CLUB
CHISLEHURST GOLF CLUB
CHISLEHURST SCHOOL FOR GIRLS
CLARE HOUSE PRIMARY SCHOOL
COOPERS SCHOOL
CROFTON HALLS
CROFTON JUNIOR SCHOOL
CRYSTAL PALACE NATIONAL SPORTS CENTRE
DARRICK WOOD SPORTS CENTRE
DARRICK WOOD SWIMMING POOL
DARWIN LEISURE CENTRE
DAVID LLOYD CLUB (BECKENHAM)
EDEN PARK HIGH SCHOOL
EDGEBURY PRIMARY SCHOOL
ELTHAM COLLEGE
ERIC LIDDELL SPORTS CENTRE
FARRINGTONS SCHOOL
FOX GYM
GLEBE SCHOOL

HARRIS ACADEMY BECKENHAM
HARRIS ACADEMY BROMLEY
HARRIS ACADEMY ORPINGTON
HAYES SCHOOL
HAYES VILLAGE HALL
HIGH ELMS GOLF COURSE
HOLY INNOCENTS CATHOLIC PRIMARY SCHOOL
HOLY TRINITY CHURCH
HSBC SPORTS & SOCIAL CLUB
KEMNAL TECHNOLOGY COLLEGE
KESTON CHURCH OF ENGLAND PRIMARY SCHOOL
KESTON VILLAGE HALL
LA FONTAINE ACADEMY
LANGLEY PARK GOLF CLUB
LANGLEY PARK SCHOOL FOR BOYS
LANGLEY PARK SPORTS CENTRE
MARJORIE MCCLURE SCHOOL
MIDFIELD PRIMARY SCHOOL
MOTTINGHAM PRIMARY SCHOOL
NEWSTEAD WOOD SCHOOL
NUFFIELD HEALTH (BROMLEY)
NUFFIELD HEALTH (CHISLEHURST)
OAK LODGE PRIMARY SCHOOL
OAKLEY FITNESS (PETTS WOOD)
ORPINGTON GOLF CENTRE
PAVILION LEISURE CENTRE (BROMLEY)
PETTS WOOD METHODIST CHURCH QUEENSWAY HALL
POVEREST CORONATION HALL
RAVENS WOOD SCHOOL
RAVENSBOURNE SCHOOL
RIVERSIDE SCHOOL (ST PAUL'S CRAY)
SHORTLANDS GOLF CLUB
SIDCUP FAMILY GOLF
ST BARNABUS CHURCH HALL
ST OLAVES GRAMMAR SCHOOL
ST PAULGÇÖS CROFTON HALL
ST PETERS CHURCH HALL
SUNDRIDGE PARK GOLF CLUB
THE COUNTY GROUND (KENT)
THE LIFE CENTRE
THE PARKLANGLEY CLUB
THE SPA AT BECKENHAM
TRINITY UNITED REFORMED CHURCH HALL
TRUGYM (BROMLEY)
VALLEY PRIMARY SCHOOL
VIRGIN ACTIVE (BROMLEY)
WALNUTS LEISURE CENTRE
WARREN ROAD PRIMARY SCHOOL
WEST KENT GOLF CLUB
WEST WICKHAM LEISURE CENTRE
WEST WICKHAM NEW CHURCH HALL
WICKHAM COMMON PRIMARY SCHOOL

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Report No.
ES20220

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Environment and Community Services Policy Development and Scrutiny Committee

Date: 22 November 2022

Decision Type: Non-Urgent Non-Executive Key

Title: LBB's Net Zero Carbon Action Plan – Reporting Year 3

Contact Officer: Lee Gullick, Carbon Programme Manager
Tel: 020 8461 7623 E-mail: lee.gullick@bromley.gov.uk

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

Ward: n/a

1. Reason for report

- 1.1 This report details the changes in LBB's organisational emissions for year three of the Council's net zero action plan and provides an update on progress made towards achieving the Council's 2027 net zero carbon target.
-

2. **RECOMMENDATION(S)**

The ECS PDS is asked to:

- 2.1 **Review and provide comments on the progress made to reduce the Council's organisational emissions to net zero by 2027.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: Reducing the impacts of climate change will have a positive impact on the quality of life enjoyed by all members of the community.
-

Transformation Policy

1. Policy Status: Year 3 update on progress made towards LBB's 2027 net zero carbon target.
 2. Making Bromley Even Better Priority:
 - (4) For residents to live responsibly and prosper in a safe, clean, and green environment great for today and a sustainable future.
-

Financial

1. Cost of proposals: n/a
 2. Ongoing costs: N/A
 3. Budget head/performance centre: Carbon Management Team
 4. Total current budget for this head: £150k
 5. Source of funding: Existing revenue budget for staffing costs, energy management software and project expenses. Various internal and external funding options for net zero carbon initiatives.
-

Personnel

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

Legal

1. Legal Requirement: Non-statutory – Government guidance
 2. Call-in: Not Applicable
-

Procurement

1. Summary of Procurement Implications: Not applicable
-

Property

1. Summary of Property Implications: Following the outcome of the Operational Property Review, the proposals will seek to bring forward options to reduce building related carbon emissions.
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: The purpose of the Council's net zero action plan is to reduce the Council's direct carbon emissions.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The reduction of carbon emissions will benefit all those who live, work, or visit the borough.
-

Ward Councillor Views

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

3. COMMENTARY

Background

- 3.1 On 15th July 2019 the Council unanimously agreed to achieve net zero carbon emissions within 10 years (2029). The motion referred to the Council's Scope 1 and 2 direct organisational emissions only (i.e., those emissions directly within the Council's operational control).
- 3.2 On 29th January 2020, the Environment and Community Services Policy Development and Scrutiny (ECS PDS) Committee reviewed and approved a 2029 Net Zero Carbon Strategy, with the Net Zero Action Plan (NZAP) subsequently reviewed by the same committee on 17th November 2020.
- 3.3 At a Full Council meeting on 28th February 2022, it was agreed that the Council would revise their target for net zero (scopes 1 and 2¹) emissions from 2029 to 2027.
- 3.4 On 6th October 2022, the Executive Committee agreed to the prioritisation of four key initiatives to achieve the delivery of the revised net zero target date of 2027: i) All street lighting upgraded to LED; ii) Buildings – continued energy efficiency upgrades; iii) Procure 100% renewable energy via a Power Purchase Agreement; iv) Various offsetting measures to remove residual emissions.
- 3.5 The majority of the Council's direct emissions are generated from its buildings (55%) and street lighting (41%), hence why these naturally form focus areas for action.
- 3.6 Progress against the NZAP is reported annually and published on the Council's website: [Net Zero Action Plan performance reports](#)
- 3.7 Performance is measured in three different ways: against the 2018/19 baseline year; on an annual basis; against the net zero target.

Measuring the Council's Organisational Emissions

- 3.8 Guided by the international Greenhouse Gas Protocol Corporate Accounting and Reporting Standard, LBB measures carbon emissions for the activities shown below:

Scope 1	Scope 2	Scope 3
<ul style="list-style-type: none">• Building heating: gas & oil consumption (LBB estate)• Council owned fleet: petrol/diesel consumption	<ul style="list-style-type: none">• Purchased electricity (LBB estate / borough street lighting)	<ul style="list-style-type: none">• Business travel• Staff commuting• Electricity (transmission & distribution)• Waste (Civic Centre)• Water (LBB estate)• Paper (Civic Centre)

- 3.9 However, the Council's net zero target applies to all those emissions that it **directly controls**, namely, all scope 1 and 2 emissions, plus scope 3 emissions for business travel, water and paper usage, office waste and electricity (transmission & distribution).

¹ The GHG Protocol categorises emissions into three different scopes, which helps define operational boundaries: **Scope 1:** Direct GHG emissions occurring from sources that are owned or controlled by the organisation, such as the emissions from burning gas to heat a building, and the emissions directly entering the atmosphere from using company vehicles. **Scope 2:** Electricity indirect GHG emissions produced from the generation of purchased electricity. **Scope 3:** An optional reporting category that allows for the accounting of other relevant indirect emissions (i.e., emissions resulting from the consequence of an organisation's activities, occurring from sources not owned or controlled by the organisation).

3.10 The Council does not directly control scope 3 emissions arising from staff commuting and procured services, which are therefore excluded from its net zero scope of emissions.

3.11 The Council's net zero emissions for 2021/22 totalled **3,646 tCO₂e**.

Activity	Emissions (tCO ₂ e/yr)	%
Buildings (electricity & gas)	1,999.6	54.8%
Street lighting	1,487.2	40.8%
Fleet	18	0.5%
Waste	0.8	0.02%
Water	3	0.1%
Paper	10.7	0.3%
Business travel	127	3.5%
Total (tCO₂e/yr)	3,646	100%

3.12 In year 1 (2019/20) of the Net Zero Action Plan our net zero emissions totalled **6,584 tCO₂e** (i.e., an 8.5% annual reduction against the baseline).

3.13 In year 2 (2020/21) of the Net Zero Action Plan our net zero emissions totalled **3,985 tCO₂e**, equivalent to a 39% reduction in emissions against year 1.

3.14 In year 3 (2021/22) of the Net Zero Action Plan our net zero emissions totalled **3,646 tCO₂e**, a 9% reduction against year 2 and a 51% reduction against the baseline.

3.15 The table below illustrates these reductions:

	NZAP Progress					
	2018/19	2019/20	2020/21	2021/22		
	Baseline Year Emissions (tCO ₂ e/yr)	Year 1 Emissions (tCO ₂ e/yr)	Year 2 Emissions (tCO ₂ e/yr)	Year 3 Emissions (tCO ₂ e/yr)	Annual Tonnage Change	Annual Percentage change
Buildings (electricity & gas)	3,954	3,822	1,942.5	1,999.6	57.1	3%
Street lighting	2,888	2,451	1,889.2	1,487.2	-402	-21%
Fleet	60.9	33.8	48.2	18	-30.1	-62%
Waste	3.4	2.5	0.3	0.8	0.47	157%
Water	54.6	54.6	7	3	-4.19	-60%
Paper	44.4	35.1	10.7	10.7	-0.03	-0.3%
Business travel	190.7	184	87.3	127	39.8	46%
Total (tCO₂e/yr)	7,196	6,584	3,985	3,646	-339	-9%

2021/22 Net Zero Carbon Performance Commentary

3.16 Year 3 activity indicates that there are still at least 3,646 tonnes of CO₂ for the Council to mitigate in order to achieve its 2027 net zero target. However, the large reduction in emissions visible in years 2 and 3 are not representative of a 'normal' year. This is largely due to the impacts of coronavirus on council operations.

