



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

TELEPHONE: 020 8464 3333

CONTACT: Stephen Wood
stephen.wood@bromley.gov.uk

DIRECT LINE: 020 8313 4316

DATE: 15th January 2024

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

Councillor Adam Jude Grant (Vice-Chairman)
Councillors Felicity Bainbridge, Kathy Bance MBE, Josh Coldspring-White,
Simon Fawthrop, Colin Hitchins, Alisa Igoe, Chloe-Jane Ross, Alison Stammers and
Harry Stranger

A meeting of the Environment and Community Services Policy Development and
Scrutiny Committee will be held at Bromley Civic Centre, Stockwell Close, Bromley,
BR1 3UH on **TUESDAY 23 JANUARY 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

PART 1 AGENDA

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

STANDARD ITEMS

- 1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTES OF THE MEETING HELD ON 16TH NOVEMBER 2023 (Pages 5 - 30)**
- 4 MATTERS ARISING AND WORK PROGRAMME (Pages 31 - 38)**
- 5 ORAL QUESTIONS TO THE PORTFOLIO HOLDERS FROM MEMBERS OF THE PUBLIC**

In accordance with the Council's Constitution, questions from the public that are not specific to reports on the agenda must have been received in writing by 5pm, 10 working days before the date of the meeting. So, for the meeting on 23rd January 2024, the deadline for receipt of general questions not on the agenda will be **5pm on**

9th January 2024

Questions specifically clarifying reports on the agenda should be received within two working days of the normal publication date of the agenda. The deadline is given on each agenda. For the meeting on **23rd January 2023**, questions specifically regarding reports on the agenda should be received by **5pm on 17th January 2024**

6 ORAL QUESTIONS TO THE PORTFOLIO HOLDERS FROM COUNCILLORS

7 WRITTEN QUESTIONS

Answers to written questions will be disseminated as soon as possible post-meeting.

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

8 UPDATE FROM THE PORTFOLIO HOLDER FOR THE ENVIRONMENT

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

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

Portfolio Holder decisions for pre-decision scrutiny.

a ECS PERFORMANCE OVERVIEW REPORT (Pages 39 - 46)

b ECS PERFORMANCE OVERVIEW INFORMATION BRIEFING

The ECS PDS Performance Overview Data has been published as an Information Briefing.

The Briefing can be viewed at the following link:

[Agenda for Information Briefings on Tuesday 23 January 2024, 7.00 pm \(bromley.gov.uk\)](https://www.bromley.gov.uk/agenda-for-information-briefings-on-tuesday-23-january-2024-7-00-pm)

c UPDATE ON ELECTRIC VEHICLE CHARGING STRATEGY (Pages 47 - 70)

d ALBEMARLE ROAD / WESTGATE ROAD JUNCTION RECONFIGURATION (Pages 71 - 78)

e CASHLESS PARKING UPDATE REPORT (Pages 79 - 90)

f DIY WASTE AT THE REUSE AND RECYCLING CENTRES- CHANGE IN LEGISLATION (Pages 91 - 104)

11 POLICY DEVELOPMENT AND OTHER ITEMS

12 DRAFT 2024/25 BUDGET (Pages 105 - 122)

13 PARK BUILDINGS LEASE PROCESS AND GRANT PAYMENTS (Pages 123 - 140)

14 OPEN SPACE STRATEGY 2021- 2031: YEAR 2 UPDATE (Pages 141 - 162)

15 ECS CONTRACTS REGISTER REPORT (Pages 163 - 170)

a CONTRACTS REGISTER INFORMATION ITEM (Pages 171 - 172)

The Environment Portfolio Contracts Register has been published as an Information Item and can be viewed at the following link:

[Agenda for Information Briefings on Tuesday 23 January 2024, 7.00 pm \(bromley.gov.uk\)](https://www.bromley.gov.uk/agenda-for-information-briefings-on-tuesday-23-january-2024-7.00-pm)

16 ECS RISK REGISTER (Pages 173 - 180)

.....

This page is left intentionally blank

ENVIRONMENT AND COMMUNITY SERVICES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 16 November 2023

Present:

Councillor Adam Jude Grant (Vice-Chairman, in the Chair)
Councillors Felicity Bainbridge, Kathy Bance MBE,
Simon Fawthrop, Colin Hitchins, Alisa Igoe, Chloe-
Jane Ross, Alison Stammers, Harry Stranger and
David Jefferys

Also Present:

Councillor Will Rowlands (Environment Portfolio Holder)
and Councillor Nicholas Bennett J.P. (Portfolio Holder for
Transport, Highways and Road Safety).

44 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Councillor David Jefferys attended as a substitute for Councillor Will Rowlands.

Members were informed that Councillor Aisha Cuthbert had stood down from her role as the Portfolio Holder for Environment, in order to pursue other interests as the new parliamentary candidate for Sittingbourne and Sheppey. Councillor Will Rowlands had been appointed as the new Environment Portfolio Holder; this being the case, the Vice-Chairman, Councillor Adam Grant, chaired the meeting.

The outgoing Chairman, along with the Portfolio Holder for Transport, Highways and Road Safety, and Members, expressed their thanks for all the hard work and dedication shown by Cllr Cuthbert as the previous Portfolio Holder for Environment. The Committee also expressed their thanks to Councillor Will Rowlands as the outgoing Chairman.

45 DECLARATIONS OF INTEREST

Councillor Alison Stammers declared an interest as the Secretary of the 'Friends of Chislehurst Recreation Ground'.

46 MINUTES OF THE MEETING HELD ON 7th SEPTEMBER 2023

Councillor Alison Stammers referenced page 18 of the agenda pack where there was a supplementary oral question, requesting a list of the stakeholders consulted regarding the equalities impact assessment that was undertaken

16 November 2023

with respect to the removal of cash payments for parking in Bromley. The response to this question was that the Portfolio Holder for Transport, Highways and Road Safety would see if a list was available. The Director for Environment and Public Protection said that he would follow up on this.

RESOLVED that the minutes be agreed and signed as a correct record.

47 MATTERS ARISING AND WORK PROGRAMME

CSD23141

Members noted the ECS PDS Work Programme and Matters Arising report. It was noted that the matters arising had been resolved.

RESOLVED, that the ECS PDS Work Programme and Matters Arising report be noted.

48 QUESTIONS FROM THE PUBLIC TO THE CHAIRMAN

No questions had been received for the attention of the Chairman.

49 ORAL QUESTIONS FROM THE PUBLIC TO THE PORTFOLIO HOLDERS

Two questions had been submitted to the Portfolio Holders from members of the public for oral response. The responses are appended to the minutes. Questioner Susan Moore did not attend to ask her question.

50 ORAL QUESTIONS FROM COUNCILLORS TO THE PORTFOLIO HOLDERS

Questions to the Portfolio Holders for oral response were received from Councillors, Alisa Igoe, Will Connolly and Chloe-Jane Ross. The responses are appended to the minutes.

It was decided that the oral question from Cllr Will Connolly (for the Environment Portfolio Holder) would be deferred for a written response.

51 WRITTEN QUESTIONS

Five written questions had been received from members of the public and four had been received from Councillors. The responses to the questions are appended to the minutes.

52 IDVERDE ANNUAL CONTRACT PERFORMANCE REPORT 2022/23

ES20318

The report was presented to the committee so that Members could review idverde's performance with respect to the contract for parks management and grounds maintenance services during 2022/23. An annual contract performance report was required under the contract procedure rules as the contract had a value that exceeded £500k.

Attending to present the report on behalf of LBB was the Assistant Director for Environment (Carbon Management and Greenspace), and Martin Bradley, the Operations Director from idverde. Also in attendance from idverde were Mark Garthwaiten (Operations Manager) and Richard Burton (Managing Director).

Members noted that the Annual Report was large and the Portfolio Holder for Transport, Highways and Road Safety suggested that a link could be provided instead. Mr Bradley responded that an Annual Report was required as part of their contract and that they wished to showcase their achievements, particularly in the areas of woodland, biodiversity and ecology. A Member suggested using Power Point to showcase the company. The Chairman commented that it was an excellent report and that he was particularly interested in what idverde was doing in terms of education. He stated that there was some room for improvement with respect to facilities.

A Member referred to section 3.17 of the report which reported on incidences that were not dealt with within the agreed timescale. He asked if going forward, some context could be provided regarding the data. For example, it was noted in the report that '10 reported instances were not completed within the agreed SLA timescale'. The question was how many instances were there in total, so was this particular instance of ten failures with respect to ten occurrences, or a significantly greater amount. The Assistant Director said that percentages could be produced if required.

A Member requested that when the annual report was first published by idverde, that a link be made available to the committee. A Member commented on the effect that the winter planting regime had on the war memorial in Penge. She commented that on Remembrance Sunday, there were unsightly droopy green leaves around the Memorial in Penge. Mr Bradley responded that it was unfortunate that the winter planting regime was responsible, but it was the case that the winter planting regime (ready for the flowers to appear in the Spring) meant that no colourful winter plants would be on display. The Member suggested that next year the winter planting regime be deferred around the Penge War Memorial until after Remembrance Sunday.

A Member paid tribute to idverde's Community Team. She asked if improvements could be made to the lighting around Beckenham Park and could anything be done to improve the current park standards—possibly with the aim of heading towards a 'Green Flag' award. Mr Bradley responded that he was aware of the considerable work that was being undertaken to improve conditions at Kelsey Park and that a management plan for Kelsey Park was being developed. He said that once the dust had settled and budgets were re-

16 November 2023

assessed, it may then be possible to assess how improvements to other parks could be made.

A discussion took place regarding the Nature Friendly Verges Trial. It was noted that a bio-diversity management regime was being trialled at 11 sites where hedges were simply cut once annually. So far, approximately 75% of those surveyed were in favour of the scheme. It was felt that there was a growing appetite amongst the public to protect and nurture the environment and verges provided valuable wildlife corridors. These trials were for two years and then a decision could be made as to whether or not the practice should continue. A Member stressed the need for proper communication with residents so that they were aware of where the trials were taking place.

A Member commented that with respect to waste management in her ward, much litter (specifically plastic bottles) was seen left behind in the parks. She was of the view that a specific programme was required to collect plastic bottles for recycling so that they did not end up in landfill.

A Member mentioned Shaftsbury Park playground in the Plaistow Ward, saying that the park was in a state of disrepair and that there was a splintered slide in the park which was dangerous for young children. She also raised the issue of who was responsible for the maintenance of chapels in cemeteries. Mr Bradley responded that idverde was aware of their playground assets, and highlighted the problems of obtaining parts which primarily had to come from Europe. There was quite often long delays before parts arrived. Sometimes parts had reached 'end of life' and would need to be manufactured, which caused further delays. He acknowledged that this was something that had not been communicated properly to the Council or to the public. Chapels were the responsibility of the local authority. A Member commented that he was pleased to see the satisfaction survey had now gone online and suggested that numerical analysis be undertaken, from which trend analysis could be ascertained.

RESOLVED that the idverde Annual Contract Performance Report be noted.

**53 PARKING SERVICES - CONTRACT PERFORMANCE REVIEW -
 APCOA PARKING**

ES20326

Attending to present the report was the LBB Head of Shared Parking Services and Russell Peacock from APCOA. The report was presented to the Committee to provide an update regarding the performance of the Parking Services Contract with APCOA.

The Chairman was sad to note the abuse incurred by Civil Enforcement Officers and asked that his appreciation for their work be conveyed to them. A Member pointed out that the way the KPIs were noted in the report was not as

clear as those in the idverde report, and asked if this could be noted for the future. The Head of Shared Parking Services acknowledged this, but explained that APCOA had 90 different KPIs. The Member also referred to the situation regarding litter and fly-tipping in car parks and said that a faster turnover in dealing with this issue was required. It was noted that the car parks were only inspected once a week, and she suggested that inspections should be more frequent.

It was noted that APCOA had their own mobile service and a Member asked that as this was the case, why APCOA contracted out work to RingGo. Mr Peacock responded that the RingGo App probably worked better with local authority car parks. The Member said that having duplicate Apps could be confusing for the public and suggested that APCOA consider selling their mobile service to RingGo. The Member was pleased to note that the percentage number of CEO errors had decreased. It was further noted that the number of PCNs issued for contravening bus lanes had fallen due to increased compliance. The other matter raised was the issue of APCOA car washes that were licensed to operate, but at the same time had not received planning permission. The Head of Shared Parking Services explained that when the APCOA car washes were first installed, planning permission was not required. If there was an APCOA car wash that was refused retrospective planning permission, then that car wash would unfortunately have to close.

A Member drew attention to parking problems in Beckenham High Street, particularly with respect to the night time economy. The possibility of undertaking a parking 'blitz' by Enforcement Officers (outside of normal working hours) was mentioned. It was noted that this could be actioned, but would require extra resource. Members noted that APCOA conducted an anti-idling campaign in certain boroughs, along with air quality monitoring activities with live data feedback. The Head of Shared Parking Services responded that some anti-idling work was already being undertaken by Enforcement Officers outside of Bromley schools. In these cases, warnings were given rather than PCNs, so the activity was not generating any income for the Council. It was suggested that the Portfolio Holder could discuss the matter of air quality monitoring activities with APCOA.

It was noted that the cost of a camera in a car park would be between £30k and £35k plus the cost of installation and maintenance. A Member suggested the use of 'Parking Friends' which was dismissed as being inappropriate by the Portfolio Holder.

RESOLVED that the report be noted and that the Committee note in particular the ongoing work where APCOA had brought forward initiatives to improve facilities for motorists, as well as generating an income for the Council.

54 UPDATE FROM THE ENVIRONMENT PORTFOLIO HOLDER

The update was provided by the new Environment Portfolio Holder, Councillor Will Rowlands.

The Portfolio Holder stated that he would provide a written update in due course. He said that he would be writing to Members shortly to arrange ward visits which would likely take place after Christmas. The Portfolio Holder gave a 'Treemendous' update and said 1,510 trees had been planted and 1,250 of these were 'Treemendous' Trees. Any trees that 'failed' within a year of planting would be replaced free of charge. It was anticipated that going forward, 302 trees would be planted in nine batches. QR codes were working on IOS and it was hoped that these would be operative on Android as well soon. Details of Christmas bin collections would be published soon. A Member requested that the data with respect to the tree planting be disseminated to the Committee.

It was noted that the recycling of Christmas Trees would take place on 6th and 7th of January 2024.

The Portfolio Holder wished everyone a Merry Christmas!

RESOLVED that the update from the Portfolio Holder be noted.

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

A Member requested that (going forward), the Portfolio Holder updates be disseminated to Members quicker and that the updates also be tabled to the public gallery.

RESOLVED that the update from the Portfolio Holder for Transport, Highways and Road Safety be noted.

56 ECS PERFORMANCE OVERVIEW

ES20312

Members were presented with the report as it detailed the ECS Performance Overview indicators relating to the ECS Portfolio Plan for 23/24.

It was commented that it would be helpful to split KSI data to show those who had been injured and those that had lost their lives. It was noted that during the first half of 2023, the number of those killed or seriously injured had increased. The Assistant Director for Traffic and Parking stated that there had been very few fatalities in Bromley, so there was no significant statistical difference and the reporting of such data was therefore meaningless. Factual detail could be provided of incidents/accidents if required. The Portfolio Holder

for Transport, Highways and Road Safety pointed out that where there was a fatality, it was prudent to wait for an inquest, as not all fatalities would be classed as accidents—there was a fatality recently that looked like it would be classed as a homicide. A Member queried why the projection for KSIs was high and why there was no mention in the commentary of speed as a possible causation. The Assistant Director responded that there were many factors that could be involved aside from speed. A Member commented that it would be helpful to note where speed was a causatory factor so that the relevant action could be undertaken.

A Member asked why the programme, 'Driven by Consequences' had been delivered only once. It was explained that this was resource intensive and needed a minimum of 120 school children to be involved. Schools would need to buy in. A Member expressed the view that the information presented in the report regarding KSIs was not sufficient for Members. Members wanted to know what had occurred, where, why, and where speeding was involved. She requested that this detail be provided in the next report. The Assistant Director responded that such data was only feasible in an annual report. The Portfolio Holder for Transport, Highways and Road Safety said that the Council had to work on evidence and limited resources and that reporting expectations needed to be lower. LIP funding was being cut. Speeding was a police matter.

RESOLVED that:

- 1) The ECS Performance Overview report be noted by the Committee.**
- 2) The Environment Portfolio Holder, together with the Portfolio Holder for Transport, Highways and Road Safety be recommended to endorse the outcomes, aims and performance measures set out in the report.**

57 INFORMATION ITEM: ECS PERFORMANCE OVERVIEW DATA APPENDIX

Members noted that the ECS Performance Overview Data Appendix had been published as an Information Briefing, and no questions were raised on the night.

58 CAPITAL MONITORING REPORT

FSD23076

This report was presented to the Committee for scrutiny, as it highlighted changes in the Capital Programme for the ECS Portfolio that would be recommended to the Executive on November 29th 2023. The Committee agreed with the recommended changes.

RESOLVED that the Portfolio Holder for Transport, Highways and Road Safety, together with the Environment Portfolio Holder, be recommended to note and agree the changes to be proposed to the Executive on 29th November 2023.

16 November 2023

a BUDGET MONITORING 2023/24

FSD23068

A Member commented that the report indicated that car park usage had decreased but that there was no reference to say if RingGo had any part to play in this. The Portfolio Holder for Transport Highways and Road Safety stated that the parking figures for April to September 2023 were higher than in the same period for the previous year. The Council would be analysing long term trends and a report would be presented to the January meeting. A Member requested parking data from other boroughs, but it was explained that this data was not available.

A Member quoted the following written question that had been submitted by a member of the public:

'Please explain why you regard payments to the second contractor repairing potholes as "commercially sensitive" when all contracts over £50k require to be reported on the public contracts register, and all payments to contractors over £500 are also reported publicly?'

The Member asked if the payment details to the second contractor would be published. The answer to this was affirmative, with the exception of the unit rates which were commercially sensitive.

RESOLVED that the Environment Portfolio Holder and the Portfolio Holder for Transport, Highways and Road Safety be recommended to endorse the 2023/24 revenue budget monitoring position for the ECS Portfolio.

b CHINESE ROUNDABOUT SAFETY SCHEME

ES20327

The Chinese Roundabout Safety Scheme report was presented to the Committee to seek approval to make safety improvements at the roundabout of South Eden Park Road/Stone Park Ave/ Wickham Road/Hayes Lane/Wickham Way, commonly known as the 'Chinese Roundabout'. The proposals, as outlined in the report, aimed to reduce the number of collisions at that location and to provide a safer environment for all road users. Officers proposed that 'Option 1' be adopted.

It was noted that at this roundabout there was a higher than expected number of casualties, particularly with respect to cyclists. A Member asked if there was a scatter graph showing where the accidents occurred. The Transport Projects and Programme Manager responded and said that it appeared that there were accidents everywhere with a slightly higher concentration in the northern part of the roundabout. The Member asked if he could see a copy of

the scatter graph at the meeting. Members generally agreed that the scheme was a good one that they would be happy to support, and that they had confidence in the traffic engineers who had designed the scheme. The Member who had asked to see the scatter graph said that he could not support the scheme without seeing the scatter graph. A vote was therefore taken and the recommendations were agreed. The Portfolio Holder stated that this was an excellent scheme and he would be happy to accept the recommendations.

RESOLVED that:

1) The Portfolio Holder for Transport, Highways and Road Safety be recommended to approve the junction improvements as detailed in Section 3, (Option One) of the report.

2) The Portfolio Holder for Transport, Highways and Road Safety be recommended to agree that any minor changes to the design should be delegated to the Director of Environment and Public Protection, in consultation with the Portfolio Holder for Transport, Highways and Road Safety.

c LBB'S NET ZERO CARBON ACTION PLAN

ES20324

The report was presented to the Committee to detail the changes in LBB's organisational emissions for carbon reduction for year 4 of the Council's Net Zero Action Plan and provided an update on the progress made towards achieving the Council's 2027 net zero carbon target. The Committee noted the report and agreed with its recommendations.

Resolved that:

1) The Portfolio Holder for Environment note the year 4 greenhouse gas assessment and the progress made to reduce the Council's organisational emissions to net zero by 2027.

2) The Portfolio Holder for Environment note the Scope 3 procurement emissions measured.

3) The Portfolio Holder for Environment be recommended to approve work on an Action Plan for the phased reduction of Scope 3 emissions for presentation to a future meeting of the Executive for a decision.

**d SOUTH EDEN PARK ROAD / MONKS ORCHARD / LINKS WAY
ROUNDBOUT SAFETY SCHEME**

16 November 2023

ES20328

The report was presented to the committee to seek approval to make pedestrian and cycle safety improvements at the roundabout of South Eden Park Road, Links Way and Monks Orchard Road Roundabout. The proposals in the report were aimed at reducing the number of collisions at the location and to provide a safer environment for all road users.

RESOLVED that:

1) The Portfolio Holder for Transport, Highways and Road Safety be recommended to approve the junction improvements at the roundabout of South Eden Park Road, Links Way and Monks Orchard Road, as detailed in section three of the report

2) The Portfolio Holder for Transport, Highways and Road Safety be recommended to agree that any minor changes to the design of the roundabout safety scheme design, should be delegated to the Director of Environment & Public Protection, in consultation with the Portfolio Holder.

e LIP FUNDED TRAFFIC AND ROAD SAFETY PROGRAMME

ES20329

The Assistant Director for Traffic and Parking informed the Committee that the report sought approval for the Local Implementation Plan programme submission to Transport for London for the financial year 2024/25. The Committee welcomed the report and the LIP programme. The Portfolio Holder for Transport, Highways and Road Safety commented that it was essential that Ward Councillors unanimously agreed on any improvement programme that required LIP funding. If there was not unanimous agreement amongst ward Councillors, then the project would not be put forward to receive LIP funding.

RESOLVED that:

1) The Portfolio Holder for Transport, Highways and Road Safety be recommended to approve the draft 2024/25 Transport Improvement Programme set out in appendix C of the report for submission to TfL for approval of funding.

2) The Portfolio Holder for Transport, Highways and Road Safety be recommended to approve the delegation of any amendments to the Programme (once the final allocation was confirmed by TfL) to the Director of Environment and Public Protection in consultation with the Portfolio Holder for Transport, Highways and Road Safety.

**f VEOLIA ENVIRONMENTAL SERVICES CONTRACT STRATEGY
(Part 1)**

ES20335

The Veolia Environmental Services Contract Strategy report was presented to the Committee to seek a decision in principle to extend the current Veolia Environmental Services Contracts beyond April 2027. The Committee noted the report and agreed with the recommendations.

RESOLVED that:

1) The Environment Portfolio Holder be recommended to agree an early decision in principle, to extend the Environmental Services contracts with Veolia for a further eight years, from the 1st of April 2027 to the 31st of March 2035.

2) The Environment Portfolio Holder be recommended to agree that officers should develop a package of efficiency and financial savings proposals for further consideration.

3) The Environment Portfolio Holder notes that a formal decision report will be presented for scrutiny by the Environment and Community Services PDS at the March 2024 committee meeting. The formal decision report would enable Members to provide comments on the proposals for the extension of the contract, ready for submission to the Executive at the March 2024 meeting.

59 POLICY DEVELOPMENT AND OTHER ITEMS

60 FLY TIPPING ACTION PLAN UPDATE

ES20317

This report was presented to the Committee by the Environmental Investigation Manager to update on the actions that had been undertaken by the Neighbourhood Management Team since the last annual Fly Tipping Action Plan Update.

The Committee and the Environment Portfolio Holder were pleased to note the report and expressed their thanks and congratulations to the Environmental Investigation Manager.

RESOLVED that the report be noted and that the Portfolio Holder be recommended to agree the updated fixed penalty charge amounts.

61 RINEY - CONTRACT PERFORMANCE REPORT

ES20336

The report was presented to the Committee to update them regarding Riney's performance over the past 12 months. It was noted that Riney had now caught up with the back-log of pot-hole repairs. The contract had been running for five years. The total contract length was 8 years. A Member requested that when work was completed, that Riney operatives clear up after themselves properly, and remove barriers and signage. A Member queried why repairs that had been designated as 'permanent' kept needing to be re-repaired. In response it was explained that the permanence of the repair in most cases was dependant on the underlying road surface. A Member asked if extra work could be undertaken on problem sites. Riney responded that they undertook the work that was requested by officers.

The matter was raised of projects (like the installation of Zebra Crossings) that were given dates for implementation, and the issues resulting when those dates slipped. In some cases there could be several slippages. This caused Members difficulties when dealing with residents who had been provided with completion dates that were not being met. Better communications around these matters was requested.

A discussion took place concerning problems that Riney had faced in the past, and may also face going forward. These included shortages of materials, skilled labour and inflation. The acquisition of natural stone was difficult and LEDs were primarily manufactured in the EU. The other cause for concern was a deteriorating road network. More money was needed to invest in Highways and Footways.

RESOLVED that the report be noted along with the on going work that had been undertaken to ensure compliance with the contract.

62 ECS CONTRACTS REGISTER

ES20309

This report was presented to the Committee to provide an extract from the September 2023's Contracts Register of contracts with a whole life value of £50k or higher.

RESOLVED that the Contracts Register report be noted.

63 QUESTIONS ON THE INFORMATION BRIEFING--PART 1 ECS CONTRACTS REGISTER DATABASE EXTRACT

The Environment and Community Services Part 1 Contracts Register Database Extract had been published as an Information Briefing.

RESOLVED that the Information Briefing be noted.

64 ECS RISK REGISTER

ES20314

The report presented the revised Environment and Community Services risk register for scrutiny by the Committee.

RESOLVED that the ECS Risk Register report be noted.

65 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.

66 VEOLIA ENVIRONMENTAL SERVICES CONTRACT STRATEGY. (Part 2)

ES20325

This was a Part 2 report seeking a decision in principle to extend the current Veolia Environmental Services Contract beyond April 2027. As this was a Part 2 report, the full minutes for this item will be in the Part 2 minutes.

RESOLVED that the Veolia Environmental Services Contract Strategy report (Part 2) be noted.

67 ECS PDS PART 2 CONTRACTS DATABASE EXTRACT

It was noted that the Part 2 ECS Contracts Database Extract had been emailed directly to members of the committee.

RESOLVED that the ECS Part 2 Contracts Database extract be noted.

