

## **EXECUTIVE**

Minutes of the meeting held on 17 May 2023 starting at 7.00 pm

### **Present:**

Councillor Colin Smith (Chairman)  
Councillors Kate Lymer (Vice-Chairman), Yvonne Bear,  
Nicholas Bennett J.P., Aisha Cuthbert,  
Christopher Marlow, Angela Page and Diane Smith

### **Also Present:**

Councillor Simon Jeal

#### **1 APOLOGIES FOR ABSENCE**

The Executive noted that Councillor Fawthrop has sent apologies.

#### **2 DECLARATIONS OF INTEREST**

There were no additional declarations of interest.

#### **3 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 29 MARCH 2023**

The minutes of the meetings held on 29 March 2023 (excluding exempt information), were agreed and signed as a correct record.

#### **4 QUESTIONS**

One question for oral reply and two questions for written reply were received. The questioner did not turn up to ask the oral question, the written questions and responses are attached at Appendix A.

#### **5 EXECUTIVE APPOINTMENTS Report CSD23066**

The report allowed the Leader of the Council to announce the Members appointed to various Portfolio Holder, Executive Assistant and other roles to help with the administration of executive business during 2023/24. The schedule of appointments is attached as Appendix B to these minutes.

### **RESOLVED: That:**

- 1. - The appointment of Councillors to serve on the Executive and responsibility for Portfolios, as allocated by the Leader of the Council, be noted.**

- 2. Any appointment of Councillors as Executive Assistants by the Leader of the Council be noted.**
- 3. The appointment by the Leader of the Council of Executive Members to serve on the Health and Wellbeing Board for 2023/24 be noted.**

**6            CONTRACT AWARD OF CONSULTANCY SERVICES FOR THE  
CRYSTAL PALACE PARK REGENERATION PLAN  
Report HPR2023/026**

In February 2023, the Executive approved the procurement of a new multi-disciplinary team (Report No. HPR2023/007) to take forward the delivery of the Regeneration Plan for Crystal Palace Park; the rationale for that report being urgent was due to the timescales associated with the grant from the National Lottery Heritage Fund, which the Council was successful in securing to progress the development phase of the scheme.

This report was a recommendation to award the contract for multi-disciplinary consultancy services to deliver the capital schemes from RIBA Stages 2-7. The report was marked as Urgent as the project would be utilising grant funding which had timescales attached for delivery. Call in would therefore not apply.

The report also provided an update on the outcome of the advertisement of the Open Space Notice in relation to the proposed disposal by way of a grant of a long lease of Crystal Palace Park to the Crystal Palace Park Trust, pursuant to section 123(2A) of the Local Government Act 1972.

Members of the Executive confirmed that they had received and read the email sent by an interested member of the public.

The report had been scrutinised by the Executive, Resources and Contracts PDS Committee at its meeting on 15 May 2023 and the Committee had supported the recommendations.

**RESOLVED: That**

- 1. The recommendation outlined within the Part 2 report in relation to the award of the works contract for the multi-disciplinary team to deliver the Regeneration Plan be approved.**
- 2. The representations outlined in relation to the proposed disposal by way of a grant of a long lease of Crystal Palace Park to the Crystal Palace Park Trust, pursuant to section 123(2A) of the Local Government Act 1972 be approved.**

3. **After consideration of the objections made, together with the responses to them as contained within the Report, that formal agreement for the disposal of the Open Space Land be agreed**

## **7 WORK SAFE PROJECT GATEWAY REPORT**

Bromley Council takes the safety of employees seriously, especially when risks to their health and safety may not be as easy to identify as others. We know that Lone working and the risks to employee's safety from this, require extra effort to identify the risks. We are committed to making Bromley a fantastic place to live and work, where everyone can lead healthy, safe, and independent lives.

The Council had a range of guidelines and policies for staff to cover the requirements for Lone Working (lone workers are those who work by themselves without close or direct supervision). In August 2022, 'Peoplesafe' was introduced supplying staff with the relevant personal safety device to ensure, as far as is reasonably practical, that staff are safe while lone working. Adult Services were allocated 31 devices and Children's Services were allocated 56.

It was recognised that Lone Worker devices and apps, such as 'Peoplesafe' could play a useful part of an organisation's overall personal safety strategy. The Council applied for funding from South East London Integrated Care System (ICS) to help expand the number of 'Peoplesafe' devices offered to staff working in adult's and children's services, develop the #WorkSafe Campaign to raise awareness, remind people how to report and record incidents, offer bespoke training and support to staff and embed the 'Work Safe' approach across adult's and children's services that has been developed through staff engagement.

The Council was awarded £65,000 from South East London Integrated Care System Workforce Programme to deliver the 'Work Safe Project'. The report sought authorisation to drawdown the £65,000 grant received from South East London Integrated Care System Workforce Programme to deliver the Work Safe Project to support staff working across adult's and children's service in Bromley.

The report had been scrutinised by the Executive, Resources and Contracts PDS Committee at its meeting on 15 May 2023 and the Committee had supported the recommendations.

**RESOLVED: That the drawdown of the total grant amount of £65k to be used as set out in Paragraphs 3.4 to 3.12 of the Report be approved.**

## **8 ARMED FORCES COVENANT REFRESH**

The report summarised a recent review of the Council's work under the Armed Forces Covenant and planned future work to support Bromley's Armed Forces Community as part of the renewal of the Covenant.

The Executive requested that a future update be provided setting out further information such as the number of reservists in the Borough, the number of children supported through the Covenant, the number of service personnel supported with housing as a result of the Covenant, and the practical support provided to service personnel, reservists, veterans and their families as a result of the covenant. The Head of Regeneration also agreed to provide details of the support provided to Cadet Units following the meeting.