3.17 Noticeably, the Covid-19 pandemic resulted in the majority of Council staff working from home for a prolonged period. Although no lockdown periods took place in 2021/22, social distancing restrictions still applied, and most staff continued to work from home. This resulted in staff occupancy rates at LBB offices remaining at around 10% of pre-covid levels.

- 3.18 **Buildings:** Towards the end of 2021/22 more staff returned to work on a hybrid basis and the modest increase in building and civic centre waste emissions is the result of this partial return of the workforce.
- 3.19 Staff occupancy at LBB office buildings is expected to reach and remain between 25% and 50% for the foreseeable future. Some emissions mentioned above will therefore remain low, although a gradual rise in emissions is anticipated as more staff return to the office.
- 3.20 **Waste:** The large percentage increase in the waste category is slightly misleading as the previous year was so low that any modest tCO₂e increase translates into a significant percentage increase.
- 3.21 **Water** usage is an outlier as actual consumption of water did not significantly change from the previous year. However, the emission factor for water, which is used to calculate the carbon arising from water usage, has more than halved. This is most likely due to the decarbonisation of the supply and treatment of water processes across the country, rather than any measure that the Council has implemented.
- 3.22 **Business travel** emissions increased in 2021/22 due to the return of site visits by those staff required to travel around the borough.
- 3.23 **Street Lighting LED Upgrade:** The continued upgrade of the Council's streetlights continues to reap significant energy and carbon savings, as evidenced by a 21% annual reduction. The phased upgrade is now nearing completion with further reductions anticipated for 2022/23.
- 3.24 **LBB fleet** emissions reduced in 2021/22 due to a reduction in gritter activity during the winter months.
- 3.25 Council emissions and trends: electricity emission factors are expected to continue to decrease over time as more national grid electricity is generated from renewables and fossil fuels are phased out (as can be seen with the water emissions factors). This will help lower LBB's emissions from electricity consumption. However, there remains significant uncertainty over the rate of this change, hence why strong action to implement energy efficiency measures will remain imperative for achieving net zero emissions by 2027.
- 3.26 The Council's approach to achieving net zero emissions by 2027 is detailed in the report presented to the Executive Committee on 6th October 2022, which is published on the Council's website.

4. TRANSFORMATION/POLICY IMPLICATIONS

- 4.1 The Council's Net Zero Action Plan primarily delivers against ambition four of the Council's Corporate Strategy (making Bromley Even Better); 'For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.'
- 4.2 Actions taken to achieve net zero emissions will support the delivery of the Transforming Bromley aims:
- **Responsible Financial Management Strategy:** reduced future costs to the council through lower energy bills.
 - **Effective Resident Engagement:** Demonstrates the Council's environmental commitments to the wider public.
 - **Improving the Public Realm, maintaining our Green Spaces and Promoting Economic Growth:** Safeguarding the environment and promoting a green recovery.

5. STRATEGIC PROPERTY CONSIDERATIONS

- 5.1 Projects to reduce emissions through buildings and their energy efficiency will be informed by the recommendations arising out of the forthcoming Operational Property Review.

6. FINANCIAL CONSIDERATIONS

- 6.1 The final phase of the street lighting LED programme was approved in September 2021 which together with the previous replacement programme are projected to lead to annual energy and carbon savings of at least c£0.6m, which are reflected in the Council's financial forecast.
- 6.2 Projects to reduce emissions through buildings and their energy efficiency will be informed by the recommendations arising out of the forthcoming Operational Property Review and subject to appropriate business case appraisals.
- 6.3 Further initiatives to achieve the Council's net zero target will continue to be assessed through a detailed business case process, taking into account available funding and revenue budget savings alongside the impact to the Council's net carbon emissions.

7. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

- 7.1 Reducing the Council's direct emissions contributes towards national and regional carbon reduction targets.
- 7.2 Reducing the impacts of climate change will have a positive impact on the quality of life enjoyed by all members of the community.

Non-Applicable Sections:	IT and GDPR Considerations, Procurement Considerations, Personnel Considerations, Legal Considerations, Ward Councillor Views
Background Documents: (Access via Contact Officer)	ES19094 – 2029 Net Zero Carbon Strategy ES20047 – Net Zero Carbon Action Plan ES20201 – Carbon Management Programme Update Net Zero Action Plan Reports

Report No.
ES20210

London Borough of Bromley

PART ONE - PUBLIC

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

Date: Tuesday 15th November 2022
Tuesday 22nd November 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 update report details actions that have been undertaken by Neighbourhood management since the last annual Fly Tipping Action Plan update.
 - 1.2 This report is being presented to the PPE PDS Committee Meeting (to review recent enforcement activities)
 - 1.3 The annual Fly Tipping Action Plan report will be presented to both PP & ECS PDS committees in quarter four 2022/23
-

2. RECOMMENDATION

- 2.1 That Members note and comment on the work undertaken by Neighbourhood Management, 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 £97k
 5. Source of funding: Earmarked Reserves
-

Personnel

1. Number of staff (current and additional): 4
 2. If from existing staff resources, number of staff hours: 144
-

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
-

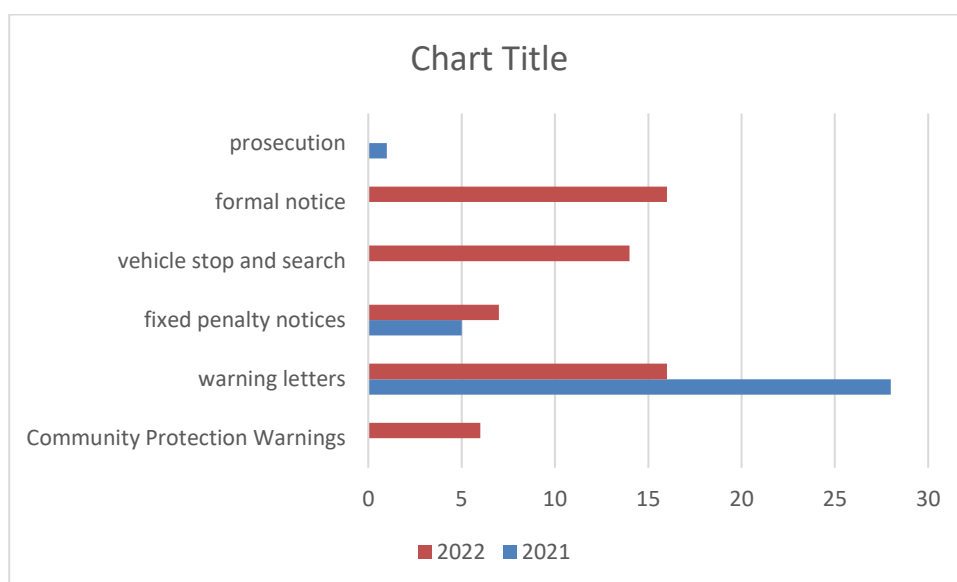
Ward Councillor Views

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 2022/23, 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 In February 2022 Neighbourhood Management undertook a service review and realignment. Previous to the review the Highways Enforcement Team consisted of The Highways Enforcement Manager, 1 Enviro-Crime Officer and 3 Highways Enforcement Officers. The review highlighted the lack of resource dedicated to Fly Tipping investigations and resulted in a new structure consisting of 1 Environmental Investigation Manager, 1 Senior Enviro-Crime Officer and 3 Enviro-Crime Officers. All officers within the team now focus on both Highways & Environmental enforcement
- 3.3 During the first six months of 2022, Bromley Council have been notified of 1,620 reports of fly tipping within the Borough, which compares to 1,840 during the same period in 2021. This equates to a 12% reduction in reported fly tips in comparison with last year.
- 3.4 In the same six month period, Neighbourhood management have conducted 89 investigations resulting in the issuing of 16 formal notices, 6 Community Protection Warnings, 16 warning letters, 7 fixed penalty notices and 14 vehicles being stopped and searched. This compares to 164 investigations resulting in the issuing of 28 warning letters, 5 fixed penalty notices and 1 prosecution during the same period in 2021. Figure 1 provides illustration of the enforcement outcomes for both years

Figure 1. Enforcement Outcomes



- 3.5 Bromley have suffered from several incidents which posed hazard to members of the public due to the irresponsible depositing of waste onto public roads, including the fly tipping of waste on unlit country lanes. There was a need to appeal for witnesses due to the severity and risk posed by these incidents. Copies of releases posted on Bromley Council's website are included as Appendix A & B
- 3.6 On Wednesday 20th July 2022, a vehicle which had been seized as part of a Fly Tipping investigation was crushed. Details of the crushing were published on Bromley Council website, published document is included as Appendix C

- 3.7 Also on Wednesday 20th July 2022, Enviro-Crime Officers ran operation alongside colleagues from Met Police SNT. The operation took place in Lewisham and involved the seizure of two vehicles linked to fly tipping within Bromley. Investigations are currently on going and we hope to commence court action against the individuals concerned in the coming months. This action led to a press release on the News Shopper website, details of the published document is included as Appendix D
- 3.8 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

Community Impact Days – Waste Removal (January 2022 – July 2022)

Date	Location	Veolia	Clarion - Private
26/01/2022	St Mary's Cray- (Cray Valley East)	3,880kg	580kg
23/02/2022	Mottingham	2,400kg	480kg
30/03/2022	St Paul's Cray-Cray Valley West & R	1,680kg	880kg
27/04/2022	Penge	2,210kg	460kg
25/05/2022	St Mary's Cray – (Cray Valley East)	3,260kg	700kg
29/06/2022	Mottingham & Bromley Town	1,640kg	530kg
27/07/2022	St Paul's Cray-Cray Valley West & R	1,140kg	1,100kg
Total	January 2022 – date (7 months)	15,210KG	4,430KG

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 behavior such as noise, fly-tipping and graffiti
- Sustain a clean, green and tidy environment continuing to improve the street scene across the borough and town centers 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 The balance of funding remaining as at 1st April 2022 was £116k. So far this financial year, there has been expenditure of £19k, leaving an uncommitted balance available for further initiatives of £97k.
- 6.3 If any ongoing maintenance costs arise as a result of initiatives, these will need to be contained within existing budgets, although to date the schemes conducted have not resulted in any ongoing costs.

