



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

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DATE: 15 March 2024

To: Members of the
EXECUTIVE

Councillor Colin Smith (Chairman)

Councillor Kate Lymer (Vice-Chairman)

Councillors Yvonne Bear, Nicholas Bennett J.P., Christopher Marlow, Angela Page,
Diane Smith and Will Rowlands

A meeting of the Executive will be held at Bromley Civic Centre, Stockwell Close,
Bromley, BR1 3UH on **WEDNESDAY 27 MARCH 2024 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

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

3 QUESTIONS

In accordance with the Council's Constitution, members of the public may submit one question each on matters relating to the work of the Committee. Questions must have been received in writing 10 working days before the date of the meeting - by 5pm on **Wednesday 13 March 2024**.

Questions seeking clarification of the details of a report on the agenda may be accepted within two working days of the normal publication date of the agenda – by **5pm on Thursday 21 March 2024**.

4 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 7 FEBRUARY 2024 (Pages 5 - 14)

5 BUDGET MONITORING 2023/24 (Pages 15 - 58)

6 SECOND HOMES PREMIUM

- 7 **BASIC NEED UPDATE REPORT** (Pages 59 - 86)
- 8 **PERMISSION TO COMMENCE WITH THE PROCUREMENT TO REPLENISH THE DOMICILIARY CARE PATCH ARRANGEMENTS** (Pages 87 - 98)
- 9 **ADULT MENTAL HEALTH RECOVERY AND REHABILITATION SUPPORT @ HOME SERVICE (PART 1)** (Pages 99 - 110)
- 10 **RESIDENTIAL HOME CARE FOR OLDER PEOPLE BLOCK CONTRACT (PART 1)** (Pages 111 - 122)
- 11 **PUBLIC SWITCH TELEPHONE NETWORK (PSTN) REQUIREMENTS TO UPGRADE THE ADULTS CARELINK SERVICE** (Pages 123 - 132)
- 12 **BIGGIN HILL UPDATE** (Pages 133 - 166)
- 13 **OPR AWARD OF CONTRACTS FOR MULTIDISCIPLINARY SERVICES** (Pages 167 - 174)
- 14 **LIBRARY REPAIR WORKS PROGRAMME** (Pages 175 - 182)
- 15 **PROVISION OF AFFORDABLE HOUSING IN WEST WICKHAM** (Pages 183 - 190)
- 16 **CONSIDERATION OF ANY OTHER ISSUES REFERRED FROM THE EXECUTIVE, RESOURCES AND CONTRACTS POLICY DEVELOPMENT AND SCRUTINY COMMITTEE**
- 17 **LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006 AND THE FREEDOM OF INFORMATION ACT 2000**

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

Items of Business

Schedule 12A Description

- | | |
|--|---|
| <ol style="list-style-type: none"> 18 EXEMPT MINUTES OF THE MEETING HELD ON 7 FEBRUARY 2024 (Pages 191 - 192) 19 PART 2: BUDGET MONITORING 2023/24 (Pages 193 - 194) | <p>Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p> <p>Information relating to the financial or business affairs of any particular person (including</p> |
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the authority holding that information)

20 PART 2: ADULT MENTAL HEALTH RECOVERY AND REHABILITATION SUPPORT@HOME SERVICE (Pages 195 - 204)

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

21 PART 2: RESIDENTIAL HOME CARE FOR OLDER PEOPLE BLOCK CONTRACT (Pages 205 - 210)

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

22 PART 2 BIGGIN HILL UPDATE

If any Member requires a copy of this Part 2 report please contact the Democratic Services Team

Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

23 PART 2: OPR AWARD OF CONTRACTS FOR MULTIDISCIPLINARY SERVICES (Pages 211 - 220)

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

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EXECUTIVE

Minutes of the meeting held on 7 February 2024 starting at 7.00 pm

Present:

Councillor Colin Smith (Chairman)
Councillors Yvonne Bear, Nicholas Bennett J.P.,
Christopher Marlow, Angela Page, Will Rowlands and
Diane Smith

Also Present:

Councillor Simon Fawthrop and Councillor Simon Jeal

120 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Kate Lymer. Apologies for lateness were received from Councillor Yvonne Bear.

121 DECLARATIONS OF INTEREST

Councillor Bennett declared that he was a member of the Lee Valley Regional Park Authority.

122 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 16 JANUARY 2024

RESOLVED: That the minutes of the meeting held on 17 January 2024, be agreed and signed as a correct record.

123 QUESTIONS

One question for written reply attached at Appendix A.

124 COUNCIL TAX REPORT 2024/25 Report FSD24014

A key part of the financial strategy was to highlight the budget issues that would need to be addressed by the Council over the coming financial years, by forecasting the level of available resources from all sources and budget pressures relating to revenue spending. This was reported to previous meeting of Executive. Details of the capital programme were reported elsewhere on this agenda.

The Provisional Local Government Finance Settlement 2024/25 only covered 2024/25, with no indication of future years funding. The settlement included continuation of the ASC precept, increase in new homes bonus, increase of repurposed social care funding (children's and adults) and market sustainability

improvement fund (adult social care). However, there were significant reductions in the Services Grant.

There remained uncertainty around the level of Government funding for 2025/26 and beyond, particularly as the Government would need to address the significant increase in public debt due to the pandemic. The longer-term Spending Review together with the awaited Fair Funding Review and Devolution of Business Rates (or any revised funding proposals) was not expected until 2026/27 but could be delayed even further.

This report identified the final issues affecting the 2024/25 revenue budget and sought recommendations to the Council on the level of the Bromley element of the 2024/25 Council Tax and Adult Social Care precept.

Confirmation of the final GLA precept would be reported to the Council meeting on 26th February 2024. The report also sought final approval of the 'schools budget'. The approach reflected in this report was for the Council to not only achieve a legal and financially balanced budget in 2024/25 but to have measures in place to deal with the medium-term financial position (2025/26 to 2027/28).

Following the Government reductions in funding since austerity measures began there have been some recent improvements in funding. However, the burden of financing increasing service demands falls primarily on the level of council tax and share of business rate income. The financial forecast assumes that the level of core grant funding will remain unchanged, in real terms, from 2025/26.

The report had been scrutinised by the Executive, Resources and Contracts PDS Committee at its meeting on 5 February 2024 and the Committee had supported the recommendations.

RESOLVED That:

1. Council be recommended to:

(a) Note the following recent changes including the outcome of the Final Local Government Settlement 2024/25 announced by DLUHC on 6th February:

- i) additional Services Grant funding of £24k;**
- ii) final allocation of Public Health Grant which represents a 2.1% increase in funding (£64k); and**
- iii) one-off funding of £411k in 2023/24 only, mainly relating to the government's business rates safety net and levy account.**

(b) Approve the schools' budget of £116.453m which matches the estimated level of Dedicated Schools Grant (DSG) after academy recoupment;

- (c) Approve the draft revenue budgets (as detailed in the revised Appendix 2) for 2024/25;
- (d) Agree that Chief Officers identify alternative savings/mitigation within their departmental budgets where it is not possible to realise any savings/mitigation reported to the previous meeting of the Executive held on 17th January 2024;
- (e) Approve a revised Central Contingency sum to reflect the allocation of the pay award, movement of levies and final local government settlement identified in (a) above, resulting in a sum of £9,816k (see Section 6 and the revised Appendix 3);
- (f) Approve the following provisions for levies for inclusion in the budget for 2024/25:

	£'000
London Pensions Fund Authority *	460
London Boroughs Grant Committee	248
Environment Agency (flood defence etc.)	270
Lee Valley Regional Park	351
Total	1,329

* This amount is provisional and subject to revision.

The decrease of £13k in the 2024/25 levy amounts is offset by a £13k increase in the 2024/25 Central Contingency as a provision towards meeting inflation cost pressures;

- (g) Note the latest position on the GLA precept, which will be finalised in the overall Council Tax figure to be reported to full Council (see section 12);
 - (h) Set a 2% increase in Adult Social Care Precept with a 2.99% increase in Bromley's General Council Tax, compared with 2023/24 (2% increase in Adult Social Care Precept and 2.99% increase in Bromley's General Council Tax) and notes that, based upon their consultation exercise, the GLA are currently assuming a 8.6% increase in the GLA precept;
 - (i) Approve the approach to reserves outlined by the Director of Finance (see Appendix 4); and
 - (j) Consider the Section 25 commentary (Local Government Act 2003), reflected in section 18 of the report, in making recommendations to Full Council.
2. The Director of Finance be authorised to report any further changes directly to Council on 26th February 2024.

3. Council Tax 2024/25 – Statutory Calculations and Resolutions (as amended by the Localism Act 2011).

Subject to 2.1 (a) to (j) above, if the formal Council Tax Resolution as detailed below is approved, the total Band D Council Tax will be as follows:

	2023/24 £	2024/25 £	Increase £	Increase % (note #)
Bromley (general)	1,218.25	1,260.35	42.10	2.99
Bromley (ASC precept)	189.80	217.96	28.16	2.00
Bromley (total)	1,408.05	1,478.31	70.26	4.99
GLA *	434.14	471.40	37.26	8.58
Total	1,842.19	1,949.71	107.52	5.84

* The GLA Precept may need to be amended once the actual GLA budget is set.

(#) in line with the 2024/25 Council Tax Referendum Principles, the % increase applied is based on an authority's "relevant basic amount of Council Tax" (£1,478.31 for Bromley) – see paragraph 6 below. Any further changes arising from these Principles will be reported directly to Council on 26th February 2024.

4. Council is recommended to formally resolve as follows:

- (1) It be noted that the Council Tax Base for 2024/25 is 135,300 'Band D' equivalent properties.**
- (2) Calculate that the Council Tax requirement for the Council's own purposes for 2024/25 is £200,016k.**
- (3) That the following amounts be calculated for the year 2024/25 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended (the Act):**
 - (a) £663,110k being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act.**
 - (b) £463,094k being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.**
 - (c) £200,016k being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year.**

- (d) £1,478.31 being the amount at 3(c) above, divided by (1) above, calculated by the Council in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year.
- (4) To note that the Greater London Authority (GLA) has issued a precept to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table below (NB. the GLA precept figure may need to be amended once the actual GLA budget is set).
- (5) That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the table below as the amounts of Council Tax for 2024/25 for each part of its area and for each of the categories of dwellings.

Valuation Bands	London Borough of Bromley £	Greater London Authority £	Aggregate of Council Tax Requirements £
A	985.54	314.27	1,299.81
B	1,149.80	366.64	1,516.44
C	1,314.05	419.02	1,733.07
D	1,478.31	471.40	1,949.71
E	1,806.82	576.16	2,382.98
F	2,135.34	680.91	2,816.25
G	2,463.85	785.67	3,249.52
H	2,956.62	942.80	3,899.42

- (6) That the Council hereby determines that its relevant basic amount of council tax for the financial year 2024/25, which reflects a 4.99% increase (Adult Social Care Precept increase of 2%), is not excessive. The Referendums Relating to Council Tax Increases (Principles) (England) Report 2024/25 sets out the principles which the Secretary of State has determined will apply to local authorities in England from 2024/25. Any further changes arising from these Principles will be reported directly to Council on 26th February 2024. The Council is required to determine whether its relevant basic amount of Council Tax is excessive in accordance with the principles approved under Section 52ZB of the Local Government Finance Act 1992.

**125 CAPITAL STRATEGY 2024/25 TO 2027/28 & Q3 CAPITAL PROGRAMME MONITORING
Report FSD24015**

This report incorporated the Council's new Capital Strategy and Capital Programme for 2024/25 to 2027/28. It also summarised the current position on capital expenditure and receipts following the conclusion of the third quarter monitoring exercise.

The report included details of the new schemes that will be added to the Capital Programme and information concerning the proposed asset disposals that would be used to generate capital receipts and ultimately contribute towards the funding of the Capital Programme.

Also included were details of the related Capital Financing implications, including proposals to refinance current housing schemes through borrowing, utilisation of revenue reserves to address the shortfall in capital resources for 2023/24 onwards and details of how these proposals would impact the Council's revenue budget.

The report had been scrutinised by the Executive, Resources and Contracts PDS Committee at its meeting on 5 February 2024 and the Committee had supported the recommendations.

RESOLVED: That

- 1. The report be noted, including a total rephasing of £27m from 2023/24 into future years as detailed in section 3.7, and a revised capital programme be agreed;**
- 2. The Capital Strategy for 2024/25 to 2027/28 be approved including the following amendments to the capital programme:**
 - (a) Adjustments identified as part of the capital monitoring process totalling a net reduction of £1,007k as detailed in sections 3.5 and 3.6; and**
 - (b) An increase of £2,477k in relation to new schemes to be added to the Capital Programme as detailed in section 3.11.**

**126 OPERATIONAL BUILDING REPAIR AND MAINTENANCE BUDGET 2024/25
Report CSD24015**

Members of the Executive considered the Council's draft 2024/25 Budget elsewhere on the agenda at their meeting on 7th February 2024. This report set out indicative budget allocations reflected in the Draft 2024/25 Budget report for operational building maintenance against the repairs and maintenance budget.

Members of the Executive requested that further investigations be made into the proposals for St Johns Church West Wickham to clarify whether the works were the responsibility of the Council. If the property was not owned by the London Borough of Bromley the works would not be proceeding without further Executive agreement. The Executive requested that an update be provided following the meeting.

The report had been scrutinised by the Executive, Resources and Contracts PDS Committee at its meeting on 5 February 2024 and the Committee had supported the recommendations.

RESOLVED: That

- 1. Noting the 2024/25 Budget Report considered elsewhere on the agenda, the following expenditure for operational building maintenance for 2024/25 be approved – Repairs and Maintenance - £2.6m.**
- 2. Authority be delegated to the Director of Housing, Planning, Property and Regeneration to vary the planned programme and budget allocations within the repairs and maintenance budget to take actions necessary to either protect the council’s assets or make the most effective use of resources.**
- 3. Approval be given for the transfer of £500,000 from the revenue Building Infrastructure Fund to the OPR Fund in respect of works of roofing works that have been unable to be implemented within the 2023/24 financial year.**

Roofing works - £500,000 (Blenheim Centre and Hawes Down Centre)

- 4. Approval be given for drawdown of £504,000 from the revenue Building Infrastructure Fund for works completed or committed within the financial year 2023/24. Delegation to spend the below was approved by Executive in March 20 23 (report No. HPR2023/021).**

Boundary Wall -	£ 57,000 (High Elms Estate)
Resurface car park -	£296,000 (Norman Park)
Repair brickwork -	£ 16,000 (Priory Gardens)
Infrastructure works -	£ 65,000 (Central Depot)
Asset survey -	£ 70,000 (Various)

127 HOUSING ALLOCATION SCHEME AND CHOICE BASED LETTINGS POLICY
Report HPR2024/002

The current Housing Allocation Scheme was first published in 2012, amended in 2015 and the last formal update made in 2017 following the introduction of the Homelessness Reduction Act (2017). In order to ensure that the Scheme was contemporary and met all current legislative requirements a review of the Council's Housing Allocations Scheme was approved in November 2022.

In September 2023 the Executive approved a revised draft of the Housing Allocations Scheme for eight weeks public consultation. This report contained the findings and outcome of that consultation alongside the final proposed scheme for which approval was sought.

The report was provided alongside the analysis of the consultation findings in table format (Appendix 1) the final proposed scheme (Appendix 2), an equalities impact assessment (EQIA) relevancy test (Appendix 3), Demographic Profile Housing Register Applicants as of December 23 (Appendix 3A) and Demographic Profile of the Borough census 2021 (Appendix 3B).

The report had been scrutinised by the Renewal Recreation and Housing PDS Committee at its meeting on 31 January 2024 and the Committee had supported the recommendations.

RESOLVED: That

- 1) The results from the consultation exercise be reviewed; and,**
- 2) The proposed Allocations scheme be approved for adoption by the Council.**

128 AFFORDABLE HOUSING - POLICY AND STRATEGY DOCUMENTS
Report HPR2024/001

In July 2020 the Council approved the re-opening and setting up of a Housing Revenue Account ("HRA") for the provision of affordable housing and had been developing housing on Council-owned land. The Council was registered as a provider of social housing by the regulator on 29th September 2020 (Reg no:5103).

To remain compliant with the regulatory requirements and ensure delivery to our residents, the Council, now a stock holding authority, was required to produce and adhere to various housing policies and strategies. In March 2023, the Executive approved the draft Tenancy Strategy and the draft Tenancy Management Policy for eight weeks public consultation. This report contained the findings and outcome of that consultation alongside final documents for which approval was sought.

The report had been scrutinised by the Renewal Recreation and Housing PDS Committee at its meeting on 31 January 2024 and the Committee had supported the recommendations.

RESOLVED That

- 1) **The results of the consultation exercise be reviewed; and,**
- 2) **The Tenancy Strategy and Tenancy Management Policy be approved for adoption by the Council.**

**129 HOUSING MANAGEMENT CONTRACT (AWARD)
Report HPR2024/003**

In September 2023, the Council's Executive granted approval to proceed to procurement via a compliant open tender for the housing management and associated services contract in relation to the Bromley owned residential portfolio.

The tender did not secure any suitable bids and so, in compliance with the relevant procurement regulations, a negotiated process was entered into. This report detailed the outcome of the unsuccessful competitive tender, the subsequent negotiated process and the proposal to proceed to award the contract as detailed in the Part 2 report.

To allow for an effective handover between the incumbent provider (Pinnacle) and the proposed incoming party, and with due regard to TUPE regulations, officers were seeking approval of an extension of terms with Pinnacle for a period of 12 weeks commencing 1st April 2024 and expiring 30th June 2024.

The report had been scrutinised by the Renewal Recreation and Housing PDS Committee at its meeting on 31 January 2024 and the Committee had supported the recommendations.

RESOLVED That

- 1) **The short extension of terms with Pinnacle for a period of 12 weeks commencing 1st April 2024 and expiring 30th June 2024 at an estimated value set out in the accompanying Part 2 report be approved;**
- 2) **The award of contract in principle be approved, as detailed in the accompanying Part 2 report;**
- 3) **Delegated Authority be granted to the Director of Housing, Planning and Regeneration to finalise the award of contract subject to heads of terms being agreed, in agreement with the Director of Corporate Services and the Director of Finance; and,**

- 4) **Delegated authority be granted to the Director of Housing, Planning and Regeneration, subject to agreement with the Assistant Director for Governance and Contracts, the Director of Corporate Services, the Director of Finance and the Portfolio Holder for Renewal, Recreation and Housing, to apply the extension option in due course.**

130 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.

131 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**

132 CAPITAL PROGRAMME MONITORING Q.3 PART 2 APPENDIX

The Executive noted the Part 2 Appendix.

133 PART 2: HOUSING MANAGEMENT CONTRACT AWARD

The Executive considered the report and approved the recommendations.

Chairman

The Meeting ended at 7.43 pm

Report No.
FSD24027

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE

Date: Thursday 27 March 2024

Decision Type: Non-Urgent Executive Non-Key

Title: BUDGET MONITORING 2023/24

Contact Officer: David Bradshaw, Head of Finance
Tel: 020 8313 4807 E-mail: david.bradshaw@bromley.gov.uk

Chief Officer: Director of Finance

Ward: Borough Wide

1. Reason for report

- 1.1 This report provides the third budget monitoring position for 2023/24 based on expenditure and activity levels up to the end of December 2024. The report also highlights any significant variations which will impact on future years as well as any early warnings that could impact on the final year end position.

2. **RECOMMENDATION(S)**

2.1 **Executive are requested to:**

- (a) consider the latest financial position;
- (b) note that a projected net overspend on services of £14,206k is forecast based on information as at December 2023.
- (c) consider the comments from Chief Officers detailed in Appendix 2;
- (d) note a projected reduction to the General Fund balance of £147k as detailed in section 3.3;
- (e) note the full year cost pressures of £21.1m as detailed in section 3.4;
- (f) agree to the release of funding from the 2023/24 central contingency as detailed in paragraphs 3.2.2 to 3.2.5;
- (g) agree the set aside £2.2m into an earmarked reserve to support the revenue budget for 2025/26 as detailed in section 3.8;

- (h) Note the issues regarding the Community Equipment contract as detailed in paragraph 3.9 and in Part 2 of this report;**
- (i) identify any issues that should be referred to individual Portfolio Holders for further action.**

2.2 Council are requested to:

- (j) Agree to the set aside £2.2m into an earmarked reserve to support the revenue budget for 2025/26 as detailed in section 3.8.**

Impact on Vulnerable Adults and Children

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

Corporate Policy

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

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Recurring Cost
 3. Budget head/performance centre: Council wide
 4. Total current budget for this head: £256.1m
 5. Source of funding: See Appendix 1 for overall funding of Council's budget
-

Personnel

1. Number of staff (current and additional): 2,249 fte posts (per 2023/24 Budget) which includes 481 for budgets delegated to schools
 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 Local Government Act 2000, the Local Government Act 2002 and the Accounts and Audit Regulations 2015.
 2. Call-in: Applicable
-

Procurement

1. Summary of Procurement Implications: None arising directly from this report
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The 2023/24 budget reflects the financial impact of the Council's strategies and service plans which impact on all of the Council's customers (including council tax payers) and users of our services.
-

Ward Councillor Views

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

3. COMMENTARY

3.1 Summary of Projected Variations

3.1.1 The Resources Portfolio Plan included a target that each service department will spend within its own budget. Current projections show an overall net overspend of £14,206k within portfolio budgets and a £14,703k credit variation on investment income, central items and prior year adjustments.

3.1.2 A summary of the 2023/24 budget and the projected outturn is shown in the table below:

	2023/24 Original Budget £'000	2023/24 Latest Budget £'000	2023/24 Projected Outturn £'000	2023/24 Variation £'000
Portfolio				
Adult Care & Health	84,178	86,098	88,023	1,925
Children, Education & Families (inc. Schools Budget)	55,253	58,274	65,995	7,721
Environment & Community	38,033	38,497	39,049	552
Public Protection & Enforcement	3,228	3,417	3,417	0
Renewal, Recreation & Housing	15,611	15,989	19,710	3,721
Resources, Commissioning & Contracts Management	48,840	49,125	49,412	287
Total Controllable Budgets	245,143	251,400	265,606	14,206
Capital Charges and Insurance	16,604	16,604	16,604	0
Non General Fund Recharges	Cr 938	Cr 938	Cr 938	0
Total Portfolio Budgets	260,809	267,066	281,272	14,206
Income from Investment Properties	Cr 8,777	Cr 5,777	Cr 5,777	0
Interest on General Fund Balances	Cr 9,841	Cr 9,841	Cr 14,341	Cr 4,500
Total Investment Income	Cr 18,618	Cr 15,618	Cr 20,118	Cr 4,500
Contingency Provision	26,631	13,974	4,355	Cr 9,619
Other Central Items	Cr 13,400	Cr 9,356	Cr 9,356	0
General Government Grants & Retained Business Rates	Cr 51,735	Cr 51,735	Cr 52,146	Cr 411
Collection Fund Surplus	Cr 14,511	Cr 14,511	Cr 14,511	0
Total Central Items	Cr 53,015	Cr 61,628	Cr 71,658	Cr 10,030
Total Variation on Services and Central Items	189,176	189,820	189,496	Cr 324
Prior Year Adjustments	0	0	Cr 173	Cr 173
Total Variation	189,176	189,820	189,323	Cr 497

3.1.3 A detailed breakdown of the latest approved budgets and projected outturn for each Portfolio, together with an analysis of variations, is shown in Appendix 3.

3.1.4 Chief Officer comments are included in Appendix 2.

3.2 Central Contingency Sum

3.2.1 Details of the allocations from and variations in the 2023/24 Central Contingency are included in Appendix 4.

3.2.2 Provision for increase in fuel costs - £254k Dr

An additional £254k is being requested due to the fluctuations in fuel costs, taking the total drawn down to £1.624m in 2023/24.

3.2.3 Property income recovery/rent variations - £500k Dr

An allowance of £500k was made in Central Contingency to reflect continuing uncertainties regarding investment property and rental income. This is reflected in paragraph 3.5 below for investment income.

3.2.4 Additional contribution to capital to West Wickham Library - £244k Dr

The Executive are asked to approve an additional revenue contribution of £244k to part-finance the capital costs of the Library element of scheme at West Wickham, details of which are contained in another report on the agenda (Report number HPR2024/010).

3.2.5 DfE Delivery Support Fund £66k Dr & Cr

The delivery support funding grant is provided to local authorities to support with meeting programme and delivery costs associated with rolling out the expanded early years entitlements. It funds the 2023/24 financial year.

3.3 General Fund Balances

3.3.1 The level of general reserves is currently projected to reduce by £147k to £19,853k at 31st March 2024 as detailed below:

	2023/24 Projected Outturn £'000
General Fund Balance as at 1st April 2023	Cr 20,000
Net Variations on Services & Central Items (para 3.1)	Cr 497
	<u>Cr 20,497</u>
Adjustment to Balances:	
Carry Forwards (funded from underspends in 2022/23)	644
General Fund Balance as at 31st March 2024	<u>Cr 19,853</u>

3.4 Impact on Future Years

3.4.1 The report identifies expenditure pressures which could have an impact on future years. The main areas to be considered at this stage are summarised in the following table:

	2023/24	2024/25
	Budget	Impact
	£'000	£'000
Adult Care & Health Portfolio		
Assessment & Care Management - Care Placements	33,544	5,531
Learning Disabilities - Care Placements & Care Management	42,273	709
Mental Health - Care Placements	6,598	257
		<u>6,497</u>
Renewal, Recreation & Housing		
Supporting people	1,070 Cr	148
Housing Needs - Temporary accommodation	6,418	5,636
		<u>5,488</u>
Children, Education & Families Portfolio		
SEN Transport	10,324	2,315
Children's Social Care	49,550	6,800
		<u>9,115</u>
TOTAL		<u><u>21,100</u></u>

3.4.2 Given the significant financial savings that the Council will need to make over the next four years, it is important that all future cost pressures are contained and that savings are identified early to mitigate these pressures.

3.4.3 Further details are included in Appendix 5.

Investment Income

3.5 Income from Investment Properties

3.5.1 There is a £3m projected shortfall on investment income for the 2023/24 financial year due largely to the sale of the Glades site which took place in April. This property contributed £1.9m of income of per annum which will no longer be received, the parades which brings in around £1m per annum of income for LBB, has now been fully disposed of leaving a part year £600k shortfall and the remaining shortfall is made up of various smaller budgets across our investment fund portfolio. This has been addressed by a budget adjustment from contingency which brings the overall position back to balance.

3.6 Interest on Balances

3.6.1 The budget for Interest on Balances for 2023/24 was set at £9,841k, which was an increase of £7m over the 2022/23 budget. This reflected the significant increase in anticipated interest earnings as a result of the significant increases in the Bank of England base rate, partly offset by an expected reduction in balances available for investment as a result of the utilisation of capital receipts and grants/contributions as well as earmarked revenue reserves.

3.6.2 At the time the draft 2023/24 budget was prepared, the Council's treasury management advisors, Link Group, were projecting that the base rate would peak at 4.5% in June before starting to fall in 2024. At the time of writing, base rate stands at 5.25% with Link now expecting it to remain at that rate for the remainder of the financial year. £205m of new core fixed-interest investments have been made during the first three quarters of 2023/24 at an average rate of 5.84%, which compares to an average rate of 2.85% on the £215m of investments that matured during the same period.

3.6.3 Additionally, investment balances have not yet reduced as projected, increasing from £344m at the start of the financial year to £381m at the end of the first quarter, reducing only slightly to £380m at the end of the second quarter and then a still relatively minor reduction to £370m at the end of the third quarter. As a result, the current projection indicates that the interest on balances outturn will exceed the budget by £4.5m.

3.7 The Schools Budget

3.7.1 Expenditure on schools is funded through the Dedicated Schools Grant (DSG) provided for by the Department for Education (DfE). DSG is ring-fenced and can only be applied to meet expenditure properly included in the Schools Budget. Any overspend or underspend must be carried forward to the following year's Schools Budget.

3.7.2 There is a current projected in year overspend in Dedicated Schools Grant (DSG) of £3,857k. This will be added to the £12,706k deficit that was carried forward from 2022/23. There was also an adjustment which resulted in an increase in the 2022/23 Early years DSG of £600k which effectively reduces the negative reserve position. This gives an estimated DSG deficit at the end of the year of £15,963k. It should be noted that the DSG can fluctuate due to pupils requiring additional services or being placed in expensive placements. The '2024/25 Council Tax report' to Executive in February 2024 advised that the impact of the existing DSG Deficit combined with potential future deficit of £5m per annum creates an unsustainable financial position and there will be an updated Deficit Recovery Plan, which will inform the Council's future financial forecast, that will be reported back to members to consider. A deficit recovery plan is also a requirement of the DfE.

3.8 Homes for Ukraine funding - £2.2m

3.8.1 A sum of £2.5m was set aside to support the Councils 2023/24 budget from the Homes for Ukraine Grant (HFU). £500k was allocated to support Housing and Childrens Social Care. There are clearly ongoing costs for HFU, so it is proposed that the balance that remains is not utilised in the current year but set aside to support the 2025/26 financial year.

3.8.2 The sum of £2m has been identified directly to support services. The equivalent sum from the arising reduction in service spend is proposed to be set aside to support the 2025/26 budget given the financial challenges the Council faces. This is one off funding and the situation relating to 2023/24 will be closely monitored.

3.8.3 There is a further £879k of grant identified in 2023/24, of which £679k will be utilised in 2023/24 and 2024/25 and the balance of £200k could also be used to support the 2025/26 budget and therefore a total sum of £2.2m will be set aside in an earmarked reserve to support the 2025/26 revenue budget, effectively reducing the 'budget gap' for that year.

3.9 Community Equipment contract

The new Integrated Community Equipment Service continues to generate some concerns but the new provider is now in a much firmer financial position and performance continues to improve, albeit slowly. The budget contains a risk around the delivery of credits, which are paid against returned equipment, but which are expected to deliver. This is flagged as a risk as these may not deliver before the end of the financial year, but a carry forward will allow for late delivery of these. More details are contained in Part Two of this report.

3.10 Investment Fund and Growth Fund

3.10.1 Full details of the current position on the Investment Fund and the Growth Fund are included in the Capital Strategy 2024/25 to 2027/28 and Q3 Capital Programme Monitoring report considered by the Executive on 7th February 2024. The uncommitted balances stand at £6.8m for the Investment Fund and £14.9m for the Growth Fund.

3.11 Financial Context

3.11.1 Review of Capital Programme and Funding

3.11.2 The Council undertook, completed and reported to Executive:

- The Operational Property Review (Executive, 30th November 2022) ;
- Property Disposals (Executive, 30th November 2022);
- Capital Strategy 2023/24 to 2026/27 and Q3 Capital Programme Monitoring (Executive, 18th January 2023).

3.11.3 To address the existing capital funding shortfall to meet the cost of the approved capital programme, members agreed to refinance housing costs through borrowing, utilisation of capital receipts from the property disposals programme with the unfunded balance (subject to a limit of £10m) being met from earmarked reserves.

3.11.4 The 'Capital Strategy 2024/25 to 2027/28 & Q3 Capital Programme Monitoring' report to the previous meeting of Executive referred to the need to consider financing new schemes through external borrowing if they cannot be funded through external grants or contribution. This approach recognises the significant reduction in the Council's earmarked reserves over the next few years.

3.11.5 The 2024/25 Council Tax report to Executive in February 2024 provided a projected revenue budget deficit over the next three years (£16.6m in 2025/26, £34.2m in 2026/27 and £38.7m in 2027/28). Since that report was produced, further cost pressures have been identified relating to the full year effect (see section 3.4) and it is important that Chief Officers consider options to reduce the overall impact in order to mitigate against a deteriorating financial position for future years. Section 3.4 identifies full year costs of £21.1m mainly relating to the impact of in year overspends. Although the majority of these costs have been reflected in the 2024/25 Budget subsequent cost pressures have been identified which could equate to up to £3.5m per annum – without any corrective action this will also result in significant cost pressures being added to the 'budget gap' for 2025/26 and future years. This report (see 3.7.2) also refers to the DSG deficit which is expected to continue in future years and ultimately such deficits have to be funded by a drawdown of reserves, whilst the statutory override remains in place.

3.11.6 Details of the need to retain adequate level of reserves was reported in Appendix 4 of the 2024/25 Council Tax report to Executive in February 2024.

3.11.7 Further updates will be provided as part of the 2023/24 outturn report and 2024/25 quarterly budget monitoring reports to future meetings of Executive

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

4.1 The 2023/24 budget reflects the financial impact of the Council's strategies and service plans which impact on all of the Council's customers and users of our services.

5. POLICY IMPLICATIONS

- 5.1 The “Making Bromley even Better” objective of being an Excellent Council refers to the Council’s intention to ensure good strategic financial management and robust discipline to deliver within our budgets.
- 5.2 The ‘2024/25 Council Tax’ report highlighted the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2023/24 to minimise the risk of compounding financial pressures in future years.

6. FINANCIAL IMPLICATIONS

- 6.1 These are contained within the body of the report with additional information provided in the appendices.

Non-Applicable Sections:	Personnel, Legal, Procurement
Background Documents: (Access via Contact Officer)	Provisional Final Accounts 2022/23 – Executive 5 th July 2023; 2023/24 Council Tax – Executive 8th February 2023; Draft 2023/24 Budget and Update on Council’s Financial Strategy 2023/24 to 2026/27 – Executive 18 th January 2023; Treasury Management Annual Investment Strategy 2023/24 and Quarter 3 performance– Council 27 th February 2023; Financial Management Budget Monitoring files across all portfolios.

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GENERAL FUND - PROVISIONAL OUTTURN FOR 2023/24

Portfolio	2023/24	Budget	2023/24		2023/24	Variation	
	Original	Variations	Latest	Approved	Projected	Variation	previously
	Budget	allocated in	Budget	Budget	Outturn	Exec	reported
	£'000	year #	£'000	£'000	£'000	£'000	£'000
Adult Care & Health	84,178	1,920	86,098	88,023	1,925	1,501	
Children, Education & Families (incl. Schools' Budget)	55,253	3,021	58,274	65,995	7,721	6,612	
Environment & Community	38,033	464	38,497	39,049	552	1,365	
Public Protection & Enforcement	3,228	189	3,417	3,417	0	0	
Renewal, Recreation & Housing	15,611	378	15,989	19,710	3,721	2,881	
Resources, Commissioning & Contracts Management	48,840	285	49,125	49,412	287	226	
Total Controllable Budgets	245,143	6,257	251,400	265,606	14,206	12,585	
Capital, Insurance & Pensions Costs (see note 2)	16,604	0	16,604	16,604	0	0	
Non General Fund Recharges	Cr 938	0	Cr 938	Cr 938	0	0	
Total Portfolios (see note 1)	260,809	6,257	267,066	281,272	14,206	12,585	
Central Items:							
Income from Investment Properties	Cr 8,777	3,000	Cr 5,777	Cr 5,777	0	0	
Interest on General Fund Balances	Cr 9,841	0	Cr 9,841	Cr 14,341	Cr 4,500	Cr 3,000	
Total Investment Income	Cr 18,618	3,000	Cr 15,618	Cr 20,118	Cr 4,500	Cr 3,000	
Contingency Provision (see Appendix 4)	26,631	Cr 12,657	13,974	4,355	Cr 9,619	Cr 6,663	
Other central items							
Reversal of net Capital Charges (see note 2)	Cr 9,878	0	Cr 9,878	Cr 9,878	0	0	
Additional Capital Grants Funding Rev Exp under statute	Cr 4,832	0	Cr 4,832	Cr 4,832	0	0	
New Homes Bonus Support for Revenue	9	0	9	9	0	0	
Homes for Ukraine allocation	0	0	0	Cr 2,200	Cr 2,200	Cr 2,000	
Contribution to earmarked reserves future cost pressures HFU	0	0	0	2,200	2,200	0	
Dual running of Civic Centres	0	1,800	1,800	1,800	0	0	
Transfer of funding to capital programme	0	2,000	2,000	2,000	0	0	
Transfer of funding to capital programme - Library	0	244	244	244	0	0	
Levies	1,301	0	1,301	1,301	0	0	
Total other central items	Cr 13,400	4,044	Cr 9,356	Cr 9,356	0	Cr 2,000	
Prior Year Adjustments							
2022-23 Energy cost pressure in Housing	0	0	0	Cr 173	Cr 173	Cr 173	
Total Prior Year Adjustments	0	0	0	Cr 173	Cr 173	Cr 173	
Total all central items	Cr 5,387	Cr 5,613	Cr 11,000	Cr 25,292	Cr 14,292	Cr 11,836	
Bromley's Requirement before balances	255,422	644	256,066	255,980	Cr 86	749	
Carry Forwards from 2022/23 (see note 3)	0	Cr 644	Cr 644	0	644	644	
Adjustment to Balances	0	0	0	Cr 147	Cr 147	Cr 1,393	
Business Rates Retention Scheme (Retained Income, Top-up and S31 Grants)	Cr 47,000	0	Cr 47,000	Cr 47,000	0	0	
Additional one off business rate adj (LGovt Settlement)	0	0	0	Cr 411	Cr 411	0	
Collection Fund losses	0	0	0	0	0	0	
New Homes Bonus	Cr 9	0	Cr 9	Cr 9	0	0	
New Homes Bonus Topslice	0	0	0	0	0	0	
One off 2023/24 Services Grant	Cr 1,556	0	Cr 1,556	Cr 1,556	0	0	
Council Tax Support - Collection Fund surplus	Cr 2,300	0	Cr 2,300	Cr 2,300	0	0	
Funding COVID cost pressures from Earmarked Reserve	Cr 870	0	Cr 870	Cr 870	0	0	
Collection Fund Surplus	Cr 14,511	0	Cr 14,511	Cr 14,511	0	0	
Bromley's Requirement	189,176	Cr 0	189,176	189,176	0	0	
GLA Precept	58,215	0	58,215	58,215	0	0	
Council Tax Requirement	247,391	Cr 0	247,391	247,391	0	0	

Budget Variations allocated to portfolios in year consists of:

1) Carry forwards from 2022/23	£'000	
	644	(see note 3)
2) Allocations from the central contingency provision	5,613	(see Appendix 4)
	<u>6,257</u>	

1) **NOTES**

Portfolio Final Approved Budgets analysed over Departments as follows:

	2023/24	Budget	2023/24	2023/24	Variation	Variation
	Original	allocated in	Latest	Projected	Variation	previously
	Budget	year #	Approved	Outturn	£'000	reported
	£'000	£'000	Budget	£'000	£'000	Exec
People Department	155,814	4,941	160,755	170,221	9,466	7,960
Place Department	81,753	1,181	82,934	87,207	4,273	4,246
Chief Executive's Department	23,242	135	23,377	23,844	467	379
	260,809	6,257	267,066	281,272	14,206	12,585

2) **Reversal of net Capital Charges**

This is to reflect the technical accounting requirements contained in CIPFA's Code of Practice for Local Authority Accounting and has no impact on the Council's General Fund.