**WRITTEN QUESTIONS FROM THE PUBLIC
WRITTEN QUESTIONS FROM COUNCILLORS
ORAL QUESTIONS FROM THE PUBLIC
ORAL QUESTIONS FROM COUNCILLORS**

The meeting ended at 9.37 pm

Chairman

ECS PDS for November 16th 2023

Written Questions from the Public

1) Question from Daniel Bentley to the Portfolio Holder for Transport, Highways and Road Safety.

The overspill effects of Controlled Parking Zone W have been blighting neighbouring streets in Chatterton Village for over a decade. Is the Portfolio Holder content that the council has properly assessed and understands these effects, and has taken appropriate steps to mitigate them for residents?

Response to Question 1:

A consultation with residents on the edge of the zone has recently concluded, and the results are being assessed before any further changes might be introduced.

2) Question from Ian Dunn to the Portfolio Holder for Transport, Highways and Road Safety.

Please explain why you regard payments to the second contractor repairing potholes as “commercially sensitive” when all contracts over £50k require to be reported on the public contracts register, and all payments to contractors over £500 are also reported publicly?

Response to Question 2:

Details regarding order values and payment can be shared, and included in publicly available reports, although unit rates for specific tasks are considered commercially sensitive.

3) Question from Sue Sulis to the Portfolio Holder for Transport, Highways and Road Safety

In response to a Question on 23/03/22, 16 roads in Cray Valley and Orpington were listed as experiencing Surface Water Flooding in 2021. Please identify roads, together with dates they flooded, and detail any actions taken to encourage Bromley residents to use permeable surfacing in front gardens to reduce run – off.

Response to Question 3

The following roads were flooded on 20th October 2021;

Station Road, St Marys Cray
Leasons Hill Primary School,
Kynaston Road Orpington
Edmund Road Orpington
Hockenden Lane,

Blacksmiths Lane, St Marys Cray
High Street, St Marys Cray
Chelsfield Lane
Clarendon Grove
Elmcroft Road Orpington,
Somerden Road,
Cockmannings Road,
Hodson Crescent,
Rookery Gardens,
Sholden Gardens

We always ask for permeable paving to be incorporated in front gardens for new developments requiring planning permission. Householders do not require planning permission for hard surfaces, provided that there is permitted development right and comply with the relevant planning condition – any area of hard surface exceeding 5 square metres requires that the hard surface is made of porous materials, or run-off water is directed to a permeable or porous area or surface within the curtilage of the dwellinghouse.

4) Question from Adam Bone to the Portfolio Holder for Transport, Highways and Road Safety.

The junction of Stone Park Avenue and Village Way in Beckenham is a main pedestrian route from Eden Park to Beckenham. There is no controlled pedestrian crossing at this junction, which suffers frequently from speeding vehicles. Therefore, pedestrians are at the mercy of drivers slowing down and allowing them to cross safely, something which doesn't happen often enough. Can the committee make a decision to have a controlled pedestrian crossing at this junction?

Response to Question 4:

This location was subject to a trial scheme in 2017 when the all-red stage for drivers was increased to allow more time for pedestrians to cross. The Council received complaints about the increased delays to traffic on this route so reverted the signal timings to what was there previously.

I expect that if the Council were to add pedestrian time here it would still lead to unacceptable delays, but I will ask Officers to add this location to the list for a study in due course.

5) Question from Richard Gibbons to the Portfolio Holder for Transport, Highways and Road Safety.

Agenda Item 14f. LIP Funded Traffic and Road Safety Programme (1) - Paragraph 3.1 states "Traffic congestion, road safety and parking problems are a significant challenge for the Borough. Due to the potential for considerable growth in the local population, changing travel patterns and a desire to support active travel, we must have a sound policy for managing the traffic and parking demands that will arise in the future, whilst taking all reasonable measures to reduce road casualty numbers."

Question: How does encouraging more people to drive to Bromley Town centre by advertising '£7 a day parking at the Civic Centre multi-storey car park' (2) help the Portfolio Holder solve the "significant challenge" of traffic congestion and road danger, instead of promoting walking, cycling and public transport alternatives "to support active travel"?

Response to Question 5:

It is not our policy to penalise users of our town centres with unreasonable parking tariffs. We recognise that people use our town centres for shopping, employment and leisure and that for many purposes a car is essential. At the same time we strive, in co-operation with both Southeastern trains and Transport for London, to ensure excellent public transport connections and I recently met representatives of both organisations to discuss further improvements. We have installed a number of crossings to improve pedestrian safety and a major portion of the High Street has been pedestrianised for many years. The section from Market Square to the Beckenham Lane is a 20 MPH zone. Cycle parking has been provided at a number of locations.

This page is left intentionally blank

ECS PDS for November 2023

Written Questions from Councillors

1) Question from Cllr Sam Webber to the Portfolio Holder for Transport, Highways and Road Safety.

Would the Portfolio Holder confirm what action is being taken to ensure TfL properly enforce the Elmfield Road bus lane at the junction with Kentish Way including by temporary cameras? This has now been raised at both the 2022 and 2023 meeting of the Council's Public Transport Liaison Group and there are major safety concerns here especially with reports of vehicles turning right and crossing 2 lanes of Kentish Way traffic.

Response to Question 1:

The bus gate is clearly signed and is enforced by TfL using CCTV cameras. I have asked Officers to liaise with TfL to find out whether their cameras are currently operating.

2) Question from Cllr Sam Webber to the Portfolio Holder for Transport, Highways and Road Safety:

At the April Council meeting, the Portfolio Holder said he would look at stating on FixMyStreet reports when a pothole fix is only a temporary one, or indeed a permanent fix, so that this is clear for all to see. Has this change been implemented or if not, when will it be?

Response to Question 2:

The system is not able to differentiate different job types, only job statuses. Raised jobs for a reinstatement are all permanent, and the contractor should not close a temporary reinstatement as completed, but only as a 'further works required' status which would then reflect correctly in the system. We already ask Inspectors if they raise two jobs (a 2-hour make safe and a longer reinstatement) to link the longer job as the primary job so the enquiry is updated with the reinstatement rather than a make safe if completed.

3) Question from Cllr Alison Stammers to the Portfolio Holder for Transport, Highways and Road Safety

Will the Portfolio Holder please provide the data of both the income and the number of sessions purchased using RingGo in:

- a) the Borough's and
- b) each of Chislehurst Ward's on and off street parking sites from April 2023 to date on a month by month basis together with comparative data for RingGo and P&D data for 2022 and 2021.

Response to Question 3:

The information, has on this occasion, been supplied, but in future, mindful of the cost and the competing demands on officers time it will not be possible to give so much detail.

4) Question from Cllr Alison Stammers to the Portfolio Holder for Transport, Highways and Road Safety.

Can you please provide APCOA's schedule for checking for issues and cleaning of Chislehurst's car parks? What is the service level agreement for attending to those issues.

Response to Question 4

APCOA schedule one litter pick per week; however if reports are received that the car park is not to the correct standard, more will be organised. Within the contract, there are standard levels that if they are not adhered to, a default will be triggered.

5) Question from Cllr Will Connolly to the Environment Portfolio Holder:

Can the Portfolio Holder please update the Committee on what actions have been taken by the Council over the previous month on:

A review of information for Public Toilets on the Council website.

A review of signage for Public Toilets and Community Toilet Scheme venues across the borough; and an update on Council plans for new or improved Public Toilets in Libraries and Parks across the borough.

Response to Question 5:

Officers have undertaken a review to collate all of the existing community toilet schemes for signage and will be updated on the website in due course. I'm pleased to announce that we have been successful in two rounds of DLUHC funding, securing grants to install six new Changing Places toilets. Two of these are being delivered directly by the Council in Crystal Palace Park and High Elms Country Park. The remaining four will be located in partner locations: The Princess Royal University Hospital, The Warren Sports Club, Biggin Hill Leisure Centre and the Pavilion Leisure Centre. The PRUH is the only site complete and operational, the remaining five will be complete before the end of this financial year.

ECS PDS-16th November 2023.

Oral Questions from the Public:

1) Question from Susan Moore for the Portfolio Holder for Transport, Highways and Road Safety.

How many schools in Hayes and Coney Hall have requested traffic calming measures, such as 20 mph speed limits, and how many of these have been installed?

Response to Question 1:

Susan Moore was not present to ask her question.

2) Question from Eileen Welsh for the Portfolio Holder for Transport, Highways and Road Safety:

Items 14e and 14f of the agenda regarding S Eden Park Rd and roundabout safety scheme and Local Implementation Plan.

While welcoming the proposals to mitigate accidents to road and pavement users at the roundabout, I'd like to know why there are no proposals to improve the safety of children and parents who cross South Eden Park road between Harvington Estate, and Unicorn School every day, without a safe crossing, or methods to slow traffic down. There are also concerns about the extremely narrow pavements along this road making pedestrians vulnerable to pollution and possible accidents. What is being done to make this a safe place for your residents to use?

Response to Question 2:

Officers are looking at how crossing facilities might be improved near Cresswell Drive.

Supplementary Question:

What will it take for the Council to get on and make this area safe for our schoolchildren. I would really like to see some work done on this crossing, something to slow the traffic down as its extremely dangerous for parents and children who are trying to cross every day.

Response from the Portfolio Holder for Transport, Highways and Road Safety.

I recognise the problems in South Eden Park Road and have been on a visit there with Ward Councillor Christine Harris. There are difficulties about the site of the Zebra Crossing, for instance there is a bus stop to the south of Cresswell Drive. We are looking at Cresswell Drive to see if there is a crossing that we can put there to make things safer.

Supplementary Question from Councillor Alisa Igoe:

I recall seeing the video of a young mother with a pram and toddler trying to cross the road here. Portfolio Holder, if you are not going to put something in, would you not consider the implementation of a temporary (or possibly permanent) 20 mph speed limit?

Response from the Portfolio Holder:

If the school makes an application for 20 mph flashing sign then that will be investigated. As far as I know no such application has been made.

Supplementary Question from Councillor Alisa Igoe:

What grade is the School Travel Plan?

Response from the Portfolio Holder:

I don't have that information to hand.

(The Assistant Director for Traffic and Parking stated that the Council's Road Safety Officer would be able to provide Cllr Igoe with the relevant information).

ECS PDS for 16th November:

Oral Questions from Councillors:

1) Oral Question from Cllr Chloe Jane-Ross to the Portfolio Holder for Transport, Highways and Road Safety:

Council officers have advised that it is currently policy to only enforce vehicle idling outside schools. There are other locations that suffer from unnecessary idling, such as car parks and delivery bays close to residential areas and public services. Can the Council's policy on anti-idling be expanded to cover all locations where problems are reported, or if not all locations then expanded beyond schools to other appropriate locations?.

Response to Question 1:

There are limited resources and therefore priority is given to schools.

Supplementary Question from Cllr Chloe Jane Ross:

If a significant issue is raised outside of a school owned Council owned property, or highways, will the Council consider putting in measures to deal with a serious problem?

Response from the Portfolio Holder:

It is clearly a question of resources. If you have a particular location that would benefit from a visit from Civil Enforcement Officers. Then I am sure that can be arranged.

2) Question from Cllr Alisa Igoe to the Portfolio Holder for Transport, Highways and Road Safety:

Reference:

Pages 294 - 295

Point 3.21

During the winter months JB Riney undertakes precautionary gritting and snow clearance works on the carriageway network, along with footway clearance outside a number of schools in the event of a snow emergency. While the Council currently own the fleet of gritters, the contractor is responsible for the maintenance of all vehicles and to provide drivers when the weather forecasts predict freezing or below freezing temperatures.

Point 3.22

The Contract requires all precautionary gritting to be completed with 2.5 hours, which was achieved in all cases last winter. The winter maintenance policy and plan clarify the roads and footways to be cleared and gritted following snow, and the snowfall during the winter was treated within the required timescales.

Question:

Last winter I had many complaints from Plaistow residents that not enough pavements were gritted during snow. The winter maintenance policy and plan is noted. Could you please tell me if pavement gritting takes place along school routes, as well as outside schools. Is it also prioritised on pavements outside care homes, medical facilities, churches, stations, bus stops, around recycling banks and on shopping parades?

Response to Question 2:

Priority is given to major shopping centres, transport interchanges and outside schools. The snow is cleared and salt applied to prevent further freezing. To add the numerous additional locations suggested by Cllr Igoe would be impossible unless there was an enormous increase in the budget.

3) Question from Cllr Alisa Igoe to the Portfolio Holder for Transport, Highways and Road Safety:

Reference:

Page 238, point 5a:

“A decision was made to close the Hill multistorey car park in October 2023 due to safety concerns. Motorists are being advised to use nearby car parks and on street facilities whilst the future of the car park is being considered. Officers will monitor usage to establish if the regular users of the Hill are using these other Council parking places. However, it is likely that income will reduce as not all displaced parking will be to Council car parks.”

With the closure of the Hill multistorey car park, and announcement (02/08/23 by the Leader) of the Council office move to Churchill Court and sale of the current estate, quote “The anticipated proceeds of the sale of the other buildings on the current campus will help to fund the purchase of the new HQ site”, if you decide to use or sell the Hill for redevelopment, would Stockwell Close car park remain?

Response to Question 3:

There are no plans to permanently close the Hill Car Park.

Supplementary Question from Cllr Igoe:

Actually my question was, ‘Would Stockwell Close Car Park remain as a Car Park’?

Response from the Portfolio Holder:

The premise of your supplementary question does not apply.

Supplementary Question from Cllr Igoe:

But you just said that the Hill Car Park would not close.

Response from the Portfolio Holder:

No, I said that there were no plans to permanently close the car park.

Supplementary Question from Cllr Igoe

So you have plans to re-open it?

Response from the Portfolio Holder:

You can make that inference.

Supplementary Question from Cllr Chloe Jane-Ross

Whilst Hill Car Park is closed, would it be possible to do a review of the parking situation in that area for residents, as there are concerns that whilst the Hill Car Park is closed, it is having a detrimental effect on parking in that area and then also there is also the effect of people using the town centre for parking in evening.

Response from the Portfolio Holder:

Interesting that you asked that question Cllr Ross, as at the last Full Council meeting there was a member of the public that asked you a question about a road in the area. We are looking at the whole of Bromley North. The intention is that Hill Car Park will be propped up and will re-open. I am not able to give a time for that but it is our intention to do so.

This page is left intentionally blank

Report No.
CSD24009

London Borough of Bromley

PART ONE - PUBLIC

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

Date: 23rd January 2024

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

Title: ECS PDS WORK PROGRAMME AND MATTERS ARISING

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

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

Ward: (All Wards);

1. Reason for report

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

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

2. **RECOMMENDATION(S)**

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

- (1) Updates on any matters arising/outstanding (Appendix 1).**
- (2) Forward Work Programme for 2024/2025 (Appendix 2).**
- (3) Suggests any new items for the Work Programme going forward for the next cycle of meetings**

Impact on Vulnerable Adults and Children

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

Corporate Policy

1. Policy Status: Existing Policy:
 2. Building an even better Bromley Priority:
 - (4) For residents to live responsibly and prosper in a safe, clean, and green environment great for today and a sustainable future.
 - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents
-

Financial

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

Personnel

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

Legal

1. Legal Requirement: Non-Statutory - Government Guidance
 2. Call in is Not Applicable as this is a Non-Executive Report
-

Procurement

1. Summary of Procurement Implications: Not applicable
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Matters Arising or Outstanding:

- 3.1 **Appendix 1** provides a progress update on matters that have arisen at previous meetings. This list is checked after each meeting so that any outstanding issues can be addressed at an early stage and timely progress made.
- 3.2 **Appendix 2** sets out the Environment and Community Services Portfolio's Forward Work Programme for 2024/25 including: the provisional report title; the lead report author and the role of the Committee or the Portfolio Holder. Committee members and officers are invited to comment on the proposed schedule and suggest any changes that are considered appropriate and notify the Committee Clerk of such.
- 3.3 Other reports may be added to the Work Programme as schemes and contracts are developed. In addition, there may also be references from other committees, the Environment and Community Services Portfolio Holder, or the Executive. So the work programme is fluid.
- 3.4 Please note that the meeting dates from June 2024 onwards need to be ratified by GP&L on 6th February 2024

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

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

5. POLICY IMPLICATIONS:

- 5.1 Each PDS Committee is responsible for developing its own Forward Work Programme and Environment & Community Services PDS Committee's future work programme is set out in Appendix 2.
- 5.2 The activities in this report reflect the Council's priorities and aims as set out in:
- Environment Portfolio Plan

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

APPENDIX 1

ENVIRONMENT PDS COMMITTEE PROGRESS ON MATTERS ARISING/OUTSTANDING

Meeting Date	Committee Request/Matters Arising	Progress
16/11/2023	<p>Councillor Alison Stammers referenced page 18 of the agenda pack where there was a supplementary oral question, requesting a list of the stakeholders consulted regarding the Equalities Impact Assessment that was undertaken with respect to the removal of cash payments for parking in Bromley. The response to this question was that the Portfolio Holder for Transport, Highways and Road Safety would see if a list was available. The Director for Environment and Public Protection said that he would follow up on this.</p>	<p>The Council did not formally consult with any outside stakeholders, however consideration was given to those who would be mostly affected such as those who may not have bank accounts, actively used mobile phones or those who may need some help and guidance with using the RingGo application.</p>

FORWARD WORK PROGRAMME

Appendix 2

Meeting Date: January 23rd 2024		
Matters Arising and Work Programme	Steve Wood	PDS Committee
Updates from the Portfolio Holders	Portfolio Holders	PDS Committee
Draft Budget	Murad Khan	PDS Committee
Park Buildings Lease Process and Grant Payments	Hannah Jackson	PDS Committee
ECS Performance Overview	Lucy West	PDS Committee
Ringo Update	Chloe Wenbourne	PDS Committee
Update on Electric Vehicle Charging Strategy	Dan Beckett	Portfolio Holder
Albemarle Road / Westgate Road Junction Reconfiguration	Bukola Sobanjo	Portfolio Holder
Cashless Parking Update Report	Chloe Wenbourne	Portfolio Holder
Open Space Strategy 2021- 2031: Year 2 Update	Hannah Jackson	PDS Committee
DIY Waste at the Reuse And Recycling Centres- Change In Legislation	Catherine Cook	Portfolio Holder
Risk Register	Lucy West	PDS Committee
Contracts Register	Lucy West	PDS Committee
Meeting Date: March 13th 2024		
Matters Arising and Work Programme	Steve Wood	PDS Committee
Updates from the Portfolio Holders	Portfolio Holders	PDS Committee
Budget Monitoring	Murad Khan	Portfolio Holder
Veolia Contract Extension - Waste Disposal, Waste Collection & Street Environment'	Peter McCready	Executive
Anerley Hill / Anerley Road Corridor Improvement Scheme	David Bond	Portfolio Holder
Capital Programme Monitoring	Sean Cosgrove	Portfolio Holder
ECS Performance Overview	Lucy West	PDS Committee

Risk Register	Lucy West	PDS Committee
Contracts Register	Lucy West	PDS Committee
Meeting Date: June 12th 2024		
Matters Arising and Work Programme	Steve Wood	PDS Committee
Updates from the Portfolio Holders	Portfolio Holders	PDS Committee
Budget Monitoring	Murad Khan	Portfolio Holder
Depot Infrastructure Capital Works Project—Stage 4 Update Report	Peter McCready	Executive
Capital Programme Monitoring	James Mullender	Portfolio Holder
ECS Performance Overview	Lucy West	PDS Committee
Risk Register	Lucy West	PDS Committee
Contracts Register	Lucy West	PDS Committee
Meeting Date: September 4th 2024		
Matters Arising and Work Programme	Steve Wood	PDS Committee
Updates from the Portfolio Holders	Portfolio Holders	PDS Committee
Budget Monitoring	Murad Khan	Portfolio Holder
Capital Programme Monitoring	James Mullender	Portfolio Holder
ECS Performance Overview	Lucy West	PDS Committee
Risk Register	Lucy West	PDS Committee
Contracts Register	Lucy West	PDS Committee
Meeting Date: November 20th 2024		
Matters Arising and Work Programme	Steve Wood	PDS Committee
Updates from the Portfolio Holders	Portfolio Holders	PDS Committee
Budget Monitoring	Murad Khan	Portfolio Holder
Capital Programme Monitoring	James Mullender	Portfolio Holder
ECS Performance Overview	Lucy West	PDS Committee
Risk Register	Lucy West	PDS Committee
Contracts Register	Lucy West	PDS Committee
Meeting Date: January 30th 2025		

Matters Arising and Work Programme	Steve Wood	PDS Committee
Updates from the Portfolio Holders	Portfolio Holders	PDS Committee
Budget Monitoring	Murad Khan	Portfolio Holder
Capital Programme Monitoring	James Mullender	Portfolio Holder
ECS Performance Overview	Lucy West	PDS Committee
Risk Register	Lucy West	PDS Committee
Contracts Register	Lucy West	PDS Committee
Meeting Date: March 13th 2025		
Matters Arising and Work Programme	Steve Wood	PDS Committee
Updates from the Portfolio Holders	Portfolio Holders	PDS Committee
Budget Monitoring	Murad Khan	Portfolio Holder
Capital Programme Monitoring	James Mullender	Portfolio Holder
ECS Performance Overview	Lucy West	PDS Committee
Risk Register	Lucy West	PDS Committee
Contracts Register	Lucy West	PDS Committee

Report No.
ES20348

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **ENVIRONMENT AND COMMUNITY SERVICES PORTFOLIO HOLDERS**

Date: **Tuesday 23 January 2024**

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

Title: **ECS PERFORMANCE OVERVIEW**

Contact Officer: Lucy West, Head of Performance Management & Business Support
Tel: 020 8461 7726 E-mail: Lucy.West@bromley.gov.uk

Chief Officer: Director of Environment and Public Protection

Ward: (All Wards);

1. Reason for decision/report and options

This report presents the ECS Performance Overview indicators pertaining to the Environment and Community Services Portfolio Plan for 2023/24 for scrutiny by PDS Members and subsequent endorsement by the Portfolio Holder.

2. **RECOMMENDATION(S)**

2.1 **That PDS Committee reviews and comments on the key performance indicators pertaining to the Environment and Community Services Portfolio Plan.**

2.2 **That the Environment and Community Services Portfolio Holder:**

Endorse the outcomes, aims and performance measures set out in the 2023/24 Environment and Community Services Portfolio Plan, taking into account the budget and views of the Committee.

Impact on Vulnerable Adults and Children

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

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.
 - (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: Environment Portfolio Revenue Budget
 4. Total current budget for this head: £ £47.3m
 5. Source of funding: Controllable revenue budget and capital programme funded by capital grants (including TfL), capital receipts and contributions from earmarked reserves
-

Personnel

1. Number of staff (*current and additional*): 145.6 FTE
 2. If from existing staff resources, number of staff hours: Not Applicable.
-

Legal

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

Procurement

1. Summary of Procurement Implications: Detail of the service contracts to which this portfolio plan relates are maintained on the Council's Contracts Database, summaries of which are reported to this Committee as part of the Contract Register on a bi-annual cycle. Contractor Performance is scrutinised on a regular basis and contracts are procured in line with all applicable legislation and the Council's Contract Procedure Rules.
-

Property

1. Summary of Property Implications: Not Applicable.
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: Not Applicable.
-

Impact on the Local Economy

1. Summary of Local Economy Implications: Not Applicable.
-

Impact on Health and Wellbeing

1. Summary of Health and Wellbeing Implications: Not Applicable.
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

The performance overview presented below provides the following key indicators which have Red Performance and the management commentary on exception where indicators are performing below expectation. This report acts as a 'health check' on the ECS Portfolio Plan indicators.

3.1 Priority 1: Keep our streets clean

There are no Priority 1 ECS Portfolio Plan indicators performing at RED performance.

3.2 Priority 2: Minimise Waste and Maximise Recycling

There are no Priority 2 ECS Portfolio Plan indicators performing at RED performance.

3.3 Priority 3: Enhance Bromley's Parks and Green Spaces

The table below presented the Priority 3 ECS Portfolio Plan indicators performing at RED performance.

Indicator	Projection	Target	RAG Status	Commentary
Total monthly tasks completed on time by Arboricultural Services contractor (% of all jobs)	April to November Data: 50%	75%	RED	<p>Glendale's performance continues to be managed and monitored using the contractual performance management framework, with performance being specifically addressed under Corrective Action Plans.</p> <p>The Executive approved the procurement of additional contractors to add capacity and resilience to the supply chain to manage and clear a backlog of works and to deliver alongside Glendale work on an ongoing basis. In the meantime, performance against KSO1 has started to recover and Glendale are in the process of implementing a Service Improvement Plan which includes a full review of their processes and recruitment of additional staff.</p>

3.4 Priority 4: Maintain our Transport Infrastructure and Public Realm

The table below presented the Priority 4 ECS Portfolio Plan indicators performing at RED performance.

Indicator	Projection	Target	RAG Status	Commentary
10 day highway maintenance tasks completed within required timescale (%)	April to October Data: 23%	90%	RED	While the contractor's performance has improved during recent months, an improvement plan has been agreed to complete all outstanding and overdue works.
35 day highway maintenance tasks completed within required timescale (%)	April to October Data: 40%	90%	RED	While the contractor's performance has improved during recent months, an improvement plan has been agreed to complete all outstanding and overdue works.

3.5 Priority 5: Improve Travel, Transport and Parking

The table below presented the Priority 5 ECS Portfolio Plan indicators performing at RED performance.

Indicator	Projection	Target	RAG Status	Commentary
People Killed or Seriously Injured in Road Traffic Collisions (No.)	January to July: 116	<79	RED	Despite a long-term downward trend in KSI collisions (see Report ES20295, June 2023), the first part of 2023 has not been good in terms of serious collisions. There are a range of variables that affect the number of road casualties, many of which are not under the influence of a local highway authority, which is why year on year data is not always the best to use to monitor progress. But over a period of years, progress can be tracked and comparisons with other LAs can be made. As reported in June, Bromley is doing well when compared to other highway authorities. However, Bromley will

				not be complacent and will continue to use the finite funds to maximise casualty reduction on our streets.
--	--	--	--	--

3.6 Priority 6: Overarching Themes

Not applicable. Priority 6 does not have measurable key performance indicators in the ECS Portfolio Plan.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

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

5. TRANSFORMATION/POLICY IMPLICATIONS

5.1 The activities in this report reflect the Council's priorities and aims as set out in:

- [Environment and Community Services \(bromley.gov.uk\)](https://www.bromley.gov.uk)
- [Making Bromley Even Better \(Corporate Strategy\)](#)
- Plans and Policies as specifically referenced within each priority area of the Portfolio Plan.