7 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.

8 PROCUREMENT IMPLICATIONS

- 8.1 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 Environment PDS Committee on 15 th March 2016 (ref ES16017).

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Appendix A – Witness appeal Orpington 20th July 2022

A clear up and investigation is underway following two serious fly-tip incident in country lanes.

As EnviroCrime officers continue with the recent fly-tip investigations, witnesses are being asked to come forward with information that could lead to a successful prosecution, with rewards of up to £500 available.

The fly-tips were discovered on Shire Lane, Keston and Skibbs Lane, Orpington in the morning Friday and Sunday respectively. Both incidents caused major roadblocks in the country lane, mostly or entirely blocking the road.

The dumped rubbish found on Shire Lane consisted of several torn bin bags, carpet material, a children's goal post, large containers, wooden planks, and an excess of other household waste items. On the other hand, Skibbs Lane was almost exclusively obstructed by wooden boards and pallets.

The result of the tipping caused a significant danger to road safety as the rubbish was scattered across the road, obstructing over half (or all) of the narrow country lane, causing road users to need to take evasive action to avoid the hazard. Due to the unanticipated roadblock on Shire Lane especially, vehicles were left with no choice but to switch to the opposite lane in order to give way to oncoming traffic.

Councillor Angela Page, Executive Councillor for Public Protection and Enforcement, said: "We investigate each and every fly-tip, with these incidents being particularly serious, but our clean-up team responded quickly and efficiently to restore the country lanes back to public use standard. If there is anyone who has any information about the fly-tipping, I would encourage them to share this information with the council in support of our investigation."

Anyone who needs to report an enviro crime, including fly-tipping, can visit www.bromley.gov.uk/envirocrime, with rewards of up to £500 available for information leading to prosecution.

Residents are being reminded of the importance to carefully check whether tradespeople they employ have a waste carriers' licence. Residents are advised to ask to see the permit to check what kind of waste disposal or recovery the business is registered for. In addition, the register can be checked by going to the Environment Agency website at <https://environment.data.gov.uk/public-register/view/search-waste-carriers-brokers> or by calling 03708 506 506.

Investigations show that dumped rubbish has often occurred as a result of gardening work or as a result of building work, with the fly-tips either caused by an unscrupulous trader or even by the householder. Fly-tipping problems can quickly and easily be reported on the council's website www.bromley.gov.uk/report.

Appendix B – Witness appeal Beckenham 13th July 2022

As a fly-tip investigation continues, witnesses are being asked to come forward with information that could lead to a successful prosecution.

EnviroCrime officers are looking for a serial fly-tipper following similar incidents recently in Beckenham. EnviroCrime rewards of up to £500 are available for information leading to a successful prosecution, including in this incident.

The latest fly-tip was discovered on Manor Way, Beckenham on Saturday 9 July in the early hours of the morning. CCTV evidence shows that at 01:54, the driver of a vehicle fly-tipped the contents of the vehicle across the road without stopping. Whilst CCTV footage is being studied, witnesses are requested to provide the council with any information relating to the incident that could lead to the successful prosecution of the fly-tipper.

Councillor Angela Page, Executive Councillor for Public Protection and Enforcement, said: “Did anyone see this vehicle or know of its current whereabouts? Fly-tipping is a blot on our streets which we are determined to tackle as part of our never-ending work to keep our borough looking clean.”

Councillor Page continued: “This is a mission which involves all of us. Not only will we remove fly-tips when we come across them, we will also investigate and will not hesitate to prosecute where the evidence exists. Please help – if you have any information on fly-tip incidents, particularly Saturday’s incident, please come forward.”

The fly-tip materials included a children’s blue plastic slide, a cooker, rubble, and a large amount of packaging and cardboard boxes, all of which were discarded in the street in front of Harris Academy, completely blocking an entire lane. The dumped rubbish created a road safety hazard as motorists were forced to use the opposite lane to get past until the road was cleared; this also endangered pedestrians, including school children.

The latest investigation follows at least two similar local incidents of fly-tipping recently, both in Brackley Road and Park Road, Beckenham, with these incidences believed to be linked.

Residents are reminded that they need to properly check the credentials of anyone being employed to remove unwanted items or waste from their home. Legally, any trader responsible for removing waste from a property needs to be a registered Environment Agency waste carrier. Whilst a business can be fined up to £5000 for not registering, householders can also be prosecuted for using an unlicensed waste carrier.

Fly-tipping problems can quickly and easily be reported on the council’s website www.bromley.gov.uk/report. Problems can be reported quickly and easily along with photos too. However, in emergencies, when a road is completely blocked for instance, fly-tipping should be reported by phone so that priority attention can be given.

Anyone with more fly-tipping information or other enviro crime evidence should go to www.bromley.gov.uk/envirocrime to let the council know the details and they could be rewarded with up to £500 as a ‘thank you’.

Appendix C – Vehicle crushing press release 20th July 2022

A tipper truck suspected of being involved in flytipping incidents has been crushed today, with the metals being recycled.

The vehicle was previously seized as part of a flytip investigation, with flytippers being warned that a similar fate awaits their vehicle if they are caught and prosecution also being a probability where the evidence exists.

The news follows recent appeals for information which could lead to the successful prosecution of a flytipper, with enviro-crime rewards of up to £500 being offered for information.

Councillor Angela Page, Executive Councillor for Public Protection and Enforcement said, "Flytipping is a serious issue which is not just unsightly, but can have very stark consequences when the dumped rubbish is left in the road, on a country lane for instance, with a motorist coming across this, with little or no warning. We cannot always disclose the outcomes for a variety of reasons, including legal reasons, but, be assured, we do investigate all flytipping reports and no one should be in any doubt that where the evidence exists, we will prosecute and or crush the vehicle, depending on circumstances. Please report dumped rubbish where you come across it and come forwards as a witness if you saw the incident."

Councillor Page continued, "If you are having work done or looking to dispose of bulky items, then make sure you are using someone who is bonafide and check their details. You have a legal duty of care to do this, which also applies to traders as well but it is yet another way that by working together, we can and indeed are making a difference."

In this example, the vehicle was seized some time ago, with the investigation continuing when covid restrictions were in place. The owner of the vehicle did not come forwards to claim their vehicle, with vehicle then being crushed.

Residents are being reminded of the importance to carefully check whether tradespeople they employ have a waste carriers' licence. Residents are advised to ask to see the permit to check what kind of waste disposal or recovery the business is registered for. In addition, the register can be checked by going to the Environment Agency website at <https://environment.data.gov.uk/public-register/view/search-waste-carriers-brokers> or by calling 03708 506 506

Appendix D – Vehicle seizure press release 20th August 2022

Two vehicles seized after Bromley fly-tipping incidents



Bromley Council is appealing for anyone with any further information about fly-tipping cases to come forward / Images: Bromley Council

Two vehicles have been seized as part of ongoing fly-tip investigations after a series of incidents in Bromley.

The vehicles were seized a short distance away from the Bromley borough's boundary.

As investigations are ongoing, further details cannot currently be disclosed.

Bromley Council is appealing for anyone with any further information about fly-tipping cases to come forward and notify them at www.bromley.gov.uk/envirocrime.

There are rewards of up to £500 available for people who provide information which leads to successful prosecution.

Councillor Angela Page, Bromley's Executive Councillor for Public Protection and Enforcement, said: "Our investigations into the fly-tips where we recently appealed for information are ongoing, but we would encourage residents to assist us in our efforts to put a stop to this."

“If anyone has any information about any incident, please come forward to help with our investigation.

“And as a reminder, information leading to a successful prosecution of the offender will be rewarded up to £500.”

A tipper truck was crushed last month after the council seized it for having links to fly-tipping incidents during the pandemic.

Bromley council advises that people who are looking to use disposal services to ask see to see the permit of the tradesperson they have hired.

This is to check what kind of waste disposal or recovery the business is registered for.

You can check whether tradespeople have a waste carriers' licence [here](#).

The maximum penalties for fly-tipping on summary conviction are a £50,000 fine and/or twelve months imprisonment.

On conviction in a Crown Court, the maximum penalties include an unlimited fine and/or five years imprisonment.

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Report No.
ES20223

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: ENVIRONMENT AND COMMUNITY SERVICES POLICY
DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Tuesday 22 November 2022

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

Title: OPEN SPACES STRATEGY: YEAR 1 UPDATE

Contact Officer: David Braybrook, Strategic Commissioning Officer
Tel: 0208 313 4440 E-mail: David.Braybrook@bromley.gov.uk

Hannah Jackson, Assistant Director Environment (Carbon Management &
Greenspace)
Tel: 0208 461 7690 E-mail: Hannah.Jackson@bromley.gov.uk

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

Ward: (All Wards);

1. Reason for decision/report and options

1.1 This report provides an update on the delivery of the Open Spaces Strategy following its adoption in November 2022.

1.2 This report recommends the re-programming of some of the activities identified in the strategy's action plan and identifies three areas that will be prioritised for delivery in Year 2.

2. **RECOMMENDATION(S)**

2.1 **The Environment & Community Services Policy Development and Scrutiny Committee are asked to note the progress made on the Open Space Strategy during its first year of implementation.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: The Open Space Strategy has been designed to provide specific benefits to vulnerable adults and children, including actions to use open spaces to improve physical and mental health and wellbeing as well as inclusive playground equipment and environmental education.
-

Transformation Policy

1. Policy Status: Existing Policy: Open Space Strategy 2021-2031
 2. Making Bromley Even Better Priority:
 - (3) For people to make their homes in Bromley and for business, enterprise and the third sector to prosper.
 - (4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.
 - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: N/A
 3. Budget head/performance centre: Parks Management and Greenspace
 4. Total current budget for this head: £6.214m
 5. Source of funding: Existing controllable revenue budgets 2022/23
-

Personnel

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

Legal

1. Legal Requirement: Non-Statutory – Government Guidance
 2. Call-in: N/A
-

Procurement

1. Summary of Procurement Implications: N/A
-

Property

1. Summary of Property Implications: N/A
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: The Open Space Strategy supports the ambitions of the Council's Net Zero Carbon Action Plan.
-

Customer Impact

1. Estimated number of users or customers (current and projected): The Open Space portfolio covers a range of sites and habitats across all wards and therefore affects all those who live, work and visit the borough.
-

Ward Councillor Views

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

3. COMMENTARY

3.1 Following scrutiny from the Environment & Community Services Policy Development and Scrutiny Committee on 17th November 2021, the then Portfolio Holder for Environment agreed to the adoption of the Open Space Strategy 2021-2031 (**ES20132**).