The report had been scrutinised by the Executive, Resources and Contracts PDS Committee at its meeting on 15 May 2023 and the Committee had supported the recommendations.

### **RESOLVED: That**

- 1. The review of the implementation of the Armed Forces Covenant in Bromley be noted;**
- 2. The ongoing work being done to meet the aspirations outlined in the Armed Forces Covenant for Bromley signed on 24 April 2013 be noted; and**
- 3. It be noted that Sara Bowrey, Director of Housing, Planning, Property and Regeneration and Councillor Mike Botting, are the Council Officer and Council Member Armed Forces Champions respectively.**

## **9 BROMLEY TOWN HEALTH AND WELLBEING CENTRE UPDATE**

This report provided Members with an update to the provision of a new Health and Well Being Centre (HWBC) by the NHS South East London Integrated Care System (ICB) in Bromley Town Centre.

The Leader thanked Officers for their hard work in developing the new proposals and noted that the ICB were in favour of the proposals.

The report had been scrutinised by the Executive, Resources and Contracts PDS Committee at its meeting on 15 May 2023 and the Committee had supported the recommendations.

### **RESOLVED: That the report be noted.**

**10            CONSIDERATION OF ANY OTHER ISSUES REFERRED FROM  
THE EXECUTIVE, RESOURCES AND CONTRACTS POLICY  
DEVELOPMENT AND SCRUTINY COMMITTEE**

There were no additional items referred from Executive, Resources and Contracts PDS Committee.

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

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

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

**12            EXEMPT MINUTES OF THE MEETING HELD ON 29 MARCH  
2023**

The exempt (not for publication) minutes of the meeting held on 29 March 2023, were agreed and signed as a correct record.

**13            CONTRACT AWARD OF CONSULTANCY SERVICES FOR THE  
CRYSTAL PALACE PARK REGENERATION PLAN**

The Executive considered the report and agreed the recommendations.

Chairman

The Meeting ended at 7.22 pm

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### EXECUTIVE

**17 May 2023**  
**Questions for Written Reply**

**1. From Ms Helen Alsworth to the Portfolio Holder for Public Protection and Enforcement**

Does the Council have data about HMOs if they do not have planning permission, are not on the Council tax system as HMOs, the Housing Benefit records, or the housing allocation system? If the Council does not already have data from these sources, does the Council intend to gather information?

**Reply:**

The Management of Houses in Multiple Occupation (England) Regulations sets out the duties of HMO managers and occupiers. These duties state the landlord must provide amenities such as waste facilities, fire precautions and emergency escape. Also ensuring the maintenance of gas, electricity and water supply. Should these not be in place the local authority can prosecute the landlord.

This legislation is rarely used as it moves immediately to prosecution which is not in line with the Councils Housing Enforcement Policy. Other legislative tools are more appropriate such as Improvement Notices via the Housing Act 2004. For example, recently we have required landlords to implement improvement measures such as better fire precautions.

**2. From Ms Helen Brookfield to the Portfolio Holder for Public Protection and Enforcement**

What powers does the council have under the HMO management regulations to deal with problematic HMOs and can the Council provide examples of when such powers have been used?

**Reply:**

The Management of Houses in Multiple Occupation (England) Regulations sets out the duties of HMO managers and occupiers. These duties state the landlord must provide amenities such as waste facilities, fire precautions and emergency escape. Also ensuring the maintenance of gas, electricity and water supply. Should these not be in place the local authority can prosecute the landlord.

This legislation is rarely used as it moves immediately to prosecution which is not in line with the Councils Housing Enforcement Policy. Other legislative tools are more

appropriate such as Improvement Notices via the Housing Act 2004. For example, recently we have required landlords to implement improvement measures such as better fire precautions.

### **3. From Ms Angela Wilkins to the Portfolio Holder for Resources, Commissioning and Contracts Management**

In the council's estimation, by how much has the likely sale price of Community House been devalued because of the Council's failure to comply with the obligations on it in the lease to undertake repairs and maintenance?

#### **Reply:**

The Council is mainly responsible for external repairs to Community House together with some internal infrastructure elements. From a market perspective the anticipated disposal receipt will be driven by the property's ability to deliver income as opposed to its condition. That said the better the condition the better the return – however as the property has not yet received any offers for Members to consider, as Community House is currently subject to an Asset of Community Value disposal moratorium, it is not possible to quantify what the differential is, if any, in this regard.



**Executive Appointments****Appendix A Update****The Executive**

Leader	Cllr Colin Smith
Deputy Leader and Children, Education & Families	Cllr Kate Lymer
Adult Care & Health	Cllr Diane Smith
Public Protection and Enforcement	Cllr Angela Page
Renewal, Recreation & Housing	Cllr Yvonne Bear
Resources, Commissioning and Contract Management	Cllr Christopher Marlow
Sustainability, Green Services and Open Spaces	Cllr Aisha Cuthbert
Transport, Highways and Road Safety	Cllr Nicholas Bennett

**Executive Assistants**

Sustainability, Green Services and Open Spaces	Cllr Thomas Turrell
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**Health and Wellbeing Board**

Councillors	Cllr David Jefferys (Chairman)
	Cllr Robert Evans (Vice-Chairman)
	Cllr Yvonne Bear
	Cllr Will Connolly
	Cllr Chris Price
	Cllr Colin Smith
	Cllr Diane Smith
	Cllr Thomas Turrell

**Foster Panel**

Councillor Kira Gabbert
Councillor Hannah Gray
Councillor Pauline Tunnicliffe

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