Non-Applicable Sections:	Financial, Personnel, Legal, Procurement
Background Documents: (Access via Contact Officer)	Environment and Community Services Portfolio Plan 2023/24 Net Zero Carbon Strategy - Report Number ES19094

6. FINANCIAL IMPLICATIONS

There are no direct financial implications.

7. PERSONNEL IMPLICATIONS

There are no direct personnel implications.

8. LEGAL IMPLICATIONS

There are no direct legal implications.

9. PROCUREMENT IMPLICATIONS

Most of the Portfolio Plan's priorities are underpinned by contracts and where these have a Total Contract Value (TCV) greater than £200k, they are reported in the Corporate Contract

Register. The procurement status of contracts with a TCV >£50k is also reported to the PDS Committee for detailed scrutiny.

PDS Committee also scrutinises 'Procurement Strategy' and 'Award of Contract' reports and monitors individual contracts and scrutinises the contractors themselves as appropriate.

10. PROPERTY IMPLICATIONS

There are no property implications, but the plan does identify service areas where Property present challenges (e.g. the Depot Improvement Programme works).

11. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

There are no direct carbon reduction/social value implications, but the plan does identify service areas where carbon reduction and social values are reviewed.

12. IMPACT ON THE LOCAL ECONOMY

There are no direct impacts to the local economy.

13. IMPACT ON HEALTH AND WELLBEING

There are no direct impacts to health and wellbeing.

14. CUSTOMER IMPACT

There are no direct customer impacts.

15. WARD COUNCILLOR VIEWS

There are no direct Ward Councillor Views.

This page is left intentionally blank

Report No.
ES20343

London Borough of Bromley

PART ONE - PUBLIC

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

Date: For Pre-Decision Scrutiny by the Environment and Community Services Policy Development and Scrutiny Committee on Tuesday 23 January 2024

Decision Type: Non-Urgent Executive Key

Title: UPDATE ON ELECTRIC VEHICLE CHARGING STRATEGY

Contact Officer: Dan Beckett, Transport Planner
Tel: 020 8461 7672 E-mail: @bromley.gov.uk

Chief Officer: Director of Environment and Public Protection

Ward: (All Wards);

1. Reason for decision/report and options

- 1.1 The purpose of this report is to update Members on the progress of the 'Residential Electric Vehicle (EV) Charging Pilot' and to seek authorisation from the Portfolio Holder for the next stages of the project.
-

2. **RECOMMENDATION(S)**

That the Portfolio Holder approves:

- 2.1 **The appointment of Connected Kerb as a supplier of the on street electric vehicle charge points to be installed in the locations defined in the EV Residential Charging Strategy.**
- 2.2 **Authorise Officers to begin the process of rolling out an electric vehicle gully charging project across the Borough as a paid for service, at no cost to the Council.**
- 2.3 **Delegate to the Assistant Director of Legal Services authority to sign and execute all legal and ancillary documentation arising in connection thereto.**
- 2.4 **Delegate to the Director of Environment and Public Protection authority to make minor changes to the schemes in response to operational requirements.**

Impact on Vulnerable Adults and Children

1. Summary of Impact:

No negative impact is expected, providing the positioning of any new street furniture is carefully considered. Longer term the switch to electric vehicles will improve air quality for all, including those who are more impacted by such matters.

Transformation Policy

1. Policy Status: The proposals outlined below in section 3 are in line with the Borough's Local Implementation Plan (LIP 3) objectives to help deliver more transport choices for residents.
 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, aging well, retaining independence, and making choices.
 - (4) For residents to live responsibly and prosper in a safe, clean, and green environment great for today and a sustainable future.
-

Financial

1. Cost of proposal: The proposal is for the on-street charge points to be installed and operated by Connected Kerb at no cost to the Council. The initial plan for the gully project (although this is subject to change) is for residents to pay for the unit and installation in a similar arrangement to how crossover applications are managed.
 2. Ongoing costs: None.
 3. Budget head/performance centre: N/A
 4. Total current budget for this head: £0
 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: 25 hours per week
-

Legal

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

Procurement

1. Summary of Procurement Implications: Comments from colleagues in Procurement are included further on in the report.
-

Property

1. Summary of Property Implications: None
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: Facilitating more use of electric vehicles will support sustainable transport and help reduce carbon emissions in the Borough.

Impact on the Local Economy

1. None
-

Impact on Health and Wellbeing

1. Although this proposal will not necessarily support walking or cycling, it will give an increasing number of residents the option to use electric vehicles and to therefore reduce the emissions from internal combustion engines.

Customer Impact

1. Estimated number of users or customers (*current and projected*): All residents with no off-street charging facility who may wish to purchase an EV.
-

Ward Councillor Views

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

Ward Councillors were made aware of the proposed locations for on street charge points during the initial drafting of the EV charging strategy and were happy for us to proceed. This process was undertaken again for the purposes of this report both for new Members and as a reminder for existing Councillors, due the time frames involved.

In terms of the gully project, Councillors in Wards where Gul-E units have been installed have been consulted throughout the process and are generally in favour, reporting positive feedback from local residents.

The vast majority of comments from Members were neutral or positive. The Leader has expressed concerns with future viability of on street charging infrastructure and gullies given the potential for ultra rapid charging sites being introduced, the greater involvement of the private sector and improvements to both battery and charger technology.

Members representing Beckenham town centre are also keen for future installations to take place there.

3. COMMENTARY

- 3.1 The issue of electric vehicle charging is a national one, and to varying degrees local authorities have a role to play. In Bromley we are fortunate enough that the majority of households (approximately 65%) have access to off-street parking and are therefore able to make their own vehicle charging arrangements. The remainder typically charge their electric vehicles using a combination of on street, destination and garage forecourt charge points.
- 3.2 In March 2022 and with the above in mind, the Environment and Community Services PDS committee was presented with a proposal for a residential electric vehicle (EV) charging pilot scheme. The strategy behind this pilot was to evaluate how the Council should help to facilitate residents need for charging facilities while balancing the needs of other road users with the issue of cluttering the highway/footway and role that the private sector will play.
- 3.3 The main purpose of the pilot was two-fold, firstly to run a trial scheme of 'Gul-E' - an EV charging gully that could be installed in the footway outside the homes of participants, allowing them to safely and legally charge their vehicles on the public highway from their own domestic power supply. The costs of the trial installation of gullies were funded by the S106 Carbon Offset Fund.
- 3.4 The second aspect was to begin the process of increasing the number of on-street EV charge points, with the intention of trialling 2-3 different charging unit options in order to advise future Council strategy. This was expected to be done under a supplier funded model, wherein the Council would not financially contribute to the scheme and installation and maintenance would be the responsibility of the operator.
- 3.5 The intended purpose of this report is to inform committee members of the advancement of these two aspects of the pilot scheme, how they have been impacted by internal and external factors and to agree on the next steps. Therefore, this report will be made up of two distinct elements: the Gul-E trial and the on-street charge point pilot.

Gul-E

Progress to date

- 3.6 In July 2023, 8 Gul-E units were installed in the Borough at the following locations by Oxford Direct Services (ODS) the commercial arm of Oxford City Council:
- Wellsmoor Gardens Bromley BR1 2HT
 - Gilbert Road Bromley BR1 3QP
 - Cambridge Road Anerley SE20 7XJ
 - Trenholme Road Penge SE20 8PP
 - Venner Road Penge SE26 5HU
 - Clarence Avenue Bromley BR1 2DL
 - Stanley Road Bromley BR2 9JE
 - Colesburg Road Beckenham BR3 4HP
- 3.7 There were initially 12 locations shortlisted, however even though installation was free of charge and could potentially save them hundreds of pounds a year, 5 residents withdrew from the scheme when user agreements and installation dates were being agreed. This was for varying reasons including changes in financial circumstances, residents switching back to petrol/diesel vehicles, and the reluctance to sign any form of user agreement.
- 3.8 Fortunately, one additional participant was sourced, and surveys by all the relevant parties were carried out in time, enabling the final total of sites to be the 8 listed above. The orders for the

Gul-E units were not placed until all user agreements were returned and signed therefore the Council did not incur any financial losses when some applicants to the trial pulled out.

3.9 The trial period was originally scheduled to last 12 months but after discussions with senior officers it was decided that in order to expediate progress, a 6-month trial period would suffice.

Feedback on the trial

3.10 Overall, the Gul-E trial appears to have been a success, in summary this is due to the following positive findings:

- Installations were carried out efficiently, ahead of schedule and to a very high standard. The residents concerned, and colleagues in Highways were all highly satisfied with the end result.
- User surveys were conducted after 1 month and 5 months of the 6-month trial and are included in full as an appendix and summarised below.
- After the first month, only one user experienced a technical issue - which was simply a matter of needing a longer charging cable. After 5 months no technical issues were experienced.
- Only one user had an issue with debris needing to be cleaned out of the Gul-E itself over the entire survey period.
- None of the users received any negative feedback from neighbours, visitors or footway users.
- The only significant issue that was reported by a user was at an address where parking directly outside or close to the property was an issue, so it was not always possible to park close enough to the property to utilise the Gul-E. This is understandable and confirms the reasonable assumption that gully charging is not a suitable solution for every property. In the event of this becoming a paid for service it is expected that the resident making the application would be best placed to decide if parking availability was sufficient at their address.
- We also asked the triallists how much they would (in theory) be willing to pay for Gul-E installations, the majority would not pay in excess of £500 but some would be happy with £500 to £1000 and in once case £1000 to £1500. In any case further studies will need to be done to ascertain a reasonable price that will ensure the Council does not incur any costs if a gully scheme is rolled out.
- No issues arising during the trial were reported by the Council's Highways teams.
- Councillors in wards in which the Gul-Es were installed received no complaints or negative comments from residents. In fact, the only feedback they received was positive and included multiple requests from residents who asked to be added to a waiting list should the trial be successful.
- Following on from the above point, officers have received 12 formal requests for Gul-E installation from interested residents. These requests are simply the result of word of mouth with no promotion or marketing of the Gul-E undertaken other than the initial press release announcing the installations. This bodes well for the potential popularity of a roll-out scheme.

- The Gul-E user agreement was based upon a template used by Oxford City Council and was reviewed by the Council's in-house legal team. Finalising the user agreement required input from not only the Council's property and contract lawyers but also the highways specialist lawyer. This delayed progress slightly, although now the User Agreement is established any future legal documents should be more straightforward.

3.11 It should also be noted that EV charging gullies are included as a potential option to accelerate the transition to net zero in the Government's policy paper "The Plan for Drivers" which was published in October 2023.

Market forces and cost

3.12 The initial decision to appoint Oxford Direct Services (ODS) as a supplier of the Gul-E unit was a straightforward one as it was a novel product that only ODS had developed and could supply, and this simplified the procurement process. However, since 2022 other suppliers have come to the market such as Charge Gully and Kerbocharge. The current cost of a Gul-E unit to be supplied and installed by ODS is £757.15 so this would be the price a procurement exercise would be aiming to beat and the minimum charge that would be made to the resident requesting the gully.

3.13 This change in the market presents both opportunities and challenges for the Council. The increase in competitors helps to achieve best value and makes a potential roll out of gully chargers as a paid for service a more viable project for the Council, whilst also being more affordable for interested residents. All costs related to gully installation would need to be met by interested residents before the Council made any financial commitment.

3.14 However, challenges also present themselves in two key areas. Firstly, the trial was based on one specific product (the ODS Gul-E) so a move to another product for the scheme expansion would mean the positive outcomes of the trial would carry less weight as there would be unknown factors associated with the quality of both the product and the installation.

Next steps

3.15 Should the Gul-E scheme be recommended for further rollout discussions would need to take place with colleagues in Procurement, Highways and other departments to ascertain if we need to consider other suppliers, if it makes financial sense to do so and how we manage to potential risk of moving to another supplier without first trialling their product.

Once a supplier and the pricing structure has been confirmed we would first target the residents who have asked to be added to the waiting list as the first customers. For reference those addresses are included below:

- Colesburg Road Beckenham BR3
- Gilbert Road Bromley BR1
- Holligrave Road Bromley BR1
- Lytchet Road Bromley BR1
- Maitland Road Crystal Palace SE26
- Gates Green Road West Wickham BR4
- Wickham Road Beckenham BR3
- Spring Gardens Biggin Hill TN16
- Croydon Road SE20
- Marlow Road Penge London SE20
- Addison Road, Bromley, BR1
- Madeira Avenue BR1
-

3.16 On Street Charge Points

Progress to date

The initial plan as laid out in the EV Charging Strategy was for the Council to procure 45 charge points from 2 to 3 suppliers that utilised 2 or 3 charging technologies. This proved a challenging exercise for a number of reasons:

- Shortly following the publication of the EV Charging Strategy 3 members of the Carbon Reduction Team left in the Council in short order. This meant that the project was being progressed by one staff member in Transport Strategy as part of their regular workstream.
- The aforementioned delay in finalising the Gul-E user agreement also proved time consuming for officers and delayed the start of the procurement process for on street charge points.
- The procurement process also proved challenging as the typical parameters used in the procurement process were not relevant. For example, the Council were not intending to pay for the charge points as they normally would for goods or services. Although a small financial remuneration would be part of any contract with a supplier, this means less to the Council than aspects such as type of charger and the installation locations. It was also difficult to appoint 2 to 3 suppliers when in procurement terms a single supplier would make more financial sense. It would also be challenging to work with three separate contractors on what amounts to one project.
- The market was also changing at a fast pace, as EV charging is still 'frontier' technology the products offered by suppliers are constantly evolving and in most cases homogenising, making it harder to identify and justify the use of 3 separate charging technologies. In an effort to counter this, suppliers in some cases have expanded the products they offer try and make themselves a flexible proposition.
- There was also an issue that the Council had quite a strict array of requirements (type and number of charger/location/multiple suppliers) that made it difficult to attract potential suppliers when we were looking for a fully supplier funded model.

Adjustments to the project

3.17 With the above in mind, officers made some minor adjustments to the pilot scheme, in order to reach the best outcomes for the Council.

- Suppliers were identified who offered varied charging options, with the intention of sourcing a single organisation that could meet the Council's needs.
- Procurement frameworks were thoroughly discussed, in order to find a tool that permitted a 'direct award' mechanism, this would forego the difficulty in setting procurement parameters.
- Further soft market testing was carried out on said framework (Kent Commercial Services) to confirm that suitable providers were available, three suitable suppliers were identified; Connected Kerb, Mer and UK Power Networks.

Changes in the market

3.18 As previously mentioned, on street EV charge points form part of an industry that is ever changing. Since the pilot scheme was first brought to Committee various operators have

changed ownership, rebranded, changed their funding model, or in some cases been bought out by fuel companies, namely Total, Shell and BP.

- 3.19 Funding from central Government has also been through a transition with the introduction of the LEVI (Local Electric Vehicle Infrastructure) fund <https://www.gov.uk/guidance/apply-for-local-ev-infrastructure-levi-funding>. This funding will provide local authorities with the capital needed to contribute to the costs of charge point installation, giving them more say over the installation sites and enhance negotiating power with suppliers. The overarching aim of LEVI is to enable charge point installations in residential locations typically less financially viable than busier locations favoured by providers. A smaller portion of the funding is permitted for use with gully charging options and this will also need to be considered by officers when appropriate.
- 3.20 Approximately £30m has been set aside for London boroughs, and Bromley are working in conjunction with London Councils and the London Boroughs of Bexley, Croydon and Havering to look at assembling a joint bid for tranche 2 of the LEVI fund which will become active in the 24/25 financial year. Joint approaches from boroughs are the Government's preferred option and London Councils have been provided with funding that will enable them to take on the associated workload. Tranche 1 of the LEVI funding (underway this financial year) came too soon for Bromley's purposes. If, following the pilot we decided to increase the roll out of on street charge points, tranche 2 of the LEVI scheme could potentially fund the Council's EV installation plans for a number of years.
- 3.21 Transport for London have also held initial discussions with us regarding their ambition of building EV charging hubs on TfL owned brownfield land in the Borough, although to date this has not been moved forward in any significant sense and does not entirely sit with the approval of Members. In any event, no hubs would be introduced in Bromley until at least 2026.
- 3.22 As this report was being prepared TfL did submit plans to the Council for 4 EV charging bays that they plan to install on West Wickham High Street which is part of their road network.
- 3.23 In terms of the private sector, since the last report was presented to committee publicly accessible EV charging facilities within the Borough have increased in number from 22 to 48, a rise of 118%. These charge points are found in the following types of location:
- Petrol stations
 - Supermarket car parks
 - Public car parks on private land
 - Retail parks
 - Hotels
 - Gyms/health clubs
 - Pubs/restaurants
- 3.24 Although this is a significant increase it still falls short of what was generally expected of the private sector over the last few years. In fact, very shortly before this report was finalised it was announced that a Government target for EV charging provision at motorway service stations was missed by some distance. The Government wanted every motorway service station in England to have at least six rapid or ultra-rapid chargers by the end of 2023. Data compiled by the RAC found that only 40% of motorway services met these criteria as of January 2024.

Next steps

3.25 From the soft market testing exercise and meetings with KCS suppliers, officers believe that Connected Kerb (<https://www.connectedkerb.com/public-sector/>) are the most suitable EV charge point provider to take this project forward. Following initial meetings and discussions, Officers, along with the Portfolio Holder and Chairman met with Connected Kerb in December to hear their proposal in significant detail. The key takeaways that are beneficial to the Council are as follows:

- Connected Kerb offer a fully funded model, meaning charge points will be installed on the highway at no cost to the Council.
- A number of charging options are available to the Council, including two standalone kerbside charging options, rapid charge points as well as lamp column and wall mounted charge points.
- Connected Kerb actively pursue community engagement before and following installation.
- Maintenance of all charge points will be the responsibility of Connected Kerb at no cost to the Council.
- Although no investment from the Council will be provided, the Council will be due a 10% profit share from the charge points when they become profitable.
- Connected Kerb have significant financial backing following a £110m investment from Aviva.
- The user tariffs set by Connected Kerb are lower than the average price per KW of other on street charge points. They work in conjunction with Samsung and Octopus Energy to monitor prices in real time via smart technology.
- Unlike many other charge point operators, Connected Kerb do not insist on dedicated parking bays for EV charging only, although this may be advisable in many locations it allows the Council an extra layer of flexibility when planning installations.
- Connected Kerb have worked extensively with many local authorities: Barking and Dagenham, Southwark, Lambeth, Aberdeenshire Council, East Lothian Council, Sunderland City Council, Surrey County Council, Kent County Council, West Sussex County Council, Coventry City Council.
- Connected Kerb's devices accept multiple payment options and they have declared a willingness to team up with RingGo if a joint payment method could be developed.
- The working components of their charge points are installed below ground, enabling affordable and rapid repairs/replacement and future proof technology.
- Connected Kerb are also happy to proceed with the installation locations as defined in the March 2022 PDS report and included below:

Southlands Grove	BR1 2BY
Clarence Avenue	BR1 2DL
Hever Gardens	BR1 2HU
Freelands Road	BR1 3AG
Gilbert Road	BR1 3QP
River Park Gardens	BR2 0BH
Bromley Gardens	BR2 0ES
Jaffray Road	BR2 9NR
Shaftesbury Road	BR3 3PW
Kendall Road	BR3 3PZ
Churchfields Road	BR3 3QQ
Durban Road	BR3 4EY
Yew Tree Road	BR3 4HT
Blandford Road	BR3 4NQ
Kimberley Road	BR3 4QT
Wickham Road	BR3 6LZ
Links Way	BR3 3DQ
Hampden Avenue	BR3 4HA
Oak Lodge Drive	BR4 0RQ
Clareville Road	BR5 1RU
Barnesdale Crescent	BR5 2AX
Tilbury Close	BR5 2JR
Clarendon Green	BR5 2PA
Kent Road	BR5 4AD
Polperro Close	BR6 0WB
Laxey Road	BR6 6BL
Woodcote Drive	BR6 8DB
Anerley Road	SE19 2AS
Anerley Grove	SE19 2HS
Patterson Road	SE19 2LF
Pleydell Avenue	SE19 2LN
Cambridge Road	SE20 7XL
Sheringham Road	SE20 7YH
Haysleigh House	SE20 7YT
Melvin Road	SE20 8EU
Apple Yard	SE20 8FX
Maple Road	SE20 8HX
Mersham Place	SE20 8JS
Anerley Park	SE20 8ND
Beverley Road	SE20 8SJ
Maitland Road	SE26 5NN
Tredown Road	SE26 5QH
Border Road	SE26 6HB
Crystal Palace Park Road	SE26 6UP

These locations were selected using the following criteria:

- Existing EV charging infrastructure in the vicinity
- Collation of formal resident requests
- EV ownership levels
- Access to off street parking/driveways
- Energy Saving Trust projections

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 On street EV charging units will be placed on the edge of the footway so as not to cause an obstruction for pedestrians. The proposed units are also smaller than similar units currently installed so will take up less space. The Gul-E units have been installed now for 6 months and no issues have been reported with any footway users.
- 4.2 Longer term, the facilitating of residents moving from ICE (internal combustion engine) vehicles to electric vehicles will improve air quality in the Borough and benefit residents most effected by such matters.

5. TRANSFORMATION/POLICY IMPLICATIONS

- 5.1 The proposals outlined below in section 3 are in line with the Borough's Local Implementation Plan (LIP 3) objectives to help deliver more transport choices for residents and support the delivery of an objective within the LBB Electric Vehicle Charging Strategy.

6 FINANCIAL IMPLICATIONS

- 6.1 For gullies, in order to cover all Council admin costs plus the costs of the product being installed, it seems likely that a fee will need to be charged to qualifying applicants of about £900, based on the cost of an ODS Gul-E unit to be supplied and installed.
- 6.2 For EV charge points on street, there will be no financial impact on the Council as all costs and risks will be borne by the private operator. There will in fact be some income to the Council, but this cannot be quantified at this stage as it will be related to the number of units installed and used, and the profits generated.

7. PERSONNEL IMPLICATIONS

- 7.1 Currently one officer in Transport Planning is working on the pilot scheme. As both the gully and on street aspects evolve more officers will need to have their input; no additional staff are expected to be appointed. There is a possibility that as the LEVI funding develops London Councils will be in a position to assign staff to boroughs to work alongside officers, but this is not guaranteed.

8. LEGAL IMPLICATIONS

Property

- 8.1 The London Local Authorities and Transport for London Act 2013 (Section 16) specifically deals with the implementation and granting of permission for electric charging points.
- 8.2 Section 17 requires a local authority to provide notices before exercising powers under section 16.
- 8.3 Section 18 requires a local authority to consult and obtain permission from other authorities that may be relevant.

- 8.4 In order to secure implementation of the charging infrastructure, for Charging Points, it will depend on the application of the strategy to any given site or location considering the benefits, costs, income and financial/commercial structure.
- 8.5 There are likely to be a number of different procurement solutions available to meet the Council's specific requirements where good value must be demonstrated.
- 8.6 These will include tendering for goods and services, concession contracts, available frameworks.
- 8.7 Compliance with the Council's Contract Procedure Rules and Procurement law will need to be ensured, if applicable.
- 8.8 In addition to this, land-based solutions (lease or license and or highways licences) may be preferable and in other instances lease disposals may be the appropriate course and best consideration under section 123 of the Local Government Act 1972 must be demonstrated.

s.111 Local Government Act 1972

- 8.9 The Council has power to do anything calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions.

Disposal of Land

- 8.10 Where EV charge points are to be installed on the Public Highway this will be dealt with by way of the Council granting a Highways Licence pursuant to the Highways Acts. The Council would need to grant a lease in respect of EV charge points on non-highway land and such grant of lease constitutes a disposal. The proposals in this report are only in respect of public highways therefore no disposal of land is proposed.

Contracts and Procurement

- 8.11 This report requests the Portfolio Holder approve the appointment of Connected Kerb to provide electric vehicle charging at the locations detailed in this report. The services will be provided at no cost to the Council as the business model will be one which is entirely self-financed by the supplier. There is a further request that officers are provided with authority to fully roll out the Gul-E project following the successful conclusion of the pilot scheme.
- 8.12 The award of the contract to Connected Kerb is to be through the Kent Commercial Services Framework Agreement number Y21002. This Framework Agreement was procured in accord with the Public Contracts Regulations 2015 (the Regulations) for the supplier to provide electric vehicle charging points and associated services. As the Council is not paying for these services, such services would normally be termed a concessions contract and it will need to be confirmed that this is the case here.
- 8.13 The appointment of Connected Kerb is to be by way of a direct award under the Framework Agreement. Regulation 33(8)(a) of the Regulations sets out the criteria for making a direct award where a framework is concluded with more than one supplier. Specifically, this is that (i) all the terms governing the provision of the works, services and supplies concerned are set out in the framework, and (ii) the objective conditions for determining which of the suppliers on the framework shall perform them are set out in the procurement documents.
- 8.14 As is also detailed in this report, the Gul-E pilot has successfully completed, and officers wish to proceed to procure more of these types of devices for residents across the borough. It is not yet clear how officers intend to procure these devices and officers should continue to instruct legal services once a decision has been made in this regard.

9. PROCUREMENT IMPLICATIONS

- 9.1 This report seeks to further roll out the availability of the GUL-E availability. Where any Procurement action occurs, the Commissioner is recommended to discuss this with Procurement.
- 9.2 This report seeks to award a concessions contract to Connected Kerb for a period of 15 - 20 Years, at no cost to the Council, and for the Council to receive the as profit share as set out in 3.23, via the Kent Commercial Services (KCS) EV Charging Framework. The Council is able to make use of the Framework and has been properly included on the Contract Notice.
- 9.3 This process has been carried out within the guidelines of the framework. A call off contract of any duration is permitted under the terms of the framework. For each requirement, an order form and template call off contract must be completed.
- 9.4 As the contract value is over £30,000 including VAT, an award notice will need to be published on Contracts Finder. As the contract value is over the thresholds set out in the PCR 2015, a Find A Tender award notice must be published.
- 9.5 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.
- 9.6 The actions identified in this report are provided for within the Council's Contract Procedure Rules, and the proposed actions can be completed in compliance with their content.

10. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

- 10.1 Electric vehicles (EVs) have lower running costs, are quieter and better for the environment.
- 10.2 They have significantly lower carbon dioxide emissions than conventional petrol and diesel vehicles. EVs also reduce air pollution as they have zero exhaust emissions.
- 10.3 By supporting the Gul-E scheme and increasing the number of on street charging provision with a fair charging price scheme reduces some of the inequality associated with EV owners who do not have access to a charging point at home.

11. IMPACT ON THE LOCAL ECONOMY

- 11.1 This report relates to residential EV charging and not to EV charging in town centres.

12. IMPACT ON HEALTH AND WELLBEING

- 12.1 Although this proposal will not necessarily support walking or cycling, it will give an increasing number of residents the option to use electric vehicles and to therefore reduce the emissions from internal combustion engines.

13. CUSTOMER IMPACT

- 13.1 Proceeding with these two schemes will not only benefit the Council by contributing to existing air quality and carbon reduction objectives but will benefit the health of the wider community through area wide emissions reductions and improved connectivity for residents without off-

street parking, in areas where private transport remains essential. The scheme also assists residents in the necessary transition to electric vehicles.

13.2 In terms of Gul-E, there are currently 8 residents/properties trialling the unit who will continue to have them in place. In addition, there are 12 residents who have asked to be added to the waiting list in anticipation of wider roll out. If the Gul-E scheme can be fully launched and marketed to residents this could potentially increase significantly.

14. WARD COUNCILLOR VIEWS




14.1 These are set out at the top of this report in Section 2.

Non-Applicable Headings:	PROPERTY IMPLICATIONS
Background Documents: (Access via Contact Officer)	LBB Residential Charging Pilot (bromley.gov.uk) LBB Residential EV Charging Strategy




Appendix A

Gul-E User Survey Stage 1





1. What is your postcode?				Response Percent	Response Total
Answer Choices					
1	Open-Ended Question			100.00%	8
1	17/08/2023 14:40 PM ID: 224680167	Br13qp			
2	17/08/2023 15:09 PM ID: 224683189	BR3 4HP			
3	17/08/2023 15:16 PM ID: 224684270	SE20 7xj			
4	17/08/2023 17:14 PM ID: 224695508	SE26 5HU			
5	17/08/2023 17:23 PM ID: 224696512	br1 2ht			
6	05/09/2023 15:24 PM ID: 225732124	BR2 9JE			
7	05/09/2023 16:30 PM ID: 225739487	Se20 8pp			
8	05/09/2023 16:40 PM ID: 225740229	Br12dl			
				answered	8
				skipped	0

2. How often do you use your Gul-E to charge your vehicle?				Response Percent	Response Total
Answer Choices					
1	Up to twice a week			75.00%	6
2	3 to 4 times a week			12.50%	1
3	5 or more times a week			12.50%	1
				answered	8
				skipped	0



3. At what time of day do you typically use the Gul-E to charge your vehicle?

Answer Choices			Response Percent	Response Total
1	Morning		12.50%	1
2	Afternoon		0.00%	0
3	Evening		37.50%	3
4	Overnight		50.00%	4
			answered	8
			skipped	0

4. Do you still use other public charge points?

Answer Choices			Response Percent	Response Total
1	Yes, as much as before.		12.50%	1
2	Yes, but less than before		25.00%	2
3	Yes, but only on long journeys away from home		50.00%	4
4	No, I do not need to now I have the Gul-E		12.50%	1
			answered	8
			skipped	0

5. Have you experienced any technical issues using the Gul-E itself?

Answer Choices			Response Percent	Response Total
1	Yes		12.50%	1
2	No		87.50%	7
			answered	8
			skipped	0


If Yes, please add details here. (1)

1	17/08/2023 15:09 PM ID: 224683189	Minor difficulty: the cable for my home charger, like most home chargers, will only just reach the edge of the pavement where it adjoins my property. I have to use a cable extension to get the required length of cable.
---	---	--


6. Have you experienced any technical difficulties using your charging equipment with the Gul-E?

Answer Choices			Response Percent	Response Total
1	Yes		0.00%	0




6. Have you experienced any technical difficulties using your charging equipment with the Gul-E?

2	No		100.00%	8
			answered	8
			skipped	0

7. Have you encountered any issues with debris getting into the Gul-E?

Answer Choices			Response Percent	Response Total
1	Yes		0.00%	0
2	No		100.00%	8
			answered	8
			skipped	0

8. Do you have issues parking your vehicle close enough to your property to use the Gul-E?

Answer Choices			Response Percent	Response Total
1	Yes, often		25.00%	2
2	Yes, on occasion		25.00%	2
3	No		50.00%	4
			answered	8
			skipped	0



If Yes, how do you deal with this issue? (5)

1	17/08/2023 14:40 PM ID: 224680167	We charge fortnightly, as get 320 miles on full charge. So we have flexibility to wait for a parking spot.
2	17/08/2023 15:09 PM ID: 224683189	Just have to live with it and take the opportunity to move my car if it arises
3	17/08/2023 15:16 PM ID: 224684270	Most neighbours tend to avoid parking outside my house, however that doesn't stop occasional parkers. It has probably meant I've driven slightly less to keep the optimum spot to charge.
4	17/08/2023 17:14 PM ID: 224695508	I use a local public EV charger. We had 10 consecutive days where we were unable to park outside of our house and therefore couldn't use our home EV charger
5	05/09/2023 15:24 PM ID: 225732124	I have to use go and use public charging station which defeats the purpose.




9. Have you received any positive or negative comments from neighbours, visitors or passers-by?

Answer Choices			Response Percent	Response Total
----------------	--	--	------------------	----------------

9. Have you received any positive or negative comments from neighbours, visitors or passers-by?

1	Yes, positive		75.00%	6
2	Yes, negative		0.00%	0
3	No		25.00%	2
			answered	8
			skipped	0



10. What is your overall level of satisfaction with the Gul-E so far?

Answer Choices			Response Percent	Response Total
1	Highly satisfied		75.00%	6
2	Somewhat satisfied		12.50%	1
3	Slightly dissatisfied		0.00%	0
4	Highly dissatisfied		12.50%	1
			answered	8
			skipped	0


What are your reasons for this answer? (5)

1	17/08/2023 14:40 PM ID: 224680167	It's a great solution for us on a fairly quiet road.
2	17/08/2023 15:09 PM ID: 224683189	It's a super simple solution to cables being draped across pavements.
3	17/08/2023 17:14 PM ID: 224695508	It's a very simple solution and it's great to be able to home charge. Not being able to guarantee parking outside our house is frustrating especially considering that where houses have a dropped kerb, they have a guaranteed parking spot so it does not feel equitable. However, I am hoping over time that inability to access the charger is an infrequent occurrence.
4	17/08/2023 17:23 PM ID: 224696512	a simple clean solution which works perfectly. credit to Bromley Cc for showing innovation
5	05/09/2023 15:24 PM ID: 225732124	There are often random cars parked outside in the spaces provided and if they are neighbours cars it can be annoying to keep asking them to move so I can charge, especially if there are no more spaces on the road which is offend the case here. If I need to charge in the daytime and there are no spaces, I can't even park on a yellow line to charge as I'll get a ticket. This was supposed to make life easier but it just the same. If we were allowed to have a drive life would be a lot easier.

11. If you did not already have access to a Gul-E at home, theoretically how much would you be willing to pay to have a Gul-E installed at your property?

Answer Choices			Response Percent	Response Total
1	Up to £500		75.00%	6
2	£500 to £1000		12.50%	1
3	£1000 to £1500		0.00%	0

11. If you did not already have access to a Gul-E at home , theoretically how much would you be willing to pay to have a Gul-E installed at your property?



4	I would not pay for Gul-E installation		12.50%	1
			answered	8
			skipped	0

Gul-E User Survey Stage 2

1. What is your postcode?

Answer Choices			Response Percent	Response Total
1	Open-Ended Question		100.00%	7
1	14/12/2023 14:27 PM ID: 233959088	Se20 8pp		
2	14/12/2023 14:45 PM ID: 233960848	BR1 2HT		
3	14/12/2023 15:05 PM ID: 233963502	SE265HU		
4	14/12/2023 15:39 PM ID: 233966990	BR34HP		
5	15/12/2023 08:30 AM ID: 234000034	Br13qp		
6	15/12/2023 09:06 AM ID: 234002652	SE20 7XJ		
7	22/12/2023 16:52 PM ID: 234386763	BR2 9JE		
			answered	7
			skipped	0

2. How often do you use your Gul-E to charge your vehicle?

Answer Choices			Response Percent	Response Total
1	Up to twice a week		71.43%	5
2	3 to 4 times a week		0.00%	0
3	5 or more times a week		28.57%	2
			answered	7

2. How often do you use your Gul-E to charge your vehicle?

skipped	0
---------	---

3. At what time of day do you typically use the Gul-E to charge your vehicle?

Answer Choices		Response Percent	Response Total
1	Morning	0.00%	0
2	Afternoon	0.00%	0
3	Evening	14.29%	1
4	Overnight	85.71%	6
		answered	7
		skipped	0

4. Do you still use other public charge points?

Answer Choices		Response Percent	Response Total
1	Yes, as much as before.	0.00%	0
2	Yes, but less than before	28.57%	2
3	Yes, but only on long journeys away from home	57.14%	4
4	No, I do not need to now I have the Gul-E	14.29%	1
		answered	7
		skipped	0

5. Have you experienced any technical issues using the Gul-E itself?

Answer Choices		Response Percent	Response Total
1	Yes	0.00%	0
2	No	100.00%	7
		answered	7
		skipped	0

6. Have you experienced any technical difficulties using your charging equipment with the Gul-E?

Answer Choices		Response Percent	Response Total
----------------	--	------------------	----------------

6. Have you experienced any technical difficulties using your charging equipment with the Gul-E?

Answer Choices	Response Percent	Response Total
1 Yes	14.29%	1
2 No	85.71%	6
	answered	7
	skipped	0

If Yes, please add details here. (1)

1	22/12/2023 16:52 PM ID: 234386763	Sometimes it doesn't always charge my car to the desired %
---	---	--

7. Have you encountered any issues with debris getting into the Gul-E?

Answer Choices	Response Percent	Response Total
1 Yes	14.29%	1
2 No	85.71%	6
	answered	7
	skipped	0

8. Do you have issues parking your vehicle close enough to your property to use the Gul-E?

Answer Choices	Response Percent	Response Total
1 Yes, often	28.57%	2
2 Yes, on occasion	42.86%	3
3 No	28.57%	2
	answered	7
	skipped	0



If Yes, how do you deal with this issue? (5)

1	14/12/2023 15:05 PM ID: 233963502	I use a public charger
2	14/12/2023 15:39 PM ID: 233966990	I just live with it as I have a terraced house with no off-street parking
3	15/12/2023 08:30 AM ID: 234000034	We charge once every 2 weeks, so it's not a problem for us to wait a night to get a space
4	15/12/2023 09:06 AM ID: 234002652	I only need to charge my car once every week and a half/two weeks - so during that time I should be able to at least find a time when I can park there. Only on a few occasions where I've needed to use a nearby public charger instead.




8. Do you have issues parking your vehicle close enough to your property to use the Gul-E?

5	22/12/2023 16:52 PM ID: 234386763	Go to a public charger as a lot of the times it cars that I don't know who the owners are. There aren't enough spaces on the road for the amount of cars that there are. I'm having to charge in the day sometimes which costs a lot more.
---	---	--

9. Have you received any positive or negative comments from neighbours, visitors or passers-by?

Answer Choices			Response Percent	Response Total
1	Yes, positive		71.43%	5
2	Yes, negative		0.00%	0
3	No		28.57%	2
			answered	7
			skipped	0





10. What is your overall level of satisfaction with the Gul-E so far?

Answer Choices			Response Percent	Response Total
1	Highly satisfied		71.43%	5
2	Somewhat satisfied		14.29%	1
3	Slightly dissatisfied		0.00%	0
4	Highly dissatisfied		14.29%	1
			answered	7
			skipped	0

What are your reasons for this answer? (5)

1	14/12/2023 14:45 PM ID: 233960848	Great innovation from Bromley Council makes owning an EV so much easier. I've had passers-by knock and ask about the Gul-E
2	14/12/2023 15:39 PM ID: 233966990	It's a simple and functional solution that works perfectly.
3	15/12/2023 08:30 AM ID: 234000034	We love the charger!! Works well for our road and our charging needs (light)
4	15/12/2023 09:06 AM ID: 234002652	Just due to the impact of not always being able to park in the exact spot I need.
5	22/12/2023 16:52 PM ID: 234386763	I can't use it as often as I'd like

11. If you did not already have access to a Gul-E at home, theoretically how much would you be willing to pay to have a Gul-E installed at your property?

Answer Choices			Response Percent	Response Total
1	Up to £500		42.86%	3
2	£500 to £1000		28.57%	2
3	£1000 to £1500		14.29%	1
4	I would not pay for Gul-E installation		14.29%	1
			answered	7
			skipped	0

This page is left intentionally blank

Report No.
ES20353

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **Portfolio Holder for Transport, Highways & Road Safety**
For Pre-Decision Scrutiny by the Environment and Community Services Policy Development and Scrutiny Committee on

Date: **Tuesday 23 January 2024**

Decision Type: Non-Urgent Executive Non-Key

Title: **ALBEMARLE ROAD / WESTGATE ROAD JUNCTION RECONFIGURATION**

Contact Officer: Bukola Sobanjo
Bukola.Sobanjo@bromley.gov.uk

Chief Officer: Director of Environment and Public Protection

Ward: Beckenham Town and Copers Cope

1. Reason for report

The purpose of this report is to seek approval for the recommended option for the reconfiguration of the junction Albemarle Road and Westgate Road. The recommended option retains and improves the existing priority junction arrangement and introduces a contra-flow cycling facility northbound on Westgate Road.

2. **RECOMMENDATION(S)**

That the Portfolio Holder approves:

- 2.1 The proposed priority junction improvement scheme, as shown in Appendix A of this report, for implementation with any minor detailed design amendments addressed under delegated authority.

Impact on Vulnerable Adults and Children

1. Summary of Impact: This project would help protect vulnerable road users, pedestrians as they navigate the junction of Albemarle Road and Westgate Road.
-

Corporate Policy

1. Policy Status: This proposal supports priority 5 of the 2021-2022 Environment Portfolio Plan, Improving Travel, Transport & Parking
 2. Making Bromley Even Better 2021 to 2031: Continue to manage our extensive road network effectively and efficiently, keeping our roads safe and implementing strategies to improve parking in the borough, including the addition of electric charging spaces. Encourage more sustainable forms of travel, including hybrid and electric vehicles, cycling, walking and delivering the longest electric bus route in London.
-

Financial

1. Cost of proposal: Estimated Cost £25,000
 2. Ongoing costs: None
 3. Budget head/performance centre: LIP Capital Programme Budget for Review of London Streetspace Plan Schemes
 4. Total current budget for this head: £25,000
 5. Source of funding: TfL LIP Grant
-

Personnel

1. Number of staff (current and additional): 2
 2. If from existing staff resources, number of staff hours: 60 hours
-

Legal

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

Procurement

1. Summary of Procurement Implications: The scheme would be implemented by the Council's term highways contractor.
-

Customer Impact

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

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes

2. Summary of Ward Councillors comments: Ward Councillors have been advised of the recommended option. Cllr Tickner would still like to see a mini-roundabout installed, but Cllr Ross and Cllr Connolly are supportive of the recommendation to install the right turn “pocket” for cyclists and to use refuges to help both pedestrians and cyclists whilst slowing traffic.

3. COMMENTARY

Historical Background

- 3.1 A cycle route along Albemarle Road was introduced as part of the Council's desire to install improved cycling facilities from Bromley to Beckenham and beyond. During the Covid emergency, funds were offered to Bromley to install pop-up cycle routes, so the opportunity was taken to trial a cycle route along Bromley Road and Albemarle Road.
- 3.2 The scheme, including the junction of Albemarle Road and Westgate Road, was first introduced in **September 2020**, converting two-way traffic flow on Albemarle Road to a one-way system with cycle contraflow from its junction with St Georges Road to its junction with Bromley Road. As part of this change the traffic flow over Westgate Road bridge was changed to one direction, southbound. This was in response to many concerns expressed to Ward Councillors about conflicts between opposing drivers over this very narrow bridge.
- 3.3 Although some cyclists use the cycle route the whole length of Albemarle Road, many use the bridge in Westgate Road to access relatively quieter streets to the north of the railway line for their onward journey towards Crystal Palace. (These streets are part of the established Bromley to Crystal Palace cycle route.) Cyclists southbound can ride with traffic flow over the bridge, but northbound cyclists must dismount before walking their bikes across the bridge on the narrow footway.
- 3.4 After a review of the cycle route in **March 2021**, it was decided that the one-way traffic system would be reversed back to two directions on Albemarle Road between Westgate Road and St Georges Road, retaining a segregated cycle lane eastbound. In the review it was noted that some cyclists riding northbound over Westgate Road bridge do not dismount and continue to ride in the face of oncoming traffic.
- 3.5 In **January 2022**, it was further decided that the segregated cycle lanes would be removed and two-way directional traffic reinstated on Albemarle Road between the junctions with Westgate Road and Bromley Road. A Ward Member suggested that in view of one-way traffic on Westgate Railway Bridge being often "dangerously ignored by cyclists", a 'Cyclists Dismount' sign be erected on the south side of the bridge. The Ward Member also noted that the consultation indicated that most responders thought the junction should be redesigned. The PDS report went on to say that the designs for the junction should be considered independently of the recommendations and should be approved under delegated powers. The Ward Councillor stated that he was not happy with the recourse to delegated powers in this case and he proposed an additional recommendation as follows: "Proposals for a reconfiguration of the junction of Westgate Road and Albemarle Road be submitted to the next meeting to include an option for the installation of a mini roundabout".
- 3.6 Two options were therefore presented to ECS PDS in **March 2022** in regard to the junction with Westgate Road; Option 1 – Priority Junction and Option 2 – Mini roundabout, and it was decided to progress with Option 2.
- 3.7 Subsequently, further detailed design work, road safety audits and site surveys were undertaken for the mini-roundabout proposals. However, the results of these investigations indicated that a mini roundabout is not viable for the following reasons:
- Safety – Following design comments from road safety auditors, officers concluded that a roundabout at this location is likely to increase conflicts with other road users as well as conflicting traffic movements.

- Pedestrian Accessibility – Due to the road space required to facilitate the layout of a mini-roundabout, the location of refuge island crossing points are further away from pedestrian desire lines.
- Cyclists – The introduction of a roundabout will lead to conflicts with eastbound vehicles on Albemarle Road. Traffic heading east from the western arm of the roundabout are unlikely to expect right-turn manoeuvres from the opposite direction due to ‘No Entry’ signs at Westgate Road north. The exemption for cyclist and associated Sub sign stating “Except for Cyclists” are unlikely to mitigate this risk.

Current Situation

- 3.8 The mini roundabout was approved at the March 2022 committee because of perceived speeding issues in the area, but traffic survey data results show vehicle speeds generally do not exceed the current limit of 30mph, with 85th percentile speed recorded < 23mph on Westgate Road and <28mph on Albemarle Road. In addition to the issues stated in paragraph 3.7 of this report the proposal for a roundabout do not seem to be solving any particular problem and could introduce new safety issues at the junction, particularly for pedestrians and cyclists. As a result, Officers are recommending that the priority junction proposal is taken forward and implemented, as shown in Appendix A.
- 3.9 In this proposal, priority will be given to Albemarle Road while traffic from Westgate Road will have to give way, as is the case at present. The one-way traffic arrangement on Westgate Road (northern arm) will be retained and additional pedestrian crossings with refuge islands will be introduced to all arms of the junction. Cyclists will be able to access Westgate Road (northbound) via the introduction of a contra-flow cycle lane. The cycle lane will lead users to dismount onto the footway immediately south of rail bridge crest.

Benefits of this proposal

- The junction works currently well as a priority junction and the proposed enhancements are likely to benefit more vulnerable road users.
- Historical collision record shows that there are no safety issues at the junction.
- Relatively low cost of implementation.
- The proposed central hatching shown between the two refuge islands on Albemarle Road will provide a clear waiting space for cyclists wishing to access Westgate Road (northbound).
- The refuge islands will provide new crossing facilities for pedestrians in addition to the existing dropped kerbs.
- The ‘Cyclists Dismount’ sign requested by Members can be effectively utilised.

3.10 In conclusion, it has not been possible to progress a safe mini-roundabout design at this location, given the constraints described above. Therefore, Officers recommend retaining a priority give way junction with the addition of a cycle contraflow on Westgate Road (north), allowing cyclists to safely enter the cycle route northbound towards the bridge but with a ‘Cyclists Dismount’ provision prior to the bridge itself.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

4.1 The proposed informal crossing points and refuge islands on Albemarle Road and Westgate Road will benefit vulnerable adults and children.

5. POLICY IMPLICATIONS

5.1 Making Bromley Even Better Priority (MBEB): (1) For children and young People to grow up, thrive and have the best life chances in families who flourish and are happy to call Bromley home. (2) For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices. (4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.

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

6. FINANCIAL IMPLICATIONS

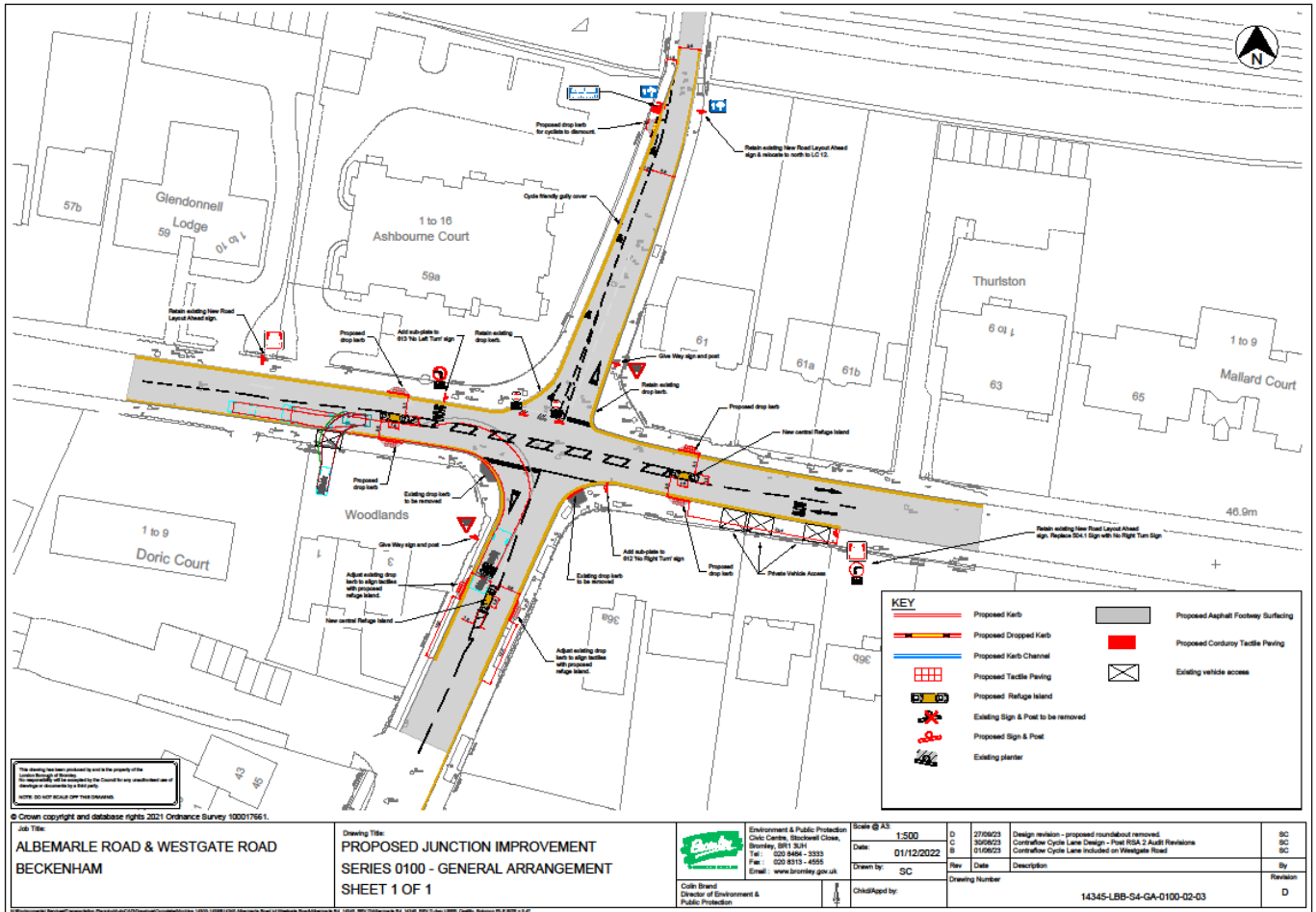
6.1 The cost of the further works set out in this report is estimated at £25k, which would be funded by TfL grant specifically allocated to review London Streetspace Plan schemes.

7. LEGAL IMPLICATIONS

8.1 The Traffic Regulations Order will be amended to suit the proposals for the scheme.

Non-Applicable Sections:	Personnel Implications; Procurement Implications
Background Documents: (Access via Contact Officer)	<p>Report to ECS PDS 8 June 2020 - FUNDING SUBMISSION FOR HIGHWAY MEASURES TO SUPPORT SOCIAL DISTANCING DURING RECOVERY FROM LOCKDOWN (bromley.gov.uk)</p> <p>Report to ECS PDS 11 March 2021 - WESTGATE ROAD AND ALBERMARLE ROAD TRAFFIC MANAGEMENT CHANGES (bromley.gov.uk)</p> <p>Report to ECS PDS 19 January 2022 - Albemarle Road and Bromley Road Cycle Schemes</p> <p>report to ECS PDS 21 March 2022 - Albemarle Road / Westgate Road Junction Reconfiguration (bromley.gov.uk)</p> <p>Link to the Bromley to Crystal Palace cycle route map: BROMLEY TO CRYSTAL PALACE PARK</p>

Appendix 1 – Priority Junction



Report No:
ES20355

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Portfolio Holder for Transport, Highways & Road Safety
For Pre-Decision Scrutiny by the Public Protection and Enforcement Portfolio on

Date: TUESDAY 23 JANUARY 2024

Decision Type: Non-Urgent Executive Non-Key

Title: **CASHLESS PARKING UPDATE**

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

Chief Officer: Assistant Director of Traffic and Parking, Director of Environment and Public Protection

Ward: (All Wards);

1. Reason for decision/report and options

- 1.1 This Report is to update Members on the performance of the cashless parking application, RingGo since the final stage of the removal of the pay and display machines in April 2023.
-

2. **RECOMMENDATION(S)**

That the PDS Committee note the content of this report, including the work undertaken by the Parking Team, RingGo and APCOA to smooth the process of machine removal across the Borough.