3.2 The Strategy sets out the council's vision for 'an open space portfolio that promotes the environmental, social and economic wellbeing of the borough, allowing our residents, communities and wildlife to thrive'. To enable to delivery of this vision, the strategy agreed five Strategic Objectives (SOs):

SO1	Quality and accessibility	To improve the quality and accessibility of Bromley's open spaces
SO2	Natural, cultural and historical assets	To enhance Bromley's diverse natural habitats, protect its cultural and historical assets and to increase public understanding of these sites.
SO3	Health, wellbeing and community	To manage Bromley's open spaces for improved health and wellbeing
SO4	Local economy	To support local economy through attractive open spaces in town centres and the provision for sustainable community events
SO5	Financially viable open space portfolio	To ensure that Bromley's open spaces are financially sustainable by identifying new income and commercial opportunities that allow sensitive enhancement and modernisation of the portfolio.

3.3 Under each Strategic Objective, there are identified Action Points, with associated timescales and milestones. This report provides an update against each of the action points with a target date for delivery before December 2022, with progress identified in **Appendix 1**.

3.4 Overall, there have been some key achievements following the adoption of the Open Space Strategy; these are highlighted in the table below:

SO1	Open Space Management Plans	Open Space Management Plans have been reviewed for the first tranche of open spaces. Eight ¹ sites achieved a Green Flag in 2022 with the support of the local Friends groups.
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¹ Biggin Hill Recreation Ground, Chislehurst & St Paul's Cray Commons, Chislehurst Recreation Ground, Darrick & Newstead Woods, Hayes Common, Keston Common, Queens Gardens and South Hill Wood.

SO2	Change in Management Regimes	A Biodiversity Strategy has been adopted which identifies potential alternative management regimes to improve biodiversity in open spaces, including a trial of naturalised grasslands. Additionally, a member-led working group has been established to review proposals for a Nature Friendly Verges pilot in the borough with recommendations made elsewhere on this agenda.
	Natural Regeneration of Open Spaces	A major heathland restoration project is currently being scoped for Hayes Common and Keston Common.
	Woodlands Establishment	Three sites ² have been identified with potential for woodland establishment, with grant funding secured from the Forestry Commission to do detailed design work and consultation as part of the next stage of feasibility; this is required to support applications for funding to deliver new woodlands.
	Scadbury Park	Emergency repair works to the Moated Manor at Scadbury Park have now been completed.
	Other Key Borough Locations	Fundraising has secured funds to deliver a restoration project for the Bowie Bandstand. The works have been specified by an appointed conservation architect lead and tendering activity has commenced to appoint a specialist contractor to undertake the works.
	Bromley Environmental Education Programme	The number of educational visits to the BEECHE centre has exceeded the target, and some activities have been delivered at Crystal Palace Park. idverde colleagues are now working on a new outreach offer to take education activities to open spaces adjacent to schools to improve the accessibility of the service.

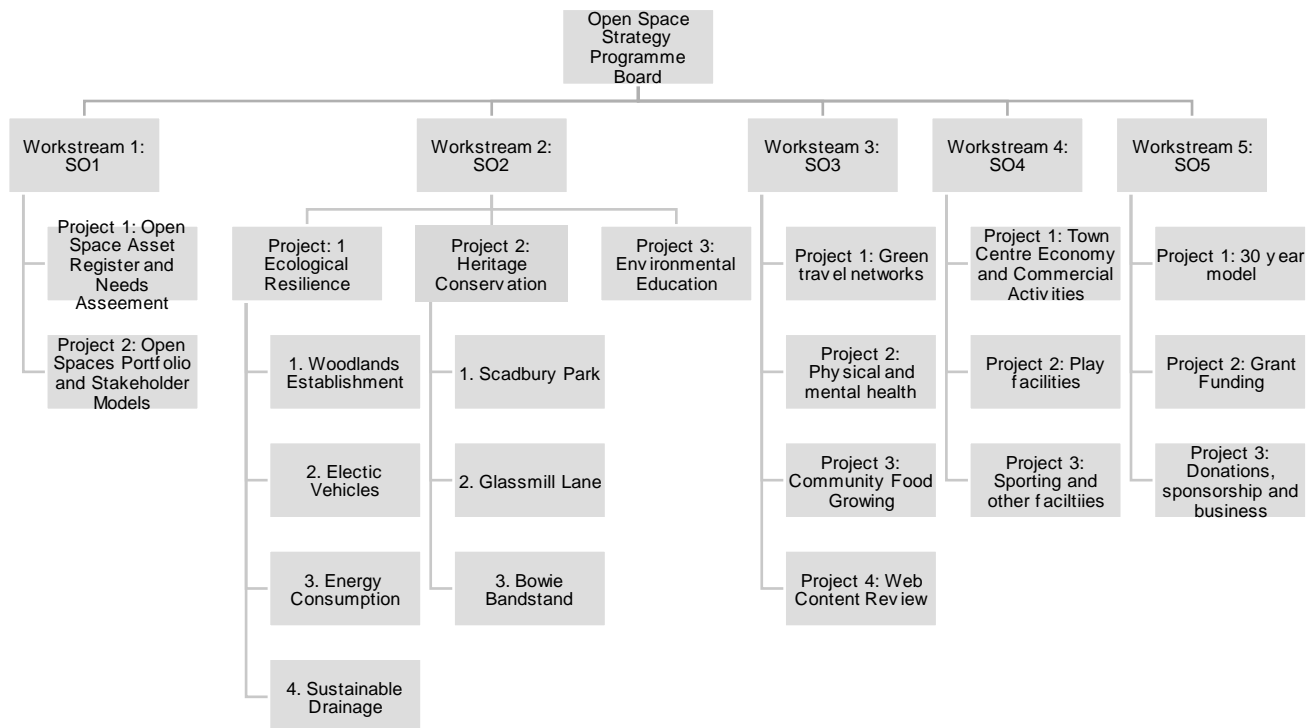
² Edgebury Grazing Land, Kemnal Road, World's End Lane.

SO3	Review of web content	The council's web pages have been reviewed and recommendations have been submitted to the council's web team for review and action. Changes recommended include: a new web page structure to make information more accessible, better information on park amenities and links to local groups including Park Friends groups.
SO4	Playground facilities	Enhanced play facilities have been delivered at Kings Meadow Playground, which is now fully open to the public.
	Grassroots sports facilities	The improvement works to Farnborough Recreation Ground Cricket Square and Outfield are now complete, with the pitch now in active use by the tenant club.
SO5	Open space grant funded programmes	The BMX Pump Cycle Track at Hoblingwell Recreation Ground has completed and is open to the public. Work continues to establish a community cycle club that can operate structured sessions at the site.

- 3.5 Whilst some good progress has been made on specific projects identified for delivery in year 1 of the Open Spaces Strategy, there are some areas where progress has not been made in line with the anticipated milestones, with 32% of Action Points set for delivery in year 1 with a red RAG status. This is primarily because of the realignment of the Environment division and the unavoidable delay recruiting the lead officer.
- 3.6 It is therefore proposed that some of the action points are reprogrammed to make them achievable considering the delay to actions not completed in the first year of the strategy's implementation. The suggested dates for re-programming are also identified in **Appendix 1**.
- 3.7 There are three key challenges that need to be addressed as a priority to unlock the delivery of the remaining actions within the strategy:
1. **Understanding the open space portfolio** – identifying requirements in terms of investment and enhancement and prioritising these against the strategy.
 2. **Maximising the resources we have** - reviewing governance arrangements for management and stakeholders to get the most out of our open spaces
 3. **Having a plan for funding the delivery of the strategy** – developing the model for long-term funding, including a fundraising plan for the lifetime of the strategy that supports delivery of the strategic objectives and associated action points. This should include reference to grant funding, donations, sponsorship and opportunities to generate income through sensitive commercial uses.
- 3.8 Therefore, it is recommended that officers prioritise the following actions for delivery in year 2:

SO1	Audit of open spaces	The audit will support decision making on a number of related actions, particularly in relation to prioritisation and resource allocation.
	Review of governance arrangements and structures for Open Space Stakeholders	To review the governance and organisational structures for Delegated Sports Managers, Friends Groups, partners and volunteers to ensure that the council, idverde and relevant stakeholders communicate and work together for the benefit of open spaces and the communities they serve.
SO5	Financial sustainability and modernisation	To review the long term and project specific funding opportunities and to use this, in conjunction with the audit of open spaces, to determine resource allocation and what is achievable in terms of scope for Action Points, and to make recommendations about ways to improve the financial sustainability of open spaces.

3.9 To manage and monitor delivery against Action Points identified in the Strategy, a new governance structure has been established, led by the Assistant Director, Carbon Management & Greenspace, as set out in the figure below. The Programme Board includes relevant officers and members of staff from idverde who meet monthly to review progress against each of the live projects.



3.10 Officers will provide annual updates to the Environment & Community Services Policy Development and Scrutiny Committee on progress against the Strategy, and ward members will continue to be engaged and consulted on any ward specific Action Points at key milestones.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

4.1 The Open Space Strategy includes Action Points which aim to ensure that those who are not traditional users of Open Space are included to promote social cohesion and equality of opportunity. This includes:

- The enhancement of Open Space for improved mental and physical health benefits, including as ways to facilitate social networking between different members of the community to combat loneliness and social isolation.
- The modernisation of the play provision within the Portfolio to include equipment that is fully inclusive and caters for a wide range of needs including those with physical disabilities and learning difficulties.
- An enhancement, promotion and expansion of the outdoor educational offering across the borough for a variety of ages, backgrounds and abilities including those with Special Educational Needs.