3) **Carry Forwards from 2022/23**

Carry forwards from 2022/23 into 2023/24 totalling £644k were approved by Council and the Executive. Full details were reported to the July meeting of the Executive in the "Provisional Final Accounts 2022/23" report.

Comments from the Director of Environmental Services

The key departmental budgetary pressure is sitting within the Parking Services.

Over the past year we have seen the vast majority of services return to what we would describe as pre Covid levels with the key area being Parking, where the volume of parking in quarters 1 to 3 continues to be a challenge. It may well be the case that these service areas off the back of Covid are now affected by the wider economic challenges affecting the UK and therefore recovery in these areas will be slower than originally anticipated. Even before Covid there was a downward trend in numbers of vehicles parking in our car parks, reflecting national trends.

Officers will continue to monitor and analyse the data trends to ensure the correct tariffs are in place to help with demand per location. The longer term trend means that income is unlikely to return to budgeted levels and future budget setting should take account of this.

Comments from the Director of Adult Social Care

As can be seen, pressures on the budget have continued but have been largely contained. There remain three main pressure areas, costs relating to the transition of young people into adult services, hospital discharge and community equipment.

The teams continue to experience pressure in relation to those moving into adulthood from children's services and attention continues at a senior level within the Council. From the beginning of the next financial year the budget for the management of services for this group of young adults' transfers to children's services under the management of the 0-25 service, so whilst a pressure for the Council, should not show as a significant pressure in the adults budget.

Whilst pressures are being managed in relation to hospital discharge, the current pressures within the health system may have a knock on to the adult's budget. Systems are in place to monitor this on a very regular basis and any impacts will be challenged and managed through the One Bromley Executive. The Director is currently chairing this board so has a direct influence on information provided to the board for all partners.

The new Integrated Community Equipment Service continues to generate some concerns but the new provider is now in a much firmer financial position and performance continues to improve, albeit slowly. The budget contains a risk around the delivery of credits, which are paid against returned equipment, but which are expected to deliver. This is flagged as a risk as these may not deliver before the end of the financial year, but a carry forward will allow for late delivery of these.

Comments from the Director of Housing, Planning and Regeneration

£1,589k of growth was included in the housing budget for 2023/24 to reflect the continuing pressures in relation to homelessness and the provision of temporary accommodation. A total of £1,745k savings was also included to mitigate these pressures.

Whilst approaches remain high, the ongoing supply of acquired properties and prevention work has continued to slow the rate of growth in temporary accommodation. However, the number of approaches is starting to rise with an increase of 210 new approaches during the first half of 2023/24 compared to the same period in the preceding year. This is projected to equate to a 10% rise for the financial year. The supply of temporary accommodation is under increased pressure meaning that the majority of new placements can only be secured through the nightly paid market. There is increased pressure on nightly paid accommodation rates across London and the South East which have risen steeply during the past 12 months with roughly a 30% increase in average rates. This results in a £3,295k overspend on temporary accommodation, with a £3,270k overspend on housing overall. As has been reported work is ongoing to increase the supply of affordable housing to continue to mitigate and reduce the current pressures relating to temporary accommodation particularly in relation to the increased ability to secure leased accommodation within temporary accommodation subsidy rates.

A substantial part of Planning Services' work attracts a fee income for the Council, for example the planning application fees. The fee income and volume of work reflects the wider economic circumstances affecting development pressures in the Borough. There is a risk of income variation beyond the Council's immediate control; however, trends are regularly monitored in order that appropriate action can be taken. Action has successfully been taken to negate the risk of Government Designation for Special Measures due to Planning performance for the current year. However, this is based on the actions identified being implemented to reduce the risk of Government Designation in future years.

There is a risk of substantial planning appeal costs being awarded against the Council by the Planning Inspectorate if the Council is found to have acted unreasonably. For major appeals, which can arise unpredictably, there is often a need for specialist external consultant's advice which creates additional costs.

The key risks in the Renewal, Recreation and Housing Portfolio continue to be:

- i) Increased homelessness and the associated costs particularly relating to the increased demand for placements across London. In particular significant increases in the cost of procuring temporary accommodation.
- ii) Increased rent arrears arising from inflation and increased costs of utilities and so forth
- iii) Reduced vacant housing association properties coming forward for letting
- iv) Increased maintenance and repairs costs in relation to the travellers site required to maintain health and safety standards
- v) Increases being seen in construction and maintenance costs

Comments from the Director of Childrens Services

The Children, Education and Families Portfolio has a projected overspend of £7,721k for the year.

The Education Division (core funding) has a projected underspend of £1,180k.

SEN Transport continues to be a risk area. There are a number of causal factors affecting the position on transport:

An increase in number and complexity of Special Educational Needs and Disabilities over the past five years. The national increase in EHCPs is widely acknowledged as unsustainable and the rate of increase is accelerating across the country. In Bromley, the rate on increase had reached 17% in 2021/22. We have taken significant steps to reduce the rate of increase in EHCPs, including the introduction of new guidance on Ordinarily Available Provision and the expectations of support before statutory assessment is considered. This multi-agency approach has helped to reduce the rate of increase to 10% (January 2022-January 2023). Furthermore, we have put in place additional measures over the past 12 months to support families and provide alternative services at an earlier stage. Nevertheless, we continue to see the impact of increasing numbers of EHCPs, leading to c80 additional children or young people requiring transport between April and November 2023 and a forecast increase of c120 by the end of the financial year. This pressure is exacerbated by the shortage of local specialist provision leading to high numbers of placements to out of Borough and independent non-maintained providers, which increases transport costs.

The complexity of children and young people's needs continues to be at a higher level than prior to the Covid pandemic. These high levels of demand have continued for the past 3 years. A number of these cases have acute social, emotional and mental health needs, which require specialist provision which is typically costly independent provision outside of Bromley. Transport is often required and although officers seek to minimise costs, transport is often required to meet children's needs

There is continued Transport provider pressures linked to the cost fuel and wages. The number of children requiring transport has increased by circa 17%, but this only accounts for part of the increase in costs. The reduced availability of drivers has resulted in more expensive providers having to be used from the call off framework.

Significant management action has been taken to reduce the costs of SEN Transport. Following agreement by Members within 2022/23, the implementation of these measures has led to cost reductions as per the savings targets in the MTFS.

There is a current projected in year overspend in Education (DSG funding) of £3,857k in year. This will be added to the £12,706k carried forward in the reserves from 2022/23. There has been a prior year Early Year adjustment which has increased the 2022/23 DSG allocation by £600k, and this is off set against the DSG reserve that effectively reduces the reserve. This gives us an estimated DSG reserve of £15,963k at the end of the financial year.

We have recently met again with representatives from the DfE to review our management of the DSG overspend. They were able to confirm that they were satisfied with the steps that we continue to take and confirmed that they did not wish to meet with us again until next year. DfE officials were asked whether their experience monitoring 20-30 other LAs highlighted any additional mitigations for Bromley to consider, but none were put forward.

The impact of additional legal duties from the SEND Reforms, has led to unsustainable financial pressures on High Needs costs within the DSG. The increase in Government funding is not sufficient to meet the increased costs. We are aware that Bromley was one of the last London Boroughs to incur a deficit in the DSG, with some local authorities having deficits well in excess of £20m. The legal framework is heavily weighted in favour of parental preference, which is often for independent day and residential provision. We continue to assess all cases carefully and with a view to carefully balancing the education needs of young people and ensuring the best value for money from specialist education placements. Where it is appropriate to do so we continue to defend our decisions at Tribunal.

The demand management mitigations referenced earlier in this report are anticipated to have a significant impact on the further growth in costs of provision for children and young people with an EHCP.. We have sought to commission additional local specialist provision, including a new special free school, with successive delays encountered for the DfE-led scheme. The needs and tribunal challenges are such that we have no choice but to continue placing children in more costly provision to ensure we are not in default of our legal statutory duties.

A review of High Needs Funding Bands is nearing conclusion, with oversight from the SEND Governance Board and CEF PDS. Recommendations will be made how the funding bands can be simplified and to identify where any savings can be made. We continue to work on increases to local specialist provision, including the special free school and increases in Additionally Resourced Provisions, which are specialist classes within mainstream schools.

In Children's Social Care the projected overspend is £6,541k.

The ongoing pressures that relate to emotional and mental health concerns for young people, combined with the impact of inflation and cost of living pressures continues, especially in respect of contacts into our MASH. These continue to remain consistently around 1,100 contacts per month with little sign of a reduction. This compares to around 600 in April 2020 and it is the complexity of need from the families and children that have an added dimension.

Although much reduced from the previous year, the financial pressures across CSC continue to be primarily driven by placement costs for young people and also by the cost of agency staff.

Nationally, the cost of residential placements increased by 18.78% in 2022/23 (ADCS 2023) as demand continues to be greater than the number of placements available, particularly for children with complex or specialist requirements. Although our recruitment of permanent staff has increased and we now have fewer agency staff than in the past two years, our spend on agency staff still contributes to the pressures on the CSC staffing budget. As previously outlined to PDS, we are currently exploring options for the Council to set-up its own Children's home and/or agree the block booking of beds at a competitive rate in order to more actively influence costs and sufficiency.

There also continues to be a high level of demand for support particularly in Children with Disabilities (CWD) which has meant a rise in demand for our short break provision. In response we have sought to increase the number of nights available for the number of families requiring this. Whilst these continued pressures have meant an increase in our looked after population in CWD despite the innovative and expensive care packages put in to support with health provision short breaks. The resilience for some families is now being significantly tested following two years of Covid challenges. This is primarily seen in families for children with profound and complex health and challenging sometimes aggressive behaviour.

The risks in the Children, Education & Families Portfolio are:-

Recruitment and retention of permanent staff/ ability to recruit skilled staff for the posts vacant and competitive salaries being paid at this time

Limited supply and increasing costs of residential placements – including the specialist placements for very complex young people. The cost of such placements is high and then with the delay to final hearing families are being retained in these placements beyond the assessment.

Continued complexity of children (SEND).

Shortage of local school places (particularly for Specialist schools).

Increasing High Needs Block expenditure not matched by a commensurate increase in Government Grant.

Adult Care and Health Portfolio Budget Monitoring Summary

2022/23 Actuals £'000	Division Service Areas	2023/24 Original Budget £'000	2023/24 Latest Approved £'000	2023/24 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
PEOPLE DEPARTMENT								
Adult Social Care								
23,554	Assessment and Care Management	22,816	24,568	25,538	970	1	550	5,531
118	Direct Services	117	117	117	0		0	0
2,334	Quality Assurance & Safeguarding	2,075	2,695	2,535	Cr 160	2	0	0
43,807	Learning Disabilities	48,075	47,943	48,098	155	3	0	709
8,650	Mental Health	8,415	8,415	9,375	960	4	951	257
907	Placement and Brokerage	979	659	659	0		0	0
Cr 255	Better Care Fund - Protection of Social Care	0	0	0	0		0	0
79,115		82,477	84,397	86,322	1,925		1,501	6,497
Integrated Commissioning Service								
1,299	Integrated Commissioning Service Information & Early Intervention	1,400	1,400	1,400	0		0	0
1,205	- Net Expenditure	3,761	3,761	3,761	0		0	0
Cr 1,205	- Recharge to Better Care Fund Better Care Fund	Cr 3,756	Cr 3,756	Cr 3,756	0		0	0
25,602	- Expenditure	28,226	28,226	28,226	0	5	0	0
Cr 25,622	- Income	Cr 28,246	Cr 28,246	Cr 28,246	0		0	0
10,327	Improved Better Care Fund - Expenditure	8,130	8,130	8,130	0	6	0	0
Cr 10,327	- Income	Cr 8,130	Cr 8,130	Cr 8,130	0		0	0
1,279		1,385	1,385	1,385	0		0	0
Public Health								
16,166	Public Health	15,927	16,436	16,436	0		0	0
Cr 15,876	Public Health - Grant Income	Cr 15,611	Cr 16,120	Cr 16,120	0		0	0
290		316	316	316	0		0	0
80,684	TOTAL CONTROLLABLE ADULT CARE & HEALTH	84,178	86,098	88,023	1,925		1,501	6,497
421	TOTAL NON CONTROLLABLE	559	559	559	0		0	0
4,092	TOTAL EXCLUDED RECHARGES	3,494	3,494	3,494	0		0	0
85,197	TOTAL ADULT CARE & HEALTH PORTFOLIO	88,231	90,151	92,076	1,925		1,501	6,497

Reconciliation of Latest Approved Budget

£'000

2023/24 Original Budget

88,231

Carry forwards:

Supplementary Substance Misuse Treatment & Recovery Funding

- expenditure	57
- income	-57

Improved Better Care Fund (IBCF)

- expenditure	1,911
- income	-1,911

Public Health Grant

- expenditure	2,874
- income	-2,874

LD/Autism Funding from South East London ICB

- expenditure	208
- income	-208

Discharge Transformation Funding from South East London ICB

- expenditure	256
- income	-256

Winter Resilience Funding

- expenditure	400
- income	-400

Charging Reform Implementation Support Grant

- expenditure	104
- income	-104

Omicron Support Fund

- expenditure	136
- income	-136

Test and Trace service support grant

- expenditure	368
- income	-368

Contain Outbreak Management Fund grant		
- expenditure		54
- income		-54
Contingency:		
Market Sustainability and Improvement Fund		2,788
Adult Social Care Discharge Fund	Cr	1,084
Market Sustainability and Improvement Fund - Workforce Fund		
- expenditure		1,810
- income	Cr	1,810
ICB Funding for Hospital Discharges		
- expenditure		1,511
- income	Cr	1,511
Work Safe Project		
- expenditure		65
- income	Cr	65
Social Care grant re ASC reforms	Cr	720
Adult Social Care grant		1,400
Other:		
Transfer of Staff from LD Care Management to Children's 0-25 years' service	Cr	144
Transfer of Care Placements Team Staff to Children's Services	Cr	320
Latest Approved Budget for 2023/24		
		<u><u>90,151</u></u>

1. Assessment and Care Management - Dr £550k

The overspend in Assessment and Care Management can be analysed as follows:

	<u>Current</u>
	<u>Variation</u>
	£'000
<u>Physical Support / Sensory Support / Memory & Cognition</u>	
Services for 65 +	
- Placements	151
- Domiciliary Care / Direct Payments	2,764
	<u>2,915</u>
Services for 18-64	
- Placements	Cr 62
- Domiciliary Care / Direct Payments	1,031
	<u>969</u>
Market Sustainability and Improvement Fund (MSIF)	
- 23/24 MSIF allocation	Cr 1,227
- 23/24 MSIF Workforce Fund allocation	Cr 1,810
	<u>3,037</u>
Hospital Discharge Packages	
- Placements	2,536
- Domiciliary Care	1,190
- Enhanced Care	1,147
- LBB Discharge Funding	Cr 324
- ICB Discharge Funding	Cr 1,133
- Adult Social Care Reform growth	Cr 817
- BCF use of underspend	Cr 1,300
- Winter Resilience funding	Cr 200
- Management action	Cr 625
	<u>474</u>
Other	
Extra Care Housing	Cr 85
Day Care	Cr 333
Adult Transport	Cr 223
Community Equipment	450
	<u>1,130</u>

The 2023/24 budget includes funding for the full year effect of the September 2022 overspend as reported to Members in the September Budget Monitoring report.

Services for 65+ - Dr £2,915k

Numbers in residential and nursing care to date are 22 below the budget provision of 512 (was 15 below in Q2), however an overspend of £568k is currently projected. This is due to placements having to be made above the guide rates, as well as additional 1:1 support packages required for some service users in their placements. Offsetting this is a projected underspend in emergency and temporary placements of £372k and respite care of £45k.

The overall position on the domiciliary care and direct payments budgets (65+) is a projected overspend of £2,764k, which is an increase of £333k from Q1. Domiciliary care is projected to overspend by £2,312k and direct payments to overspend by £452k.

Services for 18-64 - Dr £969k

Placements for 18-64 age group are projected to overspend by £171k this year based on current service user numbers which are currently 1 above budgeted levels. This is a reduction of £216k since Q2. Offsetting this is a projected underspend on emergency and temporary placements of £221k and respite of £12k.

The overall position on the domiciliary care and direct payments budgets (18-64) is a projected overspend of £1,031k. Domiciliary care is currently projected to overspend by £644k, an increase of £177k from Q1 and direct payments to overspend by £387k.

Hospital Discharge - Dr £474k

Discharges from hospital continue to follow the new pathway set up with Health. Currently a full year overspend of £4,873k (£5,554k in Q2) is projected, split between placements of £2,536k, domiciliary care of £1,190k and enhanced care of £1,147k. This is however offset by management action of £625k, (reduced from £1,306k in Q2 as savings achieved) aiming to reduce the length of time a service user spends in a D2a setting. Additional funding has also been applied as follows: Hospital Discharge funding (£324k LBB and £1,133 ICB); use of BCF reserve (£1,300k); additional Adult Social Care Reform funding of £817k and Winter Resilience funding brought forward of £200k. Officers also continue to ensure that service users are moved on from these packages to normal packages of care as soon as possible, ensuring that client contributions are being maximised. The numbers of residents being discharged are broadly within trend for Bromley, however, the packages of care are more expensive and for longer duration.

Extra Care Housing - Cr £85k

Extra Care Housing is currently projected to underspend by £85k as a result of the net impact of voids (reduced care hours offset by Void payments to housing provider)

Day Care - Cr £333k / Transport - Cr £223k

Day Care services is currently projected to underspend by £333k, with numbers still being down on pre-covid numbers as service users switched to other services when the centres were closed during covid. This has also impacted the transport budget, which is showing a projected underspend of £223k.

Community Equipment - Dr £450k

The community equipment budget is currently predicted to overspend by £450k. A gross pressure of £3,062k is forecast based on the value of invoices paid to the supplier to date, however the net forecast assumes the receipt of collection credits of £1,210k and contributions from the Better Care Fund of £1,402k which will reduce the net overspend to £450k. There is additional information in part 2 of this report concerning the current position on the Community Equipment contract and associated financial risks.

2. Quality Assurance & Safeguarding - Cr £160k

The Quality Assurance & Safeguarding budget is currently projecting an overall underspend of £160k for Q3, mainly against the Deprivation of Liberty Safeguards budget.

3. Learning Disabilities - Dr £155k

The 2023/24 Learning Disabilities (LD) budget includes funding for anticipated 2023/24 demand-related pressures and the full year effect (FYE) of the 2022/23 overspend but also reductions relating to planned savings.

An overspend of £155k is now projected for this budget (Q2 nil variance forecast) which is based upon the current level of costs and client numbers. The change in the projection from Q2 mainly relates to uplifts in weekly placement costs now applied and the additional support required by high-needs clients and those clients transitioning from Children's Services. Work is still on-going around transitions in order to scrutinise any future impact on costs.

4. Mental Health - Dr £960k

The 2023/24 budget includes an adjustment for the full year effect of the September 2022 underspend reported to Members as part of the September Budget Monitoring report.

Placements for 65+ age group are projected to overspend by £302k this year based on current service user numbers of 52 (50 in Q2).

The overall position on the domiciliary care and direct payments budgets (65+) is a projected overspend of £24k. Domiciliary care is currently projected to overspend by £124k and direct payments to underspend by £100k.

Placements for the 18-64 age group are projected to overspend by £302k this year based on current service user numbers of 107 (also 107 in Q2), and mainly relates to placements in Nursing homes.

The overall position on the domiciliary care and direct payments budgets (18-64) is a projected overspend of £133k, with Domiciliary care currently projected to overspend by £55k and direct payments to overspend by £78k.

In addition to the above, savings of £424k were included in the 2023/24 budget. To date £124k has been achieved and another £88k is expected to be achieved. This leaves £212k as not being achieved for the remainder of the year.

Transport costs are expected to underspend by £13k

5. Better Care Fund (BCF) - Nil variation

Other than variations on the protection of social care element, any underspends on Better Care Fund budgets will be carried forward for spending in future years under the pooled budget arrangement with South East London ICB.

The final 2023/24 allocation is a 5.66% increase above 2022/23 levels.

6. Improved Better Care Fund (IBCF) - Nil Variation

The total amount of funding available in 2023/24 is:

	£'000
2023/24 IBCF allocation	7,731
Carry forward from previous years	1,911
	<hr/>
	9,642

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 Sub-Committee bi-annually. The Director of Adult Social Care has additional authority in respect of placements.

Since the last report to the Executive, 37 waivers for Adult placements have been agreed for between £50k and £100k and 8 for more than £100k.

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. There have been no virements since the last report to Executive.

Children, Education and Families Portfolio Budget Monitoring Summary

2022/23 Actuals	Service Areas	2023/24 Original Budget	2023/24 Latest Approved	2023/24 Projected Outturn	Variation	Notes	Variation Last Reported	Full Year Effect
£'000		£'000	£'000	£'000	£'000		£'000	£'000
CHILDREN, EDUCATION AND FAMILIES PORTFOLIO								
Education Division - Core funding								
Cr 347	Adult Education Centres	Cr 430	Cr 360	Cr 340	20	1	114	0
576	Schools and Early Years Commissioning & QA	739	758	689	Cr 69	2	Cr 62	0
2,771	SEN and Inclusion	2,525	2,615	2,375	Cr 240	3	Cr 257	0
100	Strategic Place Planning	56	56	56	0		0	0
17	Workforce Development & Governor Services	Cr 22	Cr 22	Cr 22	0		0	0
7,516	Access & Inclusion	8,134	9,134	10,818	1,684	4	1,432	2,315
196	Other Strategic Functions	459	357	142	Cr 215	5	30	0
Cr 40	Central School Costs	Cr 60	Cr 60	Cr 60	0		0	0
10,789		11,401	12,478	13,658	1,180		1,257	2,315
Children's Social Care								
1,911	Bromley Youth Support Programme	1,798	1,833	1,895	62	6	140	0
1,260	Early Intervention and Family Support	1,545	1,503	1,457	Cr 46	7	Cr 120	0
10,034	CLA and Care Leavers	11,485	12,352	13,183	831	8	944	1,646
22,122	Fostering, Adoption and Resources	23,880	24,380	26,174	1,794	9	1,323	5,117
5,184	0-25 Children Service (Disability Services)	3,714	4,313	5,740	1,427	10	1,358	72
5,073	Referral and Assessment Service	4,765	5,280	5,743	463	11	515	Cr 35
4,582	Safeguarding and Care Planning East	4,181	4,181	5,082	901	12	534	0
2,998	Safeguarding and Care Planning West	2,493	2,134	2,908	774	13	693	0
Cr 2,489	Safeguarding and Quality Improvement	Cr 6,255	Cr 6,426	-6,091	335	14	Cr 32	0
50,675		47,606	49,550	56,091	6,541		5,355	6,800
61,464	TOTAL CONTROLLABLE FOR CEF CORE FUNDING	59,007	62,028	69,749	7,721		6,612	9,115
129	Total Non-Controllable	1,424	1,424	1,424	0		0	0
11,182	Total Excluded Recharges	7,208	7,208	7,208	0		0	0
72,775	TOTAL CEF PORTFOLIO CORE FUNDING	67,639	70,660	78,381	7,721		6,612	9,115
Education Division - DSG Funding								
21,691	Schools and Early Years Commissioning & QA	21,512	22,589	22,054	Cr 535	15	Cr 535	0
39,401	SEN and Inclusion	40,787	40,787	45,288	4,501	16	4,402	0
3,272	Access & Inclusion	3,635	3,635	3,492	Cr 143	17	177	0
22	Strategic Place Planning	94	94	94	0		0	0
6	Workforce Development & Governor Services	20	20	20	0		0	0
130	Other Strategic Functions	481	739	738	Cr 1		Cr 1	0
Cr 97,312	Schools Budgets	Cr 103,139	Cr 104,474	Cr 104,474	0		0	0
17,840	Special Schools and Alternative Provision	18,983	18,983	18,983	0		0	0
7,847	Primary Schools	10,075	10,075	10,110	35	18	0	0
4,005	Secondary Schools	3,798	3,798	3,798	0		0	0
0	Charge to Reserves	0	0	Cr 3,857	Cr 3,857	19	Cr 4,043	0
Cr 3,098		Cr 3,754	Cr 3,754	Cr 3,754	0		0	0
Cr 3,098	TOTAL CONTROLLABLE FOR CEF - DSG FUNDING	Cr 3,754	Cr 3,754	Cr 3,754	0		0	0
11	Total Non-Controllable	81	81	81	0		0	0
3,087	Total Excluded Recharges	3,673	3,673	3,673	0		0	0
0	TOTAL CEF PORTFOLIO - DSG FUNDING	0	0	0	0		0	0
TOTAL CEF PORTFOLIO		67,639	70,660	78,381	7,721		6,612	9,115

Reconciliation of Latest Approved Budget

Original Budget 2023/24

£'000

67,639

Contingency:

Carry forwards:

Deed Settlement for Hawes Down Site		
expenditure		5
income	Cr	5
Virtual School - CIN Grant Carry Forward		
expenditure		82
income	Cr	82
Homes for Ukraine DfE Grant		
expenditure		1,187
income	Cr	1,187
BAEC upgrading hardware and supporting software - GLA Grant		
expenditure		26
income	Cr	26
YOT NHS Money		
expenditure		29
income	Cr	29
COVID Recovery Grant		
expenditure		130
income	Cr	130
National Tutoring Programme		
expenditure		22
income	Cr	22

GLA Adult Ed Grant Repayment			
expenditure			16
income	Cr		16
Supporting Families; Investing in Practice Grant			
expenditure			475
income	Cr		475
Homes for Ukraine Main Grant			
expenditure			300
income	Cr		300
Other:			
Transfer of Staff from LD Care Management to Children's 0-25 years' service			144
Transfer of Care Placements Team Staff to Children's Services			320
S31 Leaving Care Uplift Grant			
expenditure			68
income	Cr		68
GLA free school meal payment			
expenditure			6,036
income	Cr		6,036
UKSPF funding			
expenditure			275
income	Cr		275
Above Inflation Pressures on Children Placements			1,370
Drawdown of SEN Transport			1,000
Early Years Supplementary Grant			
expenditure			1,669
income	Cr		1,669
Extended Personal Advisor Grant			
expenditure			11
income	Cr		11
Homes for Ukraine Main Grant - Adult Education			
expenditure			80
income	Cr		80
Reducing Parental Conflict Grant			
expenditure			30
income	Cr		30
Adult Education GLA Grant Funding			
expenditure			82
income	Cr		82
Uplift to Youth Justice Board Grant			
expenditure			12
income	Cr		12
Change in DSG Early Years and High Needs Block			
expenditure - Early Years			1,077
expenditure - High Needs			258
income	Cr		1,335
Draw Down from Reserve to meet demand in EHCP's / High Needs			
Expenditure			525
Income			-525
Increase in Fuel Costs			187
Autism Funding transferred from ACH			
expenditure			42
income	Cr		42
Youth Justice Grant Increase			
expenditure			3
income	Cr		3
DFE Delivery Support Fund			
expenditure			66
income	Cr		66
Strengthening Multi-Agency Leadership Grant			
expenditure			47
income	Cr		47
Latest Approved Budget for 2023/24			70,660

REASONS FOR VARIATIONS

1. Adult Education Centres - Dr £20k

This area is currently expected to overspend by £20k and this is due to an under collection of fees income of £177k. This is being offset by an underspend on staffing of £56k and £101k on running costs.

2. Schools and Early Years Commissioning & QA - Cr £69k

The in-house nursery is currently expected to overspend by £19k, due to an under collection of income of £101k being offset by an underspend on staffing of £81k and running costs of £1k.

Across the rest of the service there is a £88k underspend relating to staffing.

3. SEN and Inclusion - Cr £240k

The staffing in this area is currently forecasting an underspend by £182k - this is due to a number of posts that are currently or have been vacant during the year. There is an additional £20k in income and an overspend of £22k.

The Education Psychologists are currently have a number of vacant posts in their team. This is causing the statutory service they are required to provide to be underspent by £253k and the Trading Service they offer to the Schools to be overspent by £193k. This is a net underspend of £60k.

4. Access & Inclusions - Dr £1,684k

The overspend in this area is due to the costs around SEN Transport that is currently forecast to overspend by £1,660k due to the increasing number of children qualifying for this service, and the increases in costs. The remaining £24k is due to various running costs and under collection of income.

5. Other Strategic Functions - Cr £215k

There is current an underspend of £215k in this area relates to underspends on running costs.

Children's Social Care - Dr £6,541k

The current budget variation for the Children's Social Care Division is projected to be an overspend of £6,541k, this is an increase from £1,186k at the time of the last report. Additional funding has been identified of £1,370k due to above inflationary increases in prices across the board in CSC. This has been applied but some pressures/demands remain.

6. Bromley Youth Support Programme - Dr £62k

The BYSP budget is projected to overspend by £62k this year. The service is currently looking at transformational savings that have not yet been realised and this is the main cause behind the overspend on running costs of £243k. This is being offset by an underspend on staffing of £74k and over collection on income of £107k.

7. Early Intervention and Family Support - Cr £46k

The main projected variance relates to services is a projected underspend on staffing of £44k and running costs of £24k. These are then offset by a £22k under collection of income.

8. CLA and Care Leavers - Dr £831k

The budget for placements in this area is currently projected to overspend by £892k this year. This amount is analysed by placement type below.

- Staying Put - Dr £435k (Dr 437k)

- Direct Accommodation - Dr £1,118k (£Dr 740k)

- Placement Support Leaving Care - Cr £661k (Dr £510k)

This leaves an underspend of £61k on all of the other areas, and this is made up of a £113k overspend on staffing that is then being offset by an underspend on running costs of £174k.

9. Fostering, Adoption and Resources - Dr £1,794k

The budget for children's placements is currently projected to overspend by £1,699k this year. This amount is analysed by placement type below.

- Community Home's / Community Home's with Education - Dr £3,169k (Dr £2,811k)

- Boarding Schools - Cr £184k (Cr £149k)

- Secure Placement - Cr £250k (Cr £230k)

- Fostering services (IFA's) - Dr £105k (Dr £31k)

- Fostering services (In-house, including SGO's and Kinship) - Cr £833k (Cr £792k)

- Adoption placements - Cr £200k (Cr £200k)

- Outreach Services - Dr £109k (Dr £109k)

- Transport Costs - Cr £154k (Cr £157k)

- Dom Care - Cr £63k (Cr £63k)

Additionally there is an extra £362k worth of income - most of which relates to the cost of the placements. This is then being offset by overspends in staffing of £404k and running cost of £53k.

10. 0-25 Children Service - Dr £1,427k

The main area of overspend is the use of Direct Payments (£65k) and Dom Care (£1,081k) to support our clients. There is also a overspend in staffing of £55k and running costs of £226k.

11. Referral and Assessment Service Dr £463k

The main projected variance relates in this area relate to an overspend on staffing of £464k, with additional pressure on running costs of £52k.

This is then offset by a £53k underspend related to No Recourse to Public Funds (NRPF) clients.

12. Safeguarding and Care Planning East Dr £901k

The budget in this area is currently projected to overspend by £901k, and is due to staffing overspends of £485k and £181k on running costs. Additionally there is an overspend of £235k related to various costs related to supporting our clients.

13. Safeguarding and Care Planning West Dr £774k

The projected variance relates to a projected overspends on staffing of £520k and £254k on running costs that mostly relates to looked after clients.

14. Safeguarding and Quality Improvement Dr £335k

The projected overspend of £335k in this area mainly relates to staffing (£149k), and this includes the costs of recruiting and retaining social workers across the whole of Children's Social Care. This is also an overspend of £186k relating to general running costs.

Schools Budgets (no impact on General Fund)

Expenditure on Schools is funded through the Dedicated Schools Grant (DSG) provided by the Department for Education (DfE). DSG is ring fenced and can only be applied to meet expenditure properly included in the Schools Budget. Any overspend or underspend must be carried forward to the following years Schools Budget.

There is a current projected overspend in DSG of £3,857k. This will be added to the £12,706k carried forward in the reserves from 2022/23. There has been a prior year Early Years DSG adjustment which increased the 2022/23 DSG allocation by £600k, and this is offset against the DSG reserve and effectively reduces the reserve. This gives an estimated DSG deficit reserve of £15,963k at the end of the financial year.

15. Schools and Early Years Commissioning & QA Cr £535k

There is a projected underspend on the costs of child care payments for 2, 3 and 4 year olds of £454k. This includes the costs related to the Early Years Supplementary Grant.

Additionally there are underspends of £81k due to staffing underspends over a range of cost centres.

16. SEN and Inclusion Dr £4,501k

SEN placements are projected to overspend by a total of £4,898k. The overspend is being caused by the Maintained Day (£1,647k), Independent Day (£866k), Alternative Programmes (£1,432k), Maintained Boarding Schools (£234k), Direct Payment (£224k), Matrix funding (£705k) and other overspends (£40k). This is then slightly offset by an underspend on Independent Boarding Schools (£250k). In addition to the placement costs, there are underspends on staffing across a number of areas of £377k and on running costs of £20k.

17. Access & Inclusion Cr £143k

The £143k underspend in this area is due to an overspend of £319k on running costs and an under collection of income of £89k. These are being offset by staffing underspends of £551k.

18. Primary School Dr £35k

The cost pressure in this area relates to the closing deficit in a school when it converted to academy status

19. Charge to Reserves Cr £3,857k

Section 25 of the Local Government Act 2003 requires the Section 151 Officer to report on the robustness of the budget calculations and adequacy of reserves. The 151 Officer within that commentary is now required to consider the Councils DSG deficit position, despite the statutory override being in place.

The statutory override effectively means that any DSG deficits are not included in the Councils main revenue budgets. However funding will ultimately need to be identified

In effect the Council has to still set aside resources to meet the DSG deficit and where no ongoing funding is identified such funding will need to come from the Councils reserves. On that basis the budget monitoring report identifies a deficit of £3,857k which has to ultimately be funded from the Councils reserve.

Although DSG is effectively ring fenced the ongoing increase through funding by reserves (general and earmarked) creates a financially unsustainable position in the medium to longer term

The External Auditor as part of the annual accounts, are required to comment on the Councils Value for money arrangements and will be required to consider any DSG deficit and the impact on the Councils finances

In terms of presentation of the DSG deficit of £12,706k up to 31/3/2023 and the estimated in year sum of £3,857k in 2023/24, there will need to be adequate funding from the Councils reserves unless alternative savings can be found. The use of reserves have been assumed in this report, although the specific reserves to use have not been identified at this stage.

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 Sub-Committee bi-annually. Since the last report to the Executive, there has been in Children's Social Care 22 waivers agreed for placements of between £50 and £100k, 1 between £100k and £150k, and 19 for a value of over £200k.

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, there have been no virements processed.

Environment & Community Portfolio Budget Monitoring Summary

2022/23 Actuals £'000	Service Areas	2023/24 Original Budget £'000	2023/24 Latest Approved £'000	2023/24 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	ENVIRONMENT & COMMUNITY PORTFOLIO							
	Street Scene & Green Spaces							
1,151	Arboriculture Management	814	822	922	100	1	100	0
92	Business Support and Markets	26	26	160	134	2	123	0
1,189	Senior Management	1,331	1,331	1,331	0		0	0
211	Performance Management and Business Support	224	224	224	0		0	0
6,439	Parks and Green Spaces	6,854	6,940	6,940	0		0	0
79	Carbon Management	155	155	155	0		0	0
18,503	Waste Services	20,722	20,722	19,825	Cr 897	3	0	0
6,491	Neighbourhood	6,961	7,087	7,087	0		0	0
34,155		37,087	37,306	36,643	Cr 663		223	0
	Transport Operations and Depot							
552	Transport Operations and Depot Management	632	632	575	Cr 57	4	Cr 57	0
552		632	632	575	Cr 57		Cr 57	0
	Traffic, Parking and Highways							
-140	Traffic & Road Safety	161	161	39	Cr 122	5	Cr 29	0
Cr 8,209	Parking	Cr 9,186	Cr 9,186	Cr 8,478	708	6	828	0
8,979	Highways (including London Permit Scheme)	9,339	9,584	10,270	686	7	400	0
630		314	559	1,831	1,272		1,199	0
35,337	TOTAL CONTROLLABLE	38,033	38,497	39,049	552		1,365	0
1,673	TOTAL NON-CONTROLLABLE	6,743	6,743	6,743	0		0	0
2,284	TOTAL EXCLUDED RECHARGES	2,343	2,343	2,343	0		0	0
39,294	PORTFOLIO TOTAL	47,119	47,583	48,135	552		1,365	0

Reconciliation of Latest Approved Budget

£'000

Original Budget 2023/24

47,119

Carry Forward Requests approved from 2022/23

Highways Income for Road Maintenance

245

Central Contingency Adjustments

Inflationary Uplifts

219

Other Budget Movements

Hill Car Park Repair - Infrastructure Investment Fund

250

Hill Car Park Repair - Infrastructure Investment Fund

Cr 250

Latest Approved Budget for 2023/24

47,583

REASONS FOR VARIATIONS

1. Arboriculture Dr £100k

Tree works are identified through a triennial inspection programme and carried out in compliance with the adopted Tree Management Strategy to manage risk. The projected overspend of £100k recognises that in previous years, the volume of essential works has exceeded the budget available. There are several unknown factors affecting budget which make overspend a risk.

2. Business Support & Markets Dr £134k

The service is expecting an underachievement of income across Advertising, Street Trading and Markets of £144k (further details on this is given below), which is partly offset by an underspend on staffing of £19k as a vacant post is being used to fund a fixed term post on a lower grade and a £16k underspend on ICT software. There is also an overspend on the security of premises for £25k.