Impact on Vulnerable Adults and Children

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

Transformation Policy

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

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A
 3. Budget head/performance centre: Parking Services
 4. Total current budget for this head: £9m
 5. Source of funding: Revenue Budget
-

Personnel

1. Number of staff (*current and additional*): 0
 2. If from existing staff resources, number of staff hours: 0
-

Legal

1. Legal Requirement: Non Statutory
 2. Call-in: Not 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: The removal of cash collections from pay and display machines has led to a reduction in the Parking Contractor's carbon footprint.
-

Impact on the Local Economy

1. Summary of Local Economy Implications: This service provides parking facilities to help support the local residents and local businesses.
-

Impact on Health and Wellbeing

1. Summary of Health and Wellbeing Implications: n/a
-

Customer Impact

1. Estimated number of users or customers: All motorists parking within the Borough.
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 It was agreed in November 2019, report number ES19066, that delegated authority would be given to the Director of Environment & Public Protection for the removal of P&D machines across the Borough in consultation with the Portfolio Holder. Since this decision, officers have been removing machines around the Borough with the most recent removal agreed in November 2021 by former Portfolio Holder Councillor Huntington-Thresher where a further 66 machines, 53 on street and 13 from the car parks, would be removed. This was completed in September 2022
- 3.2 In November 2022 a recommendation was brought to the Environment and Community Services Policy Development and Scrutiny Committee to remove the remaining 131 pay and display machines across the Borough and leave just the cashless system, RingGo, as the only payment facility for parking. This recommendation included the removal of all pay stations and barriers at The Hill car park, therefore the only exception was the Civic Centre multi-storey car park where no change was recommended.
- 3.3 The recommendation was accepted after officers explained that the machines were prone to theft and vandalism, leaving them out of service for a number of days/weeks at a time. The repair time was usually made worse because of the age of the machines as it was difficult to source the parts needed to fix them.
- 3.4 The age of the machines was another large factor that led to the recommendation being approved. Some of the machines were over 20 years old and quite often had problems, such as coin jams, tickets not printing or a general error that would take the machine out of service.
- 3.5 Officers were also made aware of the '3G Sunset' which was the shutdown of all 3G sim cards. All of the pay and display machines in operation across the borough had a 3G sim card within them and with the sims being switch off in February to April 2023 the machines would not be able to communicate with the back-office systems. This would have meant Parking Services and the Parking Contractor, (APCOA), would have no way of knowing if a machine was out of order, the cash box was full or needed a new ticket roll etc. Effectively there would be no way to remotely audit the performance of the machines and this would therefore increase the likelihood of service failures.
- 3.6 As per the original report, usage of the pay and display machines had gradually been declining over the years with a natural changeover of more people opting to pay for parking via the cashless system, RingGo. In 2019/20 only 38% of the car park income was being received via RingGo, whereas in 2021/22 73% of all income was being received via RingGo.
- 3.7 With the above factors being considered, an Equality Impact Assessment (EIA) was completed and reviewed by an independent officer, this was completed in September 22, before the committee agreed to the removal of the machines. It was concluded that although the cash facility being removed would be an inconvenience to some motorists, it would be assumed that if someone has the physical and mental ability to drive a vehicle, then they should be able to pay for parking via one of the payment options.
- 3.8 After the approval, officers worked with both the APCOA and RingGo to prepare for the change, the following project was broken into four project streams:
1. The legal and back-office updates to the Traffic Management Orders
 2. The physical removal of the machines and the installation of additional / new signage.
 3. Communicating with the general public about the changes through various channels

4. Post Go Live and enforcement and handling of the appeals.

Project stream 1 – Legal and Back Office

- 3.9 The removal of the pay and display machines meant that all Traffic Management Orders needed to be amended to reflect only one payment method. For on street locations a variation to the Traffic Order was advertised in local papers and online.
- 3.10 The off-street parking places order, was amended and advertised for 28 days, however this allowed for objections from the public. Notices were displayed within the car parks and within the local papers.
- 3.11 The notices informed motorists how they could make any comments/objections via an online link, in total, 427 objections were submitted. On receipt each objection was reviewed and categorised as detailed below.

Category	Number of Objections	Percentage of objections
Discrimination against the elderly	222	52%
There should be a choice of payment solutions	55	13%
Cannot use a smartphone	38	9%
Only carry cash	26	6%
Increase cost using RingGo	23	5%
Do not have a smart phone	21	5%
No Phone	16	4%
Bad Phone coverage	9	2%
Other / do not want this / no internet	9	2%
Ringo not reliable	8	2%
Total	427	

- 3.12 It was considered that although 427 objections was a sizeable number of objections, in comparison to the number of pay and display users, it was actually a low percentage of users. As an example, in 22/23 there were just over 1 million pay and display parking sessions therefore only 0.04% of objections were received.
- 3.13 As an earlier part of this process an Equality Impact Assessment (EIA) was completed and reviewed by an independent officer, this was completed in September 22, before the committee agreed to the removal of the machines. It was concluded that although the cash facility being removed would be an inconvenience to some motorists, it would be assumed that if someone has the physical and mental ability to drive a vehicle, then they should be able to pay for parking via one of the payment options.

Project stream 2 – Operational

- 3.14 This project allowed for the bagging, (placing a physical restriction over the machines to prevent them from being used), prior to the physical removal of the pay and display machines. A decision was taken to bag the machines as they were a physical point where the motorist could go to and see the updated information about payment via RingGo as the bags displayed this information.
- 3.15 On Street, new Department of Transport signs were installed at all locations as well as additional RingGo signs. Within the car parks, where necessary additional RingGo signs were installed.
- 3.16 The final stage of the removal of the pay and display machines was completed in May/June 2023, after the change had been adopted across the whole Borough.

Project 3 – Communications

3.17 The team recognised from day one that this part of the project was extremely important and had many different factors to consider. Officers within Parking Services worked with the Communications team on the following:

- Creating a new web page about RingGo, why the changes were happening as well as explaining how to use the system. As part of this project, a Frequently Asked Questions page was updated as the project progressed.
- A leaflet was included in the Council Tax letter explaining the changes, this allowed for the team to send a leaflet to every property within the Borough.
- Posters and Leaflets were designed and shared at the local libraries.
- JC Decaux boards in Bromley and Orpington advertised the change.
- Various social media and press notices were released before and after the removal.
- Notices were installed on all pay and display machines explaining that the machines would be taken out of operation as of 1 April 23.
- A total of 7 drop-in sessions were advertised and attended by Council Officers, both before and post go live. These sessions allowed members of the public to meet with Officers on a one to one basis and help them with the RingGo application, answering any questions that were unique to them.

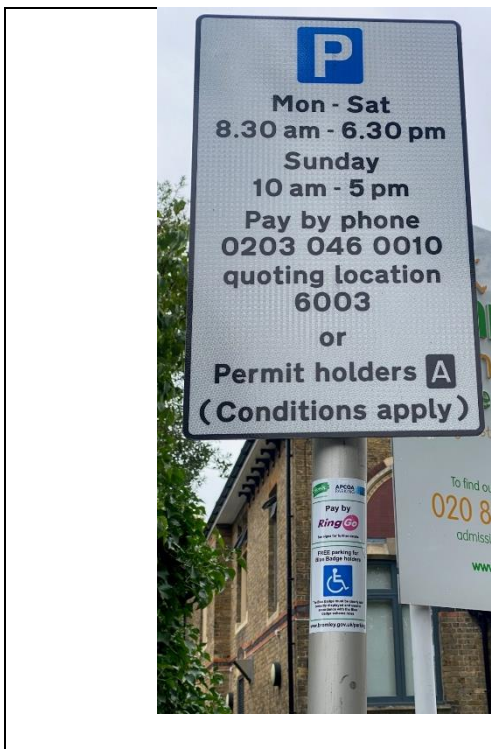
Project 4 Enforcement and Post Go Live

3.18 It was agreed that with over 70% of parking sessions already being used to pay for parking, there was no need to change any enforcement practices post go live, however it was decided that if penalty charge notices (PCNs) were issued to those trying to use the system for the first time, this would be considered in a favourable way on receipt of an appeal.

3.19 After the machines had been removed, feedback from the public was crucial. The web site continued to be updated with any new information that Officers believe to be important, as well as drop in sessions still being organised.

3.20 Some of the public feedback was that the signage within the car parks, (which had not been updated for many years), was not 100% clear in some respects. It was agreed that the signs would be completely re-designed with a bold new corporate look in all car parks.

3.21 Some Blue Badge holders were under the mistaken belief that they had to pay to park now that the pay and display machines had been removed, (it is not clear why some Blue Badge holders were under this misunderstanding as no such information was placed in the public domain). Officers listened to the feedback from Blue Badge holders and additional notices were placed on street, highlighting that the bays were still free for Blue Badge holders and that the cashless provider was RingGo (as this had also been a source of some misunderstanding).



4. Number of new users to RingGo

4.1 The below table compares the number of new users per month in 22/23, to 23/24 which demonstrates this year potentially that just over 35,000 new users have started to use the RingGo system since the machines were removed, which is an increase of over 15,000 from the number of new users at this point in the previous year.

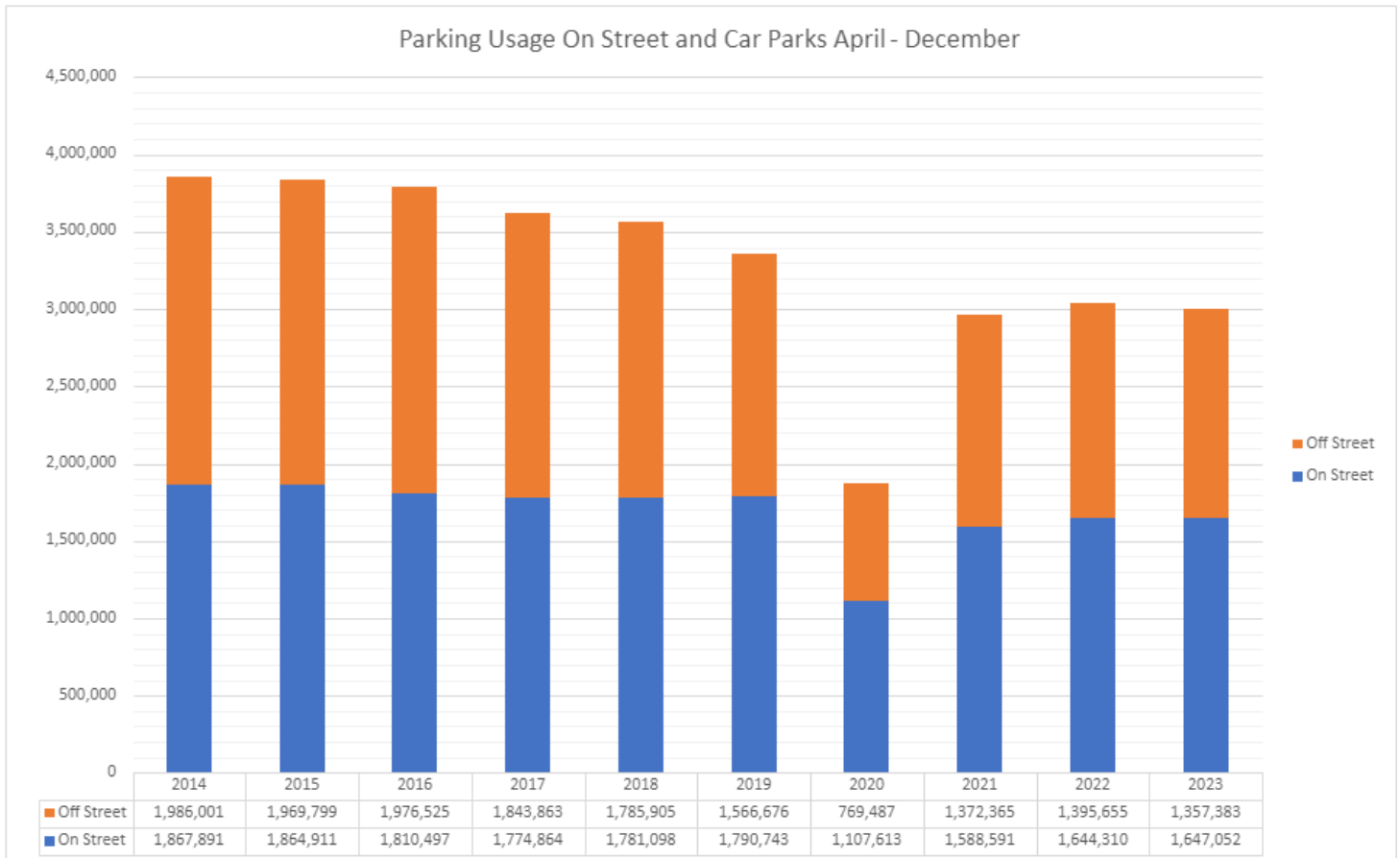
New Users to RingGo per month		
	22/23	23/24
April	2,827	6,968
May	3,041	5,151
June	2,187	4,351
July	1,687	4,699
August	1,744	3,873
September	1,650	2,962
October	2,413	2,475
November	2,308	2,326
December	2,319	2,733
Total	20,176	35,358

5. Usage and Income Data

5.1 The below table and bar chart demonstrates the usage in the car parks over 10 years, including the 2 multi-storey car parks and all on street parking facilities for the months of April to December, to allow for a direct comparison.

5.2 Over the last 10 years, there has been a general decrease in the demand for parking, however the below statistics confirm that the demand for parking has changed since the Covid pandemic.

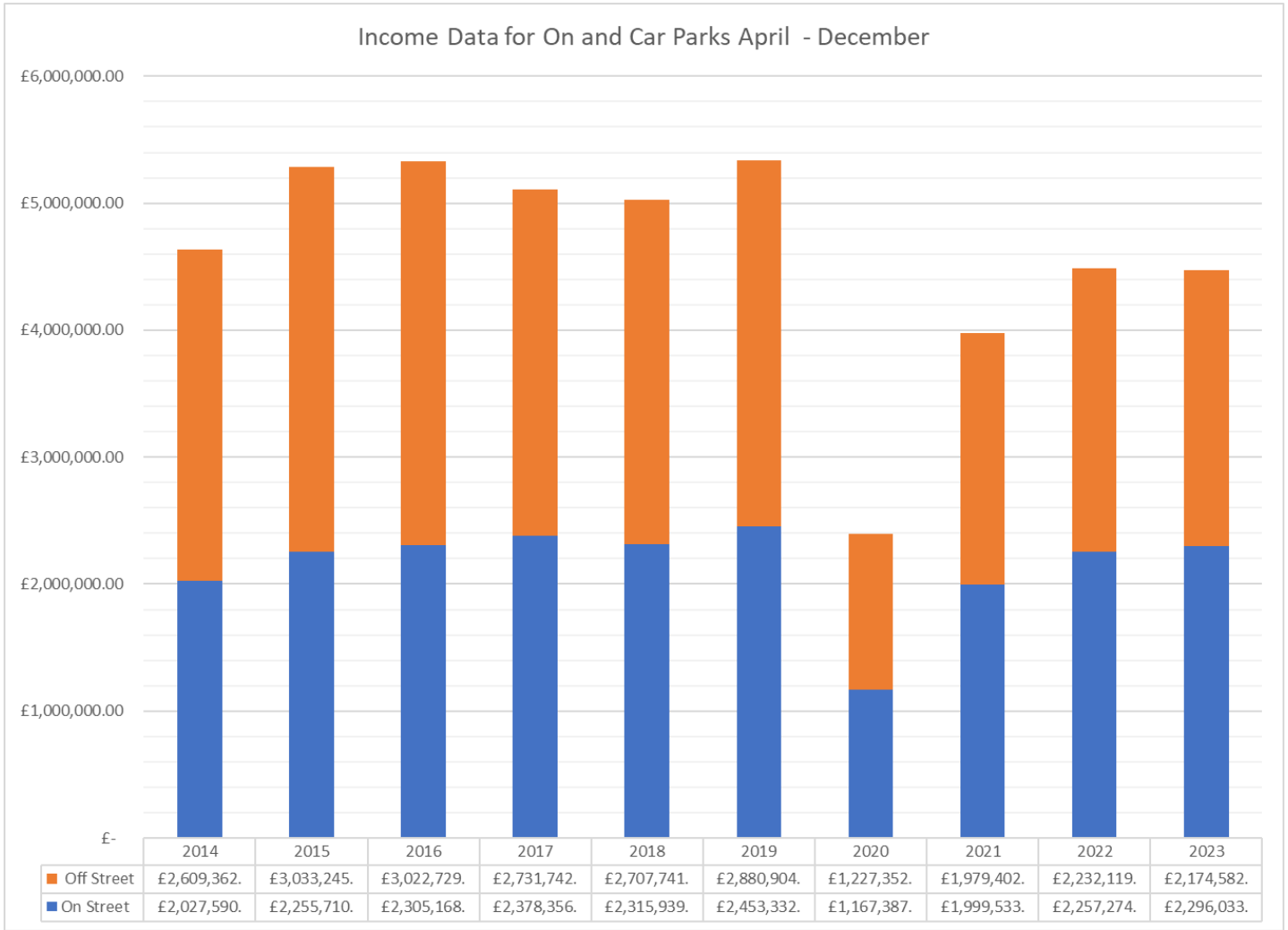
5.3 Comparing the data from 2022 with 2023, the usage is on track with last year which suggests that the removal of the pay and display machines has not impacted the usage of parking across the Borough as a whole, especially as Station Road car park, West Wickham was removed from the estate in March 23. Station Road car park had over 38,000 parking sessions in 22/23. It should also be noted that The Hill Car Park was closed between 4th October and 18th December due to essential maintenance works, with a projected loss of approximately 50,000 sessions. There will have been some parking migration from these two car parks to nearby streets or to other car parks, but an increase in parking in nearby Council car parks was not noted at either location.



5.4 The chart and data above show the steady, long-term decline in car parking, starting well before the Covid pandemic and the introduction of cashless-only parking. Bromley is not the only borough to see a decline: a report published in January 2023 for the London Borough of Bexley projected a 30% drop off in usage of their car parks in 2022/23 since 2019/20 for the full year. In Bromley over the same time period the usage only declined by 11%.

5.5 The below table illustrates the income for all car parks (as opposed to use), including the two multistorey car parks and all on street income over the last 10 years, again the data is only compared from April to December so that a true comparison can be seen. This income data is after VAT has been removed.

5.6 Comparing income year on year is more difficult as you have to factor in the tariff increase from April 2023, as well as the estimated £40,000 income lost from the closure of the Station Road car park in West Wickham, as well as the potential loss of £120,000 from the Hill car park temporary closing.

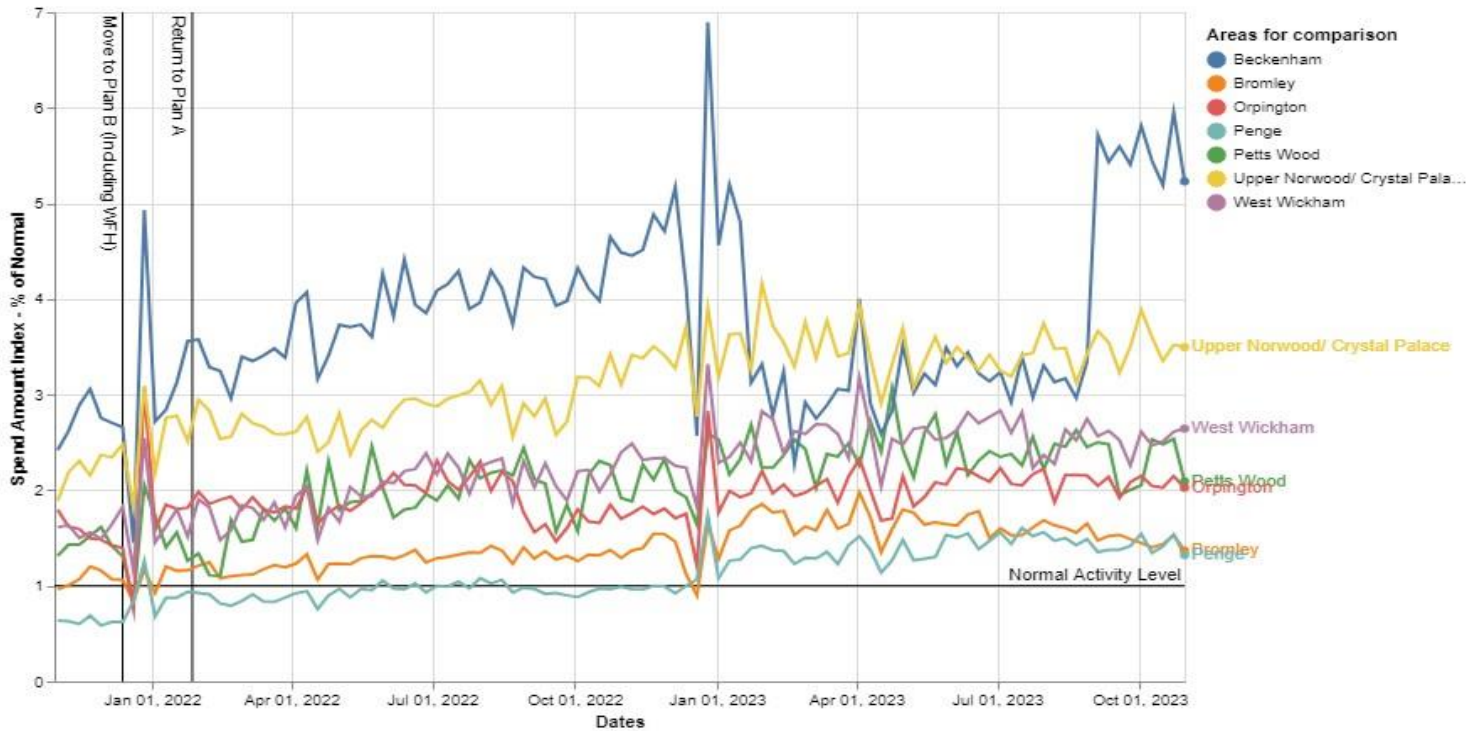


6. Change in Customer behaviours.

- 6.1 With the gradual decrease in usage across all parking facilities within the Boroughs, there has been a change in motorist behaviours, especially since the pandemic. With the increase of home working and internet shopping, parking usage demand has decreased. The data suggests that people are still using the high streets but the bigger area of spends are for restaurants and coffee chains, over retail.
- 6.2 The chart below demonstrate that retail spend across local town centres within the Borough has improved in the last 2 years and is actually higher than the 'Normal Activity Level' of 2019 (pre-Covid).

Bromley vs Other Areas - Mastercard Transactions, Retail

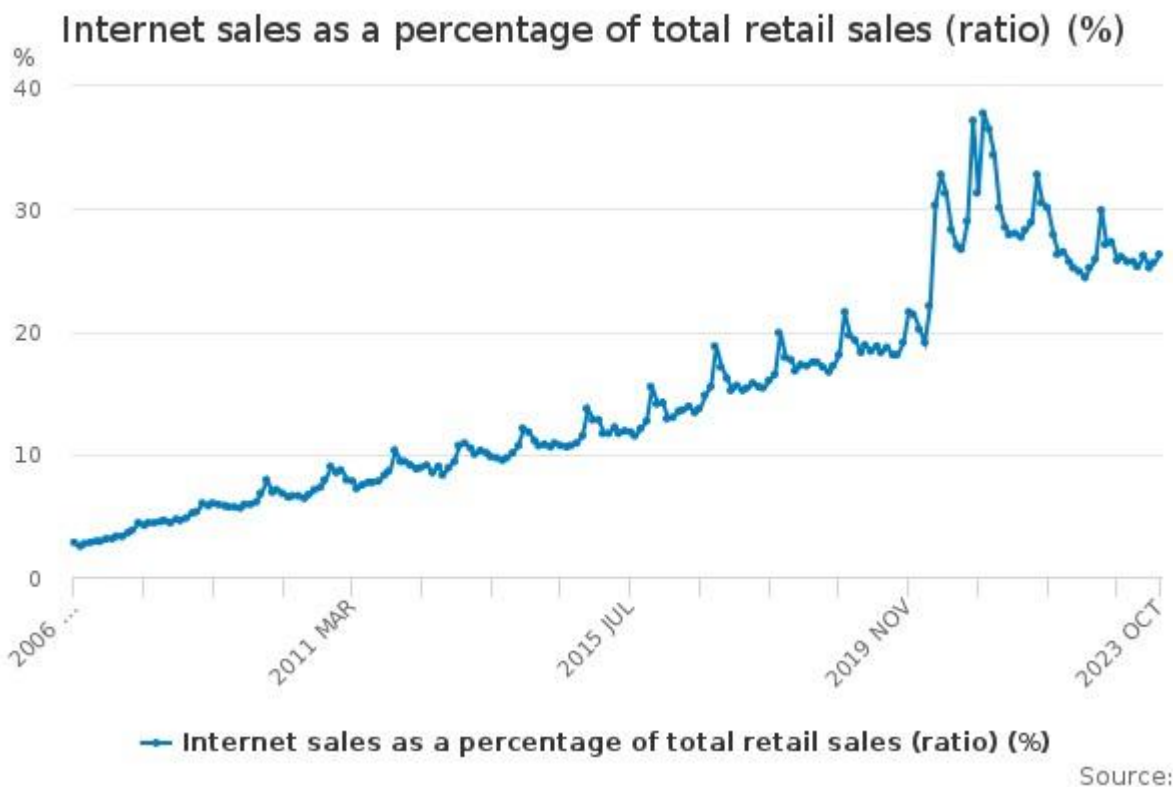
30/10/2021 to 30/10/2023, Weekdays (Mon-Fri), Spend Amount Index (% of Normal)



Source: Anonymised and aggregated data by Mastercard
Chart: High Streets Data Partnership

7. Online Shopping national data

- 7.1 The Office for National Statistics (ONS) provides data on online/internet sales as a percentage of total Retail sales.
- 7.2 The below graph shows that the percentage of online/internet sales grew from around 3% in 2006 and reached over 20% prior to the pandemic in 2019. Following the Pandemic, it showed a dramatic increase which peaked at 38% in January 2021. Since then online/internet sales have settled at around 25%.