5. TRANSFORMATION/POLICY IMPLICATIONS

5.1 The Open Space Strategy 2021-2031 supports the delivery of the Council's Corporate Strategy, Making Bromley Even Better. Whilst there are elements that support each of the council's ambitions under this strategy, it has the greatest impact on:

Ambition 3: For people to make their homes in Bromley and for business, enterprise and the third sector to prosper.

Ambition 4: For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.

Ambition 5: To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.

5.2 The Open Space Strategy also supports the delivery of priorities identified in the council's Regeneration Strategy.

6. FINANCIAL IMPLICATIONS

6.1 There are no financial implications arising directly as a result of the progress report on the Open Space Strategy. However, many of the projects and proposals will have cost implications when they are separately considered. These schemes would be subject to external grant identification and funding applications.

7. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

7.1 The Open Space Strategy includes the following sustainability benefits:

- Carbon Reduction and Net Zero Initiatives in the everyday management of the Portfolio.
- Natural Capital Accounting Assessments.
- Managing Wellbeing and resident health using Open Spaces.

Non-Applicable Headings:	Personnel Implications, Ward Councillor Views, Property Implications, Procurement Implications, Legal Implications
Background Documents: (Access via Contact Officer)	Open Space Strategy 2021 – 2031: Open space strategy – London Borough of Bromley

	ES20132 – Open Space Strategy 2021 -2031 ES20027 - Draft Parks and Green Space Strategy 2020 – 2025.
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Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
Endorsement of the Full Strategy as a framework for decision making within the Portfolio for the period from 2021-2031.		Nov-21	The Strategy was fully endorsed at the November 2021 committee - it is also now fully designed and available on the Council's website, separated into strategy and appendix format. Work to establish its own proper web page is included as part of the Web Content Review (SO2 Action Point 4.1.)	
Draft Audit of the Council's Open Space Portfolio to be undertaken to include a Natural Capital Accounting Assessment and then an evaluation of Open Space quality, assets etc.		Dec-22	This action point has not been progressed in year one, and is likely to require some external expertise to support delivery. Officers are currently scoping the inputs and requirements of the audit report with a view to identify the best way to resource this for delivery in year 2. It should be noted that there are several Action Points within the strategy that are linked to the delivery of this audit, and therefore those linked action points will also need to be delayed by approximately a year. This relates to the following Action Points: SO1 2.2, 2.3 and 3.1; SO2 2.1, 2.2; SO4 1.1, 3.1, 4.1 and SO5: 1.1 and 2.1.	Jan-24
First tranche of individual Open Space Management Plans.		Dec-22	Management Plans have been submitted for all the council's open spaces . In Year 1, idverde have reviewed the appropriateness of the first tranche of 28 sites, including the eight sites that were awarded Green Flag status. Larger, more complex sites to be reviewed in later tranches and respond to the outcome of the audit work under SO1 Action Point 2.1.	
Recycling Pilot to be completed in Queens Gardens		Dec-22	In discussion with the council's waste management team, scoping for this project has been undertaken however delivery was not progressed on the basis that experience has demonstrated that similar pilots can be costly, so there is not likely to be any overall financial benefit. Similarly, evidence suggests that very little on-the-go recycling waste can actually be recycled because of high levels of contamination. Therefore, officers are reviewing the focus of a recycling pilot in a park to consider whether a promotional campaign with events in parks might be a better use of resources to look at behavioural change in recycling habits.	Dec-23
Governance and organisational structure review to be undertaken for Open Spaces, Allotments, Cemeteries and Closed Churchyards.		Dec-22	A review into the Performance Monitoring Framework and Monitoring Arrangement has taken place. idverde have also restructured their teams that respond better to requirements in different geographical locations. This is to be progressed further after completion of the audit (SO1 Action Point 2.1.)	Dec-23

Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
Undertake a governance and organisational structure review for stakeholders (e.g. DSM's, Friends Groups etc.)		Dec-22	A review has taken place to establish the baseline of current information, which will feed into a joint Council- Idverde effort to propose new governance arrangements including a terms of reference/subject expert document. It is planned to put these to the relevant groups via a 'Pre-proposal engagement tour'.	Dec-23
Open Spaces to be identified for a change in management regime (e.g., nature friendly management)		Dec-22	Bromley Biodiversity Plan 2021-2026 has been adopted by the Council and progress is being made against this strategy. This includes a trial of naturalised grassland at 37 sites in the borough, with a change in mowing regimes and installations to facilitate landscape scale and connectivity to increase flora. This has also included returning woodland coppice regimes and glade creation to allow room for regeneration of ground flora and creation of varied age structures within the woodland floor (at High Elms, Darrick Wood, Jubilee Country Park, Keston Ponds, Hayes Common and Crofton).	
Sites and Habitats to be identified with natural regenerative capacity		Dec-22	A series of projects have been identified which include: - A heathland restoration project at Hayes Common which will facilitate the expansion of the heathland for the benefit of priority species and landscape connectivity. - Woodland creation at Parkfield Recreation Ground, to extend the woodland by planting over 1000 trees in an area of amenity grass, to improve the drainage.	
Identify sites across the borough where tree planting may take place for benefits such as the capture of atmospheric carbon.		Sep-22	The Woodland Establishment Board has identified three under used sites as potential woodland sites, and received authorisation to proceed to Stage 2 of the Woodlands Creation Planning Grant at the Environment and Community Services PDS Committee in September 2022. These three sites are: - Edgebury Grazing Lands, Slades Drive, Chislehurst, BR7 6JY - Kemnal Road, Imperial Way, Chislehurst, BR7 6JR - Worlds End Lane, Chelsfield, BR6 6AW.	
Feasibility study to be undertaken to move towards SuDs.		Dec-22	Work yet to commence as it is to be informed by the audit in SO1 Action Point 2.1.	Dec-24

Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
Alignment with EV strategy to identify appropriate locations for EV charge points within Open Space Portfolio.		Dec-22	The EV Charging Pilot Project for street locations is currently at the mobilisation stage, with up to 15 Gullies and up to 45 Charge Points to be installed. The Pilot which will run from 6 to 12 months and will inform the most suitable technologies. The pilot has been slightly delayed as it proved slightly more complex than was anticipated. Once this has completed it will inform the pathway that the wider borough rollout of EV charging infrastructure will take and the locations which will include locations across the Open Space Portfolio such as key visitor car parks. It is recommended that the dates for delivery are revised in line with the wider EV Charging Pilot project.	Align with EV strategy to identify appropriate locations for EV Chargepoints in the Open Space Portfolio – December 2023 Develop proposals for 2 year programme – January 2023 to December 2025 After completion of 2 year programme ensure key visitor car parks and service vehicle parking areas are connected to the Network – December 2028.
Audit of energy consumption and update of asset register to be undertaken. From this implement energy efficiency works (including lighting infrastructure update to LED Updates)		Dec-22	Additional work is needed in partnership with the property division to understand energy consumption in the open space portfolio and this work is underway, however a initial draft asset register of lamp columns within Parks has been completed and has been provided to the Council's Street Lighting Department for inclusion in the council's LED upgrade project. Work now taking place to prioritise light upgrades by a system of priority.	Sep-23
From S01 Audit, Sustainability of Open Space Portfolio Assets, Built Form and function will be made and proposals developed to support longer term financial planning.		Dec-22	This work is to be led by idverde and start in April 2023 when they are next due to undertake their audit of the open space estate. The parameters of this audit are however to be reviewed to build up the quality of the asset information collected (e.g. where there are sites with disability friendly play equipment) as well as the condition of the assets to establish a reliable baseline.	December 23 with subsequent Action Points that follow from this to be moved accordingly.
From audit undertaken in S01 condition of Open Space Assets, current use and they will be ranked in priority order.		Dec-22	To link into accompanying action point 2.2 above.	Dec-24
Regular reviews of the Open Space Portfolio Building Stock and Uses		Throughout Strategy Lifetime	Condition surveys have been completed on most open space building stock where the council retain maintenance liabilities as part of the Operational Property Review, and lease arrangements have also been reviewed. Proposals for the future of buildings in parks is included within the scope of the Operational Property Review.	

Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
Develop and deliver the grant funded repair works to protect the vulnerable Brickwork of Scadbury Moated Manor		Dec-22	Works completed in March 2022, remaining work now taking place to put in place a monitoring regime so the impact of the work is maintained.	
Develop a 5-year Master Plan for Scadbury Moated Manor and the broader park that emphasises both its history and biodiversity, and consult upon proposal.		Dec-22	A draft Masterplan for the Moated Manor has been provided by Purcell, the Council's conservation consultant on the emergency works. A larger steering group has now been set up to work this into a larger commissioned plan for the whole site, to sit alongside a fundraising plan that will phase works according to their priority and the availability of project funding.	Dec-23
Croydon Road Recreation Ground: Continuing to develop the Grant funded restoration programme for the 'Bowie' Bandstand		Dec-24	Conservation Consultants Purcell have developed detailed restoration designs which are now awaiting approval by the Council's Planning and Conservation Departments. The council is currently tendering the works to appoint a contractor to start on site in 2023.	
Development and implementation of biodiversity, ecological and sustainability programme for boroughs Regional, District and Metropolitan Parks		Dec-22	The latest training in Biodiversity, Ecology and Sustainability has been delivered to Idverde operatives and is to be expanded so it can be offered to Council officers by December 2023. Toolbox talks are now updated on a rolling annual programme for delivery to provide the latest advice to staff and volunteers. Additionally, training on biodiversity and ecology has been delivered to Friends of Parks groups by idverde through the Friends Forum, with 194 people participating in 4 training courses.	
Development and implementation of environmental education programme to predominantly run at BEECHE centre at High Elms but to expand to other sites initially Crystal Palace Park		Jan-22	The Environment Education Programme was expanded to Crystal Palace Park, however it is now for the Trust to consider their environmental education offer as preparations are underway to handover the management and maintenance of the park to the Trust from Spring 2023. idverde are considering a new model for delivering of environmental education which would offer activities to schools in adjacent open spaces. Online Educational resources are also now available.	
The promotion of the borough's green travel networks		Dec-22	Promotion of walking and cycling routes is part of the idverde community manger role. Further work is to take place with the Council's communications team to further promote existing routes and tie this into health and wellbeing initiatives, to be completed by the end of the year.	

Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
Exploring of opportunities for the creation of Community Gardens and growing of healthy food across the Portfolio		Dec-22	This project is being led by the Council's Carbon Management Team in consultation with idverde. A 'model' for future community gardens has been agreed with a view to establishing a successful 'case study' in one site, which if successful could be rolled out to other suitable sites. Potential models include attachment to park cafes or other community buildings within parks, and engagement with allotment users, but is dependent on identifying suitable land for the gardens.	Dec-23
The exploration of opportunities to link into events and commercial activity strategy in SO4 so that local food growers can sell food and network with other traders.		Dec-22	A successful Food Market operates within Crystal Palace Park. The date of this is to be reprofiled to link to progress with the establishment of Community Gardens.	Dec-24
Review of online content to coincide with wider Council Redesign of site		Dec-22	A full website content review has been undertaken of all pages relating to service areas within Neighbourhood Management and Carbon Management and Green Space (including Parks pages). Proposed redesigns have been drawn up to make pages more accessible and update inaccurate information. Officers are currently working with the communications team to publish the recommended changes.	
Review and rescoping of existing Open Space events policy and programme.		Dec-22	idverde are due to submit a revised Open Space Events Policy in November 2022 which considers the impact of the planned transfer of Crystal Palace Park to the Crystal Palace Park Trust in Spring 2023.	Dec 23.
Enhanced Playground provision at Kings Meadow.		Dec-22	The playground is complete and open to the public.	
Proposal for improvement to playground area at Betts Park, Old Hill and Palace Square Open Space		Dec-22	The three priority sites are to be factored into the fundraising element of the strategy (SO5 Action Point 2.1), and officers are working with community groups to submit funding applications for new playground equipment to the Platinum Jubilee Parks Fund. Led by community groups, proposals are currently under development for improvements to playgrounds in Queensmead Recreation Ground (consultation just completed) and Cudham Recreation Ground (currently being scoped) and it is expected that other sites will also undertake playground improvements as part of the Platinum Jubilee Parks Fund.	Dec 24.

Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
Deliver improved cricket and pitch playing surfaces at Farnborough Recreation Ground.		Dec-21	Works completed in 2021 and is the improved cricket square and outfield is now in full use by Locksbottom Cricket Club in common with the users of Farnborough Recreation Ground.	
The securing and delivery of a grant funded improvement programme for grass root sports facilities in the Portfolio.		Dec-22	It is recommended that this Action is reprofiled to align with the expiry of Delegated Sports Management agreements in 2024 and 2026. idverde are considering options in their annual fundraising plan, and where community groups are proactive, the council is negotiating terms for occupation with those groups that allow them to independently seek grant funding whilst also discharging the council's statutory obligations in relation to the management of its property and finances.	Dec-24
Development of a 3-year rolling capital and grant funded programme to then support the Council in its objectives for SO1-SO4.		Dec-22	A fundraising action plan has been shared with the Portfolio Holder for Sustainability, Green Services and Open Spaces which forms the baseline of a fundraising plan. It is not yet a 3 year plan and we will now be reprofiled to relevant elements of the strategy.	Dec-23
Secure and deliver a grant funded cycle track and community club at Hoblingwell Wood Recreation Ground.		Dec-22	The Cycle Track and landscaping improvements are complete and the new facility was opened to the public by the Mayor of Bromley on 22nd June 2022. An activation programme is currently operating to help establish a community club at the site, with interested members of the local community being trained for a qualification that will help them run their own sessions. This activation is to continue to December 2022 with a review on progress after this.	

Report No.
ES20211

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: ENVIRONMENT AND COMMUNITY SERVICES PDS COMMITTEE

Date: Tuesday 22nd November 2022

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

Title: ECS Contract Register

Contact Officer: Lucy West, Head of Performance Management and Business Support
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 September 2022's Contracts Register of contracts with a whole life value of £50k or higher, for detailed scrutiny by PDS Committee – all PDS committees will receive a similar report each contract reporting cycle, based on data as at 31 August 2022 and presented to ER&C PDS on 14 September 2022.
- 1.2 The Contracts Register contained in 'Part 2' of this agenda includes a commentary on each contract to inform Members of any issues or developments. A covering report will also be included where additional commentary is required.
-

2. **RECOMMENDATIONS**

That the Environment and Community Services PDS Committee:

- 2.1 Reviews and comments on the Contracts Register as at September 2022.
- 2.2 Note that in Part 2 of this agenda the Contracts Register contains additional, potentially commercially sensitive, information in its commentary.

Impact on Vulnerable Adults and Children

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

Corporate Policy

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

Financial

1. Cost of proposal: - N/A
 2. Ongoing costs: - N/A
 3. Budget head/performance centre: Environment and Community Services Portfolio
 4. Total current budget for this head: £35.9m
 5. Source of funding: Existing controllable revenue budget for 2022/23
-

Personnel

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

Legal

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

Procurement

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

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Contracts Register Background

- 3.1 The Contracts Database is fully utilised by all Contract Managers across the Council as part of their Contract Management responsibilities, which includes the updating the information recorded on the database. The Register is generated from the Contracts Database which is administered by Corporate Procurement and populated by the relevant service managers (Contract Owners) and approved by their managers (Contract Approvers).
- 3.2 As a Commissioning Council, this information is vital to facilitate a full understanding of the Council's procurement activity and the Contracts Registers is a key tool used by Contract Managers as part of their daily contract responsibilities. The Contract Registers are reviewed by the Procurement Board, Chief Officers and the Corporate Leadership Team.
- 3.3 The Contracts Register is produced four times a year for members– though the CDB itself is always 'live'.
- 3.4 The reports have been updated, upon request from Members, to show additional commentary in the Part 2 report to indicate the inflation mechanism for each contract. This has been completed as far as possible; any gaps are expected to be completed in subsequent reports. Any gaps are either because the inflation mechanism is not relevant (the contract is expected to end or be retendered) or because further information needs to be obtained from the Contract Owner.
- 3.5 Similarly, a column has been added so that the information in both Part 1 and Part 2 Registers shows not only the original Annual Value of each contract but also the current estimated Annual Value for the current contract year (this may differ from the usual financial year). Collection of this information is reliant upon Contract Owner input and there are gaps in this first round of reporting. These will reduce in future reports.
- 3.6 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

- 3.7 The Council has 236 active contracts across all Portfolios as of 31 August 2022 for the September 2022 reporting cycle as set out in Appendix 1.
- 3.8 The summary for the Environment and Community Services Portfolio is as follows:

Item	Category	February 2022	May 2022	September 2022
Total Contracts	£50k+	17	17	20
Concern Flag	Concern Flag	1	0	0
Risk Index	Higher Risk	7	8	9
	Lower Risk	10	9	11
Procurement Status for Contracts approaching end date	Red	1	0	0
	Amber	2	1	1
	Green	3	4	7
	Neutral	11	12	12

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 [Making Bromley Even Better 2021 - 2031](#) and the Contracts Database (and Contract Registers) help in delivering the aims (especially in delivering Ambition Five – Resources & Efficiencies). For Ambition Five, this activity specifically helps by supporting 'robust and active contract management'.

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 ER&C PDS 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	February 2022	May 2022	September 2022
Contracts (>£50k TCV)	All Portfolios	206	214	236
Flagged as a concern	All Portfolios	8	1	0
Portfolio	Executive, Resources and Contracts	60	63	79
	Adult Care and Health	50	49	49
	Environment and Community Services	17	17	20
	Children, Education and Families	37	34	41
	Renewal and Recreation and Housing	37	44	41
	Public Protection and Enforcement	5	7	6
Risk Index	Higher Risk	69	71	73
	Lower Risk	137	143	163
Procurement Status for Contracts approaching end date	Red	8	1	0
	Amber	16	18	23
	Green	65	60	72
	Neutral	117	135	141

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.

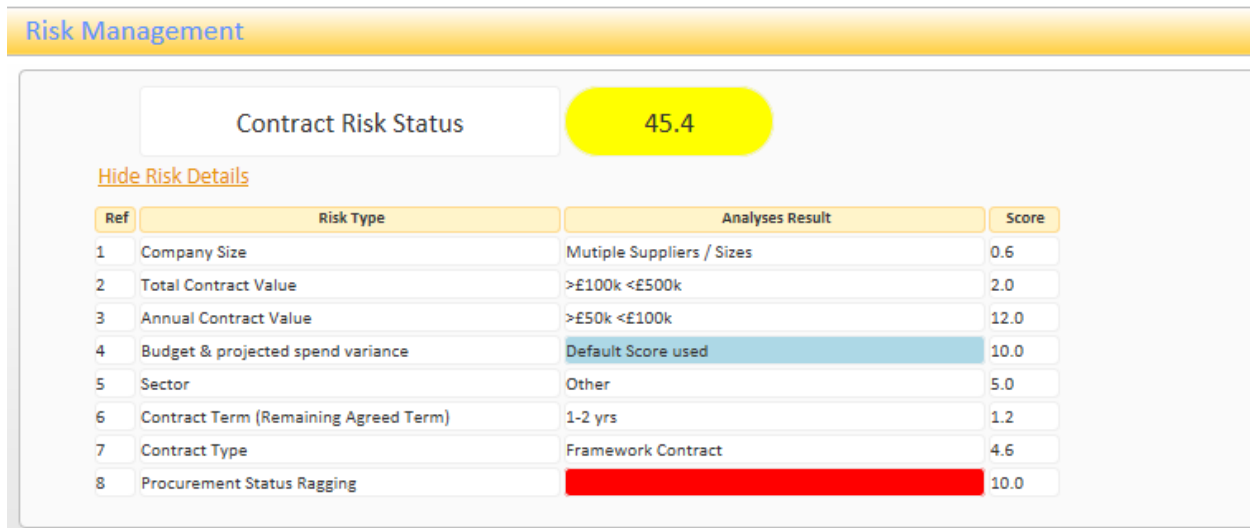
Register Category	Explanation
Risk Index	Colour-Ranking system reflecting eight automatically scored and weighted criteria providing a score (out of 100) reflecting the contract's intrinsic risk – reported as either Higher Risk or Lower Risk
Contract ID	Unique reference used in contract authorisations
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.)
Procurement Status	For all contracts automatically ranked by the Database as approaching their end date, a manual RAG rating is assigned by the Assistant Director Governance & Contracts to reflect the status of the contract. The RAG ratings are as follows: Red – there are potential issues with the contract or the timescales are tight and it requires close monitoring. Amber – appropriate procurement action is either in progress or should be commencing shortly. Green – appropriate procurement action has been successfully taken or there is still sufficient time to commence and complete a procurement action.
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 or Red RAG indicates that there are potential issues, or that the timescales are tight and it requires close monitoring. Further commentary may be provided in the Part 2 report.
Commentary	Contract Owners provide a comment –where contracts approach their end date. Corporate Procurement 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 ordered by Procurement Status, Portfolio, and finally Contract Value. Capital contracts appear at the foot of the Register and 'contracts of concern' (to Corporate Procurement) 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). The Risk Index is reported as either 'Higher Risk' or 'Lower Risk'.