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 and being made permanent, which allows businesses to apply for a pavement licence for a £100 administration fee with no ongoing charges; this administration process is managed through Licensing in Public Protection. This is a significant reduction compared to the previous licensing of tables and chairs on the highway under street trading licence scheme where the fees charges were significantly higher and were subject to periodic 6-month renewal. The estimated net impact on the Council this year is a loss of £85k.

Advertising income from promotional activity is underachieving by £9k, the Promotional Activity in Bromley High Street has fewer larger scale week-long promotions. The majority of the promotional activity comes from smaller companies and it is limited to a few days, generating less income.

The Market Income is underachieving by £50k, due to a tough retail environment and depressed footfall in the Town Centre, which has led to a higher number of booking cancellations from market traders than normal. Furthermore the relocation of the market from the southern to northern end of the high street several years ago affected layout, reducing the number of regular stalls from 42 to 35, impacting the income capacity.

3. Waste Services Cr £897k

The Waste Service is reporting a £897k underspend for Q3, this is in the main due to the provision of Covid 19 funding (£800k) in 2022-23, to cover the additional costs of the increase in disposal of residual waste and processing of recyclates which were higher than pre COVID levels following lifestyle changes during the global pandemic. Although the levels of municipal waste have now returned to relatively stable levels the funding is still in the budget for the current year. The funding will be cut by half in '24-'25 with the remainder taken in '25-'26

4. Transport Operations and Depot Management Cr £57k

The service is reporting a £57k underspend on staffing costs, where we have officers who have moved to part time, freeing up some budget.

5. Traffic & Road Safety Cr £122k

There has been an over achievement from advertising income and temporary traffic orders due to road closures. This is partly offset by the cost of removing old street signs in the Borough.

6. Parking, Dr £708k

	Total
	£'000
Summary of variations within Parking	
Off Street (incl. Multi Storey Car Parks)	486
On Street	-146
Parking fees total:	340
Moving Traffic Contraventions (MTCs)	463
CCTV- Schools/ Bus Stops	-61
CEO Enforcement (PCN's)	-385
Bus Lanes	570
Parking Shared Services	-219
Enforcement total:	368
Total variations	708

6a. Car Parks (off street and multistorey car parks) Dr £486k

For a number of years, there has been an ongoing decrease in car park usage. Officers will continue to monitor and analyse the data trends to ensure the correct tariffs are in place to help with demand per location.

As well as the above, the Hill multistorey car park was closed due to health and safety concerns for 2 months (October to December 2023), this approximately accounts for about £150k of the variance in this area. West Wickham car park also closed at the start of this financial year and accounts for a further £58k of the pressure. Motorists were advised to use nearby car parks and on street parking facilities, however during that period of time there was no real increase in the surrounding car parks that would account for any displacement from these car parks.

Despite managing to maintain income levels this year, the longer term trend means that income is unlikely to return to budgeted levels and future budget setting should take account of this.

6b. On Street Car Parks Cr £146k

On street parking income is overachieving the budget with the demand for on street parking sessions remaining steady. Officers will continue to monitor and analyse the data trends to ensure the correct tariffs are in place to help with demand per location.

Due to the continued strong performance here, we will look to re-align this budget in the future to allow the additional income to mitigate pressures in other parts of the parking service.

6c. Moving Traffic Contraventions (MTCs), Dr £463k

The trend of two years of enforcement has shown that driver compliance with moving traffic regulations has improved since the cameras first went live. However, the average number of PCNs being issued in April to December 2022 was 2,619 p/m, compared to the average in April to December 2023 being 2,320. Maintenance costs for all MTC cameras has increased and for 23/24 currently stands at £61k which is £20k over budget

Although income levels could be maintained in the future, it is unlikely to ever achieve the budgeted target due to continued compliance by road users, therefore future budget setting should take account of this.

6d. CCTV - Schools/ Bus Stops, Cr 61k

Compliance around the schools has continued to improve, whereas one camera at a bus stop has seen a large number of PCNs being issued. April to December 2022 there were 172 PCNs p/m whereas in the same period in April to December 2023 there was an average of 94 PCNs p/m. Maintenance costs for all school and bus stop cameras was £8,694.

Where compliance has been achieved, Officers will consider new locations for cameras.

6e. CEO Enforcement (PCN's), Cr £385k

From May 2023 some additional CEOs have been deployed around the Borough to help to achieve an improved compliance around the Borough, CEOs have been employed on different working patterns to help achieve this. From April to December 2022, the average number of PCNs issued p/m was 5,696, whereas in the same time period in 2023 6,947 PCNs were issued. In due course, the additional enforcement may lead to more compliance and less income.

6f. Bus Lanes Dr £570k

As has been reported previously, compliance by drivers in bus lanes continues to improve with the average PCNs issued per month between April to December 2022 being 911, compared to 792 PCNs being issued in the same time period in 2023. Maintenance costs for bus lane cameras for 23/24 is £28,926.

6g. Shared Services Cr £219k

There is an underspend on the Shared Service budget due to vacant posts, however the budget needs to be flexible to allow for changes in workflow demands to allow the service to cover busy periods and meet statutory deadlines. An increasing backlog in appeals will result in the team recruiting more staff in the near future, increased number of staff will achieve a better customer services by appeals being processed quicker, resulting in PCNs being settled quicker.

7. Highways, including London Permit Scheme Dr £686k

There is an overspend of £630k in Highway Services, as the number of highway defects (carriageway and footway) has nearly doubled in the first 6 months of the year and these projects have statutory requirements. A second contractor had to be employed to clear the existing backlog from the main supplier, J B Riney. The London permit Scheme is underachieving the income by £56k.

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.

Public Protection & Enforcement Budget Monitoring Summary

2022/23 Actuals £'000	Service Areas	2023/24 Original Budget £'000	2023/24 Latest Approved £'000	2023/24 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	Public Protection							
483	Community Safety	540	584	584	0		0	0
152	Emergency Planning	157	157	157	0		0	0
823	Mortuary & Coroners Service	939	939	939	0		0	0
1,251	Public Protection	1,592	1,737	1,737	0		0	0
2,709	TOTAL CONTROLLABLE	3,228	3,417	3,417	0		0	0
3	TOTAL NON CONTROLLABLE	12	12	12	0		0	0
950	TOTAL EXCLUDED RECHARGES	816	816	816	0		0	0
3,662	PORTFOLIO TOTAL	4,056	4,245	4,245	0		0	0

Reconciliation of Latest Approved Budget

£'000

Original Budget 2023/24

4,056

Out of Hours Noise Service in Community Safety

50

Carry Forward Requests approved from 2022/23

POCA confiscation orders from the courts

61

HMO income

78

Latest Approved Budget for 2023/24

4,245

REASONS FOR VARIATIONS

No variation to report across PPE, just to note a £300k growth was awarded to the Mortuary and Coroners Service for 2023/24, this has mitigated the pressure in this area from last year.

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.

Renewal, Recreation & Housing Budget Monitoring Summary

2022/23 Actuals £'000	Division Service Areas	2023/24 Original Budget £'000	2023/24 Latest Approved £'000	2023/24 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	PLACE DEPARTMENT							
	Planning							
27	Building Control	70	70	313	243	1	243	0
Cr 63	Land Charges	Cr 117	Cr 117	Cr 47	70	2	70	0
1,823	Planning	986	1,106	1,332	226	3	209	0
1,787		939	1,059	1,598	539		522	0
	Culture & Regeneration							
1,384	Culture	1,120	1,120	1,032	Cr 88	4	0	0
5,570	Libraries	5,174	5,365	5,365	0		0	0
87	Town Centre Management	44	44	44	0		0	0
7,041		6,338	6,529	6,441	Cr 88		0	0
	Operational Housing							
1,276	Housing Strategy, Advice and Enabling	1,522	1,412	1,412	0		0	0
Cr 1,502	Housing Benefits	Cr 1,586	Cr 1,586	Cr 1,586	0		0	0
Cr 54	Housing Improvement	Cr 20	Cr 20	Cr 45	Cr 25	5	0	0
7,046	Allocations and Accommodation	5,356	5,358	8,653	3,295	6	2,557	5,636
921	Supporting People	1,134	1,134	986	Cr 148	7	Cr 148	Cr 148
1,095	Housing Options and Support	1,671	1,846	1,671	Cr 175	8	Cr 50	0
0	Housing Schemes	257	257	580	323	9	0	0
8,782		8,334	8,401	11,671	3,270		2,359	5,488
17,610	Total Controllable	15,611	15,989	19,710	3,721		2,881	5,488
Cr 412	TOTAL NON CONTROLLABLE	Cr 541	Cr 541	Cr 541	0		0	0
5,691	TOTAL EXCLUDED RECHARGES	5,583	5,583	5,583	0		0	0
22,889	TOTAL RR & H PORTFOLIO TOTAL	20,653	21,031	24,752	3,721		2,881	5,488

Reconciliation of Latest Approved Budget

£'000

Original budget 2023/24

20,653

Carry Forward Requests approved from 2022/23

Homelessness Reduction Grant		89
Homelessness Reduction Grant	Cr	89
Accommodation for ex-Offenders Expenditure		64
Accommodation for ex-Offenders Grant	Cr	64
Rough Sleepers Initiative Grant expenditure		43
Rough Sleepers Initiative Grant income	Cr	43
Homes for Ukraine Grant		2,400
Homes for Ukraine Grant	Cr	2,400
Defra Biodiversity Net Gain Grant		13
Defra Biodiversity Net Gain Grant	Cr	13
New Homes Bonus Funded LEP Programme		73
New Homes Bonus Funded LEP Programme	Cr	73
Local Plan Implementation		120

Central Contingency Adjustments

2023-24 Accommodation for Ex-Offenders expenditure		74
2023-24 Accommodation for Ex-Offenders income	Cr	74
2023-24 Rough Sleepers Initiative Grant expenditure		214
2023-24 Rough Sleepers Initiative Grant income	Cr	214
HFU Thank you payments expenditure		606
HFU Thank you payments income	Cr	606
2023-24 Rough Sleepers Initiative Grant expenditure confirmed total allocator		214
2023-24 Rough Sleepers Initiative Grant income confirmed total allocation	Cr	214

Homelessness Prevention Grant - 2023-24 additional allocation		361
Homelessness Prevention Grant - 2023-24 additional allocation	Cr	361
HPG– 2023/2024 Homes For Ukraine Funding Top-Up		1,117
HPG– 2023/2024 Homes For Ukraine Funding Top-Up	Cr	1,117
Inflation - Libraries contract		191
Energy Cost Inflation		67
Other		
Latest Approved Budget for 2023/24		<u><u>21,031</u></u>

REASONS FOR VARIATIONS

With higher interest rates and the cost of living affecting the economy, there is pressure on income budgets across the Property and Planning Divisions.

1. Building Control Dr £243k

Building Control fees were increased in 2022/23 in order to realign the budgeted income target with a more realistic outcome, but in 2023/24 an agreed saving increased the income budget target by £79k overall. Based on the activity in the past 6 months we anticipate that income will fall short of the budgeted amount by £243k. As the forecast is based on 9 months of actual income received and 3 months estimated if the activity improves the final position will be reflected in the Outturn.

2. Land Charges Dr £70k

Similar to Building Control, we anticipate a variation overspend of around £70k which remains the same as Q2, and historically this has been the case over the past a few years, but assuming the activity improves in the remaining 3 months and if the introduction of a fees review is completed within this financial year and implemented this will reduce the variation.

3. Planning Dr £226k

Planning Pre-Apps & Planning 'Significant' Major Apps We are currently forecasting a shortfall of income for Q3 of £226k compared to the £209k declared in Q2. It should be noted that the Government's planning application fees draft regulations consultation may increase future fee levels by 30%, however, any increase in fees is not currently expected to come into force until April 2024.

<https://www.legislation.gov.uk/ukdsi/2023/9780348250404>

4. Culture Cr £88k

Culture is forecasting an underspend of £88k. £52k of this relates to the Norman Park Management fee budget no longer required. £36k is a short term reduction in the Libraries contract cost, however this is likely to be required to fund inflationary pressures in 24/25.

5. Housing Improvement Cr £25k

A £25k underspend is currently forecast in Housing Improvement on salary costs.

6. Allocations and Accommodation Dr £3,295k

There is currently a forecast overspend of £3,410k in all Temporary Accommodation before projected savings from the continuation of the Transformation Programme. For this round of budget monitoring the number of households in nightly paid Temporary Accommodation was 1,224 (was 1,161 in Q2 and 1,125 in Q1). It is currently expected that this will increase to 1,284 by the end of the financial year, at a current average cost of £9,761 per household per annum (£8,857 on Q2 and £8,268 in Q1).

These figures exclude other schemes like More Homes Bromley, Pinnacle (formerly Orchard & Shipman), ex-residential care homes, and the Bromley Private Sector Leasing Scheme. Once these have been included there are currently over 1,561 households in Temporary Accommodation.

Transformation Programme savings for the remainder of 2023-24 totalling £25k have been identified for Meadowship Homes Phase 2 to provide a longer term alternative to expensive nightly paid accommodation. Other earlier schemes in the programme have been completed and are contributing to the housing options available. The Full Year Effect of these savings is estimated at around £1.3m.

	£'000
Summary of overall variations within Allocations and Accommodation:	
Temporary Accommodation	3,410
Transformation Savings	Cr 25
PSL Incentive Payments and Furniture Storage	Cr 90
Total variation for Allocations and Accommodation	<u><u>3,295</u></u>

7. Supporting People Cr £148k

A £148k underspend is currently forecast in the Supporting People service area mainly as a result of procurement exercises during 2021/22 and 2022/23 containing costs within inflation that had accumulated in the budget. The full retendering exercise has been completed and the current underspend will remain in this budget to cover potential future pressures.

8. Housing Options and Support Cr £175k

A £25k underspend is currently forecast in Housing Options and Support on salary costs. There has been a successful round of recruitment recently, but there are still some difficult to fill vacancies in the service. There is also an additional forecast underspend of £150k as currently, options are not available to prevent homelessness.

9. Housing Schemes Dr £323k

More Homes Bromley Shortfall Payments

Under the More Homes Bromley scheme, LBB is liable for the shortfall in rent as result of the reduced number of acquisitions compared to the original financial model. For 2023-24 the total net rental income shortfall is forecast to be £256k. Previously this shortfall has been met by the rent guarantee contingent liability, but this has been fully utilised and is no longer available.

Meadowship Homes 2 Nomination Penalty Payments

In line with the nominations agreement, the managing agent applied penalty fees where LBB has failed to nominate clients within the agreed timescales. This is the first time such charges have been applied and the forecast for 2023-24 is £61k. There are also legal charges of £6k for the year.

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 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.

Resources, Commissioning & Contracts Management Portfolio Budget Monitoring Summary

2022/23 Actuals		2023/24 Original Budget £'000	2023/24 Latest Approved £'000	2023/24 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	CHIEF EXECUTIVE'S DEPARTMENT							
	FINANCIAL SERVICES DIVISION							
265	Director of Finance & Other	267	267	267	0		0	0
5,953	Exchequer - Revenue & Benefits	6,831	6,784	6,784	0		0	0
2,249	Exchequer - Payments & Income	2,295	2,444	2,444	0		0	0
582	Financial Accounting	1,233	1,233	1,233	0		0	0
1,730	Management Accounting	1,991	1,997	1,997	0		0	0
848	Audit	1,073	1,073	1,073	0		0	0
11,627	Total Financial Services Division	13,690	13,798	13,798	0		0	0
	CORPORATE SERVICES DIVISION							
6,911	Information Systems & Telephony	7,238	7,238	7,308	70	1	210	0
	Legal Services & Democracy							
1,221	Electoral	512	512	512	0		7	0
1,473	Democratic Services	1,607	1,607	1,554	Cr 53	2	Cr 93	0
179	Mayoral	184	184	184	0		0	0
2,986	Legal Services	2,525	2,835	3,107	272	3	249	0
529	Procurement and Data Management	585	585	535	Cr 50	4	0	0
219	Management and Other (Corporate Services)	235	235	235	0		0	0
13,518	Total Corporate Services Division	12,886	13,196	13,435	239		373	0
	HR AND CUSTOMER SERVICES DIVISION							
2,429	Human Resources	2,499	2,499	2,771	272	5	164	0
	Customer Services							
Cr 1,185	Contact Centre	1,249	1,304	1,304	0		Cr 17	0
99	Registration of Births, Deaths & Marriages	Cr 131	Cr 131	Cr 175	Cr 44	6	Cr 119	0
306	CE - Consultation & Communication	326	326	326	0		Cr 22	0
3,821	Total HR & Customer Services Division	3,943	3,998	4,226	228		6	0
	CHIEF EXECUTIVE'S DIVISION							
826	Management and Other (C. Exec)	1,162	1,162	1,162	0		0	0
826	Total Chief Executive's Division	1,162	1,162	1,162	0		0	0
	CENTRAL ITEMS							
808	CDC & Non Distributed Costs (Past Deficit etc.)	1,361	1,361	1,361	0		0	0
5,964	Concessionary Fares	7,320	6,982	6,982	0		0	0
36,564	TOTAL CONTROLLABLE CE DEPT	40,362	40,497	40,964	467		379	0
14	TOTAL NON CONTROLLABLE	449	449	449	0		0	0
Cr 22,246	TOTAL EXCLUDED RECHARGES	Cr 17,569	Cr 17,569	Cr 17,569	0		0	0
14,332	TOTAL CE DEPARTMENT	23,242	23,377	23,844	467		379	0
	CHILDREN, EDUCATION AND FAMILIES DEPARTMENT							
	Strategy and Corporate Projects							
133	Commissioning	237	237	148	Cr 89	7	Cr 125	0
1,781	Strategy, Performance and Engagement	1,884	1,884	1,793	Cr 91	8	Cr 28	0
1,914	TOTAL CONTROLLABLE CEF DEPT	2,121	2,121	1,941	Cr 180		Cr 153	0
3	TOTAL NON CONTROLLABLE	1	1	1	0		0	0
Cr 2,152	TOTAL EXCLUDED RECHARGES	Cr 2,178	Cr 2,178	Cr 2,178	0		0	0
Cr 235	TOTAL CEF DEPARTMENT	Cr 56	Cr 56	Cr 236	Cr 180		Cr 153	0
	ENVIRONMENT & COMMUNITY SERVICES DEPARTMENT							
	Total Facilities Management							
2,134	Admin Buildings & Facilities Support	1,727	1,727	1,727	0		0	0
1,147	Investment & Non-Operational Property	823	823	823	0		0	0
Cr 270	Strategic & Operational Property Services	1,020	1,170	1,170	0		0	0
2,191	TFM Client Monitoring Team	1,957	1,957	1,957	0		0	0
Cr 1,528	Other Rental Income - Other Portfolios	Cr 1,683	Cr 1,683	Cr 1,683	0		0	0
2,626	Repairs & Maintenance (All LBB)	2,513	2,513	2,513	0		0	0
6,300	TOTAL CONTROLLABLE ECS DEPT	6,357	6,507	6,507	0		0	0
64	TOTAL NON CONTROLLABLE	7,919	7,919	7,919	0		0	0
Cr 872	TOTAL EXCLUDED RECHARGES	Cr 4,308	Cr 4,308	Cr 4,308	0		0	0
Cr 1,696	Less: R&M allocated across other Portfolios	Cr 1,726	Cr 1,726	Cr 1,726	0		0	0
1,528	Less: Rent allocated across other Portfolios	1,683	1,683	1,683	0		0	0

5,324	TOTAL ECS DEPARTMENT	9,925	10,075	10,075	0	0	0
19,421	TOTAL RCCM PORTFOLIO	33,111	33,396	33,683	287	226	0

Reconciliation of Latest Approved Budget		285	
		£'000	
Original budget 2023/24		33,111	
Carry Forward Requests approved from 2022/23			
Electoral Services - New Burdens Grant			
- Expenditure		15	To be carried forward 24-25
- Income	Cr	15	
Local Digital Cyber Fund			
- Expenditure		50	
- Income	Cr	50	
BEIS - EBSS AF and AFP			
- Expenditure		847	
- Income	Cr	847	
Legal Services - ULEZ		140	
		140	
Central Contingency Adjustments			
Legal support - children and adults social care		170	
Energy contract (part year)			
Local election May 2022			
Legal Support – children’s and adults social care			
Inflation			
IT contract procurement			
Resources to support GDPR compliance			
Inflation - Concessionary Fares		-338	
Inflation - Liberata contract - Exchequer Services		102	
Inflation - Liberata contract - Contact Centre		55	
Inflation - Liberata contract - School Finance		6	
Star Lane works		150	
Other Budget Movements			
IT Drawdown from reserves		336	
IT Drawdown from reserves	Cr	336	
Legal Drawdown from Reserves		153	
Legal Drawdown from Reserves	Cr	153	
Electoral Integrity Programme New Burdens Funding Grant		49	
Electoral Integrity Programme New Burdens Funding Grant	Cr	49	
Latest Approved Budget for 2023/24		33,396	

REASONS FOR VARIATIONS

1. Information Systems & Telephony DR £70k

Information systems is forecasting an overspend of £70k. Overspends in Q2 are largely offset by an underspend on the Azure project which is under implementation.

2. Democratic Services CR £53k

A £24k underspend is currently being forecast on Members Allowances budget, there is a further £21k underspend on Supplies and Service budget, in addition there is a £7k underspend on Democratic Service salary costs.

3. Legal Services Dr £272k

Due to the increased instructions to legal services on contracts, contract disputes, housing, regeneration, education capital projects and commercial property-related matters arising, the Legal team has had to engage locum lawyers to meet the increased demand, thereby putting pressure on the staffing budget. For Q3 we are projecting a £272k overspend on legal budget, an adverse movement of £23k reported in Q2. Within the overspend there is even more pressure on the Court Fees budget due to HMCT introducing additional fees, there is a £110k overspend at this point in the financial year in the Court Fees budget.

4. Procurement and Data Management CR £50k

The underspend of £50k in this area is due to the service carrying a vacant post.

5. Human Resources DR £272k

The HR Department is reporting a £272k overspend for Q3 a £108k increase from the Q2 reported position. The overspend is due to increased workload and pressure from implementation of the new system. Two agency workers engaged in the Oracle project were intended to be recharged to capital, but due to ongoing payroll issues and prolonged Liberata staffing costs the capital budget has been exhausted, leaving the cost pressure in revenue. One of the staff will end on March 31st, and the other on May 31st, with no further costs beyond those dates. Further to the above we have a staff member on maternity leave, an internal secondment cover, an additional agency worker covering another secondee, with another agency worker brought in to cover increased casework within HR consultancy, although this post was terminated at the end of Dec 23.

6 Customer Services Cr £44k

Customer Services is projecting a £44k, this is due to Registrars reporting additional income of £44k. This however is covering the shortfall stated above in the HR Dept. of £272k. Therefore, looking at the department as a whole the HR & Customer Service Division is forecasting a total shortfall of £253k for Q3.

7. Commissioning Cr £89k

The underspend of £89k in this area is due to mainly to an underspend on staffing.

8. Strategy, Performance and Engagement Cr £91k

The underspend of £28k in this area is due to an underspend on staffing of £76k and running costs of £76k. These under spends are being offset by an under collection of income of £61k.

Waiver of Financial Regulations:

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempted from the normal requirement to obtain competitive quotations, the Chief Officer has to obtain the agreement of the Director of Resources and Finance Director 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 have been actioned.

Virements Approved to date under Director's Delegated Powers

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Allocation of Contingency Provision for 2023/24

Item	Original Contingency Provision	Allocations				Variation to Original Contingency Provision
		Previously Approved Items	New Items Requested this Cycle	Items Projected for Remainder of Year	Total Allocations/ Projected for Year	
	£	£	£	£	£	£
General						
Provision for Unallocated Inflation	9,080,000	1,655,000		925,000	2,580,000	(4)&(5) Cr 6,500,000
Provision for increase in fuel costs	2,624,000		254,000	1,370,000	1,624,000	(6) Cr 1,000,000
Adult Social Care Market Sustainability and Improvement Fund	2,800,000	2,788,000		0	2,788,000	(1) Cr 12,000
General Provision for Risk/Uncertainty	3,500,000	1,400,000		1,900,000	3,300,000	(5) Cr 200,000
SEND Transport Growth	1,000,000	1,000,000		0	1,000,000	(1) 0
Social Care grant re ASC reforms	Cr 720,000	Cr 720,000			Cr 720,000	(5) 0
ASC Discharge Fund	Cr 1,083,000	Cr 1,084,000		0	Cr 1,084,000	(4) Cr 1,000
Building Infrastructure Fund	2,000,000	2,000,000		0	2,000,000	(4) 0
Property income recovery/rent variations	500,000		500,000		500,000	0
Legal support - children and adults social care	170,000	170,000		0	170,000	(4) 0
Revenue impact of Capital Financing Programme	6,600,000	2,500,000		0	2,500,000	(4)&(6) Cr 4,100,000
Star Lane works	0	150,000		0	150,000	(4) 150,000
Dual running of Civic Centre	0	1,800,000		0	1,800,000	(4) 1,800,000
Additional contribution to capital to West Wickham Library	0	0	244,000	0	244,000	(6) 244,000
Renewal, Recreation & Housing						
Property Valuation	100,000			100,000	100,000	0
Planning Appeals - change in legislation	60,000			60,000	60,000	0
	26,631,000	11,659,000	998,000	4,355,000	17,012,000	Cr 9,619,000
Grants included within Central Contingency Sum						
Rough Sleeping Initiative						
Grant Related Expenditure	104,000	428,000			428,000	(4) 324,000
Grant Related Income	Cr 104,000	Cr 428,000			Cr 428,000	Cr 324,000
Homeless Prevention Initiatives						
Grant Related Expenditure	784,000	361,000			361,000	(4) Cr 423,000
Grant related Income	Cr 784,000	Cr 361,000			Cr 361,000	Cr 423,000
Supporting Families: Investing in Practice Grant						
Grant Related Expenditure	1,030,000			948,300	948,300	Cr 81,700
Grant related Income	Cr 1,030,000			Cr 948,300	Cr 948,300	Cr 81,700
Renewal, Recreation & Housing						
2023-24 Accommodation for Ex-Offenders expenditure						
Grant Related Expenditure		74,000			74,000	(4) 74,000
Grant Related Income		Cr 74,000			Cr 74,000	Cr 74,000
Homes for Ukraine Grant - Thank you payments						
Grant Related Expenditure		605,900			605,900	(5) 605,900
Grant Related Income		Cr 605,900			Cr 605,900	Cr 605,900
Homes for Ukraine Grant - payment to LA						
Grant Related Expenditure		80,000	200,000	598,900	878,900	(5)&(6) 878,900
Grant Related Income		Cr 80,000	Cr 200,000	Cr 598,900	Cr 878,900	Cr 878,900
HPG- 2023/2024 Homes For Ukraine Funding Top-Up						
Grant Related Expenditure		1,117,000		0	1,117,000	(4) 1,117,000
Grant Related Income		Cr 1,117,000		0	Cr 1,117,000	Cr 1,117,000
Children, Education and Families						
S31 Leaving Care Uplift Grant						
Grant Related Expenditure		68,000		0	68,000	(4) 68,000
Grant Related Income		Cr 68,000		0	Cr 68,000	Cr 68,000
GLA free school meal payment						
Grant Related Expenditure		6,036,000		0	6,036,000	(4) 6,036,000
Grant Related Income		Cr 6,036,000		0	Cr 6,036,000	Cr 6,036,000
UKSPF funding						
Grant Related Expenditure		275,000		0	275,000	(3) 275,000
Grant Related Income		Cr 275,000		0	Cr 275,000	Cr 275,000
Early Years Supplementary Grant						
Grant Related Expenditure		1,669,000		0	1,669,000	(5) 1,669,000
Grant Related Income		Cr 1,669,000		0	Cr 1,669,000	Cr 1,669,000
Adult Education GLA Grant Funding						
Grant Related Expenditure		82,000		0	82,000	(5) 82,000
Grant Related Income		Cr 82,000		0	Cr 82,000	Cr 82,000
Early Years and High Needs DSG						
Grant Related Expenditure		1,335,000		0	1,335,000	(5) 1,335,000
Grant Related Income		Cr 1,335,000		0	Cr 1,335,000	Cr 1,335,000
DFE Delivery Support Fund						

Grant Related Expenditure			65,703	0	65,703		65,703
Grant Related Income			Cr 65,703	0	Cr 65,703	(6)	Cr 65,703
Adult Social Care							
Work Safe Project							
Grant Related Expenditure		65,000		0	65,000		65,000
Grant Related Income	Cr	65,000		0	Cr 65,000	(2)	Cr 65,000
Market Sustainability and Improvement Fund - Workforce Fund							
- expenditure		1,810,000		0	1,810,000		1,810,000
- income	Cr	1,810,000		0	Cr 1,810,000	(4)	Cr 1,810,000
ICB Funding for Hospital Discharges							
- expenditure		1,511,000		0	1,511,000		1,511,000
- income	Cr	1,511,000		0	Cr 1,511,000	(4)	Cr 1,511,000
TOTAL CARRIED FORWARD		26,631,000	11,659,000	998,000	4,355,000	17,012,000	Cr 9,619,000

Notes:

- (1) 29th March 2023
- (2) 17th May 2023
- (3) 5th July 2023
- (4) 20th September 2023
- (5) 29th November 2023
- (6) 27th March 2024

Allocation of Contingency Provision for 2023/24 (continued)

Item	Carried Forward from 2022/23	Allocations				Variation to Original Contingency Provision
		Previously Approved Items	New Items Requested this Cycle	Items Projected for Remainder of Year	Total Allocations/ Projected for Year	
	£	£	£	£	£	£
TOTAL BROUGHT FORWARD	26,631,000	11,659,000	998,000	4,355,000	17,012,000	Cr 9,619,000
Items Carried Forward from 2022/23						
Adult Care & Health Portfolio						
Supplementary Substance Misuse Treatment & Recovery Funding						
- Expenditure	57,217	57,217		0	57,217	(1) 0
- Income	Cr 57,217	Cr 57,217		0	Cr 57,217	(1) 0
Improved Better Care Fund (IBCF)						
- Expenditure	1,911,026	1,911,026		0	1,911,026	(1) 0
- Income	Cr 1,911,026	Cr 1,911,026		0	Cr 1,911,026	(1) 0
Public Health						
- Expenditure	2,874,494	2,874,494		0	2,874,494	(1) 0
- Income	Cr 2,874,494	Cr 2,874,494		0	Cr 2,874,494	(1) 0
LD/Autism Funding from South East London ICB						
- Expenditure	207,904	207,904		0	207,904	(1) 0
- Income	Cr 207,904	Cr 207,904		0	Cr 207,904	(1) 0
Discharge Transformation funding from South East London ICB						
- Expenditure	256,065	256,065		0	256,065	(1) 0
- Income	Cr 256,065	Cr 256,065		0	Cr 256,065	(1) 0
Winter Resilience Funding						
- Expenditure	400,000	400,000		0	400,000	(1) 0
- Income	Cr 400,000	Cr 400,000		0	Cr 400,000	(1) 0
Omicron Support Fund						
- Expenditure	136,212	136,212		0	136,212	(1) 0
- Income	Cr 136,212	Cr 136,212		0	Cr 136,212	(1) 0
Test and Trace service support grant						
- Expenditure	368,138	368,138		0	368,138	(1) 0
- Income	Cr 368,138	Cr 368,138		0	Cr 368,138	(1) 0
Charging Reform Implementation Support Grant						
- Expenditure	104,250	104,250		0	104,250	(1) 0
- Income	Cr 104,250	Cr 104,250		0	Cr 104,250	(1) 0
Contain Outbreak Management Fund grant						
- Expenditure	54,300	54,300		0	54,300	(1) 0
- Income	Cr 54,300	Cr 54,300		0	Cr 54,300	(1) 0
Renewal, Recreation & Housing Portfolio						
Accommodation for ex-Offenders						
- Expenditure	63,669	63,669		0	63,669	(1) 0
- Income	Cr 63,669	Cr 63,669		0	Cr 63,669	(1) 0
Defra Biodiversity Net Gain Grant						
- Expenditure	13,216	13,216		0	13,216	(1) 0
- Income	Cr 13,216	Cr 13,216		0	Cr 13,216	(1) 0
Homelessness Reduction Grant						
- Expenditure	89,000	89,000		0	89,000	(1) 0
- Income	Cr 89,000	Cr 89,000		0	Cr 89,000	(1) 0
New Homes Bonus Funded LEP Programme						
- Expenditure	72,521	72,521		0	72,521	(1) 0
- Income	Cr 72,521	Cr 72,521		0	Cr 72,521	(1) 0
Rough Sleepers Initiative						
- Expenditure	42,663	42,663		0	42,663	(1) 0
- Income	Cr 42,663	Cr 42,663		0	Cr 42,663	(1) 0
Homes for Ukraine grant						
- Expenditure	5,415,265	2,500,000		2,915,265	5,415,265	(1) 0
- Income	Cr 5,415,265	Cr 2,500,000		Cr 2,915,265	Cr 5,415,265	(1) 0
Children, Education and Families Portfolio						
COVID Recovery Grant						
- Expenditure	130,091	130,091		0	130,091	(1) 0
- Income	Cr 130,091	Cr 130,091		0	Cr 130,091	(1) 0
National Tutoring Programme						
- Expenditure	21,721	21,721		0	21,721	(1) 0
- Income	Cr 21,721	Cr 21,721		0	Cr 21,721	(1) 0
GLA Adult Ed Grant Repayment						
- Expenditure	15,664	15,664		0	15,664	(1) 0
- Income	Cr 15,664	Cr 15,664		0	Cr 15,664	(1) 0

Item	Carried Forward from 2022/23	Allocations				Total Allocations/Projected for Year	Variation to Original Contingency Provision
		Previously Approved Items	New Items Requested this Cycle	Projected for Remainder of Year	Items		
	£	£	£	£	£	£	£
Deed Settlement for Hawes Down Site							
- Expenditure	5,370	5,370		0	5,370	(1)	0
- Income	Cr 5,370	Cr 5,370		0	Cr 5,370		0
Supporting Families; Investing in Practice Grant							
- Expenditure	475,140	475,140		0	475,140	(1)	0
- Income	Cr 475,140	Cr 475,140		0	Cr 475,140		0
Virtual School - CIN Grant Carry Forward							
- Expenditure	82,151	82,151		0	82,151	(1)	0
- Income	Cr 82,151	Cr 82,151		0	Cr 82,151		0
Homes for Ukraine DfE Grant							
- Expenditure	1,187,034	1,187,034		0	1,187,034	(1)	0
- Income	Cr 1,187,034	Cr 1,187,034		0	Cr 1,187,034		0
BAEC upgrading hardware and supporting software - GLA Grant							
- Expenditure	25,575	25,575		0	25,575	(1)	0
- Income	Cr 25,575	Cr 25,575		0	Cr 25,575		0
YOT NHS Money							
- Expenditure	29,300	29,300		0	29,300	(1)	0
- Income	Cr 29,300	Cr 29,300		0	Cr 29,300		0
Resources, Commissioning and Contracts Portfolio							
Electoral Services - New Burdens Grant							
- Expenditure	14,583	14,583		0	14,583	(1)	0
- Income	Cr 14,583	Cr 14,583		0	Cr 14,583		0
Local Digital Cyber Fund							
- Expenditure	49,837	49,837		0	49,837	(1)	0
- Income	Cr 49,837	Cr 49,837		0	Cr 49,837		0
BEIS - EBSS AF and AFP							
- Expenditure	847,200	847,200		0	847,200	(1)	0
- Income	Cr 847,200	Cr 847,200		0	Cr 847,200		0
General							
POCA confiscation orders from the courts	60,637	60,637		0	60,637	(1)	0
HMO income	78,000	78,000		0	78,000	(1)	0
Legal Services - ULEZ	140,000	140,000		0	140,000	(1)	0
Local Plan Implementation	120,000	120,000		0	120,000	(1)	0
Highways income	245,000	245,000		0	245,000	(1)	0
Total Carried Forward from 2022/23	643,637	643,637	0	0	643,637		0
GRAND TOTAL	27,274,637	12,302,637	998,000	4,355,000	17,655,637		Cr 9,619,000

Notes:

(1) Various PDS reports across the Portfolios

Description	2023/24 Latest Approved Budget £'000	Variation To 2023/24 Budget £'000	Potential Impact in 2024/25
Housing Allocations and Accommodation- Temporary Accommodation	6,418	3,295	The full year effect of Temporary Accommodation is currently estimated to be an overspend of £5,636k. This estimate only takes into account the projected activity to the end of this financial year and not any projected growth in client numbers beyond that point. This does not include the impact of mitigation though the Housing Development and Acquisition Programme.
Supporting People	1,070	Cr 148	The full year effect of Supporting People is currently estimated to be a credit of £148k. This is a result of the estimated savings from retendering of the contracts that has taken place.
Assessment and Care Management - Care Placements / Community Equipment	33,544	970	The full year impact of the current overspend is estimated at £5,531k . Of this amount Dr £221k relates to residential and nursing home placements for 65+ and Cr £45k for the 18-64's. Domiciliary care & direct payments 65+ is £2,843k overspent and for 18-64 £1,100k. This is based on service user numbers as at the end of December 2023. There is also a £1,412k FYE of current level of Discharge to Assess costs. It assumed that management action and other discharge funding continues in 2024/25.
Learning Disabilities - including Care Placements, Transport and Care Management	42,273	155	The full year effect (FYE) variation is estimated at a net overspend of £709k (Q2 £833k). This figure is greater than the in-year underspend as demand-related growth pressures, for example transition and increased client needs, have only a part year impact in 2023/24 but a greater financial impact in a full year.
Mental Health - Care Placements	6,598	960	A full year overspend of £257k is anticipated on Mental Health care packages , with residential , nursing and supported living placements £63k overspent and domiciliary care and direct payments £194k overspent.
Children's Social Care	49,550	3,619	The overall full year effect of the Children's Social Care overspend is a net £6,800k, analysed as Residential Care, Fostering and Adoption of £5,117k, Leaving Care costs of £1,646k, CWD costs of £72k, and referral and assessment of Cr £35k.
SEN Transport	10,324	1,660	The overall full year impact is £2,315k

SECTION 106 RECEIPTS

Section 106 receipts are monies paid to the Council by developers as a result of the grant of planning permission where works are required to be carried out or new facilities provided as a result of that permission (e.g. provision of affordable housing, healthcare facilities & secondary school places). The sums are restricted to being spent only in accordance with the agreement concluded with the developer.