8. Machine Removal

- 8.1 With the removal of the machines, there were significant ongoing savings across the remainder of the contract with APCOA of over £150,000.
- 8.2 The savings were linked with no longer paying the annual maintenance fee per pay and display machine, cash collection costs and a resource of an APCOA officer to service the machines.
- 8.3 It is noted that some residents are still adapting to the change of being a cashless only Borough. Leaflets are still being shared in the local libraries and Civic Centre reception, as well as the Council website having extra information on how to use the RingGo service.
- 8.4 There has been a small number of requests for machines to be reinstated in some car parks, however this is not something that is feasible under the current financial climate. To purchase and install a pay and display machine will cost approximately £7k per machine, plus cash collection costs, however the large resource would be employing a member of staff with the skill set to attend machines when they had problems, even with brand new machines, this role would be required.
- 8.5 The pay and display machines provided a poor service to the customer, were expensive to maintain and were resource heavy in servicing them. The RingGo cashless system is a reliable system that has been used in Bromley since 2010. Any resident who requires additional help in using the service can contact Parking Services directly who will be happy to assist them.
- 8.6 From comparing the usage and income data as above, officers are satisfied that removal of the machines has not impacted the majority of the customers using the facilities. It is accepted that some customers prefer paying cash and as per above, officers within Parking Services are happy to assist anyone with their enquires.

9. IMPACT ON VULNERABLE ADULTS AND CHILDREN

9.1 A full Equality Impact Assessment has been completed and published concerning the removal of the machines.

10. TRANSFORMATION/POLICY IMPLICATIONS

10.1 These changes have helped take forward the Council's policy of reducing the number of pay and display machines around the Borough and reducing the ongoing maintenance costs on the Parking Enforcement Contract.

11. FINANCIAL IMPLICATION

11.1 Please refer to report ES20177, section 11.3 and 11.7 for the savings linked with this initiative.

12 CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

12.1 The removal of cash collections from the pay and display machines and the need for the patrols to visit the machines will have reduced the Parking Contractors carbon footprint.

13. IMPACT ON THE LOCAL ECONOMY

13.1 Card payments and online shopping data suggest the removal of the machines has not impacted the local businesses.

Non-Applicable Headings:	LEGAL IMPLICATIONS PROCUREMENT IMPLICATIONS
Background Documents: (Access via Contact Officer)	Agenda item - PARKING SERVICES - REVIEW OF PARKING FEES AND CHARGING PROCESSES (bromley.gov.uk) Bexley Car Park usage report 12 Jan 23 v3.pdf Equality Impact Assessment Pro-forma Template - updated 2012 (bromley.gov.uk)

Report No.
ES20346

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Environment Portfolio Holder

Date: For Pre-Decision Scrutiny by the Environment and Community Services Policy Development and Scrutiny Committee on Tuesday 23 January 2024

Decision Type: Non-Urgent Executive Key

Title: **DIY WASTE AT THE REUSE AND RECYCLING CENTRES-
CHANGE IN LEGISLATION**

Contact Officer: Catherine Cooke, Head of Environment Strategy, Technical Support & Commissioning
E-mail: catherine.cooke@bromley.gov.uk

Chief Officer: Director of Environment and Public Protection

Ward: All

1. Reason for decision/report and options

- 1.1 This report details changes in legislation to prevent householders from being charged for the disposal of small scale DIY waste at Household Reuse and Recycling Centres (HRRCs).
 - 1.2 The report provides information on the changes in legislation and steps the council is taking to accommodate and communicate this change to householders.
 - 1.3 The report also sets out a recommendation to restrict certain vehicle types at the HRRCs in order to prevent commercial waste being disposed at the sites.
-

2. **RECOMMENDATION(S)**

- 2.1 **Members of the Environment & Community Services Policy Development and Scrutiny Committee provide the Environment Portfolio Holder with comments for consideration.**
- 2.2 **The Environment Portfolio Holder is asked to:**
 - (i) review and acknowledge the changes in legislation and the change in practice at the two HRRCs in Bromley
 - (ii) agree to the changes proposed at the HRRCs and to restrict site users in using certain vehicle types from 1 March 2024.

Impact on Vulnerable Adults and Children

1. Summary of Impact: N/A
-

Transformation Policy

1. Policy Status: Existing Policy Further Details
 2. Making Bromley Even Better Priority
 - (4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.
 - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
-

Financial

1. Cost of proposal: No Cost: Further Details
 2. Ongoing costs: Recurring Cost, within existing budgets
 3. Budget head/performance centre: Waste Services
 4. Total current budget for this head: £27M
 5. Source of funding: Existing revenue budget
-

Personnel

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

Legal

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

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
-

Impact on the Local Economy

1. Summary of Local Economy Implications: N/A
-

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*): All Reuse and Recycling Centre users, potentially all households (circa 145,000)
-

Ward Councillor Views

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

3. COMMENTARY

Background

- 3.1 On 18 June 2023, the government announced that it was abolishing charges for DIY waste at local authority managed Household Reuse and Recycling Centres (HRRC). It has been a long-held position by the government that small amounts of DIY waste generated by householders should be allowed to be disposed free of charge at HRRCs.
- 3.2 HRRCs are for householders to dispose of household waste free of charge in their local area. However, in the Controlled Waste (England and Wales) regulations 2012, “*waste from construction or demolition works, including preparatory works*” is classified as industrial waste. As a result, some local authorities have interpreted this as including waste from DIY works a householder might undertake to maintain and enhance their property and therefore charge for or restrict the disposal of this waste at their HRRC.
- 3.3 The announcement, in June 2023, stated that construction-type waste is to be treated as household waste, and cannot be charged for, if it meets four descriptors (paragraph 3.10).
- 3.4 It was anticipated that this change in legislation would come into effect in autumn 2023, but no exact timelines were provided.
- 3.5 On 22 November 2023, the Statutory Instrument was signed in Parliament and for the change in law to come into effect from 31 December 2023.
- 3.6 Bromley currently levies a charge for the disposal of soil, brick, rubble, DIY and construction waste at its two HRRCs. The charge is £185/tonne with a minimum charge of £23. There is no restriction on the amount of waste that can be deposited at any one time or the frequency of visits. However, should the HRRC staff suspect the waste is from commercial activity they can refuse entry and/or request that the user signs a disclaimer to state that the waste is household.
- 3.7 During 2022/23, 325 tonnes of waste deposited at the HRRCs was classified as chargeable household waste. This resulted in charges totalling circa £62,000.
- 3.8 The waste at the HRRCs is handled by the Council’s service provider, Veolia, through the Environmental Services contracts and different waste streams attract different prices. It is therefore difficult to determine the exact cost paid by LBB for the management of this waste. The maximum cost, for the tonnage during 2022/23, is estimated to be £53,000.

Legal Commentary

- 3.9 The Statutory Instrument made an amendment to Schedule 1 of the Controlled Waste (England and Wales) Regulations 2012.
- 3.10 The amendment is as follows (extract):
Waste from construction or demolition works, including preparatory works, is to be treated as household waste where:
- (i) the waste is produced at a domestic property by occupiers of that domestic property carrying out their own construction or demolition works, including preparatory works;*
 - (ii) the waste is not from construction or demolition works, including preparatory works, for which payment has been or is to be made;*
 - (iii) the amount of waste delivered to any waste disposal site in a single visit is either—*
 - (a) less than 100 litres and capable of being fitted into two 50 litre bags, or*
 - (b) a single article of waste no larger than 2000mm x 750mm x 700mm in size; and*

(iv) the waste delivered to waste deposit sites does not exceed four single visits per household in any four week period.

3.11 Where waste does not meet the criteria set out in paragraph 3.10, i.e. additional visits made with DIY waste, amounts of waste exceeded, a charge may be made.

Commercial Waste

3.12 The HRRCs are for the disposal of waste produced from householders only.

3.13 Any waste that comes from a commercial activity is business waste and it is the responsibility of the business owner to ensure it is safely and legally disposed of. It is an offence for commercial waste to be disposed of at an HRRC. Provision for the disposal of commercial waste is provided at Churchfields Road Depot.

3.14 Vans, pickups and trailers are more likely to be associated with trade and business activities and thus restricting or banning certain vehicles would prevent abuse from traders who are portraying themselves as a householder to avoid paying for the disposal of commercial waste.

3.15 The use of vans is increasingly causing an issue at the HRRCs with a number of recent incidents, most involving abuse to the service provider's staff where they are disallowed.

3.16 In order to prevent such occurrences, it is recommended that restrictions on certain vehicle types are put in place at the two HRRCs to prevent abuse from traders and mitigate the amount of commercial waste being disposed of and ensure the Council receives the appropriate income.

3.17 The constraints will include: restricting vans, banning commercial liveried vehicles and installing height barriers to prevent these vehicle types from entering the site. Domestic hire vehicles and vans will be permitted if a disclaimer is signed and proof of hire provided.

3.18 There are already rules and checks in place at the HRRC's. However, the addition of such things as the installation of a height barrier and updating the website is to formalise the rules and arrangements and to assist site staff to regulate incorrect usage.

3.19 A copy of the updated draft rules and information for the HRRCs can be found in Appendix 1. This details the types of vehicles that it is recommended are restricted.

3.20 A recording process will be implemented to continue to allow access to householders if their only vehicle type is a restricted type vehicle.

Implementing the Changes

3.21 From January 2024 users bringing in DIY waste will need to complete and sign a form. The form will record the householder detail (name, address) and the type and amount (sack/item) of waste being disposed of. The information collected will be monitored and reviewed to identify any regular users which would suggest that they are a trader or a householder carrying out more large scale renovation work.

3.22 Veolia's site staff already check, upon entry, what waste type residents are bringing in and direct to the weighbridge when appropriate and will continue to do so should a householder bring in excess DIY waste where payment will be requested. They will continue to refuse entry should they suspect the waste is from commercial activity, or direct to Churchfields Depot where trade waste will be accepted.

- 3.23 Staff will be instructed to use their discretion before directing residents to the weighbridge, e.g. if a resident comes in with 5 x 25 litre bags, or equivalent, this would *not* be regarded as excessive.
- 3.24 All staff onsite have been briefed and made aware of the changes to be able to advise residents accordingly.
- 3.25 The website has been updated with information and guidance regarding the proposed changes.
- 3.26 With regards to restricting certain vehicle types, it is proposed that these measures are implemented from 1 March 2024. This will ensure a communications campaign can be delivered in a timely manner and provide users of the sites with advance notification of the changes.

Appraisal

- 3.27 Further monitoring and checking procedures at the HRRCs will be considered following a review of the information collected and feedback from on-site staff. This will be carried out after 6 months at the beginning of July 2024, and regular meetings with Veolia have been scheduled in.
- 3.28 Tonnages disposed of at the HRRCs will be monitored throughout the period as well to determine any impact the changes have made to the amount of waste being disposed of and subsequent income/charges.
- 3.29 Arrangements for implementing a booking system to manage the frequency of visitors and lessen the impact of queuing vehicles as a consequence of implementing the changes has been reviewed. However, officers can advise we would not be able to implement one at this time without understanding the current situation and volumes and types of DIY waste being brought in.
- 3.30 Incidents of fly tipped waste will be monitored and reviewed to determine if there is any correlation with the new DIY waste rules and the restriction on vehicle types. Reference will be made to any change in behaviour with the Annual Fly Tipping Update Report in September 2024.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

N/A

5. TRANSFORMATION/POLICY IMPLICATIONS

- 5.1 The change in legislation has no direct transformation or policy implications.
- 5.2 In providing two HRRC's the council continues to support residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.
- 5.3 The "Making Bromley Even Better" Objective 5 refers to the Council's intention to provide efficient and effective services and value for money to our residents. The restriction on certain vehicle types will deter traders and thus ensure they pay for and dispose of their waste responsibly.

6. FINANCIAL IMPLICATIONS

- 6.1 Bromley currently levies a charge for the disposal of soil, brick, rubble, DIY and construction waste at its two HRRCs. The charge is £185/tonne with a minimum charge of £23.
- 6.2 During 2022/23, 325 tonnes of waste deposited at the HRRCs was classified as chargeable household waste. This resulted in charges totalling circa £62,000.
- 6.3 The waste at the HRRCs is handled by Veolia through the Environmental Services contracts and different waste streams attract different prices. It is therefore difficult to determine the exact cost paid by LBB for the management of this waste and the impact this change in legislation and practice will have on the tonnages, costs and budget. The maximum cost, for the tonnage during 2022/23, is estimated to be £53,000.
- 6.4 At this stage, we are unable to forecast the impact this change in legislation and practice will have on the tonnages, costs and budgets. There is a potential for a small reduction in income and the budget will continue to be monitored each month with the impact recorded at the Veolia Annual Contract Performance Report in September 2024.

7. PERSONNEL IMPLICATIONS

N/A

8. LEGAL IMPLICATIONS

- 8.1 The Statutory Instrument to make an amendment to the Controlled Waste (England and Wales) regulations 2012 was laid before Parliament in November 2023 and is due to come into force 31 December 2023.
- 8.2 The amendment means that construction-type waste is to be treated as household waste, and cannot be charged for, if it meets four descriptors (para 3.10).

9. PROCUREMENT IMPLICATIONS

N/A

10. PROPERTY IMPLICATIONS

N/A

11. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

N/A

12. IMPACT ON THE LOCAL ECONOMY

N/A

13. IMPACT ON HEALTH AND WELLBEING

N/A

14. CUSTOMER IMPACT

- 14.1 The changes will have a very small impact on local people and communities.
- 14.2 The new legislation to allow householders to dispose of a small amount of DIY waste for free is a positive impact to residents.
- 14.3 HRRC's are for local residents to use to dispose of household waste only. Restricting certain vehicle types is to help onsite staff police usage and prevent incorrect use of the site from traders.

15. WARD COUNCILLOR VIEWS

N/A

Non-Applicable Headings:	[List any of headings 4 to 15 that do not apply.] 4. Impact on Vulnerable Adults and Children 7. Personnel Implications 9. Procurement Implications 10. Property Implications 11. Carbon Reduction/Social Value Implications 12. Impact on the Local Economy 13. Impact on Health and Wellbeing 15. Ward Councillor Views
Background Documents: (Access via Contact Officer)	[List any documents used in preparation of this report - Title of document and date]

Appendix 1: Draft rules and information for the HRRCs

Waldo Road Reuse and Recycling Centre (RRC)

Waldo Road RRC is for Bromley residents only to dispose of household recycling and waste. Commercial waste is not accepted at Waldo Road RRC. If you are a business/trader, you can take your commercial waste to the site on Churchfields Road.

Any household or garden waste can be taken to the reuse and recycling centre during the opening times and disposed of free of charge. Soil, brick, DIY, rubble and construction waste may be disposed of but there are restrictions in place, please see below for further details.

Separate your waste prior to travelling so that as much as possible can be reused and recycled. If you have items in good condition speak to a member of staff who will direct you to the reuse area.

As the centre can be extremely busy at weekends and before bank holidays, try to plan your journey to the centre to avoid these times.

You can [view the webcam](#) before you leave to check for queues.

If you need to dispose of bulky items, why not consider [donating them](#)? You can also use our chargeable [bulky item collection service](#).

- [Opening hours](#)
- [Address](#)
- [Rules](#)
- [What you can bring](#)
- [What you cannot bring](#)
- [DIY waste](#)
- [Asbestos](#)
- [Restrictions](#)

Opening hours

Monday to Friday 7am to 5:30pm

Saturday 7:30 am to 4pm

Sunday 8am to 1pm

Good Friday and bank holidays 8am to 4pm

The centre is closed on 25 and 26 December and 1 January.

Please allow enough time to unload your recycling and waste before our site closes. If you arrive 10 minutes before closing time with lots of items to unload, or there is a queue of cars ahead of you, you will not be allowed in.

Address

Waldo Road, Bromley, BR1 2QX

Please observe the signs at the centre and do not queue into Homesdale Road as this causes traffic congestion.

Rules/Information

- For use for Bromley Residents only.
- ID: all customers will be asked to show a form of identification that includes your address. This can be your council tax, utility bill or drivers licence.
If you are unable to show appropriate documentation, you will be charged £3.
- Vehicles: cars, bicycles and customers on foot are allowed on site. Residents arriving on bicycles will need to use the walkway.
Commercial or sign written vehicles are not permitted.
Vans and larger vehicles: there are restrictions in place for certain types of vehicles, please see below.
- Discretion will be exercised by site staff if disposal of non-household waste is suspected. You may be asked to sign a declaration that the waste is from your own home.
- Children and animals must stay inside vehicles.
- Site staff are able to help you with your load.
- No smoking is allowed on site.
- Appropriate clothing and footwear must be worn- no flip flops, high heels.
- You should park as instructed by staff and within the marked parking areas.
- Please listen to and treat our site staff with respect. We will not tolerate verbal or physical abuse, aggressive or bullying behaviour, and will ask individuals to leave.
- You should walk within the marked walkways at all times.
- Any household or garden waste can be taken to the reuse and recycling centre during the opening times and disposed of free of charge.
- Separate your waste prior to travelling so that as much as possible can be reused and recycled. If you have items in good condition speak to a member of staff who will direct you to the reuse area.
- Please notify a member of staff if you have electrical items, batteries, oil to ensure correct disposal.
- Soil, brick, DIY, rubble and construction waste may be disposed of but there are restrictions in place, please see below for further details.
- CCTV is in operation at the site. Data collected on-site will not be shared outside of the council.

What you can bring

There are several recycling, reuse and disposal facilities for:

- *Asbestos- cement-bonded only. Please see more information below.
- Books
- Bric-a-brac
- Car and household batteries
- *Carpets
- Clothes and textiles
- CDs/DVDs for reuse
- Crockery

- *DIY waste, e.g. rubble, bricks, concrete, hardcore, tiles, kitchen cupboards, worktops and surfaces, bathroom suites, doors, windows
- Electrical and electronic items, including televisions, stereos, monitors, computers, lap-tops, mobile phones as well as all other types of electrical equipment
- Fluorescent light bulbs
- Food and drinks cans
- Furniture- there is a separate container for soft furnishings
- Fridges and freezers
- Garden furniture and tools
- Garden waste
- Glass bottles and jars
- Hard plastic (covered under plastic garden furniture)?
- *Laminate/wooden flooring
- Low-energy light bulbs
- Mattresses
- Oil- cooking and engine
- Metals (including scrap)
- Paint
- Paper and card
- *Plasterboard
- Plastic bottles, pots, tubs and trays
- Plastic garden furniture
- Printer cartridges
- Tetra-paks/drinks cartons
- Shoes
- *Soil and turf
- Vapes
- Washing machines
- Wood, e.g. from furniture such as tables, wardrobes; from pruning and gardening
- *Wood, e.g. fence panels and decking, pallets, worktops

*Construction (DIY) waste- residents can bring in DIY waste but there are restrictions in place, please see details below.

What you can not bring

Car parts
 Commercial waste
 Fire extinguishers
 Gas cannisters
 Hazardous waste, chemicals or liquid waste
 Loose asbestos
 Tyres

DIY waste

There are restrictions in place for the disposal of waste from a householder carrying out their own construction or demolition works, including preparatory works. Due to new legislation, from 31st December 2023, residents will be able to bring in a limited amount for disposal for free. Each householder is permitted to bring in the following per visit:

- Up to 2 x 50 litre bags of DIY waste, or
- 1 large item up to 200cm x 75cm x 70cm

Up to 4 single visits per household per 4 week period is permitted. Anything above this amount or additional visits with DIY waste over your free 4 visit allowance will incur charges. Examples of DIY waste and the additional charges are set out in the list above and below.

Charges for disposing of DIY waste above your allowance

Material	Cost	Minimum
DIY waste- above the allowance	£185/tonne	£23

Vehicles will need to use the weighbridge for an exact price.

Our reuse and recycling centres are cashless, we accept card payments only.

Materials classified as DIY waste include but are not limited to: hard core, brick, rubble, concrete or paving slabs, decking, fence panels, tiles, roof slates, bathroom and sanitary ware, fitted kitchen and wardrobes, worktops, soil and turf, doors, windows, carpets and other flooring, roofing materials, insulation, guttering, plasterboard, structural timber, other building materials.

Non- DIY waste examples: flowerpots, plant pots and garden ornaments, crockery, outdoor furniture, tools, curtain rails.

Asbestos

There is a container for cement-bonded [asbestos](#). Once at the centre, you will need to contact the site staff to arrange for the container to be unlocked before you unload this material. Please note, it will only be accepted if it is put in at least two bags that have been sealed to prevent dust escaping.

Restrictions

The site is free to use to Bromley residents only. Should you wish to use the site for household waste and you live in another borough you will be charged £3 each time you visit.

Vehicle restrictions

Certain vehicle types are not allowed to enter the site:

- commercially livered vehicles
- more than 2m tall*
- pick-up trucks or open back vehicles

- panel vans
- any vehicle without side or rear windows
- flatback vehicle

If your only vehicle is one listed above, you may still enter the site but you will need to obtain written authorisation from the Council. Please contact WasteAdvisorGroup@bromley.gov.uk.

*There is a height barrier in place, set at 2m, and vehicles higher than this will not be permitted in.

Hire vehicles are permitted, up to a height of 2m, please ensure you bring proof that it is a hire vehicle. You may be requested to sign a disclaimer to confirm the waste is from your own household and not from a business or commercial enterprise

This page is left intentionally blank

Report No.
FSD24009

London Borough of Bromley

PART ONE - PUBLIC

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

Date: Tuesday 23rd January 2024

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

Title: ENVIRONMENT AND COMMUNITY SERVICES PORTFOLIO
DRAFT BUDGET 2024/25

Contact Officer: Murad Khan, Head of Finance - ECS
e-mail: Murad.Khan@bromley.gov.uk

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

Ward: All

1. Reason for report

- 1.1. The prime purpose of this report is to consider the Portfolio Holder's Draft 2024/25 Budget which incorporates future cost pressures, any planned mitigation measures and savings from transformation and other budget options which were reported to Executive on 17th January 2024.
 - 1.2. Members are requested to consider the initial draft budget being proposed and identify any further action that might be taken to reduce cost pressures facing the Council over the next four years.
 - 1.3. Executive are requesting that each PDS Committee consider the proposed initial draft budget savings and cost pressures for their Portfolio and the views of each PDS Committee be reported back to the next meeting of the Executive, prior to the Executive making recommendations to Council on 2024/25 Council Tax levels.
 - 1.4. There may be still some outstanding issues and areas of uncertainty remaining. Any further updates will be included in the 2024/25 Council Tax report to the next meeting of the Executive.
-

2. RECOMMENDATION(S)

2.1 The Environment and Community Services PDS Committee is requested to:

- i) Consider the update on the financial forecast for 2024/25 to 2027/28;**
- ii) Consider the initial draft 2024/25 budget as a basis for setting the 2024/25 budget; and**
- iii) Provide comments on the initial draft 2024/25 budget for the February meeting of the Council's Executive.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: N/A
-

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Environment and Community Services portfolio budgets
 4. Total current budget for this head: £52m (draft budget 2024/25)
 5. Source of funding: Draft revenue budget for 2024/25
-

Personnel

1. Number of staff (current and additional): Full details will be available with the Council's 2024/25 Financial Control Budget to be published in March 2024.
 2. If from existing staff resources, number of staff hours: Not Applicable
-

Legal

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

Procurement

1. Summary of Procurement Implications: Not Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The 2024/25 budget reflects the financial impact of the Council's strategies, service plans etc. which impact on all of the Council's customers (including council taxpayers) and users of the services.
-

Ward Councillor Views

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

3. COMMENTARY

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

- 3.1.1. The Draft 2024/25 Budget enables the Council to continue to deliver on its key priorities and the financial forecast enables medium term financial planning. Early decisions should be considered which impact on the medium-term financial plan within the context of meeting 'Making Bromley Even Better' priorities.
- 3.1.2. The Council continues to deliver key services and 'live within its means.' Forward financial planning and financial management is a key strength at Bromley. This report continues to forecast the financial prospects for the next four years and includes the outcome of the Provisional Local Government Finance Settlement 2024/25. It is important to note that some caution is required in considering any projections for 2025/26 to 2027/28 as this depends on the outcome of the Government's next Spending Review as well as the impact of the Fair Funding Review (likely to be from 2026/27, at the earliest).
- 3.1.3. A strong economy with growth increases revenues which supports the Government's ability to reduce public sector debt as the gap between finances raised and spend on public services is reduced. The slowing down of the global economy and many sources of uncertainty had previously resulted in a downgrading of the level of economic growth in the UK economy. It is important to consider the key national issues that could impact on public finances over the next four years. The Covid situation had a dramatic impact on public finances. Not since the second world war has a national emergency affected every business and household in the UK. The economic shock has had no comparisons for over 300 years. As part of the Office for Budget Responsibility report, published with the Autumn Statement, government overall debt rises from 84.9% of Gross Domestic Product (GDP) in 2022/23 and is expected to continue to increase and peak at 93.2% in 2026/27 and fall to 92.8% by 2028/29, maintaining a level not seen since the early 1960s. The next few years remain uncertain economically and fiscally. GDP is expected to be 0.6% in 2023/24 rising to 2% in 2026/27 and 1.9% in 2027/28. These economic factors could impact on the funding available for local government. The Provisional Local Government Finance Settlement 2024/25 provides a one-year settlement only which leaves considerable uncertainties over future years. The Institute for Fiscal Studies (IFS) forecast that the latest plans (Autumn Statement) provides real term cuts for unprotected budgets (mainly local government) of 3.4% for period 2024/25 to 2028/29 – additional funding of £20bn would be required to avoid cuts by 2028/29.
- 3.1.4. Local Government has borne the brunt of austerity and savings compared with other areas of Government expenditure from 2009/10 to 2019/20 (10 years) and had a 'rollover plus one-year financial settlement for 2020/21, 2021/22 and 2022/23. For 2023/24 and 2024/25 the Council has received a more generous settlement which includes additional funding for social care, including the repurpose of Adult Social Care Reform monies and the new Adult Social Care Grant. However, this needs to be considered in the context of the 'new normal' (post Covid), significant increases in inflation since 2022/23 and the considerable cost pressures across service areas facing local government. The risk of austerity measures for future years, from 2025/26, will be a consideration but this will depend on the need for a sustainable economic recovery. Therefore 'flat' real terms funding for councils may be the best-case scenario from 2025/26. The Government will need to address the impact of the public finances from the Covid situation. Even if funding levels are maintained, the ongoing demographic and other costs pressures are unlikely to be matched by corresponding increases in government funding.
- 3.1.5. The Budget Strategy has to be set within the context of ongoing cost and demographic pressures not being matched by Government or other external funding with potential

Government funding reductions in the medium and longer term. There is an on-going need to transform the size and shape of the organisation to secure priority outcomes within the resources available. There is also a need to build in flexibility in identifying options to bridge the medium-term budget gap as the gap could increase further.