Procurement Status

- 1.4 The Database will highlight contracts approaching their end date through a combination of the Total Contract Value and number of months to expiry . For all contracts highlighted by the Database as potentially requiring action soon, a commentary is provided on the status of the contract and a manual RAG rating is assigned.

Contract Register Report - £50k Portfolio Filtered - Environment and Community Services

September 2022

Risk Index	Main Contract Data						Finance Data			Contract Terms				Attention	Capital
	Contract ID	Owner	Approver	Contract Title	Supplier Name	Portfolio	Total Value	Original Annual Value	Current Annual Value (Estimated)	Proc Status	Start Date	End Date	Months Duration		
Higher Risk	4984	Paul Chilton	Garry Warner	Central Depot Security	MPD FM Ltd	Environment and Community Services	316,642	98,281	98,281	■	01/04/2020	31/03/2023	36		
Lower Risk	4885	Paul Chilton	Garry Warner	Supply of Leased Cars	Crown Commercial Suppliers (CCS): Vehicle Lease Framework	Environment and Community Services	2,310,000	525,000	810,000	■	16/05/2019	15/05/2023	48		
Lower Risk	5024	Garry Warner	Colin Brand	Access agreement in relation to a framework for the provision of rock salt	ICL UK (SALES) LTD	Environment and Community Services	270,000	90,000		■	01/10/2020	31/12/2023	39		
Higher Risk	5184	Jonathan Richards	Colin Brand	Bromley Market Stall Assembly	MarketForce Services Limited	Environment and Community Services	218,000	109,000	157,160	■	01/01/2022	31/12/2023	24		
Lower Risk	4886	Paul Chilton	Garry Warner	Supply of Leased Commercial Vehicles	Crown Commercial Suppliers (CCS): Vehicle Lease Framework	Environment and Community Services	178,840	34,880	40,000	■	16/05/2019	15/05/2023	48		
Lower Risk	5013	Jonathan Richards	Colin Brand	FixMyStreet Pro	SocietyWorks Ltd	Environment and Community Services	105,000	35,000	70,350	■	01/04/2020	31/03/2023	36		
Lower Risk	6225	David Braybrook	Peter McCready	Hoblingwell Cycle Track and Hub – Landscaping	Blakedown Landscapes Limited	Environment and Community Services	99,926	99,926		■	14/03/2022	30/04/2023	13		
Lower Risk	5172	David Braybrook	Peter McCready	Consolidation of Ruins (Scadbury Manor)	Pierra Ltd	Environment and Community Services	85,080	65,100		■	27/09/2021	30/04/2023	19		
Higher Risk	4868	Jim Cowan	Peter McCready	Environment Services Lot 2: Waste Collection, Management of Waste Sites and Materials Handling & Sale of Recyclates	Veolia Environmental Services (UK) PLC	Environment and Community Services	101,176,546	12,304,583			01/04/2019	31/03/2027	96		
Higher Risk	3764	Garry Warner	Colin Brand	Highway Maintenance	JB Riney & Co Ltd	Environment and Community Services	90,000,000				01/07/2018	30/06/2027	108		
Higher Risk	4867	Amy Harris	Peter McCready	Environment Services Lot 1: Disposal of Residual Waste	Veolia Environmental Services (UK) PLC	Environment and Community Services	74,902,756	9,595,359	11,160,012		01/04/2019	31/03/2027	96		
Higher Risk	4869	David Hall	Peter McCready	Environment Services Lot 3: Street Environment	Veolia Environmental Services (UK) PLC	Environment and Community Services	44,936,034	5,617,004			01/04/2019	31/03/2027	96		
Higher Risk	4870	James Hilsden	Peter McCready	Environment Services Lot 4: Parks Management and Grounds Maintenance	id verde	Environment and Community Services	37,590,832	4,698,854			01/04/2019	31/03/2027	96		
Higher Risk	1371	Chloe Wenbourne	Angus Culverwell	Parking Enforcement and Associated Services	APCOA Parking (UK) Ltd	Environment and Community Services	19,731,776	1,922,217			03/04/2017	02/04/2027	120		
Higher Risk	4866	Hugh Chapman	Peter McCready	Environmental Services: LOT 5 - Arboricultural Maintenance Services	Glendale Countryside Ltd	Environment and Community Services	4,075,624	509,453			01/04/2019	31/03/2027	96		
Lower Risk	4891	Allen Herve	Angus Culverwell	Videalert Ltd	Videalert Ltd	Environment and Community Services	394,496	125,396			01/06/2019	31/05/2026	84		
Lower Risk	6276	Mark Atkinson	Colin Brand	** Now Live ** Idox - Public Protection Department	Idox Software Ltd	Environment and Community Services	248,619	138,993	138,993		01/06/2022	31/05/2025	36		
Lower Risk	6248	Garry Warner	Colin Brand	** Now Live ** CONFIRM	Brightly Software	Environment and Community Services	162,800	81,400			01/07/2022	30/07/2024	25		
Lower Risk	5054	Paul Chilton	Paul Chilton	Vehicle Bodywork Repair	Grove Autos Ltd	Environment and Community Services	150,000	50,000	50,000		01/12/2020	30/11/2023	36		
Lower Risk	5090	Jonathan Richards	Colin Brand	GM Canopies	GM Canopies	Environment and Community Services	50,000	12,000	38,590		01/07/2021	01/07/2025	48		

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Report No.
ES20215

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: ENVIRONMENT AND COMMUNITY SERVICES POLICY
DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Tuesday 22nd November 2022

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

Title: ECS RISK REGISTER

Contact Officer: Lucy West, Head of Performance Management and Business Support
Tel: 020 8461 7726 E-mail: Lucy.West@bromley.gov.uk

Chief Officer: Director of Environment and Public Protection

Ward: (All Wards);

1. Reason for decision/report and options

- 1.1 This report presents the revised Environment and Community Services 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 the Net Risk position, by way of a Heat Map, by the Audit and Risk Committee.
-

2. **RECOMMENDATION(S)**

That the Environment and Community Services 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.
-

Transformation Policy

1. Policy Status: N/A
 2. Making Bromley Even Better Priority (delete as appropriate):
 - (1) For children and young People to grow up, thrive and have the best life chances in families who flourish and are happy to call Bromley home.
 - (2) For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices.
 - (3) For people to make their homes in Bromley and for business, enterprise and the third sector to prosper.
 - (4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.
 - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.Not Applicable
-

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A
 3. Budget head/performance centre: ECS Portfolio
 4. Total current budget for this head: £35.9m
 5. Source of funding: Existing controllable revenue budget 2022/23
-

Personnel

1. Number of staff (current and additional): 145.6 FTEs
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: Statutory Requirement
 2. Call-in: N/A
-

Procurement

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

Property

1. Summary of Property Implications: N/A
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: N/A
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 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 (now Audit and Risk Committee) twice a year (minimum) to allow activity to be scrutinised in a regular and systematic manner. At the request of the Audit and Risk Committee, the November 2022 meeting will receive the Departmental Net Risk position by way of Heat Maps. 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 23rd September 2022.
- 3.8 At the time of writing, the Council has 127 individual risks (113 departmental plus 14, high-level, Corporate Risks (covering key risks which apply to the Council as a whole).
- 3.9 E&PP Department currently has 27 risks (~21% of the Council's total). The ECS Portfolio currently has 17 risks.
- 3.10 The appended ECS 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.

4. IMPACT ON VULNERABLE ADULTS AND 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.

5. TRANSFORMATION/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. FINANCIAL IMPLICATIONS

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

7. PERSONNEL IMPLICATIONS

- 7.1 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).

8. LEGAL IMPLICATIONS

- 8.1 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

9. PROCUREMENT IMPLICATIONS

- 9.1 Contract and hence procurement risk is mainly captured in the Contracts Database and Contracts Register Report rather than this Risk Register Report.

10. PROPERTY IMPLICATIONS

11.1 There are no direct property implications, but the Risk Register does identify service areas where Property present challenges (e.g. 16: Disruption to waste services during the Depot Improvement Programme works in 2022/23 and 2023/24).

11. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

12.1 There are no direct carbon reduction/social value implications, but the Risk Register does identify service areas where carbon reduction and social values are reviewed (e.g. 13: Climate Change).

13 CUSTOMER IMPACT

13.1 There are no direct customer impacts, but the Risk Register does identify service areas that could result in customers being impacted.