The major balances of Section 106 receipts held by the Council are as follows:

31st March 2023 £000	Service	Income £000	Expenditure £000	Transfers to/(from) Capital £000	Actual as at 31st March 2024 £000
<u>Revenue</u>					
408	Highway Improvement Works	112			520
1	Landscaping				1
8	Local Economy & Town Centres				8
82	Parking				82
169	Education				169
1,275	Healthcare Services	24	257		1,042
0	Community Facilities				-
89	Housing				89
959	Other	51			1,010
2,991		187	257	-	2,921
<u>Capital</u>					
4,734	Education				4,734
20	Highways				20
1,246	Housing				1,246
612	Local Economy & Town Centres				612
60	Other				60
6,672		0	0	-	6,672
9,663		187	257	0	9,593

Report No.
CEF23077

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE

Date: For Pre-Decision Scrutiny by the Children, Education and Families Policy Development and Scrutiny Committee on Wednesday 20 March 2024

Decision Type: Non-Urgent Executive Key

Title: BASIC NEED UPDATE REPORT

Contact Officer: Robert Bollen, Head of Sufficiency
Tel: 020 8313 4697 E-mail: Robert.Bollen@bromley.gov.uk

Chief Officer: Director of Education

Ward: All Wards

1. Reason for decision/report and options

- 1.1 This report provides an update on funding and the capital schemes included within the Council's Basic Need Programme.
-

2. RECOMMENDATION(S)

- 2.1 That the Executive agrees the updated Basic Need Programme as set out in Appendix 3 subject to Full Council approval;
- 2.2 That the Executive agrees that new projects at Bromley Beacon Academy (Orpington), Hawes Down Primary School, The Glebe, the former Marjorie McClure school site, and Midfield Primary School, be added to the Basic Need Programme as detailed in the scheme appraisals in Appendix 1;
- 2.3 That the Executive agrees that schemes to deliver additional primary places at Scotts Park Primary School and St Marys Cray Primary be removed from the Basic Need Programme as these schemes have been on hold for several years and there is currently no projected need for additional places at either of these schools;
- 2.4 That the Executive agrees the allocation of an additional £177,726 of additional S106 allocations to projects within the Basic Need Capital Programme as outlined in Appendix 2;
- 2.5 That Members note that a further High Needs Capital Provision allocation for 2024/25 is expected in March 2024. An estimation of its value has been included within this report. The programme as outlined in Appendix 3 will be amended when the amount of allocation is known' and,

2.6 That schemes within the Basic Need Programme will be delivered in line with the previously agreed procurement strategy. Awards of contract for schemes within the programme will be delivered in line with the Council's Contract Procedure Rules. In instances grant will be allocated to schools for school led delivery.

Impact on Vulnerable Adults and Children

1. Summary of Impact: This programme has already benefitted local children and young people through providing an additional 1,680 temporary and 3,715 permanent schools places in both mainstream and specialist settings.
-

Transformation Policy

1. Policy Status: Existing Policy
 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.
-

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Education Capital Programme
 4. Total current budget for this head: £109,752k
 5. Source of funding: DfE Basic Need Capital Grant, DfE SEND Provision Capital funding, DfE School Condition Allocations (SCA), S106 contributions
-

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: Applicable
-

Procurement

1. Summary of Procurement Implications: There are no procurement implications arising from this report. The procurement strategy for the Basic Need Capital Programme has been set out in previous reports.
-

Property

1. Summary of Property Implications:
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications:
-

Impact on the Local Economy

1. Summary of Local Economy Implications:
-

Impact on Health and Wellbeing

1. Summary of Health and Wellbeing 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:

3. COMMENTARY

- 3.1 This report provides a progress update on the delivery of the Council's Basic Need Capital Programme over the past year, additional capital funds received, and new schemes being added to the programme.
- 3.2 The focus of the Basic Needs Programme has now shifted from the delivery of mainstream to specialist places. The programme incorporates High Needs Provision Capital funding received from central government to increase places and improve the suitability of specialist provision.
- 3.3 Starting in Autumn Term 2022 the Council has been undertaking a strategic review of high needs funding and the specialist estate in Bromley. The estates review is ongoing and is enabling the development of a multi-year capital programme to increase specialist places in Bromley schools. This is the second year in which new schemes are being added through this process to the Basic Need Programme.
- 3.4 The Council intends to broadly allocate its High Needs Provision Capital funding over the next 4 years as follows:
- Provision of additional specialist capacity through (i) the creation of new, or expansion of existing Additionally Resourced Provisions (ARPs) and (ii) the expansion of maintained special schools (75%)
 - Improvements to existing ARPs and maintained special schools (15%)
 - Support to mainstream schools to enhance the inclusion of children with special education needs (SEN) (10%).
- 3.5 However, annual funding allocations will be targeted based on need. The Council is allocating £500k in 2024/25 to support mainstream, schools to enhance the inclusion of children with SEN. This will be allocated via a bidding round for schools delivered projects. Schools will be expected to demonstrate how the funding provided would support the inclusion of children with SEN and applicants would need to make a 20% contribution towards scheme costs.
- 3.6 There is not currently sufficient funding to deliver all schemes. Unfunded schemes will be brought forward into the Projects in Delivery (Funded) programme once funds become available.

Funding

- 3.7 The Council receives Basic Need Capital Grant from the DfE to support the delivery of sufficient school places, with over £80m allocated to Bromley since 2011-2022. The Council has received no additional mainstream allocation since 2021-22. The formula for allocation is based principally on projected population growth for children and young people aged 2-18.
- 3.8 The Council is currently awaiting a new High Needs Capital Provision allocation for 2024-25. This is expected to be received in March 2024. An estimation of the value of the allocation has been made below based on recent allocations. It is hoped that the actual allocation can be updated before the Committee date.
- 3.9 These allocations are provided in addition to the Basic Need Capital Grant to support local authorities to provide new specialist placements and improve SEN facilities.
- 3.10 In addition, the Council has received £177,726 in new S106 allocations during 2023/24 to support new school places that is now being drawn down into the Basic Need Programme.

Basic Need Allocation

2011-12 allocation	£4,496,771
Autumn 2011 exceptional in-year allocation	£1,277,936
2012-13 allocation	£2,404,519
Spring 2012 exceptional in-year allocation	£1,590,436
2013-15 allocation	£9,968,079
2015-16 allocation	£20,635,153
2016-17 allocation	£21,666,911
2017-18 allocation	£8,837,573
2018-19 allocation	£6,895,846
2021-22 allocation	£2,237,466
	<u>£80,010,690</u>

High Needs Capital Provision

2018-19 allocation	£865,510
2019-20 allocation	£865,510
2020-21 allocation	£865,510
Additional allocation 2018-21 (May '18)	£603,844
Additional allocation 2018-21 (Dec '18)	£1,207,688
2021-22 allocation	£2,450,780
2022-23 allocation	£4,169,618
2023-24 allocation	£4,308,004
	<u>£15,336,464</u>

Estimated 2024-25 allocation (Expected March '24)	£4,450,000
Estimated High Needs Provision Funding	<u>£19,786,464</u>

Section 106 Funding

April 2014 draw down	£705,653
July 2017 draw down	£2,889,855
March 2021 draw down	£4,127,637
March 2022 draw down	£980,680
March 2023 draw down	£42,965
March 2024 draw down	£177,726
	<u>£8,924,516</u>

- 3.11 The table above provides details of all the Basic Need Capital Grant and High Needs Provision Capital Funding received by the Council, along with Section 106 funds drawn down since 2011.
- 3.12 In addition, the Basic Need capital programme also includes capital contributions from a range of other capital funding programmes including DfE School Condition Allocations (SCA) and Section 106 contributions. These are detailed in Section 6 of this report.
- 3.13 Appendix 1 provides an appraisal of new schemes being added to the Basic Need Programme.
- 3.14 Appendix 2 provides details of new Section 106 funding being drawn down against schemes within the programme. All S106 funds currently available for education has been allocated to projects in the Basic Need Programme. This funding has either been spent or supports projects currently in delivery.

3.15 Appendix 3 provides details of the Basic Need Programme and the funding allocated for individual projects. Projects are categorised as follows:

- A Completed projects, including projects that are in defects and yet to reach Final Account.
- B Projects in Delivery (Funded) – schemes that are in the delivery phase, including projects under construction and in procurement, and have available funding allocated to them to allow delivery
- C Projects in Development (Unfunded) – schemes that are not an immediate priority and are therefore not fully funded, but are being delivered to a ‘shovel ready’ status

3.16 Design development of schemes not in the delivery phase (funded or unfunded) of the programme will continue and funding is allocated to support feasibility and design work, but schemes will not be brought forward for delivery until there is sufficient need and funding is available.

Recently Completed Schemes

3.17 Since the last Basic Need Update Report to the Executive in March 2023, the following schemes have been completed:

Darrick Wood School	A small access scheme improving the acoustic performance of the Secondary Deaf Base at Darrick Wood School.
Farnborough Primary School	Council contribution of S106 monies towards school led scheme focussing on enhancements and re-providing specialist spaces rather than expansion.
Riverside (Phoenix)	Works associated with the opening of a temporary satellite site for Riverside School

Projects In Delivery (Funded)

3.17 The Council has now completed the first wave of feasibilities arising from the High Needs Funding and Estates Review. Schemes have been prioritised based on their deliverability and the number of additional school places that they will deliver.

3.18 As a result new schemes at at Bromley Beacon Academy (Orpington), the former Marjorie McClure site, and Midfield Primary School are being brought forward as Projects in Delivery (Funded).

3.19 The schemes at Burnt Ash Primary School and Trinity CE Primary School are being moved forward from the Projects in Development (Unfunded) to become a Projects in Delivery (Funded) scheme.

3.20 Due to the current status of the scheme the proposal for the new ARP at The Highway Primary School the scheme is being moved from being Projects in Delivery (Funded) to Projects in Development (Unfunded).

3.21 The following schemes are currently being delivered or progressed to the Projects in Delivery (Funded) stage:

B1	Beacon Academy Orpington	Expansion of school to admit more pupils with Social Emotional and Mental Health Needs, now the second largest primary need of children with an EHCP in Bromley.
B2	Burnt Ash Primary School	Scheme to add either 1 or 2 additional classes to the existing SEN additional Resourced Provision at the School
B3	Marian Vian Primary School (Phase 2)	S106 scheme to replace dilapidated year 6 accommodation block. S106 funded. Scheme delivery reliant on further expected S106 contributions.
B4	Former Marjorie McClure School	Scheme to provide temporary accommodation for Redwood Academy at the former Marjorie McClure site until such point as the new school accommodation is ready. The long-term proposal is that the site becomes a new site for Riverside replacing the current provision at Phoenix and West Wickham
B5	Midfield Primary School	Scheme to add 2 additional classes to the existing SEN additional Resourced Provision at the School
B6	Mental Health AP Scheme	New mental health alternative provision accommodation for Council's Home Hospital Tuition Service (HHTS) and Bromley Trust Academy Blenheim (BTAB). It is proposed the provision will be based at the site of the former Duke Youth Centre behind St Marys Cray School
B7	Oaklands Primary School	Expansion of the school premises to create a new 3 class additionally resource provision (ARP). A contractor has been appointed and works due to start Spring 2024.
B8	Red Hill Primary Schools	This scheme involves carrying out remodelling and limited new build construction at the school to ensure that there is sufficient accommodation to admit 4FE in KS2, creating a guaranteed place KS2 for all pupils leaving Mead Road Infant School. The scheme is currently being reviewed to reduce costs.
B9	St John's CE Primary School	S106 funded scheme. Design works and discussions ongoing with Aquinas Trust. Potential need for more school places in area in future years and/or SEN provision. Delivery of full scheme reliant on further expected S106 or trust contributions.
B10	St Marys Cray Primary School	Works to enhance hygiene facilities and accessibility to support a child placed at the school.
B11	Trinity Primary School	Minor works to address suitability and health and safety at the school site
B10	Secondary bulge classes	Allocation to support the Council meet its statutory duty for ensuring sufficient school places. Pressure is currently in NW Bromley and will continue until Harris Kent House opens.

B11	Specialist placements	Allocation to support the Council to ensure it has sufficient placements for children and young people with an EHCP through capital works
B14	Redwood Academy	Allocation to cover Council's contribution to abnormal works to enable the DfE delivered special free school including eradication of Japanese Knotweed present on the site

Projects in Development (Unfunded)

- 3.22 Following the completion of the first phase of feasibility schemes at the Glebe and Hawes Down Primary are being added to the Projects in Development (Unfunded) tranche of projects. A financial appraisal of both schemes has been included within Appendix 1. The appraisal costs are early estimates and subject to revision through the development of each project.
- 3.23 In line with 3.20 above the Council has been unable to date to reach an agreed revenue funding position with SOLA multi academy trust on the proposed new ARP at The Highway Primary School. Preparation work on this scheme will pause at the end of feasibility work until an agreement is reached.
- 3.24 During 2022/23 works has continued on the Elmstead Wood Primary School with S77 approval from the Secretary of State for Education for the disposal achieved and marketing of the site now underway.
- 3.25 Further development of the schemes at St John's CE Primary and Marian Vian are subject to the receipt of sufficient S106 funding being received by the Council.

4 IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 The Basic Need Capital Programme has added 1,680 temporary and 3,715 permanent school places in mainstream and specialist settings.

5 TRANSFORMATION/POLICY IMPLICATIONS

- 5.1 Bromley Council has an established policy for the review and strategic planning of school places and related school organisation. The need to ensure sufficient school places, the quality of those places and their efficient organisation is a priority within the Council's strategy Making Bromley Even Better 2021-31; '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.' In seeking best value in the delivery of school places this proposal will be the priority; 'To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.' The proposals contained within this report also contribute to key targets within the Children, Education and Families Portfolio Plan.

6 FINANCIAL IMPLICATIONS

- 6.1 The Council has been granted £95.3m in 100% Basic Need Capital Grant and High Needs Provision Capital Funding for the financial years 2011-24 to meet the need for mainstream, specialist and alternative provision school places. A new allocation is due in Spring 2024 for a single year. This is estimated to be in the region of £4.45m based on previous allocations. The programme includes various transfers from other schemes to support the delivery of the Council's Basic Need Programme. Allocations have also been made to Basic Need to support

other education capital schemes, resulting in a total current budget of £109.8m as shown in the

External DfE Funding	
Basic Need Allocation	80,011
High Needs Provision Capital Allocation	15,336
Estimated 2024-25 High Needs Provision Capital	4,450
	99,797
Other funding streams	
Approved S106 allocations	8,925
Transfers from DfE Capital Maintenance (SCA)	1,294
Transfer from Reconfiguration of Special Schools Scheme	113
DfE payment Towards Trinity CE Primary School MUGA	301
	10,633
Total Basic Need Budget	110,430
Transfer to The Highway Capital Project	-650
Transfer to Beacon House Capital Project	-577
Transfer back from the Highway Capital Project	113
Transfer back from the Beacon House Capital Project	391
Transfer from Langley Park BSF Capital Project to Basic Need	3
Transfer from Early Education for Two Year Olds Funding	42
New Basic Need Programme	109,752

table below.

- 6.2 The table above sets out the Council's updated Basic Need Capital Programme including the High Needs Provision Capital Funding and the addition of £178k additional S106 funding detailed in Appendix 2.
- 6.3 For the purposes of monitoring total Basic Need related expenditure, and to ensure that any underspends are returned to Basic Need, the £650k and £577k transfers to the Highway Primary Rebuild and Beacon House Refurbishment Schemes respectively have been added back into the list of projects, and the Section 106 funding removed and shown as other funding. £113k, £391k, £3k and £42k have been passed to Basic Need from the Highway, Beacon House, Langley Park School for Boys Capital Project and Early Education for Two Year Olds respectively now that these schemes are closed.
- 6.4 To date, a total of £123,636k expenditure has been committed (completed schemes plus schemes in delivery). Funding of this is broken down as follows:-

	£'000s
Expenditure Committed	123,636
Funded by:	
Basic Need Capital Grant	79,958
High Needs Provision Capital*	19,771
Other (Including S106 and school contributions)	23,907
Funding in balance	<u>0</u>

- 6.5 The High Needs Provision Capital* figure above includes an estimation of the 2024/25 allocation. The DfE have confirmed that an allocation for 2024/25 will be received in Spring 2024. The figure included in 2024/25 is an estimate based on recent allocation. These funds will

only be committed once received and the overall budget will be adjusted to reflect the grant received.

7 LEGAL IMPLICATIONS

- 7.1 Under Section 14 Education Act 1996 the Council has a statutory duty to ensure that there are sufficient quality primary and secondary school places available to meet the need of pupils aged 5 years to 16 years. This need to ensure sufficient school places, the quality of those places and their efficient organisation is included as a priority within the Council's strategy Making Bromley Even Better 2021-31 which outlines the Council's aspirations in relation to education of its children and young persons and how the Council will ensure compliance with legislative requirements and the discharge of the Council's legal and statutory obligations.
- 7.2 Officers have provided this Report as an annual update on the Basic Need Programme which relates to the steps the Council is taking in line with its strategic goals. The report outlines the progress of the Programme including source and allocation of funds.
- 7.3 The Executive is asked to note the contents of the Report and the recommendations of Officers.
- 7.4 Legal Services are available to assist Officers and the Executive, in relation to any queries on the contents of the Report and/or the implementation of the Programme generally, as and when required.

8 PROPERTY IMPLICATIONS

- 8.1 The programme set out within this report includes proposed works at single corporate property, the former Duke Youth Centre, St Mary Cray which is planned to be repurposed as a new Mental Health Alternative Provision site for Council services and Bromley Trust Academy (Blenheim). This project will be subject to future reports with regards planning consent and contract award.

9. IMPACT ON THE LOCAL ECONOMY

- 9.1 The specific impact on the local economy of the Basic Need Programme will be set out within individual reports on delivery of schemes within the programme. The Council in the delivery of its programme has contracted a range of business including local consultancy and construction businesses and continues to encourage local business to tender for contracts.

10. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

- 10.1 Schemes being delivered as part of the Basic Need Programme are designed in line with current Building Regulations and need to comply with planning requirements around sustainability.
- 10.2 The Council has bid to SALIX for Public Sector Decarbonisation Scheme (PSDS) grant for the Former Marjorie McClure School project within the Basic Need Programme. The outcome of the application is expected by the end of March 2024. If the application is successful, the additional funding will enable the replacement of the existing boilers at the site with low carbon air source heat pumps.

Non-Applicable Headings:	Personnel/Procurement Implications; Impact On Health and Wellbeing; Customer Impact; Ward Councillor Views
Background Documents:	[List any documents used in preparation of this report - Title

(Access via Contact Officer)	of document and date]
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APPENDIX 1 – NEW CAPITAL SCHEME APPRAISALS

Bromley Beacon Academy (Orpington site)

	2023/24	2024/25	2025/26	2026/27	Total
	£'000s	£'000s	£'000s	£'000s	£'000s
Construction	0	0	2,000	1,529	3,529
Fees	30	86	67	10	193
Legal costs (2%)	0	20	50	1	71
FF&E			30	80	110
Contingency	0	0	200	153	353
	30	106	2,347	1,773	4,256

Glebe

	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	Total
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Construction						1,396	74	1,470
Fees	30			30	30	19	6	115
Legal costs	5	5	5	5	60	15	5	100
FF&E						80		80
Contingency	0					140	7	147
	35	5	5	35	90	1,650	92	1,912

Hawes Down Primary School

	2023/24	2024/25	2025/26	2026/27	2027/28	Total
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Construction	0	0	2,000	493	131	2,624
Fees	30	50	50	18	8	156
Legal costs (2%)	0	15	19	15	3	52
FF&E				30		30
Contingency	0	0	200	49	13	262
	30	65	2,269	605	155	3,124

The former Marjorie McClure school site

	2023/24	2024/25	2025/26	2026/27	Total
	£'000s	£'000s	£'000s	£'000s	£'000s
Construction	0	0	2,259	119	2,378
Fees	30	63	54	8	155
Legal costs (2%)	0	0	45	2	48
FF&E			30	80	110
Salix Contingency*			250		250
Contingency	0	0	226	12	238
	30	63	2,864	221	3,179

* The Council has submitted a bid to Salix under the Public Sector Decarbonisation Scheme to install new air source heat pumps at the school as opposed replacing the existing gas boilers. If the bid is successful, the Council is required to make a contribution towards the cost of the air source heat pumps.

Midfield Primary School,

	2023/24	2024/25	2025/26	2026/27	Total
	£'000s	£'000s	£'000s	£'000s	£'000s
Construction	0	156	500	35	691
Fees	10	50	24	4	88
Legal costs (2%)	0	3	10	1	14
FF&E			30		30
Contingency	0	16	50	4	70
	10	225	614	44	893

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APPENDIX 2: SECTION 106 SCHEDULE

Planning Reference	Development	S106 Agreement Education Clause	How the money will be allocated	Justification	Works Period	Value of Works	S106 Contribution
19/01263/ FULL1	Allum House , 92 Plaistow Lane, Bromley, BR1 3HU	"Education Contribution" means the sum of £31,502.91 (thirty one thousand five hundred and two pounds and ninety one pence) to be paid to the Council towards education provision within the London Borough of Bromley	Towards the construction of a new education provision for children with mental health needs including Bromley Trust Academy Blenheim alternative provision.	Meets the need for more alternative education provision in Bromley	2024-24	£4,375,000	£31,502.91
17/05084/ FULL1	Land Adjacent To Bromley College, London Road, Bromley	"Education Contribution" means the sum of £86,300.24 (Eighty Six Thousand Three Hundred Pounds and Twenty Four Pence); "Education Contribution Purpose means the provision of education facilities and/or the improvement of and/or	The money was allocated towards the refurbishment of the former Education Development Centre at Trinity CE Primary school that allows the school to admit more pupils	Need to increase capacity and to improve facilities at Trinity CE Primary School	2020-21	£890,000	£86,300.24

		support for existing education facilities at Trinity CE Primary School or for other education projects for residents of the Council's administrative area in receipt of no more than four other such contributions under the Act;					
19/01637/ FULL1	Carlton Court , Beckenham Road, Beckenham, BR3 4PP	"Education Contribution" means the sum of £59,922.90 (fifty nine thousand, nine hundred and twenty-two pounds and ninety pence)) to be paid to the Council towards education provision within t he London Borough of Bromley;	Towards the construction of a new education provision for children with mental health needs including Bromley Trust Academy Blenheim alternative provision.	Meets the need for more alternative education provision in Bromley	2024-24	£4,375,000	£59,922.90
TOTAL						£177,726.05	

APPENDIX 3 - BASIC NEED PROGRAMME 2011-23

	School	Description of Works	Type	Year (S)	Status	Project Cost	Funding Sources				Description	Budget Changes		
							Basic Need	High Needs Capital	New S106 Funding	Other		Cost March 2023	Change	Explanation
Completed Projects														
A1	Balgowan Primary School	Internal refurbishment	Bulge Class	2014	Complete	£10,000	£10,000					£10,000	£0	
A2	Balgowan Primary School	Access works at school	Access initiative	2017	Complete	£230,390	£230,390					£230,390	£0	
A3	Bickley Primary School	Kitchen works to complete 2FE expansion	Permanent Expansion	2010-11	Complete	£103,000	£103,000					£103,000	£0	
A4	Bishop Justus	All Phases of Scheme	Permanent Expansion	2016-17	Complete	£4,820,000	£3,224,105			£1,595,895	S106	£4,820,000	£0	
A5	Bishop Justus	Access Initiative	Hygiene Room	2022-23	Pre-tender	£172,075	£172,075					£362,000	£189,925	Scheme delivered within budget
A6	Blenheim Primary School	Minor works to support admission of additional pupils	Bulge Class	2014	Complete	£23,877	£23,877					£23,877	£0	
A6	Bromley Beacon Academy (Beacon House)	Refurbishment of site to provide vocational offer and extend services to KS2 and girls.	SEN Expansion	2015-16	Complete	£4,886,000	£186,000			£4,700,000	DSG	£4,886,000	£0	
A7	Bromley Beacon Academy (Orpington Site) Phases 1,2 & 3	External works and new build block	SEN Expansion	2017-19	Defects/ Final Account	£5,220,000	£3,728,600	£1,184,000		£307,400	CIF Funding	£5,220,000	£0	
A8	Bromley Beacon Academy	Expansion to provide additional 28 places	SEN Expansion	2020	Complete	£20,000		£20,000				£0	£20,000	
A9	Burnt Ash Primary School	Internal SEN unit modifications to address Ofsted recommendations	SEN	2013	Complete	£50,000	£50,000					£50,000	£0	

A10	Castlecombe Primary School	Permanent expansion of the school to 2FE in KS2 including temporary accommodation	Temporary Accommodation	2016-17	Complete	£3,564,662	£3,202,496			£362,166	DSG, CIF	£3,564,662	£0	
B2	Chislehurst School for Girls	Access Initiative	Hygiene Room and Access Improvements	2022-23	Procurement	£156,072	£156,072					£187,000	£30,928	Scheme delivered within budget
A11	Churchfields Primary School	Internal refurbishment, infill expansion, new nursery block	3 x bulge class, 1FE permanent expansion	2011-16	Complete	£1,367,000	£1,367,000					£1,367,000	£0	
A12	Clare House Primary School	Internal modifications to existing school, 3 temporary classroom units, demolition of existing school and construction of new 2FE school building.	3 x bulge class, 1FE permanent expansion	2011-2016	Complete	£6,756,736	£6,546,571			£210,165	DSG	£6,756,736	£0	
A13	Coopers School	Feasibility into options for expansion	Feasibility	2015	Complete	£5,000	£5,000					£5,000	£0	
A14	Crofton Infant School	New build class and facilities for additional 'Busy Bees' class	Additional SEN Unit Class	2014	Complete	£409,000	£384,000			£25,000	Access Initiative	£409,000	£0	
A15	Crofton Junior School	Access Works - New hygiene room, lift and ramps	Access initiative	2017	Complete	£393,188	£393,188					£393,188	£0	
A16	Darrick Wood School	Access Works - acoustic partitions and associated ICT/M&E works	SEN	2012	Complete	£45,000	£45,000					£45,000	£0	
B1	Darrick Wood School	Access works - acoustic Improvement to classroom	Improvements	2023-24	School delivery	£12,955	£12,955					£0	-£12,955	New Scheme
A17	Darrick Wood Infants School	Review of space at school	Site sufficiency	2014	Complete	£3,395	£3,395					£3,395	£0	
A18	Darrick Wood Junior School	Review of space at school	Site sufficiency	2014	Complete	£3,395	£3,395					£3,395	£0	

A19	Dorset Road Infants School	Feasibility	Potential Expansion		Complete	£24,000	£24,000				£24,000	£0	
A20	Edgebury Primary School	New build to support expansion from 1 FE to 2 FE	Permanent Expansion	2016	Complete	£4,434,626	£3,622,388		£812,238	S106 & Planned Maintenance	£4,434,626	£0	
A21	Farnborough Primary School	Internal refurbishment and FF&E	2 x bulge classes	2015 & 2016	Complete	£230,685	£230,685				£230,685	£0	
B2	Farnborough Primary School	LBB Contribution to school scheme to make improvements, and address impact of bulge classes admitted by the school.	Bulge Classes	2022-23	School delivery	£773,391	£0		£773,391		£773,391	£0	
A22	Glebe	New classroom block to support 2FE ASD secondary expansion	SEN Expansion	2015-16	Defects	£4,887,000	£0		£4,887,000	DSG, School, S106	£4,887,000	£0	Final Account reached. Project under budget, saving to be updated.
A23	Green Street Green	Feasibility on options to expand the school from 2FE to 3FE	Potential Expansion	2015	Complete	£58,211	£58,211				£58,211	£0	
A24	Harris Beckenham Green (Bromley Road Primary)	Internal remodelling/ refurbishment to provide accommodation for the re-organised school	Change of age range + linked to Worsley Bridge	2015-16	Defects	£1,124,988	£1,124,988				£1,124,988	£0	
A25	Harris Primary Academy Crystal Palace	Minor refurbishment and temporary toilet unit to facilitate an extra form of entry in 2011 & 2012. Internal refurbishment and external works to Permanent support permanent expansion of school	3 x bulge classes and permanent expansion	2011-2016	Complete	£1,159,488	£1,138,688		£20,800	DSG	£1,159,488	£0	

A26	Harris Primary Academy Kent House	Modular accommodation to provide an additional form of entry in 2011.	Bulge Class	2011	Complete	£263,000	£263,000					£263,000	£0
A27	Harris Primary Academy Orpington	Works to SEN Unit	SEN	2010/11	Complete	£100,000	£57,000		£43,000	Primary Capital Programme		£100,000	£0
A28	Hawes Down Infants School	Internal refurbishments for single bulge class	Bulge Class	2012	Complete	£115,000	£115,000					£115,000	£0
A29	Hawes Down Junior School	Additional class to admit bulge class from infant school and SEN Unit class	Bulge Class	2015	Complete	£829,325	£763,299		£66,026	S106		£829,325	£0
A30	Hawes Down Primary School	Additional class SEN Unit class	SEN Expansion	2021	Complete	£16,000		£16,000				£0	
A30	James Dixon Primary School	Temporary reception block and relocation of contact centre	2 x Bulge Class	2014 & 2015	Complete	£851,631	£729,951		£121,680	DSG		£851,631	£0
A31	Keston CE Primary School	internal and external works to provide permanent facilities for 2012 class.	Bulge class	2012	Complete	£935,804	£935,804					£935,804	£0
A32	Langley Park School for Boys	Internal refurbishment	Bulge class	2015	Complete	£56,000	£56,000					£56,000	£0
A33	Leesons Primary School	Internal refurbishment and FF&E	3 x Bulge Class	2014-16	Complete	£30,000	£30,000					£30,000	£0
A34	Leesons Primary School	Refurbishment of area separated from former day care centre and new teaching block to support 1 to 2 FE expansion	Permanent Expansion	2017-18	Procurement	£4,426,000	£3,816,216		£609,784	S106, Early Years Capital and Seed Challenge		£4,426,000	£0
A35	Marian Vian Primary School	Internal works and FF&E For Bulge class in advance of new facilities being brought forward.	2 x Bulge Class	2015 & 2016	Complete	£154,869	£154,869					£154,869	£0
B4	Marian Vian Primary School (Phase 1)	Conversion of CFC to nursery and new drop off/pick up arrangements	Bulge classes an other improvements	2021	Procurement	£669,000	£0		£669,000	S106		£669,000	£0

A36	Mead Road Infants School	Review of space at school	Site sufficiency		Complete	£19,080	£19,080				£19,080	£0
A37	Midfield Primary School	Internal refurbishment, new classroom block and nursery	3 x bulge classes and permanent expansion	2012 -2015	Complete	£1,624,077	£1,606,277		£17,800	S106	£1,624,077	£0
A38	Mottingham Primary School	Internal refurbishment, kitchen and utilities works	KS2 bulge classes	2014 & 2015	Complete	£1,019,340	£1,019,340				£1,019,340	£0
A39	Oaklands	Bulge Class and provision of new reception block to ensure school has sufficient pupil accommodation	Sufficiency and Suitability	2016 & 2018-19	Complete	£2,524,625	£2,391,521		£133,104		£2,524,625	£0
A40	Parish CE Primary School	3 New reception classrooms, new teaching block and secondary path to support 2 to 3FE expansion	Permanent Expansion	2012 -2014	Complete	£3,509,000	£3,509,000				£3,509,000	£0
A41	Parish Primary School	Kitchen works to support 2 to 3FE expansion			Complete	£175,000	£175,000				£175,000	£0
A42	Pickhurst Junior School	Hygiene and Sensory Room and capital works to support creation of Resource Provision			Complete	£456,000	£70,000	£386,000			£456,000	£0
A43	Poverest Primary School	New accommodation block and refurbishment of dining hall and CFC to form new early years block, enabling 1 to 2 FE expansion	3 x Bulge Class and Permanent Expansion	2014-20	Complete	£5,529,935	£4,631,255		£898,680	S106, Early Years Capital and School Contribution	£5,529,935	£0
A44	Red Hill Primary School	Improvement of toilet facilities to support increase in pupil numbers	Bulge Class	2012	Complete	£82,000	£82,000				£82,000	£0
A45	Ravensbourne School	Move Gym to provide new classroom	Bulge Class	2015-16	Complete	£950,890	£950,890				£950,890	£0
A46	Ravenswood School	First stage of Feasibility	Feasibility	2015	Complete	£6,375	£6,375				£6,375	£0

A47	Riverside School	New school hall and ASD specific entrance	SEN Expansion	2013-14	Complete	£1,239,506	£836,653			£402,853	S106	£1,239,506	£0	
A48	Riverside School	Opening 3rd site		2020	Complete	£175,000		£175,000				£175,000	£0	
	Riverside School	Opening Temporary site at Phoenix Centre Masons Hill	SEN Temporary Expansion	2022	Complete	£105,000		£105,000				£0	£105,000	Not reported
A49	Scotts Park Primary School	Refurbishment of early years area and temporary accommodation block	4 x Bulge Class	2012-14	Complete	£498,000	£463,000			£35,000	S106	£498,000	£0	
A50	St George's CE Primary School	Conversion of existing space to form single bulge class	Bulge Class	2015	Complete	£2,660,000	£1,907,721			£752,279	S106	£2,660,000	£0	
A51	St John's CE Primary 2 Classroom refurbishment	Works during Summer 2017 to convert smaller spaces into classrooms and feasibility on expansion	Bulge Classes		Complete	£369,898	£369,898					£369,898	£0	
A52	St Mark's CE Primary School	Refurbishment of reception classrooms	Suitability	2013	Complete	£135,000	£135,000					£135,000	£0	
A53	St Marys Cray Primary School	Minor works to support admission of additional pupils and feasibility	Additional Pupils	2012	Complete	£78,705	£78,705					£78,705	£0	
A54	St Nicholas CE Primary School	Feasibility into expansion of School to 2FE Primary School	Potential Relocation and Expansion	2015 to 2016	Scheme on hold	£71,000	£71,000					£71,000	£0	
A55	St Paul's Cray CE Primary School	Mixed refurbishment and new build to allow expansion from 1 to 2 FE	Permanent Expansion	2015	Complete	£2,561,720	£2,375,608			£186,112	S106, Early Year Capital, Seed Challenge, UKPN	£2,561,720	£0	
A56	Stewart Fleming Primary School	Temporary accommodation block and internal refurbishment	2 x Bulge Class plus decant accommodation	2015	Complete	£795,000	£421,000			£374,000		£795,000	£0	
	Stewart Fleming Primary School Phases 1 & 2	Phase 1 & 2				£10,587,000	£9,691,281			£895,719	School & S106	£10,178,000	£409,000	Covid claim settlement and legal costs

A58	Trinity CE Primary School	Temporary accommodation block and internal refurbishment, new access road and multi use games area	Bulge Class	2013-16	Complete	£1,781,772	£1,053,472		£86,300	£642,000	S106, ESFA & DSG	£1,781,772	£0	
A59	Trinity CE Primary School	EDC Block Refurbish	Permanent Expansion		Award	£890,000	£640,000			£250,000	S106	£890,000	£0	
A60	Tubbenden Primary School	New unit classroom and ancillary accommodation	SEN Expansion	2017	Defects	£1,056,398	£8,000	£1,006,398		£42,000	School	£1,056,398	£0	
A61	Unicorn Primary School	Temporary Classroom and new build expansion to ensure sufficient hall space, new classroom accommodation for 'bulge' class and hygiene facilities	Bulge Class	2015	Complete	£1,438,000	£1,410,000			£28,000	DSG	£1,438,000	£0	
A62	Valley Primary School	Modular accommodation to facilitate an extra form of entry in 2011 & 2012.	Bulge Class	2011	Complete	£353,000	£353,000					£353,000	£0	
A63	Widmore Centre	Review of accommodation	Feasibility		Complete	£7,000	£7,000					£7,000	£0	
A64	Worsley Bridge Primary School	Temporary modular classrooms for additional 2 classes in 2013, refurbishment and extension	Permanent Expansion and School Re-organisation	2013-16	Complete	£4,850,718	£4,375,808			£474,910	DSG, S106	£4,850,718	£0	
A65	The Highway Primary School	Contingency to cover over-spend on project	Suitability	2010-11	Complete	£537,000	£537,000					£537,000	£0	
A66	Access Initiative	2016-2022 costs	Accessibility	2020-2024	Complete	£520,000	£520,000					£420,000	£100,000	Additional year's schemes
A67	Capitalised Staffing Costs	Education capital project management costs	n/a	2013-24	n/a	£880,000	£800,000	£80,000				£730,000	£150,000	Reflects additional costs during 2022/23
Cost of Completed Schemes						£96,876,801	£73,482,101	£2,972,398	£86,300	£20,336,002		£96,284,700	£991,898	

	School	Description of Works	Type	Year (S)	Status	Project Cost	Funding Sources				Description	Budget Changes		
							Basic Need	High Needs Capital	New S106 Funding	Other		Cost March 2023	Change	Explanation
Projects in Delivery (Funded)														
B1	Bromley Beacon	New special school block	SEN expansion	2024-26		£4,256,000	£1,256,000	£3,000,000						New Scheme
B2	Burnt Ash Primary School	Expansion of provision to 3 FE and consolidation on site	SEN Expansion and Improvements	2024-26	Feasibility	£2,046,531		£2,046,531				£1,350,000	£696,531	Scheme now includes and additional SEN Class
B3	Marian Vian Primary School (Phase 2)	New Year 6 block	Bulge classes an other improvements	2024-26	Pre-tender	£890,134				£890,134	S106.	£890,179	£45	Funding adjustment
B4	Old Marjorie McClure site	Refurbishment of site for temporary use by Special Free School and further SEN use		2024-26		£3,179,000		£2,179,000		£1,000,000	Capital Maintenance			New Scheme
B5	Midfield Primary School	2 class SEN expansion	SEN Expansion	2024-26		£892,000		£892,000						New Scheme
B6	Mental Health AP Provision	New facilities for BTAB and HHTS	New accommodation	2024-25	Feasibility	£4,375,000	£2,407,574	£1,876,000	£91,426			£2,800,000	£1,575,000	Scheme detailed development and move to new build option
B7	Oaklands Primary School	New Resource Provision class	SEN expansion	2023-24	Construction	£3,505,000		£3,505,000				£3,593,000	-£88,000	Award cost lower than at scheme appraisal stage
B8	Red Hill Primary School	To allow school to admit all children leaving Mead Road Infants School	4FE in KS2 (40 extra pupils)	2024-25	Procurement	£1,500,000	£1,000,624			£499,376	S106 & school contribution	£2,160,000	-£660,000	Scheme subject to affordability review
B9	St John's Primary School	Review of accommodation and possible options for expansion utilising S106	Possible expansion and Improvements	TBC	Feasibility	£1,004,047				£1,004,047	Section 106 funded	£0	£1,004,047	Progress of full scheme reliant on additional funding

B10	St Mary Cray	Access Initiative	Hygiene Room and Access Improvements	2023-24	Construction	£113,804	£113,804							
B11	Trinity CE Primary School	SEN Improvement & H&S Works	SEN Improvements	TBC	Feasibility	£200,000		£200,000				£848,000	-£648,000	Scope of scheme reduced at feasibility
B12	Secondary bulge classes	Contingency to support bulge classes and expansion if required	Contingency	n/a	In preparation	£500,000	£500,000					£3,000,000	-£2,500,000	
B13	Specialist placements	Contingency to support additional specialist places if required	Contingency	n/a	In preparation	£500,000		£500,000				£500,000	£0	
B14	Redwood Academy	Abnormal costs associated with delivery of special free school	Council contribution	2024-28	Surveys and in preparation	£750,000	£500,000	£250,000				£500,000	£250,000	Greater understanding of risk and survey costs
B15	Projects In Development	Support for development works for projects in development (unfunded)	Programme development	Ongoing	Feasibility	£100,000	£100,000					£100,000	£0	
B16	SEN Mainstream Fund	Support to schools to increase inclusivity	Grants to schools	2024-25		£900,000		£900,000						
B17	Special Provision Capital Feasibilities	Feasibilities to identify priorities for future SEN investment	Programme development	2021-22	Feasibility	£450,000	£0	£450,000				£450,000	£0	
B18	Access Initiative 2022-23	Accessibility and adaptations at schools	Capital support for placements	n/a	Programme	£100,000	£100,000					£100,000	£0	Annual allocation
B19	Capitalised Staffing Costs 2024-2026	Staffing cost for project management of programme	Programme delivery cost	n/a	n/a	£400,000	£200,000	£200,000				£450,000	-£50,000	
Cost of schemes in delivery						£25,661,516	£6,178,002	£15,998,531	£91,426	£3,393,557	Total complete and in delivery value	Complete + in delivery minus programme contingency		
Programme Contingency (5%)						£1,098,076	£298,149	£799,927	£0	£0				
In delivery (Funded) Schemes Total						£26,759,592	£6,476,151	£16,798,458	£91,426	£3,393,557				
Completed Schemes and In delivery Schemes Total						£123,636,393	£79,958,252	£19,770,856	£177,726	£23,729,559	£123,636,393	£122,538,317		
Current i) Basic Need Scheme Budget ii) SEN capital Budget								£80,010,690	£15,336,464					
Estimated 2024/25 High Needs Provision Capital Allocation (expected March '24)									£4,445,000					
Remaining i) Basic Need Scheme Budget ii) SEN capital Budget								£52,438	£10,608					
Changes to programme in delivery														



	School	Description of Works	Type	Year (S)	Status	Project Cost	Funding Sources				Description	Budget Changes				
							Basic Need	High Needs Capital	New S106 Funding	Other		Cost March 2016	Change	Explanation		
Projects in Development (Unfunded)																
C1	The Glebe	Expansion of SEN school	SEN expansion	2027-29	Feasibility	£1,912,000		£1,912,000								New Scheme
C2	St John's CE Primary School	Refurbishment and new accommodation block to enable expansion 1.5 FE to 2 FE	Permanent Expansion	On hold	On hold/Planning	£4,430,300	£4,430,300					£4,430,300	£0			
	Hawes Down Primary School	Improvements to existing SEN provision, possible expansion	SEN improvement/expansion	2025/26	Feasibility	£3,124,000		£2,000,000		£1,124,000						New Scheme
C3	The Highway Primary School	Creation of new additionally resourced provision	SEN expansion	2025/26	Feasibility	£2,455,000		£2,455,000								
C4	Trinity CE Primary School	Remaining Phases for expansion to 4FE	Permanent Expansion	On hold	Post Planning/On hold	£3,013,000	£3,013,000					£3,013,000	£0			
C5	Marian Vian Primary School	Remaining phases of scheme	S106 Improvements	TBC		£2,500,000	£2,500,000					£2,500,000	£0			
Total cost of schemes in development						£17,434,300	£9,943,300	£6,367,000	£0	£1,124,000						

Agenda Item 8

Report No.
ACH24-006

London Borough of Bromley

PART ONE – PUBLIC

Decision Maker: EXECUTIVE WITH PRE-DECISION SCRUTINY FROM ADULT CARE AND HEALTH SERVICES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE (12 MARCH 2024) AND CHILDREN EDUCATION AND FAMILIES' POLICY DEVELOPMENT AND SCRUTINY COMMITTEE (12 MARCH 2024)

Date: 27th March 2024

Decision Type: Non Urgent Executive Key

Title: Permission to commence with the procurement to replenish the Domiciliary Care Patch arrangements.