- 3.1.6. Bromley has the second lowest settlement funding per head of population in 2024/25 for the whole of London, giving us £123 per head of population compared with the average in London of £330 – the highest is £556. Despite this, Bromley has retained the fourth lowest council tax in outer London (other low grant funded authorities tend to have higher council tax levels). Using 2024/25 funding information, if Bromley's received the average grant funding for London, its annual income would increase by £53.7m. If the council tax were the average of the four other low grant funded boroughs, our income would increase by £31.9m. The lower council tax level has been achieved by having a below average cost per head of population in outer London. The Council continues to express concerns with the current and previous governments about the fairness of the funding system and to lobby for a fairer deal for our residents. Despite being a low-cost authority, Bromley has achieved general savings of over £130m since 2011/12 but it becomes more challenging to achieve further savings with a low-cost base.

3.2. SUMMARY OF FINANCIAL FORECAST

- 3.2.1. Details of the financial forecast are provided in the Draft 2024/25 Budget and Update on the Council's Financial Strategy 2025/26 to 2027/28 report to the Executive on 17th January 2024.
- 3.2.2. Even though the draft budget would be broadly balanced next year, the future year's budget gap is projected to increase to £38.7m per annum by 2027/28. Without any action to address the budget gap in future years additional reserves will need to be used with the risk of the budget gap increasing in future years and becoming unsustainable.
- 3.2.3. In the financial forecast, after allowing for inflation, council tax income and other changes there is an unfunded budget gap from 2025/26 partly due to net service growth/cost pressures. This highlights the importance of scrutinising growth and recognition that corresponding savings will need to be found to achieve a statutory balanced budget. It is timely as we all have to consider what level of growth the Council can afford and the need for significant mitigation or alternative transformation options.

3.3. CHANGES SINCE THE 2023/24 BUDGET THAT IMPACT ON THE DRAFT 2024/25 BUDGET AND FINANCIAL FORECAST 2025/26 to 2027/28

- 3.3.1. The 2023/24 Council Tax report reported to Executive in February 2023 identified a significant "budget gap" over the four-year financial planning period. Some key changes are summarised below.
- 3.3.2. The Local Government Finance Settlement 2024/25 includes increase in core funding to reflect inflation (CPI annual increase in Sept '23). The additional social care grant, which was originally planned as indicated by the Local Government Finance Settlement 2023/24, of £2.65m reflects the impact of the Council's ability to raise funding through the Adult Social Care precept – the more that can be raised the lower level of funding provided. Additional new homes bonus of £0.4m is available and the core spending power overall increase of 6.2% assumes council tax and ASC precept increase of 4.99%. The settlement includes a reduction in Services Grant from £1.5m to £0.2m (reduction of £1.3m) which is disappointing. Although the settlement broadly recognises the impact of inflation it does not reflect the scale of cost/growth pressures facing the Council for 2024/25. Uncertainty remains on the level of funding from 2025/26. The forecast assumes that the level of core grant funding will not

reduce, in real terms, from 2025/26. The additional funding is welcomed but this must be considered against the highest inflation levels for 41 years and ongoing cost/service pressures. Uncertainty remains on the level of funding beyond 2024/25. The forecast assumes that the level of core grant funding will not reduce from 2025/26.

- 3.3.3. This is the sixth one-year settlement in a row for councils, despite requests for multi-year settlement to assist in financial planning and to aid the delivery of financial sustainability.
- 3.3.4. Historically, the main measure of inflation for annual price increases for the Council's contracted out services was Retail Price Index (excluding mortgage interest rates) i.e., RPIX. However, more recent contracts use Consumer Price Index (CPI). The RPIX is normally at least 1% above the Consumer Price Index (CPI) level. The Draft 2024/25 Budget assumes overall price increases, including a cash limit, of 3.5% in 2024/25 reducing to 2.5% in 2025/26 and 2% per annum from 2026/27, which compares with the existing CPI of 3.9% (4.1% for RPIX). Although inflation is expected to reduce further some volatility remains. It is important to note that the rate of 3.5% in 2024/25 is consistent to an approach taken by many other local authorities but it creates a challenge during a period of cost pressures across services - the alternative is more savings to address the alternative increased budget gap.
- 3.3.5. The Draft 2024/25 Budget and financial forecast includes significant growth/cost pressures, with the net impact reduced to reflect mitigation assumed of £16.6m in 2024/25 rising to £38.7m per annum from 2027/28. Any reduction in the delivery of the mitigation savings could have a significant detrimental impact on the Council's budget gap and the contingency sum provides some funding support towards delivering a balanced budget in the medium term. Given the scale of savings identified and any inherent risks, the need for longer term financial planning, the uncertainty on future year cost pressures, significant changes that may follow relating to future new burdens, effect of ongoing population changes and the potential impact of other public agencies identifying savings or new cost burdens which impact on the Council's costs it is essential to retain an adequate sum to partly mitigate such cost risks, without relying on the drawdown of one off reserves.
- 3.3.6. The ongoing transformation review will be a key consideration in addressing the budget gap over the next four years.
- 3.3.7. The current Environment and Community Services Portfolio budget includes the full year effect of Phase 3 Transformation Savings combined with new changes, totalling £1.15m in 2024/25 increasing to £1.24m per annum from 2027/28. A summary of the savings is provided below with more details within Appendix 1.

Transformation Savings

	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000
Fees & Charges Review	Cr 588	Cr 588	Cr 588	Cr 588
JC Decaux Street Advertising	Cr 233	Cr 233	Cr 233	Cr 233
Veolia 1% Contract Reduction	Cr 200	Cr 200	Cr 200	Cr 200
Parking Charges	Cr 132	Cr 153	Cr 167	Cr 167
Dedicated Commercial Waste Enforcement Taskforce	0	Cr 25	Cr 50	Cr 50
Total	Cr 1,153	Cr 1,199	Cr 1,238	Cr 1,238

- 3.3.8. This key work continues, and further proposals will be reported to Members in the future as part of addressing the four-year financial forecast and meeting the 'budget gap' whilst ensuring key priorities are met.

3.3.9. There remain significant cost/growth pressures for the Council as well as opportunities for the mitigation of costs. For this Portfolio, there has been growth awarded for temporary and permanent losses of income within parking. In addition, there is a phased reinstatement of the pre-Covid car parking income target as well as growth in future years for various contract renewals across the portfolio. This is summarised below.

	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000
Partial reinstatement of the Car Parking income target	Cr 500	Cr 500	Cr 500	Cr 500
Loss of Income Street Trading / Markets	80	80	80	80
Temp loss of income West Wickham Car Park	84	0	0	0
Arboriculture Contract	0	0	0	500
Highways Contract	0	0	0	500
Grounds Maintenance Contract	0	0	0	750
Parking Contract	0	0	0	250
Total Growth	Cr 336	Cr 420	Cr 420	1,580

3.3.10. It remains essential that there is the ongoing scrutiny and review of growth/cost pressures, which are mainly unfunded beyond 2025/26 with options to help achieve a balanced budget, including any mitigation over the financial forecast period.

3.4 REVIEW OF FEES AND CHARGES

3.4.1 As part of the Transformation Programme, to help partly offset the impact of the financial challenges facing the Council, a comprehensive review of fees and charges was undertaken. The aim was to identify opportunities for cost savings by implementing increased charges, surpassing the annual inflationary adjustments. The review observed that most services conduct regular price evaluation, accommodating inflation adjustments wherever feasible. Through this exercise an extra £632k in income was realised as part of the Draft 2024/25 Budget of which £588k was delivered by this portfolio and can be seen in the transformation table above. Chief Officers will continue to review fees and charges for 2025/26 and beyond to identify opportunities to reduce the future years 'budget gap'.

3.5 DETAILED DRAFT 2024/25 BUDGET

3.5.1 Detailed draft 2024/25 Budgets are attached in Appendix 1 and will form the basis for the overall final Portfolio/Departmental budgets after any further adjustments to deal with service pressures and any other additional spending. Under the budget process previously agreed, these initial detailed budgets have been forwarded to PDS committees for scrutiny and comment prior to the next Executive meeting in February.

3.5.2 Appendix 1 sets out:

- A summary of the Draft 2024/25 Revenue Budget for the Portfolio showing actual 2023/24 expenditure, 2023/24 budget, 2024/25 budget and overall variations in planned spending between 2023/24 and 2024/25.
- A summary of the main reasons for variations per Portfolio in planned spending between 2023/24 and 2024/25 together with supporting notes.
- A high-level subjective summary for the Portfolio showing expenditure on employees, premises etc.

3.6 IDENTIFYING FURTHER SAVINGS/MITIGATION

3.6.1 The scale of savings required in future years are unlikely to be met by efficiency alone – there may need to be a reduction in the scope and level of services. The council will need to continue to review its core priorities and how it works with partners and key stakeholders and the overall provision of services. A significant challenge is to consider discretionary services which, if reduced, could result in higher cost statutory obligations. Therefore, it is important to consider the risk of ‘unintended consequence’ of reducing discretionary services adversely impacting on the cost of statutory services. The Draft 2024/25 Budget represents the fifth year of savings from the Transformation Programme.

3.7 POSITION BY DEPARTMENT – KEY ISSUES/RISKS

3.7.1 There remain risks in meeting the ‘budget gap’ arising from budget savings, mitigation options to address cost pressures, as well as ongoing cost pressures arising from new burdens, implications of the post Covid situation and the impact of Government policy changes. Action will need to be taken to contain, where possible these cost pressures, managing the implementation of savings, generate income or seeking alternative savings where required. The Council’s Corporate Risk Register shows that ‘Failure to deliver a sustainable financial strategy which meets with Making Bromley Even Better priorities and failure of individual departments to meet budget’ is the highest risk the Council is facing.

3.7.2 In addition to the issues shown above, a further list of the potential risks which will be faced in future years that Members should consider arising from the assumptions made are shown in Appendix 2. The level of balances held, and provisions set aside in the central contingency provide significant safeguards against any adverse financial pressures..

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

4.1 The draft 2024/25 Budget reflects the Council’s key priorities which includes, for example, supporting vulnerable adults with children and being ambitious for all our children and young people.

5. POLICY IMPLICATIONS

5.1 The Draft 2024/25 Budget enables the Council to continue to deliver on its ‘Making Bromley Even Better’ key priorities and the financial forecast enables medium term financial planning allowing for early decisions to be made which impact on the medium-term financial plan. The Council continues to deliver key services and lives within its means.

6. FINANCIAL IMPLICATIONS

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

7. PERSONNEL IMPLICATIONS

7.1 Staff, departmental and trade union representatives will be consulted individually and collectively on any adverse staffing implications arising from the Draft 2024/25 Budget. Managers have also been asked to encourage and facilitate staff involvement in budget and service planning.

8. LEGAL IMPLICATIONS

8.1 The adoption of the budget and the setting of the council tax are matters reserved for the Council upon recommendation from the Executive. In coming to decisions in relation to the revenue budget (and the Council Tax), the Council and its officers have various statutory

duties. In general terms, the Council is required by the Local Government Finance Act 1992 to make estimates of gross Revenue expenditure and anticipated income, leading to a calculation of a budget requirement and the setting of an overall budget (and Council Tax). The amount of the budget requirement must be sufficient to meet the Council's legal and financial obligations, ensure the proper discharge of its statutory duties, and lead to a balanced budget.

- 8.2 Schedule 72 to the Localism Act 2011 inserted a new section IVZA in the Local Government Finance 1992 Act which sets out the duty on billing authorities, and precepting authorities to each determine whether their relevant basic amount of council tax for a financial year is excessive. If an authority's relevant basic amount of council tax is excessive, the provisions in relation to the duty to hold a referendum will apply.
- 8.3 The Education Act 2005 introduced the concept of a funding period, which allows for the introduction of multiple year budgets rather than the setting of financial year budgets.
- 8.4 Executive is being requested to delegate the setting of the schools' budget funded through the Dedicated Schools Grant to the Education, Children and Families Portfolio Holder.
- 8.5 The making of these budget decisions at full Council is a statutory responsibility for all Members. The Council should be satisfied that the proposals put forward are a reasonably prudent use of resources in both the short and long term, and that the interests of both Council Taxpayers and ratepayers on the one hand and the users of Council services on the other are both considered. The Council has a number of statutory duties which it must fulfil by law. Although there can be an element of discretion on level of service provision. The Council also discharges a range of discretionary services. The Council is not bound to carry out such activities in the same way as it is for statutory duties, however, it may be bound contractually to do so. A decision to cease or reduce provision of a discretionary service must be taken in accordance with sound public /administrative law decision making principles. The Council must also comply with the Public Sector Equality Duties in section 149 of the Equality Act 2010. In doing so, the Council must have due regard to elimination of discrimination, harassment and victimisation, advance equality of opportunity and foster good relations with persons who share a protected characteristic.
- 8.4 This report sets the budget for the forthcoming financial year and, in some cases where budgets are recommended to be reduced, further decisions may be required (or have already been taken) to implement the initiative achieving the budget reduction. These decisions will be subject to any applicable consultation requirements and analysis of equalities impacts together with consideration of other specific legal requirements. This will be undertaken as part the decision-making process as required to implement the proposed budget.
- 8.5 Further a significant number of these decisions are by law for the Executive or delegated officers. Such considerations, which will be fully assessed by the decision makers in due course, are therefore not set out in this report. It therefore follows that the outcome of these decisions may lead to further amendments and/or changes to the proposed savings. Members will be aware that decisions on the budget do not amount to detailed decisions on the precise delivery of services, those decisions, in any event, for most services, being by law a matter for the Executive. Decision makers (usually Executive, Portfolio Holders or Chief Officers) are aware and will be reminded of their flexibility for example, around possible budget virements and adjustments and the use of reserves when they consider it appropriate to make alternative decisions, which may not accord with a particular budget line. The overall requirement to balance the budget remains, however.

8.6 The Local Government Act 2003 included new requirements to be followed by local authorities, which includes the CIPFA Prudential Code. This includes obligations, which includes ensuring adequacy of future years reserves in making budget decisions and section 25 of that Act requires the Director of Finance to report on the robustness of the estimates made for the purposes of calculating the Council Tax and the adequacy of the reserves. Further details to support these obligations will be reflected in the 2024/25 Council Tax report to be reported to the February meeting of the Executive.

8.7 Section 106, Local Government Finance Act 1992, applies to Members where:

- They are present at a meeting of the Council, the Executive, or a committee and at the time of the meeting an amount of Council Tax is payable by them and has remained unpaid for at least two months; and
- any budget or Council Tax calculation, or recommendation or decision which might affect the making of any such calculation, is the subject of consideration at the meeting.

8.8 In these circumstances, any such Members shall at the meeting and as soon as practicable after its commencement disclose the fact that Section 106 applies to them and shall not vote on any question concerning the matter. Such Members are not debarred from speaking. Failure to comply with these requirements constitutes a criminal offence, unless any such members can prove they did not know that Section 106 applied to them at the time of the meeting or that the matter in question was the subject of consideration at the meeting.

Non-Applicable Sections:	Procurement Implications
Background Documents: (Access via Contact Officer)	Draft 2024/25 Budget and Update on the Council's Financial Strategy 2025/26 to 2027/28, Executive 17 th January 2024.

ENVIRONMENT AND COMMUNITY SERVICES PORTFOLIO

DRAFT REVENUE BUDGET 2024/25 - SUMMARY

2022/23 Actual	Service Area	2023/24 Budget	Increased costs	Other Changes	2024/25 Draft Budget
£		£	£	£	£
	Street Scene & Green Spaces				
1,151,000	Arboriculture Management	814,160	26,910	7,490	848,560
92,000	Business Support and Markets	25,700	1,480	74,535	101,715
1,189,000	Senior Management	1,330,700	46,580	0	1,377,280
79,000	Carbon Management	155,680	5,460	0	161,140
211,000	Performance Management and Business Support	223,900	7,840	0	231,740
6,439,000	Parks and Green Space	6,854,440	254,880	280,220	7,389,540
6,491,000	Neighbourhood Services	6,961,350	243,670	124,640	7,329,660
18,503,000	Waste Services	20,722,120	727,240	371,910	21,821,270
34,155,000		37,088,050	1,314,060	858,795	39,260,905
	Traffic, Parking & Highways				
8,979,000	Highways (Including London Permit Scheme)	9,339,020	343,470	568,460	10,250,950
0	Highways Planning	0	0	0	0
(8,209,000)	Parking	(9,186,200)	175,320	(537,300)	(9,548,180)
(140,000)	Traffic & Road Safety	161,100	49,435	(234,900)	(24,365)
630,000		313,920	568,225	(203,740)	678,405
	Transport Operations and Depot Management				
552,000	Transport Operations and Depot Management	631,230	24,230	74,250	729,710
552,000		631,230	24,230	74,250	729,710
35,337,000	TOTAL CONTROLLABLE	38,033,200	1,906,515	729,305	40,669,020
1,673,000	TOTAL NON CONTROLLABLE	6,743,090	54,260	2,248,870	9,046,220
2,284,000	TOTAL EXCLUDED RECHARGES	2,343,260	0	0	2,343,260
39,294,000	PORTFOLIO TOTAL	47,119,550	1,960,775	2,978,175	52,058,500

Appendix 1B

ENVIRONMENT AND COMMUNITY SERVICES PORTFOLIO

SUMMARY OF BUDGET VARIATIONS 2024/25

Ref		VARIATION IN 2024/25		ORIGINAL BUDGET
		£'000	£'000	2023/24 £'000
1	2023/24 BUDGET			
			47,120	
2	Increased Costs		1,961	
	Full Year Effect of Allocation of Central Contingency			
3	Energy Contract Inflation	840		1,533
4	Contract Inflation Uplifts across ECS	924		40,281
5	Removal of contribution from Earmarked Reserves	<u>400</u>	2,164	Cr 800
	Real Changes			
	<i>Other Real Changes</i>			
6	Absorption of inflation increases for statutory NRSWRA income	42		Cr 314
7	Increase in refuse/recycling collection to reflect additional units	60		
8	Increase in refuse/recycling disposal to residual waste to reflect additional units	48		
9	Increase in refuse/recycling disposal of recyclate waste to reflect additional units	21		
10	Income on sale of recyclates	<u>Cr 100</u>	71	Cr 18,220
	<i>Growth</i>			
11	Revenue Impact of Capital Financing Programme	180		Cr 180
12	Permanent loss of income in street trading and markets	<u>80</u>	260	Cr 232
	<i>Mitigation</i>			
13	Car parking income	Cr 500		
14	Temporary loss of income due to West Wickham car park closure	<u>84</u>	Cr 416	Cr 14,587
	<i>Transformation Programme Savings</i>			
15	JC Decaux Street Advertising-Traffic and Road Safety	Cr 233		Cr 38
16	Veolia contract 1% reduction on the remaining life of the contract- Waste	Cr 200		18,220
17	Fees and Charges review	Cr 588		Cr 7,077
18	Full year effect of Parking Transformation savings	<u>Cr 132</u>	Cr1,153	Cr 14,587
19	Variations in Capital Charges		2,000	0
20	Variations in Recharges		Cr 17	Cr 317
21	Variations in Insurances		69	1,103
22	2024/25 DRAFT BUDGET		<u>52,059</u>	

ENVIRONMENT AND COMMUNITY SERVICES PORTFOLIO

Notes on Budget Variations in 2024/25

Ref Comments

Full Year Effect of Allocation of Central Contingency

- 3 Energy Contract Inflation (Dr £840k)
This is to recognise cost pressures arising from the current state of the energy market.
- 4 Contract inflation uplifts within Street Scene, Parks and Waste Services (Dr £924k)
Full year effect of the inflation allocation in 2023/24 for the Waste contract.
- 5 Removal of Covid related Earmarked Reserve Funding (Dr £400k)
Contingency budget has been allocated to remove temporary Covid grant funding from reserves which has now come to an end.

Real Changes

Other Real Changes

- 6 Absorption of inflation increases for statutory NRSWRA income (Dr £42k)
Estimates are prepared on the basis that inflation is added to both income and expenditure. As income under the New Roads & Street Works Act (NRSWA) are statutory fees set by the Government, inflation has been absorbed as part of the budget setting process.
- 7,8,9 Increase in refuse/recycling collection and disposal to reflect additional units (Dr £129k)
The refuse and recycling collection contract is based on the number of residential premises rather than bins or volumes collected. The additional costs reflect the anticipated increase in new properties in 2024/25.
- 10 Income on sale of recyclates (Cr £100k)
Increased income from the sale of recyclates to reflect additional housing units.
- Growth*
- 11 Revenue Impact of Capital Financing Programme (Dr £180k)
This represents the loss of rental income due to the the transfer of the Crystal Palace Park to the Crystal Palace Park Trust.
- 12 Permanent loss of income in street trading and markets (Dr £80k)
Street trading income has been affected by the continuation of temporary measures originally introduced during the Covid pandemic, these measures have now been made permanent, therefore a growth in budget has been awarded to mitigate the permanent loss of income.

Mitigation

- 13** Car parking income (Cr £500k)
Removal of one-off contingency funded mitigation for reduced parking income levels post pandemic equates in an increase in income of £500k in 24/25 following a £500k increase in the previous year.
- 14** Temporary loss of income due to West Wickham car park closure (Dr £84k)
The West Wickham car park is temporarily closed due to refurbishment of the leisure centre.
- Transformation Programme Savings*
- 15** JC Decaux Street Advertising (Cr £233k)
Planned increases in advertising screens across the borough will generate additional income of £233k per annum for the Council.
- 16** Veolia contract 1% reduction on the remaining life of the Waste contract (Cr £200k)
Due to contractual issues with Veolia, it is anticipated that a 1% reduction on the remaining life of the contract can be achieved, subject to negotiations with the contractor.
- 17** Fees and Charges review (Cr £588k)
This is an agreed increase to the services' fees and charges budgets following a Council wide review of their current fees and charges.
- 18** Full year effect of Parking Transformation savings(Cr £132k)
This represents the full year impact of several parking transformation savings proposals from 23/24 that are now coming into fruition. This includes the removal of all pay and display machines, the charging of various free car parks, implementation of more TESLA charging points, changing limited time wait to cashless and changing of Sunday and evening parking tariffs.
- 19** Variations in Capital Charges (Dr £2,000k)
Revenue Expenditure Funded by Capital Under Statute (REFCUS) – these are schemes in the capital programme that do not add value to the Council's fixed asset base. It is the nature of the capital programme that the projects covered will change from year to year. The amounts shown are for our current best understanding of the relevant schemes for
- 20** Variations in Recharges (Cr £17k)
The variations in recharges include a Cr £17k for inflation in services that are recharged to Public Health.
- 21** Variations in Insurance (Dr £69k)
Insurance recharges to individual portfolios also have changed between years, in some cases significantly, partly due to the changing profile of actual claims in the recent past. Inflation has also had an impact, both on the projected policy costs, and the costs of delivering the service

ENVIRONMENT AND COMMUNITY SERVICES PORTFOLIO
DRAFT REVENUE BUDGET 2024/25 - SUBJECTIVE SUMMARY

Service area	Employees £	Premises £	Transport £	Supplies and Services £	Third Party Payments £	Transfer Payments £	Government Grants £	Other Grants Reimbursements and Contributions £	Customer and Client Receipts £	Controllable Recharges	Net Interest Income	Transfers to/from Earmarked Reserves	Total Controllable £
Street Scene & Green Spaces													
Arboriculture Management	291,060		7,760	601,140								Cr 51,400	848,560
Business Support and Markets	354,790	66,735	800	176,170					Cr 496,780				101,715
Senior Management	1,369,140		3,800	4,340									1,377,280
Carbon Management	134,190		450	26,500									161,140
Performance Management and Business Support	224,250		310	7,180									231,740
Parks and Green Space	99,030	5,235,240	5,600	58,430	2,556,670			Cr 61,250	Cr 230,420	Cr 273,760			7,389,540
Neighbourhood Services	663,550	13,250	43,590	133,820	6,491,640			Cr 16,190	Cr 8,536,470	Cr 59,600			7,329,660
Waste Services		38,980		11,669,380	19,108,980			Cr 8,536,470	Cr 59,600	Cr 59,600	Cr 400,000		21,821,270
	3,136,010	5,354,205	62,310	12,676,960	28,157,290	0	0	Cr 61,250	Cr 9,279,860	Cr 333,360	0	Cr 451,400	39,260,905
Traffic, Parking & Highways													
Highways (Including London Permit Scheme)	1,658,920	1,869,450	33,740	7,867,420					Cr 1,129,090	Cr 47,890	Cr 1,600		10,250,950
Highways Planning													0
Parking	903,950	1,291,460	2,480	551,100	2,983,550			Cr 155,240	Cr 15,209,300	Cr 91,140		Cr 7,320	Cr 9,548,180
Traffic & Road Safety	1,749,735		8,060	58,170				Cr 588,940	Cr 1,251,390	Cr 1,251,390			Cr 24,365
	4,312,605	3,160,910	44,280	8,476,690	2,983,550	0	0	Cr 155,240	Cr 16,927,330	Cr 1,208,140	Cr 1,600	Cr 7,320	678,405
Transport Operations and Depot Management													
Transport Operations and Depot Management	333,300	417,250	24,780	37,010				Cr 82,630					729,710
	333,300	417,250	24,780	37,010	0	0	0	Cr 82,630	0	0	0	0	729,710
	7,781,915	8,932,365	131,370	21,190,660	31,140,840	0	0	Cr 299,120	Cr 26,207,190	Cr 1,541,500	Cr 1,600	Cr 458,720	40,669,020

Service area	Premises Related Expenditure	Insurance Charges	Property Rental Income	Investment Property Income	Capital Charges /Financing	Total Non Controllable	Excluded Recharges	Total Net Budget
	£							£
Street Scene & Green Spaces								
Arboriculture Management		327,590				Cr 139,260	Cr 466,850	709,300
Business Support and Markets		840				Cr 38,590	Cr 39,430	63,125
Senior Management		1,790				Cr 937,280	Cr 939,070	440,000
Carbon Management		390				Cr 39,190	Cr 39,580	121,950
Performance Management and Business Support		390				Cr 98,610	Cr 99,000	133,130
Parks and Green Space	747,460	134,820	Cr 158,430		2,290,000	2,644,400	Cr 369,450	10,033,940
Neighbourhood Services	4,890	5,280			39,000	314,130	264,960	7,643,790
Waste Services		0			20,000	1,465,400	1,445,400	23,286,670
	752,350	471,100	Cr 158,430	0	2,349,000	3,171,000	Cr 243,020	42,431,905
Traffic, Parking & Highways								
Highways (Including London Permit Scheme)		675,640	Cr 22,340		4,379,000	7,304,320	2,272,020	17,555,270
Highways Planning					10,000	10,000	0	10,000
Parking	14,010	42,740	Cr 56,520		421,000	1,104,060	682,830	Cr 8,444,120
Traffic & Road Safety		3,550				333,910	330,360	309,545
	14,010	721,930	Cr 78,860	0	4,810,000	8,752,290	3,285,210	9,430,695
Transport Operations and Depot Management								
Transport Operations and Depot Management	127,860	17,340	Cr 13,080		33,000	Cr 533,810	Cr 698,930	195,900
	127,860	17,340	Cr 13,080	0	33,000	Cr 533,810	Cr 698,930	195,900
	894,220	1,210,370	Cr 250,370	0	7,192,000	11,389,480	2,343,260	52,058,500

RISK AREAS WITHIN ENVIRONMENT & COMMUNITY SERVICES PORTFOLIO FOR 2024/25 ONWARDS

Waste Services

Increasing property numbers Growth in the number of properties incurs additional expenditure, as extra collections are required, and additional waste is generated. An increase in relevant property numbers, after a full review in 2020, has resulted in a projected cost pressure of £120k relating to the domestic waste collection costs.