14 WARD COUNCILLOR VIEWS

14.1 There are no direct Ward Councillor views.

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

Environment & Community Services (ECS) 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:	31/10/2022
						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 logooed vehicles 3. Fuel store at Central Depot 4. Ongoing liaison with other London Boroughs concerning collaboration and assistance 5. Continue to check that Service Providers Business Continuity Plans include fuel security actions.	1	4	4	1. Ensure LBB pool cars are available for LBB staff use 2. 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. COVID-19 disruption to ways of working 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) 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 staff	Colin Brand
6	8	Environment	Health & Safety (ECS) 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. Majority of staff still 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 routine reporting of accidents and incidents using AR3 form (and reporting of RIDDOR incidents) 3. Ensure the necessary ongoing 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. 6. Ensure that recent H&S concerns noted during inspections of depots at Beaverwood, Central Depot (Waldo Road) and Churchfields are assigned Capital investment to bring the sites up to the required standard.	Lucy West
7	12	Highways	Highways Management Deterioration of the Highway Network due to under-investment	Cause(s): -Failure to manage Highways in respect of traffic volumes, winter weather, financial resources leading to deteriorating condition Effect (s): -Leading to increased maintenance costs, insurance claims (trips, falls and RTAs) and reputational damage	Financial	2	4	8	1. Strategy to mitigate insurance claims 2. Inspection regime and defined intervention levels for maintenance repairs and monitoring 10% of works for compliance 3. Winter Maintenance procedures (gritting / salting) 4. Increased salt storage capacity 5. Improved customer expectation management 6. Asset management technique (e.g. Highway Asset Management Plan) 7. New capital programme to reduce reactive works 8. Performance Management measures incorporated into Highways contract 9. Modernisation of contractor's programming and completion of maintenance repairs involving remote working ICT technology	3	2	6	2. Additional inspections carried out and repairs undertaken as necessary	Garry Warner
8	13	Neighbourhood Management	Arboricultural Management Failure to inspect and maintain Bromley's tree stock leading to insurance claims etc.	Cause(s): -Failure to ensure that trees are managed as safely as reasonably practicable Effect (s): -Leading to blocked highways, reputational damage and financial liabilities	Financial	4	3	12	1. Tree care and safety contract in place (contract commenced April 2019) 2. Full asset Survey of ~30% of street and park trees (and 50% of school trees) 3. Risk trees identified and registered increased inspection frequency using asset management database (Confirm) 4. Implement remedial works to address risk associated defects 5. Review Tree Risk Management Strategy (annually) 6. Review the 'Storm Strategy' annually to be able to respond quickly and call in additional staff, equipment and contractors 7. Provide a cyclical safety survey and remedial works schedule commensurate to budget availability and potential prioritisation	2	3	6	1. Continue to monitor completion of annual tree surveys by Arboriculture Team ensuring programme requirements are met. 2. 2022/27 Tree Management Strategy to be approved by Env. PDS November 2022	Hannah Jackson

Environment & Community Services (ECS) Risk Register

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						LIKELIHOOD	IMPACT	RISK RATING		LIKELIHOOD	IMPACT	RISK RATING	FURTHER ACTION REQUIRED	RISK OWNER
9	14	All E&PP	Income Variation (Highways, Traffic and Parking) Loss of income when the Council is looking to grow income to offset reduced funding	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 - Lower than predicted income from Penalty Charge Notices for Moving Traffic Contravention cameras due to changes in traffic volume and patterns - Failure of APCOA to provide contracted services (e.g. strikes) - Reduction in TfL LIP funding for traffic and road safety schemes Effect (s): - Loss of income with potential to reduce service delivery funds	Service Delivery / 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, plus consider changing pricing models 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 9. Engagement with TfL via LoTAG and London Councils to lobby TfL for adequate borough funding.	3	2	6	1. Refine procedure for resolving disputes with utilities 2. Review of parking tariff structures 3. Monitor income trends 4. Continue to monitor success in achieving enforcement objectives 5. Intelligence-led targeting of hotspot sites for enforcement 6. Review of further income opportunities as part of Council's Transformation agenda 7. Accelerate removal of P&D machines in favour of cashless payment 8. Consider relocation of MTC cameras 9. Council to consider reprofiling highway improvements and behaviour change projects if funding is reduced to take forward Local Implementation Plan (LIP).	Angus Culverwell
10	15	Neighbourhood Management	Waste Budget Increasing waste tonnages resulting in increased waste management costs	Cause(s): - COVID-19 pandemic impacted the amount of waste generated by Bromley Households and Businesses with 2021/22 having the highest amount of waste managed ever. Tonnages are lower in 2022/23, but uncertainty remains around future arisings due to sustained changes like home working and deliveries. - Failure to anticipate/manage waste management financial / cost pressures due to increasing cost of disposal, increasing property numbers, declining recycling income (lower paper tonnages or rejected wet paper loads) and limited alternate treatment capacity. - Waste tonnage growing faster than budgeted or operational factors (i.e. adverse weather conditions, additional home working following the COVID-19 pandemic etc.) Effect (s): - Budgets being exceeded and potential knock-on impact on other Council services	Financial	5	4	20	1. Cost pressures recognised in Council's Financial Strategy 2. Continue to send virtually zero to landfill, minimising any landfill tax increase 3. Continued focus on promoting waste minimisation and recycling (e.g. in Environment Matters and through targeted campaigns and initiatives) - Monthly monitoring of recycled tonnages and projection to yearly figures - Regular and sustained recycling awareness campaign - Consolidation of Compositing for All campaign - Continuing investigation of waste minimisation and recycling initiatives - Monthly monitoring of all waste tonnages and projection to yearly figures - Monthly monitoring of all collection costs and figures - Ongoing analysis of collection and disposal methodology 4. Reviewing and benchmarking operational costs to identify options 5. Monitoring procedure in place (from December 2019) for the testing of paper loads to determine moisture content.	3	4	12	1. Continue to work with Veolia to ensure that recycling services are offered to residents during unusual circumstances i.e. HGV driver shortage, pandemic, extreme weather events.	Peter McCreedy
11	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): - The continued effects of the COVID-19 Pandemic reducing peoples disposable income or reducing the footfall to busy places like the market. - Traders not recovering from temporary closures during 2020/21 and 2021/22. - Electric infrastructure issues with the gfas meaning LBB cannot provide power to businesses 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 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 to seek their involvement in cross-promotion of Bromley Town Centre. 7. Markets Manager 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. The Market Team conduct ongoing monitoring of Bromley town footfall, trader numbers, capacity of the market so that ad hoc traders can be brought in wherever possible to fill any vacant stalls. 3. The Market Team liaise with R&I in regards to initiatives for the town centre. 4. Detailed annual action plan to be drawn up for each town centre 5. The Market Team are progressing the development of a communications strategy for promotion of the market with the communications team. 6. The Market Team continue to liaise with Highways to ensure that the gfas units are maintained. 7. Testing specialist markets as part of Town Centre recovery planning	Peter McCreedy
12	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 (TfL 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
13	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 2027 as part of 10 year climate plan 5. Climate Change included within Corporate Risk Register and risks associated with climate change e.g. increased number of extreme weather events, included within Contract Risk Registers.	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 2027. 3. Public signposting document to be developed early in 2021 to support homeowners and businesses to reduce their emissions.	Colin Brand
14	26	Neighbourhood Management	Income Reconciliation (Waste Management) Failure to realise full cost recovery through income generation	Cause(s): - Volatility of the recycle market - Reduction in the amount of recycle collected due to forthcoming government system changes i.e. deposit return system, wet paper rejections or increased waste minimisation/ reuse. Effect (s): - Loss of income from Commercial Waste and Green Garden Waste services with potential to reduce service delivery funds - Costs incurred as a result of additional last minute resources required to deliver services - Reputational damage	Financial	3	2	6	1. Regular income monitoring 2. Good debt recovery systems 3. Monitoring of activity through Performance Indicators	1	2	2	1. Refine procedure for reconciliation of expected income against actual and provide suitable training for staff to deliver this... 2. Work with Veolia to review the commercial waste service offer to businesses with a view to provide a recycling offer and grow the commercial waste customer base. Cost neutral proposal but could have some indirect cost benefits.	Peter McCreedy

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15	35	All E&PP	Risk to Health - Ill health resulting from enforcing Health Protection COVID 19 Restrictions Regulations 2020 or from operating public sites	<p>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.</p> <p>Effect: -The potential for Officers, Contractors and Visitors to be exposed to and infected by, COVID 19</p>	Service Delivery	3	4	12	<p>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.</p> <p>2. Assessments for bulky waste collections undertaken via telephone.</p>	3	3	9	1.To regularly review the risk assessments	Colin Brand
16	40	Neighbourhood Management	Disruption to waste services during the Depot Improvement Programme works in 2023/24	<p>Cause - The depot improvement programme involves significant infrastructure works at the Council's operational depots over an 18 month period. The works themselves will impact services as will any delays.</p> <p>Effect(s) - Closure of all or part of the Waste Transfer Station means there is limited space to store waste, resulting in additional costs to find alternatives, it could also limit ability to recycle as much of the waste collected as possible.</p> <p>- Closure of Reuse and Recycling Centre at one or both sites (Waldo Depot & Churchfields Depot) means additional cost if alternative needs to be sourced</p>	Service Delivery	5	4	20	<p>1. Working closely with the Depot Improvement Programme Consultants and stakeholders on the phasing plan for the works to minimise any potential disruption.</p> <p>2. Relocation of the two weighbridges from Waldo Road entrance to Baths Road entrance as part of the detailed design will mean that the works at Waldo Depot can be phased in a way that the site can operate throughout.</p> <p>3. Consider council sites as locations for temporary waste storage and/ or recycling sites</p> <p>4. Produce a communications plan to ensure that residents and businesses are aware of any planned changes to the site and their services.</p>	3	4	12	<p>1. Mitigation has been considered as part of the detailed Depot Improvement Programme plan and is likely to include phasing of the works at Waldo Road Depot to ensure that the majority of the site can remain open at all times during the period of the infrastructure works.</p> <p>2. Works at Churchfields Depot will be completed first to provide additional contingency for Waldo Road. It is likely Churchfields will need to be closed as the works are completed.</p> <p>3. Booking systems and other measures such as only allowing residents with odd/ even numbers into the Reuse and Recycling Centre are being considered as part of the mitigation plan.</p>	Peter McCreedy
17	42	Environment	Supplier Failure Key suppliers can no longer deliver contracted services	<p>Cause(s): - Financial failure (e.g. insolvency) - Relationship breakdown between supplier and council - Failure to meet performance requirements</p> <p>Effect(s): - Failure to fulfil statutory duties in timely manner - Disruption to service provision</p>	Service Delivery	3	5	15	<p>1.Contractual terms safeguard the council from impacts of supplier insolvency</p> <p>2.Contract governance arrangements include strategic and operational contract monitoring regimes to monitor supplier health</p> <p>3.Performance Management Frameworks include RAG status, monitors trends month on month, and triggers corrective action plans where necessary.</p> <p>4.Business continuity plans in place for contractors to manage service delivery in challenging circumstances.</p>	3	4	12	1. Contingency plans to be developed in case of supplier failure.	Colin Brand

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