Contact Officer: Channelle Ghania Ali, Integrated Strategic Commissioner
E-mail: channelle-ghania.ali@bromley.gov.uk

Chief Officer: Kim Carey –Director of Adults Social Care
Richard Baldwin – Director Childrens Services

Ward: All Wards

1 REASON FOR REPORT

- 1.1 On the 29 June 2021 Executive agreed the award of geographical Patch contracts to deliver domiciliary care services for a up to an eight-year period (5+3 years); that commenced on 28 August 2021 (Report ACH21-031).
- 1.2 The current value of the contract spend is an overall value of £16.4 million per annum. The overall remaining whole life value of £82 million for 2+3 years (both Framework and Patch)
- 1.3 Since the award of the contract, two of the four patches (East and South) have delivered well and have progressed to accept circa 70% of the domiciliary care packages at the end of year two of the eight-year contract. However, because some designated providers have not been able to deliver packages of care (as laid out in detail below (2), The Integrated Commissioning Service is now seeking to replenish the Central Patch with one new provider alongside four back-up providers to be used when required.

2. RECOMMENDATION(S)

- 2.1 The Adult Care and Health Policy Development and Scrutiny Committee and Children Education and Families Policy Development and Scrutiny Committee are asked to review this report and provide comment prior to the report proceeding to Executive for decision.

2.2 The Executive is recommended to approve permission to procure up to five new Patch providers, these contracts will run co-terminus with the Patch providers that have been delivering services since 28 August 2021. This action is due to one provider ending their contract. The additional four new providers will replace any providers that are not able to meet the terms of the contract.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Summary of Impact: There is no negative impact. The service supports both the local Corporate Plan priorities and statutory duties to Adult's and Childrens Social Care.
-

Transformation Policy

1. Policy Status: Existing Policy
 - For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence, and making choices.
 - BBB Priority: Supporting Our Children and Young People, Supporting Independence and Healthy Bromley.
 - To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
-

Financial

1. Cost of proposal: Up to £16.4m pa for the whole borough (total Dom Care budget).
 2. Ongoing costs for central patch only: approx. £3.5m pa for 2+3 years
 3. Budget head/performance centre: Council Domiciliary Care Budgets
 4. Total current budget for this head: £16.4m
 5. Source of funding: Revenue budget
-

Personnel

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

Legal

1. Legal Requirement: Statutory Requirement
 2. Call-in: Applicable
-

Procurement

1. Summary of Procurement Implications: This Gateway 0/1 proposes to replenish Patch providers, following a compliant tender process to award contracts for a period up to 5 years.
-

Property

1. Summary of Property Implications: Not applicable
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: The patch model addresses carbon reduction by reducing travelling across the borough and concentrating travelling in wards/neighbourhoods.
-

All providers are asked to evidence their commitment to considering their supply chain processes to consider carbon reduction.

Impact on the Local Economy

1. Summary of Local Economy Implications: Increase the council's commitment to the Social Value Act 2012.
-

Impact on Health and Wellbeing

1. Summary of Health and Well Being Implications: See section 16 of the report that references the Transformation Bromley Roadmap themes (2019-2023):
-

Customer Impact

1. Estimated number of users or customers (current and projected): 2000 Adults, 99 Children
-

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. The Care Act 2014 places a duty on the Council to conduct an assessment on a vulnerable person's needs and for the subsequent provision of community services based upon eligible need with a focus on wellbeing and prevention. The Children Act 1989 and the Children and Families Act 2014 place an emphasis on supporting children and young people who have additional needs. Eligibility for domiciliary care services will be based on the assessment and care planning approach detailed in these two Acts.
- 3.2. At the heart of the Council's vision of a good domiciliary care service is strengths-based and outcomes based enabling care and support, which meets the needs and aspirations of people enabling them to live happy and fulfilled lives in their own homes and communities.
- 3.3. The Service Specification focuses upon maintaining or increasing service user independence to have a positive impact on their health and well-being. This is part of a wider programme of work in support of the Council's Adult Social Care Strategy priorities and including the development of our practice of our assessment and care management teams. The strategic intention of the Patch contracts is that these eight providers deliver 60-70% of care packages with additional support given from a framework of providers. This approach allows for the Patch providers to deliver quality services at a scale that also delivers value for money.
- 3.4. Since August 2021, the new Patch model has been implemented and proving to be the best approach of managing the provision of domiciliary care demand. Thus far, the East patch is accepting circa 60% of the packages of care and in year three of the contract the Integrated Commissioning Service is working closely with all three East patch providers to improve this to 70%. The one South patch provider accepts under 70% of the packages of care. The one performing West patch provider has increased their uptake since April 2023, and are now accepting over a third of all packages of care. This uptake of over a third of packages is proportional of the total 60-70% patch allocation for one patch provider.
- 3.5. It is noted that the Patch providers offer competitive rates compared to the framework providers, with average rates being 9% cheaper than the framework providers. This is an important benchmark when establishing the financial benefit of the Patch model.
- 3.6. The circumstances resulting in this request for permission has arisen as one Central Patch provider recently terminated the contract. The reasons to do so focus upon citing their struggle to meet LBB's Quality Standards, despite the generous input from the Quality and Providers Relationship team and the Integrated Commissioning Service. Following this termination, the provider received a CQC inspection rating of 'Requires Improvement' (RI); this rating automatically would result in a suspension of the provider.
- 3.7. To mitigate against the future risk of provider failure due to noncompliance with the quality standards (for example as detailed in 3.6) up to four additional Patch providers are sought. These additional providers would operate as reserves in the event of any of the Patch providers needing to be replaced. There is no guarantee that these additional reserve patch providers will be called upon during the lifetime of this new parallel multi provider patch framework.

Summary of Business Case

- 3.8. In an earlier Gateway 0/1 27 November 2019 report (ACH 19015) the business case set out the reasons to move from a time/task model of Domiciliary Care to a strength based enabling model to reduce dependency of service users and continue to re-enable individuals to remain

independent in their own homes. The golden thread of this new way of delivering Domiciliary Care services weaves into the council's Transformation strategy.

- 3.9 The initial business case for the Patch model is fully cited in ACH 19015 which specified the ambition to move from the previous Framework contract and spot contracting arrangements, which included numerous providers, to the current position whereby economies of scale deliver improved personalised care for service users, whilst enhancing the quality and choice within the provider market. Patch providers can recruit to and invest in bespoke patch provision, benefiting from the knowledge of greater investment security. The ambition is to deliver 60-70% of packages of care via the Patch with the remaining packages supported via the tendered Framework providers.
- 3.10 The aim of this exercise is to mitigate against the risk of providers being unable to deliver upon the ambition of the patch model as the predominant provider, which impacts on maximising the efficiency and optimising outcomes. Four of the providers will be on standby, should the incumbent providers be unable to deliver the terms of the contract, whilst another will replace the provider that previously handed back their contract.

Service Profile / Data Analysis / Specification

- 3.11 The average demand for domiciliary care, post covid, is recorded as high as two thousand packages of care per week. There is a growing demand for Domiciliary Care with children with an average of ninety-nine children per week.
- 3.12 The older population, over sixty-five, will continue to increase. The JSNA (2017) projects the local over 65 years population as 18% in 2022 and growing to 19% by 2027. The JSNA (updated 2021) projects an over sixty-five population as 20% of the total population by 2031.
- 3.13 With reference to Children and Young people (CYP) there are ninety-nine children and young people in receipt of a domiciliary care package. Currently with an estimated cost for 2023/24 at £2.4m.
- 3.14 The 2021 JSNA cites the Northwest and Northeast of Bromley as having the highest levels of deprivation which includes the wards of Mottingham & Chislehurst (Central patch) and Crystal Palace, Penge & Cator (West patch). These levels of deprivation will in turn have an impact on demand for older people requiring Domiciliary Care; thus, the established link between poverty and ill health may well intensify the Domiciliary Care demand during this Domiciliary Care strategy.
- 3.15 Earlier evidencing of this increasing demand was reported to the PDS 24 January 2023 (ACH23-003) for example the turnover for Discharge to Assess service users has increased in all patches and the hospital has incrementally increased the weekend discharges as the 7-day hospital discharge becomes business as usual.
- 3.16 The Year 1 and 2 spend upon Domiciliary Care £15.7 million and £19.1 million. The Year 2 increase can be attributed to the 10% uplift that providers were awarded due to the position of the national economy.

Options Appraisal

Option 1: Replenish the relevant patches. (Preferred Option)

- 3.17 The aim of the commissioning strategy has been to increase the uptake of the Patches accepting 60/70% of the work and the framework the remaining 30/40%.

3.18 The Patch model has greater capacity to realise the purpose of the initial Transformation Strategy of decreasing spend whilst the aging population increases to 20% (1 in 5) of the local population by 2031.

Option 2: To not replenish the relevant patch.

3.19 The option to not replenish the relevant patch will lead to an increase in spend and the framework providers. This will be contrary to the Transformation Strategy and will impact on other initiatives such as the Trusted Assessor model that requires our patches to reduce care packages where it is safe to do so.

Preferred Option:

3.20 It is recommended that the Executive grants permission to tender for new patch providers (replacing providers that end/breach the terms of their contracts) for the following benefits:

- Rationalised market with a core of the most competent providers in the market, to manage current and future demand.
- Working with Patch providers allows for more efficient quality management processes.
- Poor performance is more effectively managed by targeting contract/performance monitoring resources.
- It supports provider efficiencies through reduction in travel time and costs for carers.
- It supports managing the market for both larger and smaller providers, ensuring viability of volume across the market.

4. PROCUREMENT AND PROJECT TIMESCALES AND GOVERNANCE ARRANGEMENTS

4.1 Estimated Value of Proposed Action:

The value of the proposed action is the whole life contract value as £82m and in section 13.

4.2 Other Associated Costs: NA

4.3 Proposed Contract Period: 2 years with the option to extend for a further period of up to 3 years (5 years in total) from 2023/2029

4.4 Procurement Strategy:

It is intended that that this will be an open tender as only providers with a Good or above CQC rating are able to apply in accordance with the Executive's decision.

The evaluation methodology includes:

- The Price/Quality adheres to the 60/40 split.
- The pricing evaluation remains as the previous tender: median plus £3.
Commissioning will attach a pricing schedule which will allow each bidding provider to break down the hourly rate of Domcare across: Direct staff salary; staff cost to employer, overhead contributions, and profit lines.
- Quality evaluation:

Relevant experience:	25%
Provider requirements:	pass / fail
Delivering Services that are Value for Money	25%
Monitoring for Service Improvements	25%
Performance Management & Quality Assurance	25%

Contract conditions include maintaining a Good CQC rating throughout the contract. A less than 'Good' rating will result in suspension where the provider must work with our Quality and provider relations Team on an improvement plan before the suspension can be set aside by the Director of Adult Social Care.

The provider must work with the joint Patch provider in accepting 60/70% of the packages of care for patch, otherwise this can lead to contract breach if remedying action fails.

The provider must always comply with the contract monitoring process.

4.5 The estimated timeline for this procurement is set out below:

Market Engagement	Feb/Mar 24
Issue Tender Documents	Mar/April 24
Evaluate Tender Returns	April/May 24
Award Contracts	June/July 24
Mobilisation	July/Aug 24
Contract Commencement	August 24

5. MARKET CONSIDERATIONS / IMPACT ON LOCAL ECONOMY

- 5.1 The current market position is that within Bromley 30 providers have registered offices within the borough. Other local authorities have a similar saturation. However, by developing the tender model, whereby the aim is to work with Patch providers across four localities supported by 31 Framework providers, we have managed the hourly rates whilst improving the stability for residents, agencies, and their workforce.
- 5.2 The wider (non-commissioned) market includes providers that are rated below the council's 'good' threshold and/or some providers are yet to be inspected. The Bromley approach seeks to maximise quality standards.

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

- 6.1 Social Value Act 2012 has been considered in the original tender process for contract Award in 2021. All applicants were asked to demonstrate how they intend to meet the Social Value workstreams, such as employment opportunities and environmental carbon off-setting practices. In Year two, we have begun to review the Social Value workstreams of all Patch providers and those Framework providers that have a spend of £125k pa.
- 6.2 All submissions from potential providers will need to demonstrate a commitment to Social Value and upon the contract award will be monitored on this, as is the case with the current commissioned cohort.

7. STAKEHOLDER ENGAGEMENT

- 7.1 The commissioning team works closely with the placements team, care management and the quality provider relationships officers to ensure that service needs are reflected into the commissioning approach and the on-going contract management approach with domiciliary care providers.

7.2 Care managers and social workers collate feedback on how providers are delivering on the objectives set out in the service users support plan which in turn informs progress on the outcomes that are reviewed as part of the social work review.

8. IMPACT ASSESSMENTS (INCLUDING VULNERABLE ADULTS AND CHILDREN) AND CUSTOMER IMPACT

8.1 A full Equality Impact Assessment has been completed as part of the tender process in 2019/20. We do not feel it is necessary to revisit this exercise as the new service model will continue to ensure the Council provides its duties in meeting Adults and Children needs as set out in the Care Act 2014. It will aim to improve on the current offer by providing better outcomes for residents and ensuring a more effective way of procuring the service.

9. TRANSFORMATION/POLICY IMPLICATIONS

9.1 As above in 3.9 the strategic mapping of Strengths Based Domiciliary care supported by the Patch model can be traced to the Transformation priorities:

- i. Deliver efficiencies to help reduce the Council's budget gap.
- ii. Prioritise the health, safety, and wellbeing of our residents.

10. IT AND GDPR CONSIDERATIONS

10.1 The Council, as part of its on-going commitment and sustaining a progressive approach to data protection and information management, requires the following be considered and evidenced:

- Privacy By design – the Council shall undertake a Data Protection Impact Assessment and manage all residual risk.
- The Council must ensure that the contract and any information sharing agreements have robust clauses relating to data management.
- The Council must ensure that there is an appropriate exit strategy in relation to information retention requirements and transfer with the incumbent provider where necessary.

12. PROCUREMENT CONSIDERATIONS

12.1 This report seeks to procure a replacement Patch Provider and four 'reserve' providers to support the Council's Patch Domiciliary Care provision as set out in section 3 of this report. The contract(s) will be for a period of two (2) years with the option to extend for a further period of three (3) years to ensure the provision is co-terminus with the remaining Patch providers. The estimated value of this procurement is £16.4m per annum with an approximate whole life value of £82m.

12.2 This is an above threshold contract, covered by Schedule 3 of the Public Contract Regulations 2015. An open process will be used, and a timetable is included at Section 4.2 above.

12.3 The Council's specific requirements for authorising proceeding to procurement are covered in Rules 1 and 5 of the Contract Procedure Rules with the need to obtain the formal Approval of Executive following the formal Agreement of the Portfolio Holder, Chief Officer, Assistant

Director Governance and Contracts, Director of Finance and Director of Corporate Services for a procurement of this value.

- 12.4 In accordance with Contract Procedure Rule 2.1.2, Officers must take all necessary professional advice.
- 12.5 In compliance with Contract Procedure Rule 3.6.1, this procurement must be carried out using the Council's e-procurement system.
- 12.6 The actions identified in this report are provided for within the Council's Contract Procedure Rules and the Public Contract Regulations 2015, and the proposed actions can be completed in compliance with their content.

13. FINANCIAL CONSIDERATIONS

- 13.1 On 29 June 2021, Executive agreed the award of Patch contracts to deliver Domiciliary Care services for a period of up to eight-years (5+3 years); that commenced on 28 August 2021 (Report ACH21-031). This report now seeks permission to procure up to three new Patch providers, and these contracts will run co-terminus with the Patch providers that have been delivering services since 28 August 2021. This action is due to one provider ending their contract. One of additional four new reserved providers will replace any provider that is not able to meet the terms of the contract. The procurement of the new providers will not, therefore, change the overall value of the framework contract approved in June 2021.
- 13.2 The Domiciliary Care Patch contracts are funded from the revenue budgets for Domiciliary Care. The 2023/24 Domiciliary Care budgets are set out in the table below:

	Adults	D2A	Children's	Total
Expenditure	14,952	387	1,038	16,377
Income*	-5,357	0	0	-5,357
Net	9,595	387	1,038	11,020

* Note that this is all charging policy income so will include elements of income attributable to other services such as Day Care

15. LEGAL CONSIDERATIONS

- 15.1 The Executive Committee is recommended to approve permission to procure up to three new Patch providers to provide domiciliary care to adults and children. It is intended that these contracts will run co-terminus with the Patch providers that began delivering domiciliary services on 28th August 2021. This procurement has been required due to one provider terminating their contract. The decision to procure a new provider must be authorised by the Executive, as the estimated value is likely to be more than one million pounds.
- 15.2 The Council is required to provide domiciliary support services to adults and children in furtherance of its statutory duties under the Care Act 2014.
- 15.3 A contract for the purchase of these services is a public contract under Schedule 3 of the Public Contracts Regulations 2015 (the Regulations). As the value of the proposed new procurement is likely to fall above the relevant financial threshold of £663,540 then the services must be procured in accordance with the light touch regime. It is noted that there will be four reserve operators, and

this will need to be managed carefully and clearly documented as to how this will work in the tender documents.

16. IMPACT ON HEALTH AND WELLBEING

16.1 The newly commissioned domiciliary care services supports the Council's key priorities within the Transformation Bromley Roadmap themes (2019-2023):

- Priority One: Safeguarding
- Priority Three: Life chances, resilience, and wellbeing
- Priority Five: Integrated health and social care
- Priority Six: Ensuring efficiency and effectiveness.

16.2 A strategic approach to replenishing domiciliary care will ensure that the service delivery aligns to the current and developing wider health and social care pathways as part of our integrated commissioning arrangements alongside the ICB.

Non-Applicable Headings:	Strategic Property Considerations (11) Personal considerations (14)
Background Documents: (Access via Contact Officer)	NA

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Report No.
ACH24-014

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: EXECUTIVE

**With pre-decision scrutiny from Adult Care & Health Policy
Development and Scrutiny Committee**

Date: 27 March 2024

Decision Type: Non-Urgent Executive Key

Title: GATEWAY 2 AWARD - ADULT MENTAL HEALTH RECOVERY AND
REHABILITATION SUPPORT @ HOME SERVICE REPORT

Contact Officer: David Powell (NHS South East London ICB)

E-mail: David.powell@selondonics.nhs.uk

Chief Officer: Kim Carey, Director of Adult Social Care

Ward: All

1. REASON FOR REPORT

- 1.1. Mental Health recovery and rehabilitation accommodation-based support and floating support services aim to support mental health service users away from reliance on hospital and residential provision towards enabling and cost-effective services such as supported accommodation, support in the community and targeted support towards independent living.
- 1.2. The LBB Mental Health Flexible Support Service contract expires on 30th September 2024. The current contract has been in place since 1st October 2019 and has no further options to extend.
- 1.3. The South East London Integrated Care Board (SELICB) Adult Mental Health Residential and Supported Accommodation Services contract expires on 30th September 2024. The current contract has been in place since 1 April 2019 and has an estimated value of £1,432k per annum. The contract has no further extension options remaining and has a cumulative value of approximately £6,963k over the 5-year term.
- 1.4. In addition to the block contracted services, LBB holds individual placement contracts for clients placed into SELICB contracted provision. In 2021/22 the combined annual value of

these placements is estimated to be approximately £1.12m per annum. In total these two services have an estimated combined value more than £2.94m per annum.

- 1.5. The Gateway 0 report ACH22-018, presented to Executive on 29th June 2022, advised members on the procurement options for future housing support mental health services in Bromley and gained approval to replace the existing service model with a new joint adult mental health recovery and rehabilitation Support@Home service contract in 2024, underpinned by the section 75 agreement between LBB and SELICB, and with a combined total contract value estimated at £2.66m per annum, split 50:50 between LBB and SELICB.
 - 1.6. The Gateway 1 report ACH22-035, presented on 30th November 2022, sought and obtained Executive approval to commence the procurement of the service in accordance with the arrangements set out in the report with the intent to commence the new service on 1st October 2024 with LBB acting as the contracting authority.
 - 1.7. This report seeks Executive approval to award the Support@Home service contract in accordance with the arrangements set out in this report and the accompanying Part 2 report to commence the new service on 1 October 2024.
-

2. RECOMMENDATION(S)

- 2.1 Adult Care and Health Policy Development and Scrutiny Committee are asked to review this report and the accompanying Part 2 report and provide any comment prior to the report proceeding to Executive for decision.
- 2.2 Executive is recommended to:
 - i. Approve award of contract for the Support@Home service contract as detailed in this report and the accompanying Part 2 report:
 - for an initial period of 5 years from 01 October 2024 to 30 September 2029
 - with two options to extend for a further period of 2 years from 01 October 2029 to 30 September 2031 and 1 October 2031 to 30 September 2033
 - at an estimated total contract value as set out in Part 2 of this report; and
 - ii. Delegate authority to the Chief Officer, subject to Agreement with the Assistant Director Governance & Contracts, the Director of Corporate Services, the Director of Finance and the Portfolio Holder for Adult, Care & Health, to approve the contract extension period(s) for up to four years on satisfactory achievement of the contract performance indicators.

Impact on Vulnerable Adults and Children

1. Summary of Impact: To move mental health service users away from reliance on hospital and residential provision towards more enabling and cost-effective services such as supported accommodation, support in the community and targeted support towards independent living.
-

Transformation Policy

1. Policy Status: Existing Policy:
 2. Making Bromley Even Better Priority:
 - (1) For people to make their homes in Bromley and for business, enterprise and the third sector to prosper.
 - (2) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.
 - (3) 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 set out in Part 2
 2. Ongoing costs: Recurring Cost set out in Part 2
 5. Source of funding: Existing revenue budget, ICB funding (Section 75)
-

Personnel

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

Legal

1. Legal Requirement: Statutory Requirement
 2. Call-in: Applicable
-

Procurement

1. Summary of Procurement Implications: This report seeks Approval of the award of a contract for a joint mental health support service. The contract will commence on 1st October 2024 for a period of 5 years with the option to extend for two further periods of up to two years each. The procurement has been conducted in accordance with the Public Contract Regulations 2015 and the Council's Contract Procedure Rules.
-

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): 140 current service users / up to 227 projected beneficiaries utilising existing recovery & rehabilitation services.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? No
2. Summary of Ward Councillors comments: Not Applicable

3. COMMENTARY

- 3.1. The Bromley Mental Health and Wellbeing Strategy (BMHWS) 2020-25 was jointly developed by the London Borough of Bromley and (the then) NHS Bromley Clinical Commissioning Group (CCG) in partnership with Oxleas NHS Foundation Trust. A major part of the strategy is improved “step down” services for adults with long-term conditions and a greater emphasis on service users moving to independence. This service contributes to that part of the Strategy.
- 3.2. The SELICB commissioned Adult Mental Health Residential and Supported Accommodation Services is made up of six registered residential care homes and three supported living/shared housing services. The LBB Mental Health Flexible Support Service contract provides 300 individual floating support hours per week.
- 3.3. The new joint service specification will consist of one residential care home, eight supported living/shared housing services, and a similar number of floating support hours as at present and providing the same level of support/care. This change from the specification set out in the Gateway 1 report, which recommended that no residential care services should remain, has been agreed following consultation with Oxleas NHS Foundation Trust. This arrangement will be reviewed after an agreed period to ensure that current and future needs are met appropriately.
- 3.4. From the service commencement date, the service will be delivered from a block element of 2280 hours per week over the whole contract. There is also provision for up to 7 sleep-ins per week, with a supplement of 100 hours per week available subject to need.
- 3.5. The provider will be responsible for deploying the commissioned hours across the identified properties to ensure suitable on-site support provision in line with the relevant registration and the individual’s care plan.
- 3.6. The allocation and delivery of commissioned hours to identified properties will be sufficient to provide 24-hour waking support, where individuals residing within identified properties require that provision. It will also take into consideration individual preference and the practical requirements of meeting the person’s needs. The balance of commissioned hours will be provided across the Service based on individual need and demand.
- 3.7. In total, the Service is expected to support between approximately 135 and 150 people per week.
- 3.8. Work to remodel the existing residential care home provision within the SELICB contract and convert these services to a supported living model by the end of the current contract term on 30 September 2024 is well under way.

3.9. Access to the Service

The Provider will:

- Offer preventative measures to enable people to live in their existing home.
- Enable individuals to develop skills required for independent living and their broader needs by enabling access to other relevant services, improve quality of life and promote or maintain independent living.

- Deliver a range of structured and diverse support functions through an individual's care and support plans aimed at maintaining the person's mental wellbeing with the aim of living independently in the community, preventing readmissions to hospital or residential care and homelessness.
- Enable people who access the Service to make good use of mental health services and relevant services available either as part of their care plan or as residents of Bromley.
- Assist individuals to minimise substance misuse and implement harm reduction strategies where appropriate, including working with people classed as having "dual diagnosis" needs.
- Support people who access the Service with serious mental illness and within the Criminal Justice system to decrease use of crisis or emergency services, including avoidance of hospital admissions and criminal justice system involvement.

3.10 Referral to the Service

Referrals to the Service will be agreed by the Mental Health Practice Review Group and/or Joint Funding Panel (The Panel); and will be subject to an assessment of need and a care plan.

The timescales for commencing the Service will be agreed and established in partnership with the person, their Care Coordinator/Clinical Practitioner and the Provider

The Provider will engage with people who have been referred to the Service within a maximum of two weeks (10 business days) of referral.

The individual's care plan will be reviewed within six to eight weeks of commencing with the Service.

The Panel will agree the level of service required. The service cannot commence until it has been authorised by the Panel.

Any proposed change to the level of service must be agreed through the individual's Care Coordinator/Clinical Practitioner and authorised by the Panel.

Incumbent service provider transformation activity and a program of service user review and reassessment will ensure that all existing service users are either supported to become tenants in the associated properties, move-on to appropriate step-down provision, or be re-provided with alternative residential provision where there is an assessed need for this type of provision.

The services referred to in this report relate to the provision of care and support across the accommodation-based and floating support services. Commissioned hours relating to the provision will be utilised flexibly across the contract and tailored to client needs independent from the accommodation in which they live.

Some hours are expected to be delivered collectively within shared accommodation or utilised to provide shared care and support (for example, the provision of sleep-in or waking night staff) where clients living in shared accommodation require enhanced support. Tenants living in shared accommodation will also have the option to purchase their own personal support hours from a different provider via a Direct Payment, should they not wish to utilise the contracted service provider.

Support hours will not be fixed to a particular property, enabling the service to adapt with changing demographic or client needs. Where properties are no longer required or suitable to meet the identified needs, support hours will be able to be redirected to alternative provision or sites as required, enabling properties to be adapted, acquired or disposed of in line with changing needs and priorities.

Following the Gateway 1 report, the procurement approach for the support@home service was further refined. This is set out in more detail in section 4 of the Part 2 report.

4: CONTRACT AWARD RECOMMENDATION

4.1 Recommended Provider(s): Please refer to the Part 2 Report

4.2 Estimated Contract Value (Annual and whole life value): Please refer to the Part 2 Report

4.3 Other Associated Costs: Please refer to the Part 2 Report

4.4 Proposed Contract Period: 5 years commencing 1st October 24 with the option to extend for two further periods of 2 years (5+2+2)

4.5 Tender Summary:

4.5.1 The tender process was undertaken in accordance with the recommendations set out in the Gateway Report agreed by Executive on 30th November 2022. Several consultation sessions were held with all relevant stakeholders and a market engagement event was held. These events were all well attended. The consultation and engagement process has informed the procurement intentions.

4.5.2 The tender was undertaken electronically using the ProContract portal with bidders being required to submit both stage 1 (Selection Questionnaire) and Stage 2 responses together, in accordance with the Public Contract Regulations 2015 (Light Touch Regime).

4.5.3 A total of 123 providers expressed an interest, with 101 not responding and 15 opted out of the tender process. An analysis of the Expressions of Interest is attached as Appendix 1 of the Part 2 Report. Seven providers submitted bids with 4 providers failing to meet the requirements of the Selection Questionnaire and were therefore eliminated from the tender process.

4.5.4 The remaining 3 providers' stage 2 responses were evaluated using the Council's standard 40% quality and 60% price ratios. The results were then input into the Council's evaluation matrix.

4.5.5 The evaluation of the bidder's response to the quality questions was undertaken against the following criteria and weightings:

Question	Criteria	Weightings
3.1	Financial Resources & Contract Affordability	5%
3.2	General Data Protection Regulations (GDPR) & Information Governance	5%
3.3	Safeguarding	15%

3.4	Social Value, Engagement & Co-production	15%
3.5	Organisational Oversight & Service Management	15%
3.6	Aims & Objectives of the Service	20%
3.7	Safe & Decent Homes	10%
3.8	Service Mobilisation & Implementation	15%
TOTAL:		100%

4.5.6 The tender was evaluated on the response to questions in accordance with the Public Contract Regulations 2015 and the Council's Contract Procedure Rules. The evaluation panel consisted of two representatives from the South East London Integrated Care Commissioning team, two members of the Council's Adult Social Care Commissioning Team and one member of the Council's Contract Compliance Team. The results of the evaluation process are detailed in Appendix 2 of the Part 2 Report.

4.5.7 The Contract specification sets out the requirements upon the provider and the intended outcomes for users of the service. Contract performance and service user outcomes will be robustly measured by the Contract Compliance Team in conjunction with the Commissioning Team.

4.6 Key performance Indicators:

Outcomes will be measured through Key Performance Indicators. A draft set of indicators are attached as Appendix 1 at the end of this report. The final KPI's for the contract will be agreed between the Provider and Commissioners during the mobilisation period and reviewed regularly.

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

5.1 The remodelling of mental health and rehabilitation support services provides economic and social value by employing local staff, accessing local amenities and sharing knowledge across key stakeholder and wider integrated care system.

5.2 This contract is also aligned with the national approach set out in the NHS Long Term Plan published in January 2019 which focuses on improving outcomes through a joined-up approach across primary, social care, community and secondary mental health services and the ongoing work of the NHS Southeast London ICS to foster common approaches across borough boundaries and the NHS England 10 years strategy which focuses on:

- preventing people from developing mental health problems where possible.
- improving access to support for everyone who needs it.
- supporting people to recover and live well in the community.
- tackling inequality.

6. TRANSFORMATION/POLICY IMPLICATIONS

- 6.1 See Part 2 for projected annual efficiency savings to the Council and SELICB.
- 6.2 The contract and its outcomes will support LBB's strategic objectives of increasing independence and reducing dependence on residential care settings thus having the additional effect of making savings on high cost placements.

7. IT AND GDPR CONSIDERATIONS

- 7.1 None

8. STRATEGIC PROPERTY CONSIDERATIONS

- 8.1 None

9. PROCUREMENT CONSIDERATIONS

- 9.1 This report seeks to award a contract for the provision of the Adult Mental Health Recovery & Rehabilitation Support at Home Service to the Provider detailed in the Part 2 Report. The Contract will commence on 1st October 2024 for a period of five (5) years expiring on 30th September 2029, with the option to extend for two further periods of up to two years each from 1st October 2029 until 30th September 2031, then 30th September 2031 until 30th September 2033 (9 years in total). The estimated annual and whole life values of the Service are detailed in the Part 2 Report.
- 9.2 This is a Service contract and is covered by Schedule 2 of the Public Contract Regulations 2015, and thus the procurement was undertaken in accordance with the 'Light Touch Regime' (LTR) of these Regulations. A summary of the consensus scores against the quality criteria are set out in Appendix 2 of the Part 2 Report.
- 9.3 An Open tender process was carried out in line with the requirements of the Public Contract Regulations 2015, and the Council's Contract Procedure rule 8.2.1.
- 9.4 The requirements for authorising an award of contract are covered in Contract Procedure Rule 16. For a Contract of the value set out in the Part 2 Report, the Approval of Executive is required, following Agreement by the Portfolio Holder, Chief Officer, the Assistant Director Governance & Contracts, the Director of Finance and the Director of Corporate Services.
- 9.5 In accordance with Contract Procedure Rule 2.1.2, Officers must take all necessary professional advice.
- 9.6 Following the decision, a Find A Tender Notice will be issued, and as the Contract value is over £30,000, an Award Notice will be published on Contracts Finder.
- 9.7 A statutory Standstill Period will be observed in accordance with the Public Contract Regulations 2015.
- 9.8 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 current content.
- 9.9 From January 2024, new procurement legislation known as the Provider Selection Regime was introduced. This service comes under the new legislation. However, transitional

arrangements confirm that procedures commenced prior to the introduction of the Provider Selection Regime must be completed under the Public Contracts Regulations 2015. This award is in compliance with those transitional arrangements.

10. FINANCIAL CONSIDERATIONS

10.1 See Part 2

11. PERSONNEL CONSIDERATIONS

11.1 See Part 2

12. LEGAL CONSIDERATIONS

- 12.1 This report seeks approval to award the Support@Home service contract in accordance with the arrangements set out in this report for an initial period of 5 years from 01 October 2024 to 30 September 2029, with two options to extend for a further period of 2 years from 01 October 2029 to 30 September 2031 and 1 October 2031 to 30 September 2033 at an estimated total contract value as set out in Part 2 of this report. The background to this report is set out in report ACH22-035.
- 12.2 The provision of adult mental health recovery and rehabilitation services collectively meets a number of NHS and local authority duties in accordance with the Care Act 2014, Mental Health Act 1983 and Housing Act 1996.
- 12.3 These services are health services and, as such, they are regulated under Schedule 3 of the Public Contract Regulations 2015. The rules of procedure governing the procurement of such services are set out in Regulations 74 to 76.
- 12.4 Procurement colleagues have confirmed an Open tender process was carried out in line with the requirements of the Public Contract Regulations 2015, and the Council’s Contract Procedure rule 8.2.1.
- 12.5 The requirements for authorising an award of contract are covered in Contract Procedure Rule 16. For a Contract of this value the Approval of Executive, following Agreement by the Portfolio Holder, Chief Officer, the Assistant Director Governance & Contracts, the Director of Finance and the Director of Corporate Services.
- 12.6 Procurement colleagues have confirmed 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 current content.

Non-Applicable Headings:	
Background Documents: (Access via Contact Officer)	Gateway 0 report ACH22-018 ‘Housing Support Mental Health Services’ Gateway 1 report ACH22-035 ‘Adult Mental Health Recovery and Rehabilitation Support @ Home Service’.

Part 1 Appendix 1

Measure	Baseline	Indicator Target	Monitoring method
% of referrals accepted and support offered	Number of referrals received	100%	Quarterly return
% of people who have a needs assessment within 14 days of acceptance	Number of people accepted	100%	Quarterly return
% of people who have a care and support plan within 14 days of acceptance	Number of people accepted	100%	Quarterly return
% of people who have an up-to-date care and support plan	Total number of people supported by the service	100%	Quarterly return
% of people who have had an NHS SMI Physical Health Check within the previous 12 months	Total number of people supported by the service	>80%	Quarterly return
% of people engaged in physical health check intervention/ program as a result of attending a physical health check. E.g. <ul style="list-style-type: none"> Smoking cessation program Weight management program Physical activity program 	Number of people who have an identified physical health intervention as a result of attending a physical health check. E.g. <ul style="list-style-type: none"> Smoking cessation Weight management Increased physical activity / exercise 	>80%	Quarterly return
% of people who are readmitted to inpatient care	Total number of people who access the service	<10%	Quarterly contract monitoring
% of people who move-on from the service due to a deterioration in their mental health or increased level of need	Number of people who have moved on from the service	<10%	Quarterly return
% of people who access the service who are engaged in employment, education or training activities	Number of people who are in receipt of support	Trend	Quarterly return
% of people in paid employment	Number of people who are engaged in employment, education or training activities	Trend	Quarterly return
% of people in voluntary employment	Number of people who are engaged in employment education or training	Trend	Quarterly return
% of people engaging in education or training activities	Number of people who are engaged in employment, education or training	Trend	Quarterly return
% of people supported to move-on from shared accommodation (identified properties) to independent accommodation (with or without support)	Number of who have moved-on from an identified property	Trend	Quarterly return
% of people who have been supported to step-down to a lower support setting	Number of people who have stepped down or move-on	>90%	Quarterly return
% of people who have sustained their move-on or step-down for more than 6 months	Number of people who have moved on or stepped down	>90%	Quarterly return

% of people living in identified properties or temporary housing who have a move-on plan in place	Number of people who live in identified properties or temporary housing	100%	Quarterly return
% of people identified for move-on within 2 years who have registered with the Council's Housing service	Number of people identified as ready for move-on or step down within 2 years	100%	Quarterly return
% of people who receive an exit interview undertaken by the provider	Number of people exiting the service	100%	Quarterly return
% of safeguarding and serious incidents that are reported within 24 hours to the Contract Compliance Team	Number of safeguarding and serious incidents	100% Mandatory	Quarterly return
% of safeguarding and serious incidents that are reported in accordance with National and Local guidance	Number of safeguarding and serious incidents	100% Mandatory	Quarterly return
% of complaints resolved to the satisfaction of the complainant	Number of complaints	95%	Quarterly return
% of staff who undertake mandatory and refresher training	Number of staff	100%	Quarterly return
% of staff appropriately trained and assessed as competent to meet the health and medication needs of those who access the service	Number of staff	100%	Quarterly return
% of hours delivered by temporary staff (agency/relief)	Number of staff	<20%	Quarterly return

Report No.
ACH24-018

London Borough of Bromley

PART ONE – PUBLIC

Decision Maker: EXECUTIVE
WITH PRE-DECISION SCRUTINY FROM THE ADULT CARE AND HEALTH
POLICY DEVELOPMENT AND SCRUTINY COMMITTEE (12th March 2024)

Date: 27th March 2024

Decision Type: Non-Urgent Executive Key

Title: CONTRACT AWARD - RESIDENTIAL HOME CARE FOR OLDER PEOPLE BLOCK
CONTRACT.

Contact Officer: Agnes Olagunju: Strategic Commissioner: Extra Care and Care Home
E-mail: agnes.olagunju@bromley.gov.uk;
Tel: 0208 461 632

Chief Officer: Kim Carey: Director of Adult Social Care

Ward: Borough wide

1. REASON FOR REPORT

- 1.1 This report seeks approval for the award of a residential home care block contract for 20 Bromley based beds to the provider named in the accompanying Part 2 report.
- 1.2 The block contract will result in the Council securing access to more in borough residential care provision and will also support achievement of medium-term financial savings targets with regards to managing the market more efficiently.
- 1.3 The proposed arrangements will yield efficiencies in commissioning costs by continuing to secure a reduced purchasing rate per placement through a block contract as compared to existing spot placement rates and help to manage the increasing pressure of seeking and finding suitable placement in Bromley.

2. RECOMMENDATION(S)

- 2.1 Adult Care and Health PDS Committee is asked to note and comment on the contents of this report.
- 2.2 Executive is recommended to:

- 2.2.1 Approve award of the Residential Care Services block contract as set out in the accompanying Part 2 report, the block contract being for 20 beds for a two-year contract commencing 1 April 2024 with the option to extend for up to a further two years.
- 2.2.2 Approve delegated authority to the Director of Adult Social Care, subject to agreement with the Portfolio Holder, the Assistant Director Governance & Contracts, the Director of Finance and Director of Corporate Services, to apply the two-year extension option.

Impact on Vulnerable Adults and Children

1. Summary of Impact: To ensure ongoing, suitable residential care provision for adults who require residential care.
-

Transformation Policy

1. Policy Status: Existing Policy
 2. Making Bromley Even Better Priority
 - i. For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence, and making choices.
 - ii. 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: See part two
 2. Ongoing costs: Recurring Cost see part two report
 3. Budget head/performance centre: Adult Social Care-
 4. Total current budget for this head: £
 5. Source of funding: ACS
-

Personnel

1. Number of staff (current and additional): Not Applicable
 2. If from existing staff resources, number of staff hours: Not Applicable
-

Legal

1. Legal Requirement: Statutory Requirement
 2. Call-in: Applicable:
-

Procurement

1. Summary of Procurement Implications: The contract was awarded in compliance with the Council's Contract Procedure Rules and the Public Contract Regulations 2015.
-

Property

1. Summary of Property Implications: N/A
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications:
-

Impact on the Local Economy

1. Summary of Local Economy Implications: Spending on in-borough placements supports in-borough employment opportunities and delivery of social value that residents can benefit from.
-

Impact on Health and Wellbeing

1. Summary of Health and Well Being Implications:
-

Customer Impact

1. Estimated number of users or customers (current and projected): Estimated number of users/beneficiaries (current and projected): Approximately 20 individuals aged over 65 based on the assumption that they live at the setting for a year.
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 There is an urgent and ongoing need to improve the range of options in the London Borough of Bromley (LBB) and ensure residents needing residential care support from the Council have access to a regular supply of residential care beds. The closure of Rowena House, a 22-bed residential unit has created additional pressure on Adult Social Care (ASC) to find suitable accommodation-based care in the borough and replace the reducing number of beds in Bromley. It is therefore proposed that the Council enters a block contract with the provider detailed in the accompanying Part 2 report.
- 3.2 The provider is a registered residential care home in Bromley. Bromley council has historically had a spot placement arrangement with the home which involved brokerage team having to arrange a different price for each placement.
- 3.3. Many placements are commissioned on a spot purchase basis, and this limits capacity. To increase capacity the Council is keen to have a mixed economy of spot and block purchase arrangements in place. The proposal set in this report is to enter a new block contract which will help to meet the increasing need for residential care placement and to ensure best value in commissioning this provision.
- 3.4 Bromley Council currently funds, via a block contract arrangement, 70 beds for nursing care home provision with Mission Care but requires reliable access to a greater supply of residential care beds. This report seeks approval for the expansion of residential bed provision to appropriately meet local demand and ensure that a new contract is in place to achieve savings in relation to spot provision.

Summary of Business Case

- 3.5 Bromley has a large care home market with 36 care homes of which 15 care homes providing registered residential care beds to over 65's. The homes range in ownership from small or medium sized businesses to national business and charities. The Council is ambitious about commissioning high quality cost effective residential care home provision to meet the needs of residents who cannot remain in their own homes or in other care accommodation-based services.
- 3.6 Most Bromley residents requiring a Council funded placements want to remain living in the borough and close to family and friends. The demand for residential beds from self-funding residents and from neighbouring councils exceeds capacity and this has led to an increase in the number of spot purchase both in and out of borough usually at much higher cost. In 2022/203 we paid on average £738.00 for residential in borough and £1011.00 for out of borough placements. This has increased in 2023/2024 to £1,158.75 residential in-borough and £1,016.67 residential out of borough.
- 3.7 The increased cost of placements has been driven by market forces which includes the significant number of luxury homes in Bromley which are aimed at the self-funders with cost ranging from £1400- £2300 per week way above the council publicised weekly cost of £711.00 for residential care and £737.00 for residential dementia care.
- 3.8 In addition to self-funders, Bromley faces competition from other local authorities who, due to limited provision in their boroughs, are willing to pay much higher rates than Bromley council.
- 3.9 Although there are 36 Care Homes in Bromley of which 18 are residential homes, there has been very limited interest from providers in previous open tenders to secure additional blocks

bed including recent exercise in October 2023: with the same two providers engaging with the process.

Spot Market Testing

- 3.10 The last procurement exercise for block winter beds met with very limited success as less than a handful of providers expressed interest in the delivery the required beds. Commissioners engaged with providers to get feedback on the reasons why they did not take part in the tender exercise. The brokerage team has also been collating information on why care homes, when approached for a placement, have said 'no' although the NHS capacity tracker shows that they have vacancies. The reasons stated by providers included:
- Their business model was to cater for mostly self-funders as they are leisure settings.
 - The pricing of the block contract is not as economical advantageous to them as their cost for the services they provide is at the top end of the market.
 - The cost paid by the council is much lower than their weekly rate.
 - Other Local authorities place at a higher rate than Bromley.
 - While block offers guaranteed income, it also tied them to a fixed rate that does not allow them to take advantage of any increase in prices or the increasing competition between commissioners looking for placement.
 - The block contract is only advantageous if it allows for above inflation annual increase, so it allows for the ever-increasing cost of delivering service.
 - Spot placements leave them free to take the most advantageous offer for any vacancy.
- 3.11 Commissioners have had to consider other approaches as soft market testing shows the need to be innovative. These have included direct discussion with individual care homes, including new care homes to discuss the possibility of block beds on short to medium term.
- 3.12 To ensure that the council secures good quality services at a fair price, Commissioners are negotiating directly with care home providers who already have residents under spot placement arrangements to explore if they would consider block contract for specific number of beds. While this approach is much more time consuming than an open procurement it allows the Council to steadily increase the number of residential beds available to Council funded residents in the borough and develop effective partnerships.
- 3.13 Under Regulation 32 of the Public Contract Regulations 2015, a negotiated direct award may be made where the services can only be supplied by a particular economic operator where competition is absent for technical reasons, and no reasonable alternative or substitute exists, if that the absence of competition is not the result of an artificial narrowing down of the parameters of the procurement.

Specifics of the Contract

- 3.14 Discussion with the provider named in the Part Two report has been successful and they have agreed to enter a block contract with Bromley council for the provision of 20 beds, of which 50% will be for complex residential care beds. The contract applies to residents who are already in the home, this reduces the risk of voids but also allows the Council to pilot and develop a model that allows for different payment structure based on residents need.
- 3.15 This agreement is beneficial to the council who is seeking to increase the availability of in-borough commissioned provision through this approach to ensure that:

- There is a reduction in the number of spot placements, which will secure placements for local people against competing demand from other boroughs, this should not create any voids.
 - Residents are enabled to stay close to home, their loved ones, and professional support.
 - Better value for money is being achieved; our local arrangements represent good value for money when compared with out of borough purchased provision the costs of which can vary greatly and supports long-term financial stability.
 - Block contracts facilitate development of long-term relationships with providers and offer mutually beneficial stability for the local care market.
- 3.16 New pricing has been negotiated with the provider in line with our local cost model for older people care homes, which aim to pay a sustainable rate to providers. The block contract represent value for money when compared to the current payment for spot placements as shown in the table set out in the accompanying Part 2 report.
- 3.17 Void rates under the current block with Mission Care arrangements for long term placement is good, operating at under 5%. Work is underway within the brokerage and commissioning service to tighten up our void management processes.
- 3.18 Service outcomes will include both 'qualitative' and 'quantitative' performance indicators. The provider will be required to keep records of all performance activity. There will be periodic contract monitoring meetings which will focus on performance, outcomes and problem solving any structural and systemic or operational issues. The Service will be subject to regular reviews and adjustments, including to eligibility criteria, which can be made by mutual agreement based on the needs of the local population.

Service Profile / Data Analysis / Specification.

- 3.19 The Service is for the provision of residential care for older people over the age of 65 including those with dementia, adults with a physical disability, and adults with mental ill-health. The purpose of the Service is to provide suitable accommodation to eligible adults in line with the Home's CQC registration.
- 3.20 Currently an estimated 37% of Bromley people requiring residential beds are placed out borough. In 2022/23, 29% of people were placed out of borough as opposed to Bromley, which was their preference, but in the absence of local services this was not an option.
- 3.21 Around 90%+ of placements are for very older adults, who are living with multiple and complex conditions and who conditions deteriorate even further once in the residential home. There is the need to develop a model that both secures placement but also supports them to stay at the care home if their needs become complex instead of the current practice of looking for a new home when their needs become more complex which can be within a year of moving into the home.
- 3.22 To ensure that Bromley fully utilises the beds and supports people with more complex care needs, the negotiation with the provider has considered the following factors:
- A detailed assessment of the cost of a bed
 - Bed numbers to be covered by any contract.
 - The ratio of beds for standard and complex care: this reduces the risk of failed referrals or the need to find move-on placements.
 - The mix of complexity of need of the residents
 - Required standards for service delivery set to be set out in the service specification.

Options Appraisal

The strategic objective of the procurement exercise is to purchase good quality beds situated within the borough of Bromley that provide value for money and supports the local market. Several options have been considered which are summarised below (including the recommended option):

Do Nothing

Doing nothing is not an option as this means taking no action to increase or change the capacity in the care home market and rely on market forces to provide the increased beds and quality of care required by demographic and social policy changes. This means the Council will carry on purchasing beds on an individual basis buying only what is needed when it is needed. Doing nothing would also mean the Council having to either pay an increased spot rate to the provider and it does not address the council's priorities and challenges nor contributes to planning services to meet future need. There is the real risk that these 20 beds could purchase by a neighbouring local authority.

Open Tender

The other option would be for the Council to establish the new block contract via an open tender process. This has not been pursued for the following reasons mentioned in 3.10. As the Council is keen to increase the number of block bed so it can discharge its statutory duties there is no realistic alternative to awarding the contract to the provider named in the Part 2 report while it continues to engage with the market with the long-term goal of more successful open tender in future.

Preferred Option

The preferred option is to enter into a block contract the provider named in the Part 2 report in order to reduce the general shortage and demand for local residential beds across Bromley.

4. PROCUREMENT AND PROJECT TIMESCALES AND GOVERNANCE ARRANGEMENTS

4.1 Estimated Value of Proposed Action:

Please refer to the Part 2 Report.

4.2 Other Associated Costs: N/A

4.3 Proposed Contract Period:

Commencing 1st of April 2024 and expiring on 31st March 2026 with the option to extend for a further period of up to two years from 1st April 2026 to 31st March 2028. A spot contract will be put in place once the 20 beds are occupied, and placement is still required.

4.4 Procurement Strategy:

In compliance with Regulation 32 of the Public Contract Regulations 2015, following engagement with other providers in the market, it is proposed to award the contract for to the provider set out in the Part 2 report.

5. MARKET CONSIDERATIONS / IMPACT ON LOCAL ECONOMY

- 5.1 In the past it has been difficult to put this type of block arrangement in place with the local residential care home providers. Therefore, this is an opportunity the Council would like to exercise.
- 5.2 Benchmarking and discussions with other local authorities demonstrates that the Council has negotiated a good rate for the 20 beds with a medium-term block contract and spot purchasing arrangement. The limited number of beds available, has led to higher placement fees and Commissioners have secured a competitive rate with the Provider.

6. IMPACT ASSESSMENTS (INCLUDING VULNERABLE ADULTS AND CHILDREN) AND CUSTOMER IMPACT

- 6.1 Age and Disability are “protected characteristics” under the Equality Act 2010 and the outcome of the Council’s proposed procurement plans will particularly benefit older people and those living with very complex conditions.
- 6.2 The contract is for a service specifically for older residents in the borough (65+). It is intended to have a positive impact on this group by offering care home placements to those with complex needs who can no longer live at home. Such services are for some of the most vulnerable in our communities and by accessing them people can expect to:
- improve their quality of life.
 - reduce their risk of social isolation and exclusion.
 - reduce their risk of harm.
- 6.3 For all the other protected characteristics, the contract is deemed to be equality neutral in the category as all groups are treated with equality of opportunity by the service.

7. TRANSFORMATION/POLICY IMPLICATIONS

- 7.1 The Care Act 2014 requires local authorities to help develop a market, which delivers a wide range of sustainable high-quality care and support services that will be available to their communities. The Care Act also requires that local authorities assess need and ensure services arranged can meet those needs.

8. IT AND GDPR CONSIDERATIONS

- 8.1 The existing spot arrangement requires the provider to operate in accordance with the requirements of GDPR legislation and this will continue under the block contract arrangement.

9. PROCUREMENT CONSIDERATIONS

- 9.1 This report seeks to award a contract for the provision of a block contract for 20 residential care home beds to the provider detailed in the Part 2 Report. The Contract will commence on 1st April 2024 for a period of two years with the option to extend for a further period of two years until 31st March 2028.
- 9.2 This is a Service contract. Commissioners have undertaken discussions with providers in the market who are able to offer this service, but the provider named in Part 2 report was the only provider who responded positively and was able to provide the number of beds required by the Council on a block contract basis. As the value of the proposed contract is above the thresholds set out in Part 2 of the Public Contract Regulations, the justification cited at section 3, is permissible under Regulation 32 of the Regulations.

9.3 The rationale and actions taken are set out in section 3 of this report.

9.4 The actions are permissible under the general waiver power of the Council (CPR 3.1). The Council's specific requirements for authorising an exemption are covered in CPR 13.1 with the need to obtain the Approval of Executive following Agreement by the Portfolio Holder, Chief Officer, the Assistant Director Governance & Contracts, the Director of Corporate Services and the Director of Finance for a contract of this value.

9.5 In accordance with CPR 2.1.2, Officers must take all necessary professional advice.

9.6 As the value of the proposed contract is over £30k including VAT, an award notice will be published on Contracts Finder and Find A Tender.

9.7 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.

10. FINANCIAL CONSIDERATIONS

10.1 See accompanying Part 2 report.

11. PERSONNEL CONSIDERATIONS

11.1 There are no staffing implications for Bromley Council as all staff will be employed by the provider.

12. LEGAL CONSIDERATIONS

12.1 This report requests Members award a block contract for the provision of Residential Care Services to the provider named in the Part 2 report for the purchase of 20 block residential care beds at the location cited in part two, for an initial period of 2 years from 1st April 2024 with the option to extend for a further period of up to two years, at the cost set out in the part two report.

12.2 The Council has a general statutory duty under the Care Act 2014 to provide care assessments and meet these resulting assessed needs by providing care and support for adults aged 65 and over.

12.3 These residential care services are defined as services under the "light touch regime" as set out in Regulations 74 to 77 of the Public Contracts Regulations 2015 (the Regulations). As the value of these services are above the current financial threshold of £663,540 then, in the first instance, they should be competitively tendered in accord with the light touch regime. For reasons explained in this report, officers wish to use the derogation provided by Regulation 32 of the Regulations which states that, "*where the ...services can be supplied only by a particular economic operator for any of the following reasons... competition is absent for technical reasons... where no reasonable alternative or substitute exists and the absence of competition is not the result of an artificial narrowing down of the parameters of the procurement.*" The technical reason that competition appears to be absent is that there are no other providers that can supply twenty residential places on a block contract basis as evidenced by soft market testing.

12.4 In accordance with Contract Procedure Rule 13, only the Executive can approve the award of a contract over one million pounds via exemption from competition.

13. IMPACT ON HEALTH AND WELLBING

- 13.1 The recommendation is in alignment with the Council's vision of support people to stay close to their community for as long as possible, ensuring that they continue to with access to local services that enhances their wellbeing, and support choice and promotes dignity.

Non-Applicable Headings:	Social Value, Carbon Reduction and Local Priorities Stakeholder Engagement Strategic Property Considerations Ward Councilor Views
Background Documents: (Access via Contact Officer)	N/A

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Report No.
ACH24-015

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker:	EXECUTIVE with pre-decision scrutiny from the Adult Care and Health Policy Development and Scrutiny Committee (12 th March 2024)
Date:	27 th March 2024
Decision Type:	Non-Urgent Executive Key
Title:	The Public Switch Telephone Network (PSTN) requirements to upgrade the Adults Carelink Service
Contact Officer:	Gerard Coleman, Assistive Technology Project Manager – Adult Services Tel – 0208 460 7166 E-mail: gerard.coleman@bromley.gov.uk
Chief Officer:	Kim Carey, Director of Adult Services
Ward:	All Wards

1. REASON FOR REPORT

- 1.1 This report provides an analysis of the work required and requests capital investment, and resources to complete the upgrade of all the devices currently in operation for the Bromley residents that use the Council's Carelink Service to support the Council's statutory obligation to support vulnerable residents as directed by the Care Act - 2014.
- 1.2 The Public Switch Telephone Network (PSTN) will close in December 2025. This in effect means that there will be a switching off the old analogue telephone network. It will be replaced with an all-digital fibre-based network and is consistent with an imperative for digital transformation of all related services including telecare.
- 1.3 This report outlines recommendations of the resources required to meet the digital upgrade before the end of 2025.
- 1.4 The Director for Adult Services has been consulted on the analysis of options in this report.

2. RECOMMENDATIONS

The Executive is asked to:

- 2.1 Note the options explored and analysis in this report.

- 2.2 Approve the plan and budget for the phase of work (procurement and transition) as set out in Section 8 of this report. This will incur costs estimated at £416k in total (£139k in 2023/24 and £277k in 2024/25).
- 2.3 Approve delegation of authority to the Portfolio Holder for Adult Care and Health and to the Director of Adult Services for agreeing any relevant decisions to enable the implementation and delivery of the recommendations in this report that are agreed by Executive.
- 2.4 Consider the preferred procurement option of a new call handling platform to replace the current service provider contract which expires in November 2024.

Impact on Vulnerable Adults

1. Summary of Impact: Risk to life
-

Corporate Policy

1. Policy Status: Existing Policy
 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: £416k one-off
 2. Ongoing costs: Estimated within section 7 of this report
 3. Budget head/performance centre: Adult services
 4. Source of funding: Executive Capital funds (one-off costs)
-

Personnel

1. Number of staff (current and additional):
 - x2 WTE BR6 Fixed term 12-month contracts
 - x1 WTE BR5 Fixed term contract 12-month contract
 - x1 WTE BR10 project management 12-month contract
-

Legal

1. Legal Requirement: Statutory Requirement
 2. Call-in: Applicable
-

Procurement

1. Summary of Procurement Implications: Proceeding to procurement via compliant framework route. Access to wider source of external providers via a contract exemption report for procurement of digital products
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 844 residents
-

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 Analogue dispersed alarms are becoming increasingly unreliable and will need to be changed to digital devices by the end of 2025. These are currently about twice the price of the units that they will replace, and will also require subscriptions for cloud management services, and an ongoing SIM contract. The latter will be required to provide an alternative connection in the event of a power outage. Another consequence of the digital changeover will be that routers, modems and digital switches that will not operate without the trickle charge that used to be present on telephone wires. It provides an opportunity for Bromley Council to take advantage of these technical changes to improve its offer to its residents that will improve performance by moving away from a reactive alarm service to a more prevention-based arrangement based on data.
- 3.2 The analogue equipment used by the Carelink Service in the homes of residents will need to be replaced with alternative (digital) equipment to ensure that communication errors do not occur, but also to take advantage of the "always on" functionality that will enable new applications to be realised. It is predicted that digital devices will fail to communicate in the event of a power outage, so a secondary communication channel will be necessary using mobile networks and a SIM contract.
- 3.3 The number of people living alone in Bromley is predicted to increase by up to 30% over the next 20 years. By 2030 it is estimated that there will be 19,000 over 75's living alone. This is likely to fuel the growth in the number of service subscribers, provided that the benefits of the council's service are promoted.
- 3.4 Telecare services and the Assistive Technology (AT) industry is changing rapidly in terms of hardware, data storage and analysis, as platforms and monitoring centres are having to transform into all-digital providers. This adds to the cost of providing services and preparation for the digital switch over. There is now a much larger choice of new digital alarm hubs and sensors, lifestyle, activity and physiological parameter monitoring, and integration of data that can be used in predictive technology systems. These will be the basis of prevention opportunities. But these more advanced digital elements are more costly and when used with a global system for mobile communications, such as Global System for Mobile communication (GSM), either for back-up or for primary communication, they require an ongoing revenue cost.
- 3.5 Consideration needs to be given to the structure of the current LBB Carelink Service and resourcing to support and enable a level of activity that was based on identified need and established some years ago. It consists of, and is structured around, an outsourced delivery model with monitoring and overview taking place at a high level. It is essential that the client and in-house expert service is appropriately resourced to deliver any new structures and models.
- 3.6 Options for further consideration based on the factors of:
- Establishing arrangements in the time available before the end of the current PSTN timeframe – Dec 2025
 - Minimising disruption and risk to provision of services to residents provided by the Council
 - Minimising costs of addressing identified change
 - Improving agility for the council
 - Providing sufficient flexibility for changes to scope of services and delivery arrangements including the operating model

3.5 **Service Profile / Data Analysis**

- 3.6 The current Carelink Service consists of 1 Whole Time Equivalent (WTE) Team Supervisor (Operations Manager) (BR12), 5.79 WTE night mobile officers (BR6*), 5.58 WTE day mobile officers (BR6*), 1.0 WTE AT Technician (BR9) and 2.4 WTE admin (BR5 & BR7).
- 3.7 The current Carelink Service provides a 24 hr - 7 day a week monitoring and full response service to residents of the Borough. This consists of both Adult Social Care and private paying clients. All emergency alerts that are generated by a client in their own place of residence are received via the Alarm Response Service (ARC) operated by Careium. The call is triaged, and an appropriate response is made by an operator. This results in either the London Ambulance Service (LAS) being called directly, or a call is put through to the mobile officers in Carelink. The mobile officers respond to emergency calls from residents across the Borough.

4. **OPTIONS APPRAISAL**

4.1 Option One: No Change

Continue as is with the current operating model. Carelink mobile officers complete a dual role and continue to install new installations of digital equipment, complete maintenance checks and respond to alerts. Without capital investment to procure new digitally ready devices, clients will continue using existing analogue devices in operation. With predicted failure of these devices with the PSTN switchover there will be a risk to life and reputational damage to the council.

Frequently planned installations for new residents and maintenance checks are postponed due to the prioritisation of attending to an emergency visit. This can often generate a delay for days depending on need when there are increases in emergency visits. This results in delays to the new installation of devices, customer dissatisfaction and reduced revenue for the Council.

There is not the current budget to procure the extra digital devices for residents that require the exchange. Existing allocated alarm budgets for Carelink are formulated on the ongoing need for new analogue devices for new clients, not for the procurement of digital devices.

- 4.2 Option Two: One off costs to fund the procurement of 900+ digital devices. No resource for additional staff to complete required works. This will significantly increase the risk to residents; highly likely they will not have a reliable device post 2025 that will pose a risk to life.

- 4.3.1 Option Three: Costs for staff resources and one off costs for the procurement of digital devices is the preferred option. This will support the required re-modeling of the current service to ensure there are dedicated staff to complete all maintenance and digital upgrades within the desired timeframe by the end of 2025, along with the necessary project management to plan and co-ordinate works.

- 4.3.2 This would involve a full procurement exercise to select the required and appropriate suppliers, based on a new procurement contract.

- Service requirements and service levels
- Value for money
- The Council's use and access to the most valuable digital technology

- Assurance that the Council is employing the most cost-efficient and effective service model to provide the Council's requirements and are consistent with:
- The new corporate strategy 'Making Bromley Even Better'

They also provide the flexibility to adapt to rapid changes in technology and the current and emerging challenges facing the Council.

5. MARKET CONSIDERATIONS

- 5.1 The alarm service has been restricted in terms of equipment provided, favouring Tunstall equipment initially, with a recent increase in Doro equipment being used since Careium has been providing monitoring services (ARC). This made sense from the perspective of minimising training, but at the expense of choice for customers.
- 5.2 The supply of equipment and delays in the procurement of digital upgrade impact the ability to offer the service. Supply chain issues have resulted in delays in being able to procure a digital upgraded version. Alternative digital hubs (dispersed alarm unit) required procurement to meet the immediate need of the service and residents. This resulted in a market research exercise to acquire other digitally ready products that have, for example, included the Eliza digital hub from Doro (trading as Careium in the UK). These are at a cost of £189.00 from the company Doro with a £4.00 ongoing monthly SIM cost. New digital hubs plug into a power point and operate via a SIM, no phone line is required.
- 5.3 A review and decisions regarding charges for the Carelink Service is required for the financial year beginning 2024. All new digital products require an annual SIM cost charge, this is a change from the one-off charge for procuring an old analogue type of device.
- 5.4 New products are expanding at an exponential rate in the digital market space with the timeline for analogue switch off by the end of 2025 the required end date for the completion of works to ensure a digital service is in place. To offer the best service, it is important that there is a wide and varied range of products available to residents to meet identified individual need.
- 5.5 Results from marketing testing priced the required digital upgrade from different providers at between 200k – 300k.

For example; standard pricing with devices from different companies:

OYSTA:

1000 units @ £133 = £133,000

Monthly SIM cost @ £8.65 x 12 - £103.80 per year, per device = £103,800

Year 1 overall cost = £236,800

Careium:

1000 units @ £180 = £180,000

Monthly SIM cost @ £4.00 x 12 - £48 per year, per device = £48,000

Year 1 overall cost = £228,000

6. SOCIAL VALUE AND LOCAL / NATIONAL PRIORITIES

- 6.1 The white paper on the 7 September 2021, People at the Heart of Care: Adult Social Care reform and announced a commitment to investing £5.4 billion over 3 years solely for Adult Social Care reform.

- 6.2 The Government launched Transforming for a Digital Future, the 2022 to 2025 Roadmap for Digital and Data, with an ambition to transform public services, deliver world-class technology and attract and retain the best digital talent. The roadmap charted a clear set of priorities, focusing on the biggest digital opportunities. It was written by leaders across Government, who came together to identify HMG's collaborative next steps in digital and address recommendations identified in two reports in 2021: Organising for Digital Delivery and The Challenges in Implementing Digital Change.
- 6.3 The engagement with potential suppliers and the framing of the procurement specification and requirements are therefore being designed to ensure the Council achieves value for money on a whole life basis in terms of generating benefits not only for the Council, but also to society.
- 6.4 'Historically, most landline telephone services have been delivered over the PSTN. The PSTN has been in place for many decades and includes copper wires, and equipment dedicated to supporting call services. Over the last decade, however, telecoms companies have built modern internet protocol (IP) based networks which can support both broadband and landline telephone services. While some providers have maintained two separate networks – the PSTN for call services and a separate IP network for broadband – others have replaced the PSTN and carried phone calls over broadband. To date, these changes have been largely invisible to customers, as providers have not upgraded all parts of their networks or have chosen to emulate how traditional call services work in customers' homes.' Ofcom 2019.
- 6.5 With the greater use and demand on digital devices, a new call handling platform is required to meet this need. The current provider Careium deals with analogue type devices, with the move to wearable digital devices, significant connection delays to these new products are being incurred.
- 6.6 This will impact on the overall cost for the procurement of devices. Where more expensive types of digital hubs will need to be purchased due to the limitations of the current call handling platform. Greater flexibility and interoperability are required in the call handling platform to future proof the needs of residents in Bromley
- 6.6 Although the migration to digital is an industry led initiative, the government is working together with the telecoms industry to ensure all sectors of the economy are protected and prepared. This includes regularly engaging with telecoms providers, tracking preparedness across all affected sectors, and working closely with Ofcom.

6.7 The overall 10-year vision for Adult Social Care includes developing opportunities to build on, and achieve, a future vision in specific areas:

- How we can empower those who draw on support and care, unpaid carers, and families our strategy for the social care workforce?
- How we will make sure the proposals in this white paper are effectively delivered to support Bromley's vision?
- Housing, embedding innovation and technology

7. STAKEHOLDER ENGAGEMENT

Not Applicable

8. POLICY CONSIDERATIONS

8.1 Planning for the end of the current PSTN has provided an opportunity to review existing arrangements and service support models to ensure they continue to meet and provide:

- Service requirements and service levels
- Value for money
- The Council's use and access to the most valuable digital technology
- Assurance that the council is employing the most cost-efficient and effective service model to provide the Council service requirements

and are consistent with:

- The new corporate strategy 'Making Bromley Even Better'

8.2 The Programme Team will work with colleagues in Procurement and other services to ensure alignment of the procurement and the consequent arrangements to support the Council's objectives:

- Help the Council achieve its social, economic and environmental aims and targets set within its existing policy framework; the Transforming Bromley Programme, Local Plan and Portfolio Plans and its duty to promote social, economic and environmental well-being.

8.3 This supports the move in transforming the current alarm response service to adopt and incorporate a more preventative approach. This is a move away from the reliance on analogue devices to establish a digital alert-based telecare service.

8.4 Technology Enabled Care (TEC) is the component of Assistive Technology (AT) that uses telecommunications and digital devices to connect people with their families, friends and, in extreme circumstances, the emergency services.

9 PROCUREMENT RULES

9.1 Use of digital devices to upgrade the existing Assistive Technology (AT) catalogue to support the move from analogue to a digital system by 2025.

9.2 This has been agreed to award contracts via exemption from competitive tendering (up to a value of £100k per provider) to pilot the options for assistive devices to support with the procurement of products to move from analogue to digital. The report justifies and clarifies the position in expanding the range of digital products offered for residents, whilst ensuring there is a variety of equipment to meet identified need.

10. FINANCIAL CONSIDERATIONS

10.1 Indicative costings, one-Off costs:

Procurement Feb 2024 to Dec 2025	FY23/24	FY24/25
Digital equipment x 844	£114,460	£114,460
12 months SIM charges	£0.00	£44,592
x1 Assistive Technology Mobile Officer 5 days a week - FTC 12 months	£0.00	£27,248
X1 Assistive Technology Mobile Officer 5 days a week - FTC 12 months	£0.00	£27,248
X1 Project Manager x 5 days a week – FTC 12 months	£0.00	£38,806
X1 Business support officer x 5 days a week – FTC 12 months	£24,843	£24,843
Total Costs for 23/24 and 24/25	£139,303	£277,197
Total Costs	£416,500	

Ongoing revenue cost will continue to contribute to the overall Adult Social Care Budget.

The budget requested within this report is to provide the digital devices that are not reliant on the PSTN lines for our vulnerable adults. This project and budget are part of the wider PSTN program that is managed by the AD of Digital and IT. The overall budget provisioned for PSTN program was £1m and the budget requested in this report is part of that budget.

11. PERSONNEL CONSIDERATIONS

11.1. Not Applicable

12. LEGAL CONSIDERATIONS

Non-Applicable Sections:	Impact on Vulnerable Adults and Children/Policy/Personnel/Property/Carbon Reduction/Customers/Ward Councillors
Background Documents: (Access via Contact Officer)	

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Report No.

London Borough of Bromley

PART 1 - PUBLIC

Decision Maker: Executive
Following Pre-Decision Scrutiny by ERC PDS 25th March 2024

Date: 27th March 2024

Decision Type: Non-Urgent Executive Key

Title: BIGGIN HILL AIRPORT NOISE ACTION PLAN UPDATE

Contact Officer: James George, Airport Monitoring Officer
Tel: 02083134565 E-mail: James.George@bromley.gov.uk

Chief Officer: Director of Housing, Planning, Property and Regeneration

Ward: All

1. REASON FOR REPORT

- 1.1 At the meeting of the Executive on 8 February, officers, in consultation with the Portfolio Holder for Resources, Commissioning and Contract Management, were authorised to work with Biggin Hill Airport Limited (BHAL) regarding the Noise Action Plan (NAP), with the objective of agreeing measures to improve the situation for residents under the flightpath.
- 1.2 An update was provided back to the Executive on 20 September which noted that correspondence with BHAL was ongoing. It was agreed that a further update would be provided back to the Executive after six months in 2024 and that if no substantive progress had been made by this point, alternative options for progressing matters would be reported.
-

2. RECOMMENDATION(S)

- 2.1 Note that BHAL are expected to shortly submit a revised proposal for an alternative instrument approach to runway 03 to the Civil Aviation Authority (CAA), which would be understood to have noise reduction benefits for residents under the flightpath.
- 2.2 Note the progress that BHAL have made towards a NAP review and that an assessment has been made of this progress and remaining requirements for completing the NAP review.
- 2.3 Note that a series of meetings were held between the Council and BHAL but that no agreement was reached between the two parties, although the option for further meetings remains open.
- 2.4 Note that following the meetings with BHAL, the Council has written to BHAL to reiterate the Council's requirements for completing the NAP review. The Council outlined that the NAP review is not considered to be complete without meeting these requirements and that while the NAP review is incomplete, the 50,000 aircraft movements cap remains in force at the airport.

- 2.5 Agree that if BHAL exceed 50,000 movements without the NAP review being complete, the Council will take legal action to protect the Council's position and in support of residents, as detailed in Part 2.

Impact on Vulnerable Adults and Children

1. Summary of Impact: N/A
-

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.
-

Financial

1. Cost of proposal: Not applicable
 2. Ongoing costs: Not applicable
 3. Budget head/performance centre: N/A (*insert budget head*)
 4. Total current budget for this head: N/A
 5. Source of funding: N/A
-

Personnel

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

Legal

1. Legal Requirement: Statutory Requirement
 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: N/A
-

Customer Impact

1. Estimated number of users or customers (current and projected): Residents in wards overflowed by aircrafts using Biggin Hill Airport are affected by its operations.
-

Ward Councillor Views

Have Ward Councillors been asked for comments?

This report has been circulated to Councillors in Biggin Hill, Bromley Common and Holwood, Chelsfield, Darwin, Farnborough and Crofton, Hayes and Coney Hall, Orpington and Petts Wood and Knoll.

3. COMMENTARY

3.1 Update on runway 03

- 3.1.1 In December 2022, the Civil Aviation Authority (CAA) published its decision not to approve the airport's proposed Instrument Approach Procedure for runway 03 on safety grounds. As such, the visual flight procedure or 'circling approach' has remained in place.
- 3.1.2 Following this decision, BHAL have considered the CAA's objections and revised their proposal through continued engagement with the CAA, whilst seeking to achieve the same objectives and fulfil their commitment from the Noise Action Plan (NAP). BHAL are expected to submit a trial plan for a new approach by the end of March 2024. The trial could then commence by September and is expected to last for six months, to then be assessed by the CAA.
- 3.1.3 The Council will review the details of the revised proposal to ensure they still deliver the expected benefits to residents under the flightpath. Assuming that following review this conclusion is reached, then the Council will look to support this plan to help ensure the noise reduction benefits of a new approach to runway 03 are delivered for residents. The airport indicated that they will be seeking the support of resident groups for the proposal as part of this plan, with further information being made available as part of this in due course.

3.2 Discussions with Biggin Hill Airport Limited

- 3.2.1 Following the Executive Committee on 8 February, the Council has been in correspondence with BHAL around the Noise Action Plan. Progress on these discussions was reported to the Executive Committee on 20 September.
- 3.2.2 Since this meeting, correspondence with BHAL has continued and four meetings were held in the latter months of 2023 and early 2024.
- 3.2.3 While agreement was ultimately not reached from these meetings, discussions were productive and are leading to more positive engagement with BHAL going forward that should allow the NAP review to be completed. The Council was represented at these meetings by the Portfolio Holder for Resources, Commissioning and Contract Management, the Chief Executive, the Director of Housing, Planning and Regeneration, and the Airport Monitoring Officer. Given the landlord/tenant relationship involved, discussions were held without prejudice and in confidence, so their contents cannot be reported.
- 3.2.4 Following these meetings, the Council wrote to BHAL to reiterate the Council's requirements for completing the NAP review. These requirements are summarised in section 3.4 below. The Council does not consider the NAP review to be complete without meeting these requirements and while the NAP review is incomplete, the 50,000 aircraft movements cap remains in force at the airport. This follows advice received from the Council's noise consultants who advised maintaining the cap as part of the measures to minimise noise thereby protecting the amenity of residents under the flightpath.
- 3.2.5 At the Airport Consultative Committee in July, BHAL reported that in the first six months of 2022 there were 19,510, a reduction from 2022 when there were 22,209 movements in the first six months which then led to 46,097 movements for the year.
- 3.2.6 The Council will continue to encourage BHAL to consider outstanding actions and discuss measures needed to complete the NAP review and explore what can be mutually agreed. Any

agreement reached will be reported back to the Executive, with residents under the flightpath being given the opportunity to provide feedback.

3.3 NAP review progress

- 3.3.1 The Noise Action Plan (NAP) was approved by the Council in 2016 and incorporated into the lease. It includes a description of airport noise levels at that time, predictions for future noise levels and a list of noise action measures to which BHAL would commit to diminish the noise disruption experienced by Bromley residents. A commitment is also included for BHAL to review the NAP every five years in association with the Council.
- 3.3.2 BHAL produced a document titled “Review of the NAP 2016-2020”, which included a review of the Airport’s performance against the commitments made in the NAP, a summary of complaints received, a consideration of key areas of interest, and future predictions and actions.
- 3.3.3 An extensive analysis of BHAL’s review of the NAP was undertaken and reported to the Executive on 12 January 2022. RSK Acoustics, consultants in acoustics, noise and vibration, were appointed to provide an independent professional opinion; the Civil Aviation Authority (CAA) were appointed to undertake a technical review; and much feedback was received from interested residents, including from Flightpath Watch.
- 3.3.4 Since producing their review of the NAP, BHAL have continued to make some progress towards completing the NAP review, including against the action points they set out in that document to further reduce noise disturbance. Further evidence was received by the Council from BHAL in support of their review of the NAP, in particular to address comments reported by the CAA, including in relation to circuits, Chapter 3 aircraft operations, and the review of noise minimisation procedures. The Council’s current assessment of the completion of the specific NAP measures and action points reported in BHAL’s review of the NAP are summarised in **Appendix 1**.
- 3.3.5 As a result of the NAP, the airport operate a complaints handling process, with the easiest route for residents to report their complaints about the airport being through their WebTrak system <https://webtrak.emsbk.com/bqh2>. After hearing the concerns of residents, the Council asked BHAL to further investigate the accuracy of WebTrak. Following that investigation, the weight of evidence that the Council has been presented with does not suggest there are any significant inaccuracies in the WebTrak system. BHAL have also worked with navigational service providers Pooleys and Sky Demon who have updated their systems to correlate positional data with WebTrak.
- 3.3.6 Much work has also gone into improving the airport’s complaints handling process including over recent months, with the reporting of complaints and infringements to the Airport Consultative Committee (ACC) under review to seek improvements through a more automated process using the airport’s ANOMS systems and to ensure the clear presentation of accurate data.
- 3.3.7 Responses to complaints are also regularly reviewed to improve and expand explanations, including through the Safety and Noise Action Review Board (SANARB) and the Noise and Safety Sub-Committee which are attended by the Council’s Airport Monitoring Officer. Further input is also being received by the airport from residents and residents’ associations. Responses to complaints now show diagrams of Noise Sensitive Areas and Track Violation Limits where appropriate to aid resident understanding. Further information about airspace structure, procedures, and terminology has been made available from the airport’s website,

with complaint responses often providing links to this for residents to use, with this online information continuing to be developed as needed.

- 3.3.8 BHAL report progress on the use of mobile noise monitors to ACC, with two monitors in operation that can be deployed in residents' premises as requested.
- 3.3.9 BHAL also report progress with Airspace Change Procedures to ACC, such as the ANAV Airspace Change Proposal for runway 21, with the Council making representations in the associated consultation in September 2023 to reinforce considerations for residents under the flightpath.
- 3.3.10 BHAL have made progress in respect of ground noise and ground running. Trials are continuing to look at the location and orientation of aircraft when conducting preflight checks that require ground power units or the aircraft's own Auxiliary Power Units (APUs). BHAL are also investigating the possibility of reducing the time APUs and ground power is used without increasing safety implications. Benefits will be adopted into the airport's Ground Noise Action Plan.
- 3.3.11 In respect of helicopters, BHAL have also produced a draft Helicopter Code of Conduct to encourage good behaviour from helicopter pilots. This document is being reviewed by the Council to ensure that guidance builds on the principles outlined in the NAP for helicopters.

3.4 Completing the NAP review

- 3.4.1 The NAP review should complete outstanding actions from the specific NAP measures reported in BHAL's review of the NAP, in accordance with the Council's assessment as outlined in **Appendix 1**.
- 3.4.2 The Council also requires further substantive improvements to the airport's operations to complete the NAP review, in order to protect the amenity of residents under the flightpath.
- 3.4.3 These required improvements reflect much of the feedback of residents and resident groups that has been shared with the Council, including as reported to the Executive on 8 February 2023 and since this meeting. These measures also reflect additional input from Vanguardia, the Council's specialist aviation consultant who has advised on effective noise reduction and abatement measures.
- 3.4.4 A movement cap is essential for the NAP review to protect residential amenity under the flightpath. The Council would be willing to consider retaining this at 50,000 movements, but is open to discussions with BHAL on further considerations for heritage, military and emergency service aircraft.
- 3.4.5 Aircraft are given noise classification by the International Civil Aviation Organization based on the noise levels they produce. Aircraft must currently meet Chapter 3 standards at the airport and before 7am they must meet Chapter 4. BHAL also use reasonable endeavours to ensure that Chapter 4 aircraft operate within a maximum noise level set by the noise characteristics of the Learjet 35 or a comparable aircraft. A ban on Chapter 3 aircraft (those that do not meet Chapter 4 standards) should be introduced in the NAP review, as well as a ban on Chapter 4 aircraft (those that do not meet Chapter 14 Standards) in the hours of 6:30-7AM and 10-11PM. BHAL should also work towards a full ban on Chapter 4 aircraft through a system of progressively higher tariffs year on year to incentivise faster introduction of an increasing proportion of chapter 14 aircraft each year. Alternatives to these tariffs that achieve a similar result would be considered.

- 3.4.6 BHAL's review of the NAP document currently commits to all circuits, other than for flight training, needing approval from the Senior Air Traffic Control Officer or Chief Executive Officer, with extended restriction on circuit activity and encouragement of larger aircraft to undertake circuits at other airports being reported to ACC. Further detail of permissible circuit routes clearly defined with diagrams, should be included in the NAP review, with these routes entirely avoiding NSAs to take place over rural spaces to the south of the airport, with no exceptions for aircraft that cannot fly these circuits. The penalty system should also be adjusted so that violations by circuits into NSAs carry a greater penalty sanction than other movements.
- 3.4.7 The NAP review should introduce a fixed arrival and departure route for helicopters between Central London and Biggin Hill that avoids built-up areas to the maximum extent possible. If there are operational challenges with achieving this, details should be given to explain these challenges and an alternative proposal brought forward to achieve the intended result. The Council would be willing, for instance, to consider an alternative of introducing further Noise Sensitive Areas for the areas worst affected by helicopter movements, such as Hayes and Coney Hall.
- 3.4.8 Track Violation Limits (TVLs) are the set areas either side of departure routes at Biggin Hill Airport that give a margin of error for the flightpath. It is noted the TVLs used by the airport mean aircraft overfly Noise Sensitive Areas in certain situations during departures to the north. The NAP review should see TVLs altered to avoid NSAs entirely, which could be compensated for by moving these southwards i.e. away from built-up areas. If there are operational challenges with achieving this, then details should be given to explain these challenges and an alternative proposal brought forward that achieves the intended result.
- 3.4.9 BHAL currently produce noise assessments against 57 dB, with a set area for this noise contour representing a maximum noise limit. The NAP review should see this limit reduce to 51 dB, inline with best industry standard. More specifically and following advice from the Council's noise and aviation specialist Vanguardia, BHAL should set a noise limit against 51dB for the average LAeq,16 hr noise contours for both the 92-day summer average of mode of operation and of the single modes of operation of the airport i.e. LOAEL, and consider the "footprint" of the noisiest aircraft likely to use the airport on both departure and approach.
- 3.4.10 Even at 51dB, this approach could be improved since aircraft noise is not experienced in an average fashion, meaning the effects of aircraft noise are not all effectively considered if only averaging metrics are used. Therefore, the following measures should also be considered to help, monitor and control the impacts of aircraft noise:
- Time Above (TA) - The amount of time in minutes that aircraft sound exceeds a given decibel level during a typical day, night or 24-hour period.
 - Number Above (NA) - The number of times that aircraft sound exceeds a given decibel level during a typical day, night or 24-hour period.
 - Respite - The amount of time in minutes that aircraft sound does not exceed a given decibel level during a typical a day, night or 24-hour period.
- 3.4.11 For noise modelling, BHAL currently use the Integrated Noise Model (INM) version. This should be updated to FAA Aviation Environmental Design Tool (AEDT) version 3d, as proposed by RSK Acoustics.
- 3.4.12 It is welcome that BHAL reported never exceeding the eight movements limit for aircraft in the early and late periods of 6:30-7AM and 10-11PM in their Review of the NAP. Given the

resident disturbance caused by movements during these periods, BHAL should introduce a premium tariff for using the airport during the hours of 6:30-7AM and 10-11PM, with the funds raised to be earmarked in a reserve administered by the Council for community projects in the eight southern wards. The Council would be willing to consider an alternative approach that achieved a similar result.

- 3.4.13 The Council considers that the existing diagram of the Noise Sensitive Areas (NSAs) should be updated with a clearer diagram that at least covers the area set out currently in Appendix 3 to the Management Information Letter. If the airport currently operates to a NSA that does not align with this area, this should be expanded to cover the full area from the existing diagram, with the exception of the ILS that is currently not shown. The airport should continue to show the NSA and further flight details in response to complaints.
- 3.4.14 BHAL operate system of fines and controls for infringements of the airport's rules around aircraft noise, with sanctions considered by the Safety and Noise Abatement Board (SANARB) and outcomes reported, including in BHAL's Review of the NAP. Penalties to date have tended to focus on pilots rather than operators. The NAP review should refocus this system on the operators of the pilots making these breaches. Fines should also increase in line with inflation and be allocated to a fund to be administered by the Council for community projects in the eight southern wards. Alternative approaches that achieved a similar result could be considered.
- 3.4.15 BHAL should look to increase the glidepath angle on the ILS from 3% to maintain higher flying over residential areas, also known as 'fly higher for longer'. While it is understood this cannot be achieved without CAA approval, BHAL should thoroughly explore the possibility with the CAA, in association with the Council. It is understood and to be confirmed that the proposed plan for the alternative approach to runway 03 will include an increased glide angle of 3.5%.
- 3.4.16 The NAP review should also include a trial of low power, low drag approaches to achieve the lowest noise configuration for a given speed and/or altitude during the approach, to be made permanent if safe and effective at reducing noise.
- 3.4.17 A system of discouraging early deployment of landing gear and late raising of landing gear, while maintaining safe procedures should be trialled, to be made permanent if safe and effective at reducing noise.
- 3.4.18 It is noted that BHAL are currently trialling air quality monitoring at the airport. While the Council is currently awaiting these results, BHAL should commit to a system of air quality monitoring at the airport and at key points under the flightpath, such as at the Princess Royal University Hospital. These systems should be monitored by BHAL, with results shared with the Council for consideration and with the wider public.

3.5 Conclusion

- 3.5.1 While agreement has not yet been reached between BHAL and the Council to complete the NAP review, the Council has made its requirements to BHAL clear and it is hoped that improved relations from recent meetings will mean that constructive discussions will soon resume so that this process can be completed, for the benefit of all involved, particularly residents under the flightpath.

3.5.2 While future discussions would have to remain private and confidential given the tenant/freeholder relationship between the two parties, residents will be given the opportunity to provide feedback on any agreement reached, which would be reported back to the Executive in due course.

3.5.3 It is also hoped that progress from BHAL with CAA on delivering the revised approach to runway 03 will lead to the expected noise reduction benefits for residents under the flightpath.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

4.1 There is no impact to Vulnerable Adults and Children in respect of the services the Council delivers in this regard.

5. POLICY IMPLICATIONS

5.1 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.

5.2 For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices.

5.3 For people to make their homes in Bromley and for business, enterprise and the third sector to prosper.

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

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

7. LEGAL IMPLICATIONS

7.1 Detailed legal advice is contained in Part 2. However, as mentioned in the recommendation if BHAL exceed 50,000 movements without the NAP review being completed, the Council will take legal action to protect the Council's position and in support of residents.

Non-Applicable Sections:

Background Documents:
(Access via Contact Officer)

Financial, Personnel, Procurement and Property

Executive Reports on Biggin Hill Airport

Noise Action Plan dated:

Wednesday 20 September 2023,

Wednesday 8 February 2023; and

Wednesday 12 January 2022

NAP Measures from BHAL's 'Review of the NAP'	NAP action from BHAL's 'Review of the NAP'	Noise Action Plan (NAP) point	Biggin Hill Airport Limited (BHAL)'s NAP Review	Additional evidence	Update for February 2024	The Council's assessment	Summary
1	Actions 6 and 8	Operate and maintain a noise and track-keeping system to (NMTK) monitor aircraft operations	A Noise Monitoring Track Keeping System is in use at the Airport. Completed & Ongoing activity.	WebTrak launched in April 2017 and has been running since. BHAL has undertaken review of WebTrak.	After hearing the concerns of residents, the Council asked Biggin Hill Airport to further investigate the accuracy of WebTrak. Following that investigation, the weight of evidence that the council has been presented with does not suggest there are any significant inaccuracies in the WebTrak system. The council has requested evidence from the airport that the Noise Sensitive Areas displayed on WebTrak have not changed at any stage.	The Council is awaiting evidence regarding the NSAs being displayed to ensure the areas have not changed since implementation.	Available evidence to be shared.
2		Produce noise contours, based on five year	The latest is attached to the NAP review.	Noise contours have been	Noise contours are produced quarterly for the Noise and	While it recognised that noise contours are produced, these	Further action required.

		forecast of air traffic	Completed & Ongoing activity.	regularly produced for the Airport Consultative Committee (ACC).	Safety Sub-Committee and reported back to ACC.	contours should be produced at 51dB in line with best industry standard, for the average LAeq,16 hr noise contours for both the 92 day summer average of mode of operation and also for the single modes of operation of the airport i.e. LOAEL, as well as considering the "footprint" of the noisiest aircraft likely to use the airport on both departure and approach. Further measures such as time aircraft are above and number of aircraft should also be taken into consideration, with this all outlined in analysis provided by the Council from Vanguardia.	
3		Undertake regular reviews of procedures to minimize noise	The Airport has conducted a series of reviews to minimise noise disturbance.	Minutes of Airport Consultative Committee support that	BHAL have provided further detail of this practice, which is confirmed to be carried out through	While these activities are important for minimising noise disturbance, the	Further action required.

		disturbance with ACC.	Completed & Ongoing activity.	this has happened.	<p>the Noise and Safety Sub Committee and reported to ACC on a quarterly basis. Progress is also reported to ACC on actions contained within Section 6 of the airport's review of the NAP document. The Safety and Noise Abatement Review Board (SANARB) also play a key role in the ongoing scrutiny of the airports procedures whilst reviewing the outcomes of investigations of complaints and violations triggered by the Noise & Tack Keeping System (NTKS).</p>	<p>airport could seek further feedback through ACC of suggestions on how to further minimise noise, which the airport should then assess with the assistance of the Council as necessary. A standing item should be added to the ACC agenda in relation to such suggestions. Penalties for aircraft infringements of the airport rules to date have tended to focus on pilots rather than operators. This should refocus on airport operators. Fines should also increase in line with inflation and be allocated to a fund earmarked in a reserve to be administered by the Council for community projects in the eight southern wards.</p>	
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4	Action 15	Undertake community noise surveys using NMTK.	The Airport conducts noise surveys through the deployment of a mobile noise monitor at the request of residents. Completed & Ongoing activity.	The Council has seen results of four deployments of Biggin Hill Airport's mobile noise monitor. Other deployments are referenced in ACC minutes.	The airport reports progress against this item to ACC and currently have 2 mobile monitors and continue to encourage use of these to residents.	It is noted that the airport have reported a low take-up in use of the mobile noise monitor recently. An action plan should be produced to seek to increase this take up.	Further action required.
5		Investigate, log and respond to all complaints relating to London Biggin Hill Airport, reporting details to ACC on a quarterly basis.	The Airport investigates and logs all noise complaints and the complaints, together with the Airport's response, are scrutinised at the Noise and Safety Sub Committee of the ACC. Completed & Ongoing activity.	Evidence of this can be found in ACC minutes. A representative from the Council also sits on SANARB and the Noise & Safety Sub-Committee, at which complaints are discussed.	This process is ongoing, with the reporting of complaints data being reviewed to seek improvements by adopting a more automated process through the airport's ANOMS systems. The updated system is being reviewed through members of the Noise and Safety Sub-Committee and will be reported back to ACC. Responses to complaints are also regularly reviewed, including	The council is supportive of efforts to improve the airport's processes around this and will continue to engage around this on behalf of residents.	Ongoing.

					SANARB and the Noise and Safety Sub-Committee, with input on responses also being sought from residents' associations by the airport.		
6		Calibrate NMTK on an annual basis.	The noise monitors are calibrated annually by a Bruel & Kjaer (B&K) contractor. Completed & Ongoing activity.	The Council have seen calibration details for 2021 and 2020, which references October 2019 calibration.	No update.		Ongoing.
7		Monitor the track-keeping and maximum noise level compliance and take actions as necessary.	Maximum noise level compliance is measured by the two monitors located in the approach and departure paths for both runways. Completed & Ongoing activity.	Evidence of this can be found in ACC minutes. A representative from the Council also sits on SANARB and the Noise & Safety Sub-Committee, at which complaints	No update.		Ongoing.

				are discussed.			
8a		Implement a scheme to incentivize operators of light and training aircraft to install noise suppression equipment or to replace noisy aircraft.	The airport continues to work with operators of light training aircraft to incentivize the installation of exhaust noise suppression equipment. Completed & Ongoing activity.	The scheme is outlined in Appendix 2 of the MIL, though evidence of its application has not been seen.	BHAL have since indicated that they offer a 25% discount on landing fees to owners of single light engine aircraft who install an improved exhaust silencer system. The take up of this scheme is reported to be extremely low due to the cost of these systems.	While this scheme was implemented, it is clear that the intended result has not been achieved. An alternative scheme of incentives that will achieve this result or a similar reduction in noise should be brought forward by the airport for consideration.	Further action required.
8b	Action 9	Implement a scheme to restrict circuit training to certain operating hours.	All circuits, other than for flight training, are approved by the Senior Air Traffic Control Officer (SATCO) or Chief Executive Officer (CEO). Completed & Ongoing activity. The airport commit (through action point 9) to consider extending limits on circuit operations.	Efforts to reduce circuit training are referenced in ACC minutes, though not by hours.	BHAL have provided further detail on the circuit restrictions, including that weekend circuits are only approved for safety/flight currency when they were unable to do this in the week and confirming that circuits must follow the Visual Circuit Instructions, including avoiding NSAs. Progress on further restrictions is reported to ACC, which includes that	It is recognised that action has been taken to limit circuits at the airport. BHAL should provide further detail of circuits that were allowed at the airport, including why they were allowed and confirmation that they should not breach the NSA, with any breaches to be handled as usual for infringements, including with sanctions applied.	Further action required.

					larger aircraft are encouraged to perform circuits at other airports.	Permissible circuit routes should be clearly defined in the NAP review with diagrams. The penalty system should be adjusted so that violations by circuits into NSAs carry a greater penalty sanction than other movements.	
9		Monitor the aircraft movements comprising details of movement numbers in each hour each day, and Runway use.	Every flight is logged into the Stonefield system by air traffic control. These movements are reported to the ACC on a quarterly basis. Completed & Ongoing activity.	Aircraft movement figures are supplied in the NAP review and regularly to ACC, though not to the detail level of each hour.	Monitoring and reporting is ongoing.		Ongoing.
10a	Action 4	Implement introduction of a Global Positioning System (GPS) based Runway guidance system.	In progress. Ongoing activity	This has not yet been achieved. Progress can be charted through	Updates are reported to ACC which relates to the ANAV Airspace Change Proposal for runway 21. Targeted completion is	While it is understood that the change being proposed in respect of ANAV for runway 21 would relate to a relatively low number of	In progress.

				ACC minutes.	reported as September 2024. Updates in relation to runway 03 are in 10b below.	movements, the Council did make representations to contend that new routes should prioritise reducing the impact of noise on residents under the flightpath, which the council want to see reflected in the final proposals.	
10b	Action 1	Implement altered 03 - Instrument approach procedures.	In progress. Delay in implementation of the 03 RNAV approach. Ongoing activity.	This has not yet been achieved. Progress can be charted through ACC minutes.	The Civil Aviation Authority's rejected BHAL's proposed Instrument Approach Procedure for Runway 03 in December 2022. it is understood that BHAL have continued to engage with the CAA on this matter to seek to overcome their concerns. It was reported to ACC that BHAL intend to submit a trial plan for a new approach to the CAA by the end of March 2024, which could see a trial of this approach commence in	While the Council are keen to review the details of the revised proposal, assuming they still deliver the expected benefits to residents, then the Council will look to support this plan.	In progress.

					September 2024. Updates will be provided through ACC.		
10c	Action 3	Work with National Air Traffic Services (NATS) and others to secure the early removal of the VOR beacon at Biggin Hill.	In progress. Ongoing activity	This has not yet been achieved. Progress can be charted through ACC minutes.	Updates will be reported through ACC.		In progress.
11		Operate controls on requested aircraft operations to contain movements to those aircraft meeting the Biggin Hill noise limits.	Maximum noise level compliance is measured by the two monitors located in the approach and departure paths for both runways. Completed & Ongoing activity.	Aircraft at the airport must meet Chapter 3 standards currently and before 7am they must meet Chapter 4.	No update.	While restrictions on aircraft flying at the airport against current aircraft chapter limits are noted, BHAL should ban chapter 3 aircraft from the airport as part of the NAP review and ban chapter 4 aircraft in hours of 6:30-7AM and 10-11PM. BHAL should also work towards a full ban on chapter 4 aircraft through a system of progressively higher tariffs year on year.	Further action required.

12		Limit airport operating hours to 06.30-23.00 on weekdays, and on Saturdays, Sundays and Public Holidays limit operating hours to 08.00-22.00.	The Airport has clearly published its opening hours in aeronautical publications such that they are clearly understood by aircraft operators worldwide. These limits have not been breached. Completed & Ongoing activity.	These hours came into effect and have been operated since May 2017.	No update.		Completed.
13a		Operate the Airport to ensure that the resultant noise, expressed in the form of Summer Daytime noise contour area does not exceed that specified, namely 4.3 km ² at 57 dB LAeq,16h.	Noise contours are produced Quarterly by Bickerdike Allen and reported to ACC. The Airport has successfully kept the footprint within the reasonable endeavours target. Completed & Ongoing activity.	Evidenced in noise contours presented to the ACC.	Contours continue to be reported to the Noise and Safety Sub-Committee and ACC.	While reporting continues, contours should be produced at 51dB along with further measures as outlined in item 2 of this table.	Further action required.
13b		Operate the Airport using reasonable endeavours to achieve actual noise contours for daytime, early morning,	Noise contours are produced Quarterly by Bickerdike Allen and reported to ACC. The Airport has successfully kept the footprint within the reasonable	The noise contours attached to ACC minutes show that in each quarter they have	Contours continue to be reported to the Noise and Safety Sub-Committee and ACC.	While evidence of operations keeping within the 57dB contours is regularly provided, the airport should be measures against 51dB contours along with	Further action required.

		and late evening less than the 2020 forecast noise contours.	endeavours target. Completed & Ongoing activity.	been reported, the contours have been within the reasonable endeavours limit.		further measures as outlined in item 2 of this table.	
14a		From 1 January 2016 operate a ban on fixed wing aircraft which are not fully compliant with ICAO Chapter 3 or above noise certification numerical standards.	The Airport has limited use of the airport to those aircraft types that meet the ICAO Chapter 3 standard. Completed & Ongoing activity.	UK AIP does state that aircraft using Biggin Hill Airport must be ICAO Chapter 3 compliant or better	No update.	While it is acknowledged the airport has banned aircraft not compliant with Chapter 3, a ban should now be implemented on aircraft that do not meet Chapter 4. Aircraft that do not meet Chapter 14 should also be banned between the hours of 6:30-7AM and 10-11PM, while working towards a full ban of these aircraft through a system of progressively higher tariffs year on year.	Further action required.
14b		Operate a ban on fixed wing aircraft that do not meet the ICAO Chapter 4	For new based and non-based aircraft operations, the Airport has limited the use of the airport	No additional evidence	BHAL have reported that very few aircraft operating at the airport do not meet Chapter 4 and that	The Council is not aware of evidence of aircraft not meeting Chapter 4 operating	Further action required.

		noise certification numerical standards between 06:30 and 07:00 (except for existing based aircraft)	to those aircraft types that meet ICAO Chapter 4 standard. Completed & Ongoing activity.		'Prior Permission Required' Regulations allows BHAL to verify aircraft Chapter, with Aircraft Noise Certificates being requested from operators as evidence if required.	between 6:30am and 7am. However, BHAL should ban all aircraft not meeting Chapter 4 and ban aircraft not meeting Chapter 14 in the early morning and late periods, working towards a full ban as outlined in item 14a above.	
14c		Operate the airport using reasonable endeavours to ensure that these Chapter 4 aircraft operate within a maximum noise level set by the noise characteristics of the Learjet 35 or a comparable aircraft	The Airport has used all reasonable endeavours to ensure that Chapter 4 aircraft operate within a maximum noise level set by the noise characteristics of the Learjet 35 or a comparable aircraft. Completed & Ongoing activity.	No additional evidence	No update	The airport should work towards a ban of Chapter 4 aircraft, as outlined in item 14a above.	Further action required.
15		Manage compliance with the preferred noise routes and tolerance limits	The NMTKS incorporates an automatic detection tool and any breach of Track Violation Limits (TVLs) or	Evidence of this can be found in ACC minutes. A representati	This monitoring is ongoing.	While monitoring is acknowledged to be continuing, TVLs should be altered when departing to better avoid NSAs to	Further action required.

		using the NMTK system.	penetrations of any Noise Sensitive Areas (NSAs) are recorded and acted upon. Completed & Ongoing activity.	ve from the Council also sits on SANARB and the Noise & Safety Sub-Committee, at which complaints are discussed.		the north entirely, which could be compensated for by allowing a wider TVL southwards from the preferential route, i.e. away from built-up areas. If there are operational challenges with this, an alternative proposal should be brought forward by the airport.	
16		Operate the Airport in accordance with the noise abatement procedures delineated in the UK AIP.	All limitations are set out in full in the UK AIP (which automatically confers inclusion in all Instrument Flight Rules (IFR) and Visual Flight Rules (VFR) flight guides) such that operators understand the noise abatement measures applicable to the Airport. Completed & Ongoing activity.	Procedures are set out in the UK AIP. Aircraft breaching NSAs & NPRs are warned and sanctioned.	This process is ongoing.	While operations within the current airport rules are generally acknowledged, the Council has requested a number of changes to the airport rules to complete the NAP review including in relation to the noise abatement procedures, for instance in relation to Track Violation Limits in item 15 above. VRF approaches should also be replaced in	Further action required.

						due course by a revised approach to runway 03 to be approved by the CAA, as outlined in item 10b above.	
17		Discourage the use of aircraft reverse thrust except where its use is required for safety reasons	The airport has published in the UK AIP the following: UK AIP: EGKB AD 2.21 NOISE ABATEMENT GENERAL instructions: Paragraph (C) Pilots are requested to avoid the use of reverse thrust or reverse pitch above idle power settings on landing, consistent with the safe operation of the aircraft. Completed & Ongoing activity.	Referenced in UK AIP.	No update.		Ongoing.
18		The airport will put in place a sound insulation scheme for residential properties (RSIS) relating to exposure to noise in the early morning	The Airport has put in place a scheme for certain residential properties in order to mitigate the effects of aircraft noise during the period 06:30 to 07:00 (the Early Morning Period). Completed & Ongoing activity.	Scheme set out in MIL Appendix 1.	No update	Further evidence should be provided of the take up of this scheme. It is understood that few if any properties qualify for this support at present and if this is the case, a supplementary	Further evidence and/or action required.

						scheme should be proposed by BHAL that provides meaning support in line with the intention of this commitment.	
19		Provide information and services to the London Biggin Hill Airport Consultative Committee (ACC).	On a quarterly basis the Airport provides a detailed report to ACC. Completed & Ongoing activity.	ACC minutes show this to be the case.	Ongoing.		Ongoing.
20		Monitor and report progress against Noise Action Plan actions to ACC, provide statistics in the Performance Monitoring Report.	On an annual basis the Airport Issues a Performance Monitoring Report (PMR) on actual summer contours. Completed & Ongoing activity.	ACC regularly updated, though not specifically about NAP points.	Progress against action points from the Airport's review of the NAP are reported to ACC each quarter.	Reporting of progress against these action points is noted, although as the NAP review is not complete, these point do not represent a full list of actions that BHAL need to take from the NAP review.	Ongoing.
21		Engage with local planning authorities to ensure awareness of aircraft operations is considered in land use	The Airport works closely with the Council to advise against and also discourage residential and other noise sensitive development close to the airport	A member of the Council's planning team regularly sits on the ACC and feeds in updates	A submission was received from BHAL to a consultation for Bromley's local plan review, with this review process ongoing in 2024.		Ongoing.

		development, for instance with the Council over future work on the local plan.	boundaries or in areas likely to be affected by aircraft noise. Completed & Ongoing activity.	about planning policy.			
22		Provide an information pack to local Estate Agents, and to those seeking information on local conditions prior to relocating to near the Airport or its departure and arrival tracks.	The Airport tailors information packs to local estate agents relating to a specific property enquiry. This on request pack will identify how a specific property may be affected by the Airport operations. Completed & Ongoing activity.	No additional evidence	No update.		Ongoing.
Table 2.5 item i		Carry out a review of arrival and departure routes and based on the results trial any new procedure with the aim of reducing further the over flight of residential areas.	The 21 VFR departure route was modified in 2019/20 and work continues to trial further procedural changes.			See 10a above regarding runway 21 and 10b above regarding runway 03.	
Item ii		Use reasonable endeavours to promote and support airspace changes in order	This activity falls under the London Airspace Modernisation Programme (LAMP)			See action 2 below.	

		to benefit local residents through the creation of greater amount of controlled airspace.					
Item iii		Prepare and issue quarterly complaints report.	These reports are compiled and issued to ACC via the Noise and Safety Sub Committee			See item 5 above.	
Item iv		Prepare and issue Integrated Noise Monitoring (INM) report when contours are prepared.	These reports are compiled and issued to ACC			See item 2 above.	
Item v		Prepare and issue five yearly Performance Monitoring Report	This activity has been undertaken as part of the 5-year review of the NAP.		No further report is yet required.		No further action required at present.
Item vi		Investigate the potential and benefit that might arise from introducing a departure noise preferential route track performance target, with	Track Violation limits are in place and performance is monitored through the SANARB		BHAL provided further input against this item which highlighted that code of practice/briefing leaflets had been produced for departing aircraft, which are updated as needed.	While the information provided by BHAL is noted, this does not complete this requirement. BHAL should bring forward a proposal for track performance targets with penalties for	

		penalties for recurrent failures to meet target.				operators if a certain number of aircraft exceed the TVLs, with these penalties to fund community projects under the flightpath, as described for circuits in item 3 above.	
Item vii		Investigate the potential and benefit that might arise from introducing a Biggin Hill specific Code of Practice for Arriving Aircraft.	Briefing leaflets (Code of Conduct) covering arriving aircraft have been produced and published. These are subject to constant review.				Ongoing.
Item viii		Investigate the potential and benefit that might arise from introducing a Biggin Hill specific Code of Practice for Departing Aircraft.	Briefing leaflets (Code of Conduct) covering departing aircraft have been produced and published. These are subject to constant review		Revised briefing leaflets for departing IFR and VFR flights were produced.		Ongoing.
Item ix		Dependent on the related work with NATS investigate the potential and benefit that might arise from	This activity falls under the London Airspace Modernisation Programme (LAMP)			See action 2 below.	

		introducing continuous descent arrival (CDA) and continuous climb departure (CCD) performance at London biggin Hill.					
Item x		Work with operators, NATS and other stakeholders to introduce new technologies which can reduce noise impact.	This remains an on-going activity.			The Council is keen for BHAL to explore aircraft technologies that could reduce the noise impact for residents under the flightpath, as well as reducing carbon emissions and pollution.	Ongoing.
Item xi		Review communication material and the Airports' website with respect to noise/noise management.	This remains an on-going activity and addressed in action 6.1 (15)			See action 14 below.	
	Action 1		The Airport will continue to complete the remaining tasks within Stage 5 of the CAP 725 process and work to implement the 03 RNAV approach as soon as practicable.			See item 10b above.	

	Action 2		Engage with London Airspace Modernisation Programme (LAMP) to design optimum routes that reduce noise impact on residents.	Updates are provided to ACC.	This is being progressed through the CAA's Future Airspace Strategy Implementation South (FASI-South). Details about stage 3 consultation are currently being awaited.	The Council is monitoring these developments as they progress and will make representations in consultations on behalf of residents under the flightpath as required.	In progress.
	Action 3		Continue to engage with NATS to decommission the BIG VOR beacon by December 2022.			See item 10c above.	
	Action 4		The Airport will continue to progress the ACP relating to Runway 21 overlay to produce a Global Positioning Satellite navigation approach.			See item 10a above.	
	Action 5		The Airport will endeavour to ensure that the Runway 21 ACP includes an increase in the approach angle and enable the Airport to increase all approaches to 3.5 degrees.		It was reported during the consultation for the ANAV Airspace Change Proposal for runway 21 that this option had been explored with the CAA but was not proceeding.		Not yet completed.
	Action 6		Undertake a specific trial to identify the challenges and			See item 1 above.	

			disparity between a ground observed aircraft position and its track.				
	Action 7		Undertake a specific trial to ascertain the difference in noise between a light aircraft overhead and then offset to one side to quantify the difference in noise.		Progress to be reported to ACC.	The Council is unaware of evidence that this has been completed.	Further evidence or action required.
	Action 8		Related to action 6 & 7, correlate trial data to assess accuracy of Webtrak against GPS navigational aids.			See item 1 above.	
	Action 9		Consideration to extending limits on circuit operations and imposing additional restrictions on ground noise.		See item 8b above in relation to circuits. Re ground noise, progress is reported to ACC. The Airport continues trials looking at the location and orientation of aircraft when conducting preflight checks that require ground power units or the aircrafts own auxiliary power units. The Airport is investigating the	See item 8b above in relation to circuits. The Council will assess any new measures from the airport in relation to ground noise to ensure they will deliver the expected benefits for residents.	In progress.

					possibility of reducing the time APU's and ground power is used without increasing safety implications. Benefits will be adopted into the airport's Ground Noise Action Plan.		
	Action 10		Work with Navigational Service providers, such as 'Sky Demon' to ensure correlation between Webtrak NSA positional data and navigational systems.		It was reported to ACC that both Pooleys and Sky Demon had updated their systems and that no further action is being taken on this point.		Completed.
	Action 11		The Airport will continue to monitor TVLs through the programming of the NMTKS.			See Item 15 above.	
	Action 12		The Airport will publish the relevant NSA and TVLs (if applicable) when responding to residents' observations.		Progress is reported through ACC and the BHAL are noted to show TVLs and NSAs in response to resident complaints as relevant. NSA diagrams also feature on the revised Code of	Improved disclosure of NSAs and TVLs is noted. Accurate diagrams should be included in the final revised NAP.	Further action required in due course.

					conduct for departing IFR and VFR flights.		
	Action 13		Continue to work with helicopter operators to investigate measures to further reduce noise disturbance.		A draft Helicopter Code of Conduct has been produced and is being reviewed by the Council.		In progress.
	Action 14		Work with the Council to enhance public understanding through online briefing packs and simplification of technical terminology.		Progress is reported to ACC. BHAL is noted to be developing online briefing material regarding airspace structure, approach procedures, NSAs and terminology. Use of social media platforms is also noted. Responses to complaints have also started to include a website link to give access to additional information.	Progress on this point is noted and welcome and the Council will continue to assist BHAL as needed to further improve public understanding.	Ongoing.
	Action 15		The Airport will encourage further use of the mobile noise monitor to allow residents to independently assess actual noise levels.			See item 4 above.	

	Action 16		Capture lessons learnt from other airports to produce web-based information on departure routes and operating procedures.		Progress is reported to ACC, which notes that best practice is being captured from other Airports.	In connection with action 14 above, progress on this point is noted and welcome, with the Council continuing to offer assistance as needed.	Ongoing.
	Action 17		Seek to follow the recommendations of the governments new independent commission on civil aviation noise (ICCAN) guidance and for noise action plans, where appropriate.		Progress is to be reported through ACC.	The Council is not aware of any progress on this item to date.	Further action or evidence required.

Report No.

London Borough of Bromley

PART ONE – PUBLIC

Decision Maker: EXECUTIVE

27th March 2024

Date:

For Pre-Decision Scrutiny by the Executive, Resources and Contracts Policy Development and Scrutiny Committee on Monday 25 March 2024

Decision Type:

Non-Urgent

Executive

Non- Key

Title:

OPR Update & Award of Contracts for Multidisciplinary Services

Contact Officer:

Graham Soars, Head of Special Projects (Interim), Strategic Property
Tel 020 8313 4593. E-mail: Graham.Soars@bromley.gov.uk

Chief Officer:

Sara Bowrey, Director of Housing, Planning, Property and Regeneration

Ward:

All Wards

1. REASON FOR REPORT

- 1.1 In November 2023 the Executive approved the procurement of further design led multidisciplinary consultancy services to support the delivery of the OPR Programme.
- 1.2 This report seeks approval to award a consultancy services contract to the successful bidders following the tender process.
- 1.3 This report provides an update on the progress of the surface car parks workstream.

2. RECOMMENDATION(S)

- 2.1 That the Executive, Resources & Contracts PDS Committee notes the contents of the report and makes any comments available to the Council's Executive.
- 2.2 That the Council's Executive are recommended to:
 - 1) Note the contents of this report.
 - 2) Approve the award of a Multidisciplinary Consultancy Services Contract for the OPR Programme to the successful bidders as detailed in Part Two of this report.

Impact on Vulnerable Adults and Children

1. Summary of Impact: No Impact as services will continue to be provided during the works.
-

Transformation Policy

1. Policy Status: Existing Policy
 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: £ 2.056m
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Not Applicable
 4. Total current budget for this head: £ 32.841m
 5. Source of funding: Growth Fund
-

Personnel

1. Number of staff (current and additional): Not Applicable
 2. If from existing staff resources, number of staff hours: Not Applicable
-

Legal

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

Procurement

1. Summary of Procurement Implications: The recommendation proposed in this report are in accordance with the Council's Contract Procedure Rules.
-

Property

1. Summary of Property Implications: In accordance with the OPR report dated 29th November 2023 the services to be delivered by the proposed Contracts are required to deliver the OPR Programme.
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: The services procured include Sustainability Consultancy services and commitments to deliver social value.
-

Impact on the Local Economy

1. Summary of Local Economy Implications: Not Applicable
-

Impact on Health and Wellbeing

1. Summary of Health and Well Being Implications: Not Applicable
-

Customer Impact

1. Estimated number of users or customers (current and projected): Not Applicable
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? As this affects all Wards, individual Wards Councillors have not been consulted. However, Ward Councillors will be consulted on the relevant projects in conjunction the service delivery areas and the appointed construction consultancy services provider as detailed within this report.
2. Summary of Ward Councillors comments: Not Applicable.

3. COMMENTARY

- 3.1 On 12th December 2022 the Council's Full Council Meeting considered and approved the Operational Property Review (OPR) dated 30th November 2022. This followed a review of the Council's operational property which had been undertaken to identify the optimal operational estate and understand the liability of it over a 10-year period together with the potential to undertake repair and minor refurbishments where appropriate to minimise future liability.
- 3.2 Following the approval of the OPR, a Programme Board has been established to ensure robust governance, overseeing all aspects of the programme including key decision making and cost management. A number of sub boards and working groups sit below the programme board and report monthly with updates and recommendations.
- 3.3 In March 2023 the Executive approved proceeding to procurement and award of consultancy services to scope the works that need to be undertaken, advise on the optimum delivery route and manage the delivery of the works. This was commissioned through the NHS Shared Business Services, Healthcare Planning Construction Consultancy and Ancillary Services (NHS SBS HPCCAS) Framework and the consultant has undertaken condition surveys, initial scoping and cost estimates for the various sites.
- 3.4 Through the initial development of the programme, it was established that the refurbishment works required technical design led services to fully design and specify the contract works to ensure the tender process and delivery of the works provides best value whilst minimising the risks around delivery particularly where services must remain in operation during the works. It also became apparent that the consultant originally procured was unable to adequately resource such design services on a programme of this scale going forward and new commissions would be required.
- 3.5 In November 2023 the Executive approved the procurement of further design led multidisciplinary consultancy services from RIBA Stage 3-6 to support the delivery of the OPR Programme.
- 3.6 The Council has tendered these consultancy services for the programme in two separate lots to ensure that the programme can be adequately resourced. Bidders were required to submit tenders for both lots, but the Council will appoint a different supplier to each lot. As part of the procurement strategy, it was agreed that should a bidder be ranked in first place on both lots it will be appointed to the lot that it scored highest on, removed from the ranking on the other lot, and the second placed bidder in that lot will be appointed.
- 3.7 The Lots are service led with an Adults workstream which includes Adult Day Centres and Adult Education Centres, and a Children and Families workstream which includes Children and Family Centres, Youth Centres, Youth Offending Centres and Special Educational Needs. Due to the nature of the works and value, the cemeteries projects sit within the Children and Families workstream.
- 3.8 The bidders were to provide a Building Surveying led multidisciplinary design and delivery team with the following core disciplines across all the projects within the OPR Programme:
- Building Surveyor (lead consultant and contract administrator)
 - Mechanical & Electrical Engineer
 - Principle Designer/Health & Safety Advisor
 - Quantity Surveyor.
 - Clerk of Works.
 - Sustainability Consultant

- 3.9 The bidders were to include additional services as may be required to deliver the scope of works for each project outlined in the Tender. These include but are not limited to:
- Architect
 - Structural Engineer
 - Fire consultant
 - Planning and Heritage Consultant
- 3.10 The bidders were made aware that there would be break clauses in the commission applied to the end of RIBA Stage 3 and 4 for each Property should the Council decide that a property is no longer to be taken forward as part of the OPR Programme.
- 3.11 The bidders were made aware that should such a break clause be implemented; the Council will only reimburse for the work undertaken and this will be in line with the Fee Schedule provided within the Appointment.
- 3.12 There is monetary provision within each of the proposed Contracts for additional consultancy services to be instructed by the Council if the need arises linked to assessing development or co location opportunity as part of the design development for the projects.

4. CONTRACT AWARD RECOMMENDATION

- 4.1 The Council utilised the NHS Shared Business Services Framework, Lot 7 – Multi Disciplinary Services to run a competition for the consultancy services required.
- 4.2 The Procurement process has identified a recommended provider for each of the service led workstreams
- 4.3 Part Two of this Executive Report deals with the commercially sensitive tender process in detail.

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

- 5.1 The services procured include Sustainability Consultancy services which each consultant has in-house. The programme will utilise the advice on all projects with the intention to assess, design and implement those green building solutions that provide the council with best value.

6. TRANSFORMATION/POLICY IMPLICATIONS

- 6.1 It is essential that the Council manages its assets to meet its aims and objectives.

7. PROCUREMENT CONSIDERATIONS

- 7.1 This report seeks to award a contract for both Lots A and B as set out within the Part 2 report, via the NHS Shared Business Services Healthcare Planning Construction Consultancy and Ancillary Services (NHS SBS HPCCAS Framework, Lot 7 Multi-disciplinary Services, with a standstill period observed.
- 7.2 The appropriate award notices will be published on Contracts Finder and Find A Tender.
- 7.3 The Council's Contract Procedure Rules require the following for authorising an award via a framework for a contract of this value; the Approval of the Executive 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.

- 7.4 The actions identified in this report, and further set out within the Part 2 report are provided for within the Council's Contract Procedure Rules, and the proposed actions can be completed in compliance with their content.

8. FINANCIAL CONSIDERATIONS

- 8.1 See Financial Considerations in Part 2 of this report.

9. LEGAL CONSIDERATIONS

- 9.1 This report requests Members approve the award of two Multidisciplinary Consultancy Services Contracts for the OPR Programme to the successful bidders as detailed in Part Two of this report.
- 9.2 The Council has the legal power to hold, maintain and develop its landholdings and buildings in connection with its functions and general powers in the way described in this report. Under Section 111 of the Local Government Act 1972 the Council has the power to do anything calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions. In furtherance of these statutory powers, the Council may provide and commission through a contract, the consultancy services as more fully set out in this report.
- 9.3 Both of these contracts are public services contracts as defined by the Public Contracts Regulations 2015 (the Regulations). As their value is above the financial thresholds of £214,904 then the procurement of these contracts is fully regulated by the Regulations. Regulation 33 permits contracting authorities to utilise Framework Agreements, where they have been named in those framework arrangements. These services have been procured using the NHS Shared Business Services Healthcare Planning Construction Consultancy and Ancillary Services Framework which is confirmed as a compliant framework for the Council to use.
- 9.4 The Council's CPRs permit the use of Framework Agreements under CPR 3.5 provided the terms and conditions of contract applicable to the Framework, including the requirement to undertake competition between providers, is fully complied with and agreed by the Assistant Director Governance & Contracts. The evaluation of the mini-competition is fully detailed in the part two report.

10. OPR UPDATE

- 10.1 All workstreams within the OPR continue to progress and a specific update is given below on the surface car parks.

Surface Car Parks

- 10.2 In November 2023 the Executive approved the expenditure of up to £1.046m on essential repairs to surface car parks, with delegated authority to the Director of Housing, Planning, Property and Regeneration to approve the detailed procurement strategy and contract award.
- 10.3 Officers from the OPR team in conjunction with the car park team have visited the sites and are currently preparing scopes for budgeting and procurement purposes. This scope will form the basis of a Pre-Tender Estimate to be presented at the OPR programme board in May 24.

10.4 The Contract Award is programmed to be concluded in July 24, leading to works commencing in August 24. The works are currently estimated to take between 6 and 9 months to complete.

Non-Applicable Headings:	IT and GDPR Considerations, Strategic Property Considerations, Personnel Implications, Impact on the Local Economy, Impact on Health and Wellbeing, Customer Impact
Background Documents: (Access via Contact Officer)	Executive Report dated 12 th December 2022 Executive Report dated 29 th March 2022 Executive Report dated 29 th November 2023

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Report No.
HPR2024/011

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE

Date: For Pre-Decision Scrutiny by Renewal, Recreation and Housing PDS Committee on 14 March 2024

Decision Type: Non-Urgent Executive Key

Title: LIBRARY REPAIR WORKS PROGRAMME

Contact Officer: Lydia Lee, Assistant Director Culture and Regeneration
Tel: 020 8313 4456 E-mail: lydia.lee@bromley.gov.uk

Chief Officer: Director of Housing, Planning, Property and Regeneration

Ward: All Wards

1. Reason for decision/report and options

- 1.1 To provide an update on the library repair works programme, and to request authority to both proceed to tender, and award contracts, for works at four further library sites: Mottingham, Chislehurst, Burnt Ash and Orpington.
-

2. RECOMMENDATION(S)

2.1 That the Renewal, Recreation and Housing PDS Committee:

- 1) Notes the contents of the report.

2.2 That the Council's Executive:

- 1) Agrees to proceed to a closed tender for the works contracts for Mottingham Library, Chislehurst Library, Burnt Ash Library and Orpington Library at an estimated total value split across two contracts of £4m; and,
- 2) Agrees to delegate authority to the Director of Housing, Planning, Property and Regeneration in consultation with the Portfolio Holder for Renewal, Recreation and Housing, to award the two works contracts at estimated values of £1.4m (Burnt Ash and Chislehurst) and £2.6m (Mottingham and Orpington) as long as the winning tenders are affordable within the Operational Property Review library programme budget.

Impact on Vulnerable Adults and Children

1. Summary of Impact: The library service is free to access and available to all.
-

Transformation Policy

1. Policy Status: Not Applicable
 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.
 - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
-

Financial

1. Cost of proposal: £4m
 2. Ongoing costs: Non-Recurring Cost
 3. Budget head/performance centre: OPR libraries budget
 4. Total current budget for this head: £11.016m
 5. Source of funding: Capital receipts
-

Personnel

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

Legal

1. Legal Requirement: Statutory Requirement
 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: Grant funding is being sought to bring forward more sustainable energy provision.
-

Impact on the Local Economy

1. Summary of Local Economy Implications: Investment across the borough will have a positive economic impact, as will access to information for residents.
-

Impact on Health and Wellbeing

1. Summary of Health and Wellbeing Implications: N/A
-

Customer Impact

1. Estimated number of users or customers (*current and projected*): The ONS mid-2022 population estimate for London Borough of Bromley was 329,578 people. There were 33,486 registered library members who used their library card to borrow an item in a Bromley library in 2023 representing 10.2% of the population of the Borough. This is a 7% increase on 2022 figures.
-

Ward Councillor Views

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

3. COMMENTARY

Library Repair Programme

- 3.1. A report was taken to the June 2023 RRH PDS on the library works programme which is part of the Operational Property Review. Report number HPR 2023/035. A further report was taken to the September 2023 RRH PDS and Executive meetings which approved proceeding to procurement and awards of contract for the consultancy services, Southborough Library works and Beckenham Library works. Report number HPR2023/050. These reports provide full background details for this scheme of work.
- 3.2. Following the approval of the report recommendations, officers went out to tender and awarded the contract for the consultancy contract to prepare the works specifications for the repair works to nine of the borough's 14 libraries.
- 3.3. The libraries included in the works programme are: Beckenham, Burnt Ash, Chislehurst, Hayes, Mottingham, Orpington, Penge, Petts Wood and Southborough.
- 3.4. As set out in the previous reports the following libraries are not included: Biggin Hill (Mytime Active is responsible for the maintenance of this site), Shortlands (Property is currently monitoring seasonal subsidence at this site), St Paul's Cray (repair works are already complete), West Wickham (subject to a separate redevelopment currently underway) and Central Library (this site is being considered separately).
- 3.5. For the recent 3-month period November 2023 to January 2024, since its relaunch in August 2023, St Paul's Cray Library & Community Support Centre has seen a 137% increase in visitors to the site compared to the previous January, and the library saw a 6.6% increase in items issued. This compares favourably to the rest of the library services which saw a smaller 4.5% and 4.7% increase (excluding online-only services) in the same time period.

Grant Funding

- 3.6. Officers continue to seek grant funding to bring forward additional improvements above and beyond the building repairs funded by the Council. So far £98,380 in grant funding has been secured from Arts Council England. This grant funding will enable the purchase of state of the art IT facilities, which can move around libraries and offer better access and facilities to customers and help the digitally disadvantaged.

Appointment of consultancy team

- 3.7. Ingleton Wood were appointed in November 2023 to provide multi-disciplinary services to support the delivery of the Library works programme. The procurement of this contract took significantly longer than planned and has caused programme delays.
- 3.8. Following a review of the original condition surveys and discussions with the librarians, the works specification for repairs at Southborough Library was produced at the end of 2023, and a closed tender procurement process was undertaken. Four tenders were received, and KJ Evans has been appointed (subject to the standstill period at the point of writing this report), at a fixed contract price of £510,034.03. This is within budget for this site. In tandem a planning application was also submitted, this was required due to the replacement of some windows. The unforeseen planning process at this site has also contributed to programme delays.
- 3.9. A notice of closure for Southborough Library was posted on 20/02/2024, providing the statutory 28 days' closure notice for Bromley residents, GLL Ltd and frontline staff. Works are therefore planned to begin at Southborough in late March, and the programme is expected to last 16 weeks, reopening in summer 2024.

- 3.10. Ingleton Wood are now in the process of preparing the works tender documentation for Beckenham Library. The works tender is planned to go live in March. A temporary library will be provided close-by during the closure of Beckenham as set out in the previous reports.
- 3.11. As with the repairs delivered at St Paul's Cray and those in the process of delivery at Southborough Libraries, the works tenders for the remaining sites including Beckenham will be based on the findings of the original condition surveys.
- 3.12. Following the Beckenham tender the following works timetable sets out the order in which the library works will now be undertaken and the estimated dates for site closures whilst the repairs are made.
- 3.13. This programme has been adjusted to speed up delivery, given that the programme is behind the original planned schedule. The programme is still due to be completed by the end of 2025. The next two works tenders will be published as pairs to speed up the procurement process. Burnt Ash and Chislehurst will be tendered as one works contract, and Mottingham and Orpington will be tendered as one works contract
- 3.14. Burnt Ash & Chislehurst and Mottingham & Orpington have been paired together to allow a quicker procurement process. Pairing smaller and larger libraries together has been done to create a more economically attractive and manageable parcel of work for bidders, taking into account the geographical spread of the sites, as outlined in previous reports.
- 3.15. The procurement approach to the works contracts for both Burnt Ash & Chislehurst and Mottingham & Orpington will be a closed tender process to ensure that contractors bidding for the works are sufficiently experienced in working on libraries and similar community spaces. Market engagement has been undertaken to identify four contractors with relevant experience, who will be asked to bid for the two upcoming contracts. If necessary, Officers may invite two further contractors to bid for the works, dependent on their relevant experience. A closed tender process allows the bidders to be warmed up in advance and notified of the tender publication date, this enables a faster process than an open tender. It also reduced the time required for evaluation as the number of bids is reduced. A framework route is not being undertaken as a suitable works framework has not been identified for this programme. The price quality split for evaluation will be 60/40 with detailed award criteria to be finalised as per the timetable in 3.16 based on the method statements and weightings used for similar tenders.
- 3.16. Preparation of the necessary procurement documents will commence approximately five months ahead of the estimated works period, ensuring sufficient time to collate the scope of works based on the original condition surveys. The preparation of the tender documents for Burnt Ash & Chislehurst will begin in March 2024, and the preparation for Orpington & Mottingham will begin in July 2024. The closed tender will be issued to bidders approximately ten weeks ahead of the estimated works period, allowing four weeks for tenderers to prepare their bids, and a further six weeks for evaluation, clarifications and award of contract. The tender for Burnt Ash & Chislehurst would be issued in June 2024, and the tender for Orpington & Mottingham would be issued in September 2024. This timeline will enable momentum to be maintained throughout 2024 and into 2025, ensuring works can be completed by the end of 2025.
- 3.17. Delegated authority of award of contract is sought to be able to keep up the speed of works. If officers are required to return to committee to award contracts, it will slow down the delivery timetable further.

	Library name	Estimated Works Period
1	Southborough	Mar 24 – Jul 24
2	Beckenham	May 24 – Feb 25
3	Burnt Ash	Aug 24 – Dec 24
4	Chislehurst	Oct 24 – Jul 25
5	Orpington	Dec 24 – Sep 25
6	Mottingham	Feb 25 – Jun 25
7	Petts Wood	Apr 25 – Aug 25
8	Penge	Jun 25 – Oct 25
9	Hayes	Aug 25 – Dec 25

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

4.1 The Library works programme will have a positive impact on vulnerable adults and children. Libraries are a statutory service and are free to access. Libraries support learning, training, wellbeing and access to information on housing and other services.

5. TRANSFORMATION/POLICY IMPLICATIONS

5.1 The repair programme will as far as possible provide opportunities for better, more intensive use of the library estate, including through the colocation of services. At St Paul’s Cray the library building now also hosts the local Community Support Centre.

6. FINANCIAL IMPLICATIONS

6.1 The paper requests approval to tender for the works contracts for Mottingham Library, Chislehurst Library, Burnt Ash Library and Orpington Library at an estimated total value split across two contracts of £4m.

6.2 This will be funded from the capital programme –as part of the Operational Property Review, which was approved by the Executive in January 2023.

6.3 The total approved budget in the capital programme for the libraries works is £11.016m. There is therefore sufficient budget within the capital programme to meet the cost of this contract and any contingency required, and so there should be no impact to the revenue budget from this contract award.

7. LEGAL IMPLICATIONS

7.1 This report seeks approval to;

- Proceed to tender for the libraries works contracts at estimated values of £1.4m (Burnt Ash and Chislehurst) and £2.6m (Mottingham and Orpington)
- Delegate authority to the Director of Housing, Planning, Property and Regeneration in consultation with the Portfolio Holder for Renewal, Recreation and Housing, to award the two works contracts at estimated values of £1.4m (Burnt Ash and Chislehurst) and £2.6m (Mottingham and Orpington) as long as the winning tenders are affordable within the Operational Property Review library programme budget.

7.2 The Council has a duty under Section 7 of the Public Libraries and Museums Act 1964 to provide a “comprehensive and efficient” public library service, in particular that “facilities are available” and “encouraging adults and children to make full use of the library”. The Council has

both an implied and a specific power under section 111 of the Local Government Act 1972 to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions.

- 7.3 These are works contract, and the values fall below the thresholds set out in the Public Contracts Regulations 2015 (the Regulations) so the procurements are only subject to Part 4 of the Regulations. Any procurement must still comply with procurement principles of transparency and equal treatment.
- 7.4 For contracts of this value, a minimum of three written tenders must be obtained in accordance with 8.2.1 of the Council's Contract Procedure Rules (CPR's).

8. PROCUREMENT IMPLICATIONS

- 8.1 This report seeks approval to proceed to tender for the libraries works contracts at estimated values of £1.4m (Burnt Ash and Chislehurst) and £2.6m (Mottingham and Orpington) as well as grant delegated authority to the Director of Housing, Planning, Property and Regeneration in consultation with the Portfolio Holder for Renewal, Recreation and Housing, to award the subsequent contracts as long as the winning tenders are affordable within the Operational Property Review library programme budget.
- 8.2 This is a works contract, and the value of these procurements fall below the thresholds set out in Part 2 of the Public Contracts Regulations 2015, so is only subject to Part 4 of the Regulations.
- 8.3 However, the procurement must comply with PCR 2015 principles of transparency and equal treatment. Any time limits imposed, such as for responding to adverts and tenders, must be reasonable and proportionate.
- 8.4 It is noted that the Orpington and Mottingham procurement is due to be published in September 2024. If this was to be delayed until October 2024, new legislation (the Procurement Act 2023) may apply, introducing new procurement considerations.
- 8.5 The report requests that the contracts are procured via a closed (invitation only) procedure amongst 4-6 suppliers identified by the commissioner for their expertise. As such, this report also seeks permission to deviate from section 8.2.1 of the Council's Contract Procedure Rules, whereby contract opportunities of this value should be advertised publicly via Contracts Finder.
- 8.6 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 Agreement of the 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.
- 8.7 In compliance with the Council's Contract Procedure Rules (Rule 3.6.1), this procurement must be carried out using the Council's e-procurement system.
- 8.8 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. PROPERTY IMPLICATIONS

- 9.1 The scope of works for the procurement of the main contractor and contract award should take into consideration all items noted in the Condition Survey of each building and associated external works that are noted as being in a poor or bad condition, whilst a view can be taken on items that are noted as falling into a poor condition within the next 10 years. As part of the Consultants commission a Planned Preventative Maintenance Plan should be produced upon completion of the works as this will enable the Council to plan and budget for its future investment to maintain the buildings.
- 9.2 The delivery programme for each library should allow for all necessary approvals to be in place prior to the works commencing.
- 9.3 In accordance with the lease between the Operator and council, a licence to access will need to be in place before works commence to each building

10. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

- 10.1 The repair programme will improve the energy efficiency of the library buildings. Grant funding will be actively sought to fund renewable energy sources. As part of the tenders for the consultancy contract a scored quality question was included on social value.

11. IMPACT ON THE LOCAL ECONOMY

- 11.1 The repair of the libraries, given their geographical spread and number, will have a positive impact on wider regeneration across the borough.

12. CUSTOMER IMPACT

- 12.1 The ONS mid-2022 population estimate for London Borough of Bromley was 329,578 people. There were 33,486 registered library members who used their library card to borrow an item in a Bromley library in 2023 representing 10.2% of the population of the Borough. This is a 7% increase on 2022 figures.
- 12.2 CIPFA's Public Library Statistics reported Bromley Libraries to have issued the most books of all participating London boroughs for the 2022-23 period, with 1,367,204 total books being issued across the borough's libraries in the year.

Non-Applicable Headings:	Personnel implications; impact on health and wellbeing; and ward councillor views
Background Documents: (Access via Contact Officer)	[List any documents used in preparation of this report - Title of document and date]

Report No.
HPR2024/010

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE AND FULL COUNCIL

For pre-decision scrutiny by the Renewal, Recreation and Housing Committee on 14 March 2024

Date
Executive: 27 March 2024
Full Council: 8 July 2024

Decision Type: Non-Urgent Executive Key

Title: PROVISION OF AFFORDABLE HOUSING IN WEST WICKHAM

Contact Officer: Alicia Egan, Head of Regeneration
Tel: 020 8313 4559 E-mail: Alicia.Egan@bromley.gov.uk

Chief Officer: Director of Housing, Planning, Property and Regeneration

Ward: West Wickham

1. Reason for decision/report and options

- 1.1 This report is recommending to the Executive that the West Wickham Housing Scheme is developed and funded as a fully socially rented housing scheme, note that this amends the previously agreed scheme, which was a mix of affordable and private, approved in February 2023 (report no. HPR 2023/009)
-

2. **RECOMMENDATION(S)**

2.1 **That the Members of the RRH PDS: -**

- 1) **Note the contents of this report and make any comments available to the Executive.**

2.2 **That the Members of the Executive and Full Council: -**

- 1) **Approve the Capital Investment for the delivery of 26 new homes, on the basis that all homes will be held for affordable housing, on the assumption the increase of GLA grant is approved. Noting this requires £4,717k of external borrowing for the Council (as detailed in section 6 of this report). If the revised GLA grant is not received, the scheme will remain as was previously agreed;**
- 2) **Approve an additional revenue contribution of £244k to part-finance the capital costs of the Library element of scheme, as detailed in section 6 of this report. Provision for this sum will be identified in central contingency as part of the 2023/24 revenue budget outturn (see also Q3 2023/24 Revenue budget monitoring report on agenda for this meeting of Executive);**

- 3) Approve required changes to be submitted via a planning variation; and,
- 4) Accept any additional grants in relation to this scheme.

Impact on Vulnerable Adults and Children

1. Summary of Impact: If this scheme is delivered, vulnerable children and adults will be supported through the provision of an improved library and the provision of affordable housing that is suitable for individuals and families.
-

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.
-

Financial

1. Cost of proposal: Estimated Cost: £13,600k approved capital programme budget
 2. Ongoing costs: Net savings of £31k per annum
 3. Budget head/performance centre: West Wickham capital budget
 4. Total current budget for this head:£13,600k
 5. Source of funding: GLA grant, Section 106 contributions, long-term external borrowing, capital receipts, earmarked reserves, revenue contribution and UKSPF funding allocation.
-

Personnel

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

Legal

1. Legal Requirement: Non statutory Requirement.
 2. Call-in: Applicable.
-

Procurement

1. Summary of Procurement Implications: N/A
-

Property

1. Summary of Property Implications: See para 9
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: N/A
-

Customer Impact

1. More affordable homes in Bromley at affordable rent level. Affordable rent is set at the lowest rent level available.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments: Two of the ward Councilors confirmed they were happy with the conversion of the development to fully affordable given the need for more affordable homes.

3. COMMENTARY

- 3.1. Following an options appraisal presented to Members in November 2021 (report no HPR 2021/059) the Council approved the provision of 26 new homes to be built in an underutilised car park in West Wickham to the rear of the library, 14 of which were to be for affordable housing. Following planning permission being sought and granted in April 2022, and a tender for the works contract, an updated report in February 2023, approved funding of £9,641k to the Capital programme for the development of the housing and the library in West Wickham. This approval included a GLA grant of £148k per affordable home. The total capital financing required by the Council was based on 12 of the 26 residential units being sold privately, which were deigned to yield circa £4m towards the costs of the development. Given the ongoing and increasing housing pressures, combined with the rising costs of temporary accommodation to the Council, officers have reviewed this position, and this report sets out proposals to retain the 12 housing units originally to be sold for much needed affordable housing.
- 3.2. Construction on the site commenced in March 2023 and the 26 homes are now being built. There have been some delays on the works; firstly, TFL works that delayed access, a substation requirement as well as additional surveys for the road adoption. Following these delays the homes are now due for completion in January 2025, with handover to the housing team for tenanting by February 2025.
- 3.3. In the time since the scheme was originally approved, housing pressures have increased; combined with the increased costs of temporary accommodation, and like many Councils across the country the shortage of housing is having significant budgetary pressures for the Authority. Therefore, the savings that can be made from retaining the 12 residential homes for affordable housing, is now more favourable than the £4m originally being sought from the private market sales.
- 3.4. Temporary accommodation costs have increased to nearly £10k per annum per household. Given that this scheme is on site, with contracts already in place, there is a considerably lower risk of further costs inflation, and so the opportunity to maximise the savings of TA costs can be realised quickly. It should also be noted that in the current climate the previously estimated private sales may be at risk of now being fully realised. This is set out in more detail in section 6.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1. Delivery of the scheme supports vulnerable children and adults through the provision of increased affordable housing that is suitable for individuals and families.

5. TRANSFORMATION/POLICY IMPLICATIONS

- 5.1. The project contributes to the Corporate Strategy to Make Bromley Even Better. It will meet the following objectives:
- 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.
 - For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices.
 - For people to make their homes in Bromley and for business, enterprise and the third sector to prosper.
 - To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
- 5.2. The housing element of the project will contribute to the Council and borough housing targets as set out in the Housing Strategy and the new London Plan.

5.3. The project will contribute to delivery of the Regeneration Strategy.

6. FINANCIAL IMPLICATIONS

6.1 This report is recommending to the Executive that the West Wickham scheme is now a fully socially rented housing scheme, with no private sale units. This amends aspects of the scheme previously approved by Executive in February 2023 (report no. HPR 2023/009). The revised scheme will now comprise 26 social housing units, compared to the previous assumption of there being 14 social units and 12 units delivered for private sale.

6.2 The changes to the Financing of the scheme are set out in the table below:

	Report to Exec Feb 2023 (HPR2023/009)				Revised March 2024			
	Library	Private Sale	Social Hsg	Total	Library	Private Sale	Social Hsg	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Total cost	4,813	4,042	4,745	13,600	3,927	0	9,673	13,600
Financed by	-				-			
GLA grant			1,960	1,960			4,600	4,600
S106			356	356			356	356
External Borrowing			2,429	2,429			4,717	4,717
UKSPF grant	1,226			1,226	1,226			1,226
Private sale receipts	1,130	4,042		5,172	0	0		0
Capital receipts	1,386			1,386	1,386			1,386
Earmarked reserves	1,071			1,071	1,071			1,071
Additional capital contribution (Library)	0			0	244			244
	4,813	4,042	4,745	13,600	3,927	0	9,673	13,600

6.3 The total cost remains at £13,600k, however the cost of delivering the Library element of the scheme is now expected to be £886k less than estimated in February 2023, with a corresponding increase to the Housing element of the scheme.

6.4 There will now be no financing through private sale income, which was previously forecast to deliver £5,172k of capital receipts. The increased funding requirement is being met by total GLA grant of £4,600k (an increase of £2,640k), External Borrowing of £4,717k (an increase of £2,288k), and an additional capital contribution of £244k towards the Library. The additional capital contribution of £244k will be provided for from central contingency as part of the 2023/24 revenue budget outturn (see also Q3 23/24 Revenue Budget monitoring report on the agenda for 27 March 2024 meeting of Executive).

6.5 The indicative financial appraisal of the revised scheme to deliver 20 x 1 bed and 6 x 3 bed affordable units is set out below:

	£'000
Total cost	9,673
Financed by:	
GLA grant	-4,600
S106	-356
Net borrowing requirement	4,717

- 6.6 With a net borrowing requirement of £4,717k, the scheme would be expected to deliver an initial net cost of £227k per annum. Once factoring in the savings on the current rates being paid for placing households in temporary accommodation, this becomes a net benefit of £31k per annum, which improves in subsequent years. Including savings on temporary accommodation, the revised scheme has an indicative Net Present Value over 40 years of £4,065k. This is subject to any change in assumptions around external financing costs, rental yields, temporary accommodation, and management costs.
- 6.7 As a comparison, if 12 units were still earmarked for private sale, there would be a lower net borrowing requirement (£2,599k) and a lower initial net cost per annum after financing (£121k). However, once temporary accommodation savings are factored in, this produces a lower initial net benefit per annum (£9k) and a lower net Net Present Value over 40 years of £2,021k. This comparison is set out in the table below:

	26 social units	14 social, 12 private sale
	£'000	£'000
Total build costs	£9,673	£9,673
CIL costs	£0	£170
Land appropriation value	£0	£0
GLA grant	-£4,600	-£1,960
S106 & BLRF grant used	-£356	-£356
Private sale income	£0	-£4,928
Capital financing requirement	£4,717	£2,599
Initial net cost after financing	-£227	-£121
Initial net benefit after TA savings	£31	£9
NPV 40 years including TA savings	£4,065	£2,021

- 6.8 It must also be noted that whilst the financial modelling indicates a financial benefit to the Council from making the change to 100% social housing, the Council is foregoing forecast capital receipts of £5,172k on the sale of private rented units (of which £244k would be required to part-finance the library element of the scheme). However, the increased number of social housing units will provide an on-going income to the Council and help to alleviate pressure on the temporary accommodation budget and will enable a higher level of grant funding from the GLA to contribute towards capital costs.

7. PERSONNEL IMPLICATIONS

- 7.1. There are additional project management costs within this the regeneration team as a result of the over run of the project, but these will be contained within the budget.

8. LEGAL IMPLICATIONS

- 8.1. This report requests members approve amending the West Wickham Housing Scheme in order that all 26 new homes are provided as fully socially rented accommodation rather than selling 12 of those units for private sale. This is on the basis that there will be an increase in the GLA grant. If the revised GLA grant is not received, the scheme will remain as previously agreed.
- 8.2 The Council has various statutory powers to provide, maintain and improve housing under the Housing Act 1985. There is also a duty under section 193 of the Housing Act 1996 to provide

accommodation to those in the borough who are homeless, eligible for assistance and have a priority need.

9. PROPERTY IMPLICATIONS

- 9.1. This report seeks approval for all 26 new build homes being delivered as part of the scheme to be Affordable social rent. This is a change from the original intention of 12 new build homes being for private sale. The proposals for the library remain unaffected. The decision to change the tenure of the 12 private sale to affordable is being driven by the escalating costs to the Council of Temporary Accommodation and a lack of supply of affordable homes to mitigate this.
- 9.2. Construction on site commenced in March 2023 and the Council will need to satisfy itself that the design and layout of what were intended to be private homes can be adapted as necessary to meet the Councils Affordable Housing requirements as well as those of the GLA from a funding perspective.
- 9.3. The properties will be handed over to the Councils Housing Management Agent at completion. The financial appraisal takes into consideration management costs which have increased since last reported.
- 9.4. Strategic Property will work with the Councils Housing Management Agent and the wider Council to develop\implement Asset Management Strategy, subject to the necessary approvals. There will also need to be future consideration given to resource implications as part of the agreement of the Asset Management Strategy

10. CUSTOMER IMPACT

- 10.1. The delivery of affordable housing will benefit Bromley households that are currently in temporary accommodation. The change in proposed mix, will provide a direct and positive impact for residents given that there will be 12 more properties available at affordable rent for local people.
- 10.2. The adoption of the service road will improve access for new and existing residents, as well as local businesses which utilise the road.

11. WARD COUNCILLOR VIEWS

- 11.1. Ward Cllrs were consulted on the proposals in this report, and given the additional affordable homes combined with the longer term savings to the general fund through Temporary Accommodation were supportive.

Non-Applicable Headings:	Procurement implications
Background Documents: (Access via Contact Officer)	HPR2021/059, PROVISION OF HOUSING AND LIBRARY IMPROVEMENT WORKS IN WEST WICKHAM TOWN CENTRE, November 2021 HPR2022/057, UK SHARED PROSPERITY FUND (UKSPF) – BOROUGH ALLOCATION, November 2022

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