Negotiations are currently underway with the Service Provider to examine whether the risk of increased costs can be built into contract extension costs as part of an early settlement of contract extension.

Legislative changes to DIY waste may have an impact on income streams leading into 2024/25 and the impact of these changes is currently being modelled and will be tabled at a ECS PDS early in 2024.

Waste Tonnages

The quantity of municipal waste collected in Bromley in recent years had been stable with comparatively minor fluctuations.

However, waste tonnages have been affected by changes to consumerism/ societal behaviour due to the global pandemic. Changes include:

- More people being based at home and therefore generating more waste from their home e.g., from cooking at home, working at home.
- More online deliveries and associated packaging, with less shops being open during pandemic lockdowns.
- The transition to reusable items slowing down as single use viewed as cleaner and it has become more difficult to access refillable stations or packaging free shops.
- Businesses and households conducting household clear outs during the pandemic lockdowns.

Waste tonnage has now returned to pre COVID levels, based on current costs each 1% increase in waste tonnage would increase disposal costs by £166k per annum.

National waste policies, embedded recycling services and waste minimisation campaigns will contribute to restraining increases in waste.

Green Garden Waste

Customer numbers continue to increase resulting in additional projected income of £549k. However, this is offset by projected increased collection and disposal costs of £668k. Purchase and delivery costs of green garden waste bins to new customers are projected to exceed budget by £201k.

Replacement bins are only required every 3 to 4 years and therefore requirements should be contained within budget in future years when it is expected customer numbers will plateau.

Recycling Income

Recycling prices remain depressed with no significant recovery expected. This has an impact on recycling income, since recycle income rates are updated to reflect market indices every 6 months.

Winter Service

The budgets for this service have been realigned to reflect average patterns of spend for precautionary salting, primarily for frost or ice, in recent years. There has been little actual snow clearance over that time, except during the winter of 2017/18 which saw prolonged sub-zero temperatures. Therefore, there is a risk of incurring additional costs in the event of a severe weather event for which funding will need to be drawn down from Central Contingency.

TfL Funding

Uncertainty remains regarding TFL funding and whilst it is anticipated to cover the costs of providing road safety and improvement schemes, this again for 2024/25 will be based on a slimmed down programme compared to pre COVID levels.

Parking

While there has been a good level of recovery in recent months, use of surface and multi-storey car parks remains lower than budgeted. However, enforcement activity has now returned to pre-Covid levels and income from PCN's is now projected to overachieve.

The review of Parking and the move to 'cashless' parking is likely to mitigate some of the reduction in income following reviews undertaken in 2023/24.

Moving Traffic Contravention income remains down on projected levels due in part to lower traffic numbers brought about by COVID.

Pressures from Public Demand

Apart from the identifiable financial pressures arising from such items as contract costs and price increases, as well as the longer-term impact of Covid-19, there are other pressures due to growing public expectations, social change, and legislation. Increased public expectations of local services may be difficult to respond to during a continuing period of tight restraint on resources.

Past surveys of public opinion have shown that four issues were consistently recognised as making Bromley a good place to live. These were low levels of crime, good health services, clean streets, and public transport. The Environment and Public Protection department leads for the Council on clean streets and on crime issues, particularly enviro-crime and

anti-social behaviour; and the Department has an input to TfL and others on public transport. There is continued public demand for high service standards in all these areas.

In terms of what needs most improvement in the local area, activities for teenagers, traffic congestion, road and pavement repairs, the level of crime and clean streets were regularly mentioned by residents. All these service areas are either the lead responsibility of the Environment and Public Protection department (clean streets, road & pavement repairs) or ones to which the department makes a significant contribution.

Carbon Emissions

The Council's commitment to a zero net carbon target by 2027 for direct emissions will require investment and has the potential to increase cost pressures. Some of this work can be covered by existing capital and revenue budgets, or through interest free loans and carbon offsetting S106 payments. However, action taken as part of the Carbon Management Programme for direct emissions should lead to cost efficiencies for the Council in the longer term, and the Carbon Neutral Initiative Fund was established in 2020/21 to provide further investment for new schemes that generate a revenue saving.

However, should there be an expectation in the future for the Council to commit to addressing Borough-wide emissions (those of householders and business in the Borough as well as our supply chain), this will require significant investment (for example in the retrofitting of households to increase their energy efficiency) and that will present a major financial risk to the organisation. This would require significant investment from central government.

Report No.
ES20320

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Environment Portfolio Holder.

Date: For Pre-Decision Scrutiny by the Environment and Community Services Policy Development and Scrutiny Committee on Tuesday 23rd January 2024.

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

Title: **PARKS BUILDINGS LEASE PROCESS AND GRANT PAYMENTS**

Contact Officer: David Braybrook, Parks and Open Spaces Manager
E-mail: david.braybrook@bromley.gov.uk Tel: 0208 313 4440

Hannah Jackson, Assistant Director, Environment (Carbon Management and Greenspace)
Email: hannah.jackson@bromley.gov.uk Tel: 0208 461 7960

Chief Officer: Director of Environment and Public Protection

Ward: (All Wards);

1. Reason for decision/report and options

- 1.1 Following the conclusion of the Operational Property Review, officers have reviewed the current arrangements in place for the occupation of park pavilions and buildings in the context of the Council's stated strategic objectives as set out in the Operational Estate Strategy, Open Space Strategy and Regeneration Strategy.
 - 1.2 This report recommends that a new approach to leasing parks pavilions and buildings is adopted in line with the authorities already delegated to officers within the constitution and adopted strategy.
 - 1.3 This report also recommends that as part of this process, grants paid to organisations which are connected to the use of buildings and/or pitches in parks and open spaces are reviewed with any grants standardised under a new agreement.
 - 1.4 Finally, this report recommends that the grant paid to the Chislehurst Conservators is renewed for a further 5 years to 2029.
-

2. RECOMMENDATION(S)

- 2.1. The Environment and Community Services Policy Development & Scrutiny Committee is asked to scrutinise the recommendations in this report and provide their comments to the Portfolio Holder for Environment.**
- 2.2. The Portfolio Holder for Environment is asked to approve:**
 - 2.2.1 the revised approach to leasing park pavilions and buildings as set out in this report, and specifically those processes set out for vacant pavilions in paragraphs 3.17 – 3.24 and lease renewals in paragraphs 3.25 – 3.26.**
 - 2.2.2 the review and standardisation of the grant agreements provided for leisure activities in parks and open spaces as set out in paragraph 3.27 – 3.28.**
 - 2.2.3 to delegate authority to the Director of Environment & Public Protection in consultation with the Portfolio Holder for Environment to agree and enter into revised grant agreements as appropriate.**
 - 2.2.4 to delegate authority to the Assistant Director for Legal Services to execute all relevant legal documentation ancillary thereto.**
 - 2.2.5 the renewal of the grant to the Chislehurst Conservators for a term of 5 years, as further set out in paragraphs 3.29-3.33.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: The *Open Space Strategy 2021-2031* incorporated several features to ensure that those who were not traditional users of Open Space were represented to ensure social cohesion and equality of opportunity, which will be applied in officers' consideration of Best Value as part of the lease process for pavilions in parks and open spaces.
-

Transformation Policy

1. Policy Status: Existing Policy.
 2. Making Bromley Even Better Priority (*delete as appropriate*):

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

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: TBD
 3. Budget head/performance centre: Parks and Greenspace
 4. Total current budget for this head: £7.1m
 5. Source of funding: Revenue budgets
-

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: Local Government Act 1972, Open Spaces Act 1906, Greater London Parks and Open Spaces Order 1967, Localism Act 2011, Subsidy Control Act 2022.
 2. Call-in: Applicable
-

Procurement

1. Summary of Procurement Implications: The Public Contracts Regulations 2015 may apply to the award of grant agreements, and therefore professional advice must be sought prior to entering into an agreement using the delegated authorities recommended in this report.
-

Property

1. Summary of Property Implications: The processes for leasing parks pavilions and buildings set out in this report have been developed by the Council's Estates team, Legal Services team and Parks team and comply with adopted strategy and the existing scheme of delegation.
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: Officers assessment of Best Value will incorporate an assessment of the sustainable practices of prospective tenants. The application process will also require tenants to illustrate engagement with site stakeholders and ensure that equal opportunities are promoted in their activities.
-

Impact on the Local Economy

1. Summary of Local Economy Implications: The evaluation of proposals will seek the provision of a diverse range of facilities that align with the needs of local economies and communities, as a strategic objective of the Open Space Strategy.
-

Impact on Health and Wellbeing

1. Summary of Health and Wellbeing Implications: There should be a diverse range of proposals which impact on health and wellbeing, including those that look to diversify sporting facilities and those that enhance opportunities for social interaction.
-

Customer Impact

1. Estimated number of users or customers (*current and projected*): The Open Space building stock covers a range of sites in the Portfolio including both parks, recreation grounds and countryside sites. Accordingly, this process in conjunction with the *Open Space Strategy 2021-2031* will impact upon all users of the borough's Open Spaces.
-

Ward Councillor Views

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

3. COMMENTARY

- 3.0. In its *Open Space Strategy 2021 – 2031*, the Council recognises the significant contribution that its open spaces make to the lives of both its residents and its visitors.
- 3.1. Key to this is the commitment of local stakeholder groups that operate within the spaces, including Friends of Parks groups and other cultural, sport and leisure providers such as bowls clubs, sports clubs, delegated sports managers and event and activity providers – many of which operate out of built assets such as pavilions and making use of sport pitches.
- 3.2. There are over 100 sports pitches in the Council's parks and open spaces, which make provision for a variety of sports including football, rugby, cricket, and bowls. There are also 46 pavilions and parks buildings, of which 40 are currently occupied for a variety of uses, predominantly as changing rooms or other uses associated with the operations of sports clubs, but with some also used by nurseries or cafes.
- 3.3. Whilst the contribution that these groups make is much valued by communities, it is apparent that the lease model under which they operate does not meet the current day requirements of the Council. This is because:
- There is an inconsistency of agreement types in place governing the use of different properties including leases, delegated sports management agreements, tenancies at will, licences, and permissions, some of which are open-ended.
 - The Council (to varying degrees) subsidises the operations of many of these groups, including through the retention of significant maintenance and service liabilities, payment of utilities, and/or the payment of grants.
 - In some instances, these agreements do not meet the Council's strategic objectives for both its open space and its Strategic Property Portfolio as set out in the *Open Space Strategy* and the *Operational Estate Strategy*.
- 3.4. There are six vacant park buildings. In addition to its *Open Space Strategy* commitments, the Council also makes commitments to nurture our green spaces in the *Regeneration Strategy 2020 – 2030* through 'bringing disused park buildings back to life to provide opportunities for growth in the local economy, combat anti-social behaviour, and enhance local amenity.'
- 3.5. This paper:
- Sets out the policy background that has necessitated a new approach to the management of parks buildings.
 - Sets out a process for the leasing of park pavilions and buildings: one for vacant properties (new lettings) and one for lease renewals.
 - Recommends that the Council reviews and standardises the terms for grants paid to support leisure and sporting activities in parks and open spaces.

Background

- 3.6. In December 2022 Full Council adopted the recommendations of the Council's *Operational Property Review* (Committee Report **CSD22139**) which aimed to seek ways to reduce the liability across the Council's Operational Property Estate down to a financially sustainable level. It identified:

- That the maintenance liability across the estate over the next 10 years amounts to £82.1M and that a further £82.3M would be required to refurbish the Portfolio to a minimum standard.
 - There are mandatory risks to the Council associated with the condition of the operational estate, including pressure on repair and maintenance budgets to manage an increasing and urgent reactive maintenance.
 - That the Council is likely to need to spend more on its operational estate within the next ten years than can be generated by capital receipts from within it.
 - That it will cost an estimated £17.8m to refurbish all buildings across the Open Space Portfolio to a reasonable standard.
- 3.7. Whilst there have been some notable successes in the modernisation of building provision in the Open Space Portfolio, a significant proportion of it is of 1930s construction, in poor condition and is increasingly challenging in terms of maintenance liabilities. Many do not conform with modern building standards (e.g. for sports with regards to changing rooms and disability access) and there is currently no available Council funding within the capital programme or within the maintenance budgets set aside for refurbishment or improvement.
- 3.8. Recognising that whilst these buildings are not required for the delivery of statutory Council services, they are used for the delivery of strategic partnerships (including the provision of sport and other open space amenities). Strategic Objective 4 of the *Operational Estate Strategy* therefore notes that officers will seek to negotiate lease arrangements that divests the Council of its ongoing maintenance liabilities wherever possible. Disposal is not recommended for these buildings due to their location.
- 3.9. Section 16.3 of Appendix 10 of the Council's Constitution delegates authority to the Director of Housing, Planning and Regeneration to carry out functions relating to the leasing and management of property including:
- The grant for leases and renewal of such for properties for which they were originally acquired or are currently held or has presented an opportunity to generate additional income or provision of service, provided such leases are:
 - i. For a term not exceeding 7 years; or
 - ii. Where the annual rent is within the financial limits, currently less than £250k per annum).
 - Consenting to the assignment of leases and subletting of Council properties.
 - Approving applications to minor alterations or improvements to buildings.
 - The determining of rent reviews, lease renewals, lease re-gearings (e.g. variation or surrender and regrant), changes in use and re-letting of commercial properties in Council ownership.
- 3.10. Section 123 of the Local Government Act 1972 requires the Council to secure the best consideration reasonably obtainable where it disposes of land (excluding a lease of 7 years or less). In determining whether the disposal meets the proposals of 'best value' officers must consider multiple factors including (but not limited to) the proposed terms offered under any leasing arrangement, what the intended use (and subsequent income generation) will be of the

built asset, and the level of finance that any prospective tenant will be investing into the built asset as part of their tenancy.

A new process for leasing park pavilions/buildings:

3.11. Upon approval of the *Operational Property Review* and Operational Estate Strategy, and in recognition of strategic background outlined in 3.10-3.11, a 'drafting committee' formed of representatives from the Council's Carbon Management and Greenspace, Estates and Legal Services divisions was established to redraft and standardise the lease documentation for properties within the Open Space Portfolio.

3.12. A suite of standardised Open Space documentation has been produced that can be used including:

- A lease for a parks pavilion/building
- A licence for the use of sports pitches
- A licence to occupy a building or space on a short-term basis.
- A licence for alterations to a park pavilion/building
- A tenancy at will.
- A licence to place a shipping container (or similar) on an Open Space.

3.13. The key points to note in relation to the standard form of lease for a parks pavilion/building are:

- Unless specifically stated, the lease is to be contracted out of the security of tenure and compensation provisions of the Landlord and Tenant Act 1954 Part II as amended, allowing the Council greater flexibility to plan for any future alternative uses of the property, and to reassess best value over time.
- A lease will be granted on a full repairing and insuring basis, thus divesting the Council of its service and maintenance liabilities as outlined in 3.7.
- Any proposed rent will be reflective of the factors outlined in 3.11 and will be uplifted by the Retail Prices Index (or any official index that may replace it) on agreed review dates, thus ensuring the Council meets its statutory duty to secure best value where appropriate.
- The length of the lease will be negotiable depending on the nature of the proposal, but shorter terms are likely to be preferable, with longer terms (not exceeding 25 years) justified only where there is significant investment into the building. Break clauses can be included on longer leases to provide greater flexibility.

3.14. The above standard form of documentation will be the basis upon which terms are negotiated with any prospective tenants, with no significant changes to the standard form of wording being accepted, unless justified by a material requirement within the proposed terms. This will help develop and complement a consistent policy for divesting liability and the management of property assets.

3.15. Negotiations with prospective tenants will fall broadly into two distinct categories with slightly differing processes:

- *Vacant Properties (new lettings)*: Prospective tenants that have expressed an interest in the occupation of a building that is currently empty or where a lease has recently been surrendered by a previous tenant.
- *Properties with Lease Renewals*: Tenants that are requesting a renewal of their current lease arrangement either because it is about to expire or because they wish to renegotiate their current terms (such as for example this may be required to meet a grant funding condition)

Vacant Properties

3.16. As stated in its Regeneration Strategy, the Council will go to the market with ‘an open mind for a range of commercial and community led uses where pavilions are vacant.’ It is therefore recommended that the Council is not prescriptive about specific uses for vacant pavilions but will evaluate different proposals using suitable criteria which includes ‘community and council objectives.

3.17. Where a property is vacant, it is recommended that the following process will apply:

1. Officers will undertake a review of the vacant assets and devise a marketing timeline which will be shared with stakeholders. At this stage, it will also be decided if there are pitch licences that will be marketed alongside the building. It should be noted that the marketing timeline will depend on the level of available resource to complete a transaction and the priorities within the portfolio at any given time.
2. Once it has been agreed to market a vacant building, the Council’s Facilities Management division will undertake an inspection to identify a minimum requirement by the tenant to meet mandatory safe standards for safe occupation and use. This may include a requirement to ensure that the building complies with MEES (Minimum Energy Efficiency Standards) regulations. If the inspection does identify a capital investment requirement, the Council will assess a prospective tenant’s ability to fund and undertake any required works as part of its ‘best value’ assessment in step 4 of this process.
3. The building will be advertised on the open market, detailing the estimated capital requirement (identified in 2). Prospective tenants must undertake their own due diligence inspections and assessments and be prepared to take the property as ‘seen.’ To apply for the tenancy, prospective tenants will be asked to complete a proposal form and application which must address:
 - That they are suitably qualified and experienced to deliver their objectives for the building asset in question.
 - Their intended use of the building
 - An intended business plan including an offer in respect of rent, any costs incurred with preparing the building asset for their proposed use, a forecast of annual income and expenditure and any risks associated with their proposal.
 - How they will carry out any operational activities on site safely and for the benefit of the wider community, including building good relationships with the site’s existing stakeholders.

4. After the closing date for applications, officers will evaluate all received applications for 'best value' based upon the following criteria:
 - *Rent*: Officers will assess any rental income offered against market value and consider the level of investment being proposed for the property to assess the value for money being provided by the application.
 - *Risk*: The level of risk associated with the proposal (including viability and capability of meeting the capital requirements) and its delivery and how well this is managed by the prospective tenant.
 - *Community and Council Objectives*: Whether the proposal produces a community benefit that will diversify the use of the associated Open Space in line with the Council's wider strategic and policy objectives including the *Open Space Strategy 2021-2031*. Where the Council has named a specific objective for a site within a strategic or policy document, credit will be given to proposals that align with these. Community engagement and support will be beneficial in the evaluation of this criterion.
5. Following the evaluation of best value/consideration, a preferred proposal will be identified. Officers will engage with ward councillors on the outcome of the process, after which prospective tenants will be notified.
6. For the application that is assessed to provide best value/consideration, officers will proceed to confirming lease terms with the respective tenant. Depending on the nature of the proposal, this may involve:
 - Consultation under the Open Space process, if required.
 - Ensuring funds are in place to deliver works to the building.
 - Ensuring that works are undertaken to a suitable and compliant standard.
- 3.18. Where it is intended that the prospective tenant will fundraise to undertake works to the property, the Council may issue an agreement to lease to enable them to access grant funding, with the completion of a lease being conditional upon these funds being secured.
- 3.19. All marketed buildings will be advertised on the letting page on the Council website, and local media such as the *News Shopper* where appropriate. The administration will be managed by idverde on the Council's behalf, who will be able to provide prospective tenants with a 'welcome pack' consisting of guidance for making an application, the market particulars of the building, site plans, an application and business plan template, and template lease documents. They will also be able to arrange viewings of the building for prospective tenants.
- 3.20. Applications are welcome from all sectors of the community including (but not limited to) sports clubs, leisure providers, nurseries, and catering offers, so long as they address all the requirements stipulated within their submission, and in recognition that the prospective tenant will be responsible for securing any planning and statutory consents necessary to deliver their proposal.
- 3.21. If the proposed use does not include use of an associated pitch or licences, these can be marketed separately.

3.22. Wider community stakeholders such including Friends of Parks groups and ward councillors will be notified once a building is marketed to let so that they can support with advertising any opportunity and will also be engaged on the preferred proposal once it has been identified.

3.23. This process has been piloted at Biggin Hill Recreation Ground (Biggin Hill), and officers are now working through the final stages to confirm the lease terms. The standard form lease has also been successfully used to lease the pavilion at Queensmead Recreation Ground (Shortlands & Park Langley).

Lease Renewals

3.24. Where a property has an existing tenant that requires their existing arrangements to be renewed, the Council's standard Landlord and Tenant process for the renewal of leases will apply:

1. The Council will enter discussions with the existing tenant to understand their aspirations for continued occupation, whilst also reducing its liabilities by moving the tenant onto the new standard form of lease, as outlined in 3.14. It should be noted that the tenant will be required to accept more responsibility for the building than at present. Any associated documents with their current lease (such as a sports pitch licence) will also be transferred to the new format.
2. Dependent upon the protection afforded by their current lease, it will be at the Council's discretion as to whether any lease arrangement is renewed. Whilst every effort will be made to ensure that lease renewals are successful, the Council at its discretion may choose not to renew a lease arrangement should negotiations prove unsuccessful and/or the tenant appears unable to match the Council's strategic objectives for the Open Space. In all negotiations, the Council must seek to secure best value/consideration, and it is recommended that this is evaluated in accordance with paragraph 3.18(4).
3. If a lease renewal cannot be agreed, then the current arrangement will cease and the park building will be classified as vacant, with the new process set out in paragraphs 3.17 – 3.23 than applying.

3.25. It should be noted that there are several long-standing agreements in place for park buildings which are due to expire in the next 5 years which will be impacted by this new process. A summary is included in a table at Appendix 1.

Grants

3.26. Currently, the Council pays circa £105k per annum in grants to various groups operating in the borough's greenspaces, of which £63k is connected to the use of pavilions, park buildings or pitches in 17 parks and open spaces.

3.27. In these circumstances, the grants are often connected into the property agreements themselves, rather than having its own agreement with terms specifically governing the use and payment of the grant. It is recommended that these grants are reviewed at the point at which the property agreement expires, and that if the lease or licence is renewed, the grant is governed by its own, separate grant agreement with a term of no longer than five years and with clear objectives governing the use of the fund. It is recommended that authority is delegated to the Director of Environment & Public Protection, in consultation with the Portfolio Holder, to make decisions about the award of grant funding.

- 3.28. There is however one grant agreement that is not specifically connected to the use of park buildings which officers recommend are standardised under a new set of terms outside of the park building lease process; this is the grant paid to the Trustees of Chislehurst Common.
- 3.29. The Chislehurst & St Paul's Cray Commons Conservators ('Chislehurst Conservators') was established by the Metropolitan Commons (Chislehurst & St Paul's Cray) Supplemental Act 1888 to protect and maintain the Commons for public use. When established the costs of the Conservators were supported by the local parish councils, and subsequently by the relevant local authority.
- 3.30. The Council currently pays an annual grant to the Chislehurst Conservators of £36,310 to support their charitable objectives, which represents approximately one third of their total costs, with the rest paid for through fundraising efforts. The funding provided to the Trustees has steadily reduced since 2002, before which the local authority funded 100% of the operational costs.
- 3.31. If the Council were to stop paying this grant, there is a material risk that the Chislehurst Conservators may not be able to achieve their objects and the statutory duties may need to be fulfilled by the Council in their absence.
- 3.32. This report recommends that this grant funding agreement is renewed at the current rate for a further 5 years to continue to provide financial support between 2024 – 2029, to ensure that the Commons continue to be protected for public enjoyment. The new set of terms and conditions for this grant will ensure that activities are monitored to ensure that the grant is being used for the stated purpose. If during the monitoring of these activities, the Council deems that the conditions of grant are not being met, the Council reserves the right to withdraw the grant.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1. The *Open Space Strategy 2021-2031* incorporated several features to ensure that those who were not traditional users of Open Space were represented to ensure social cohesion and equality of opportunity.
- 4.2. Such features will be incorporated into officers consideration of Best Value of applications for vacant pavilions including whether the proposal will have an impact on community physical and mental health (e.g. helping to combat social isolation), help to cater for a wide range of needs (e.g. diversifying the number of activities on site to be inclusive of those with physical disabilities and learning difficulties) or help to tackle loneliness by meeting the objectives of the Council's *Loneliness Strategy 2022 to 2026*.

5. TRANSFORMATION/POLICY IMPLICATIONS

- 5.1. The Process outlined in this paper supports the Council's Corporate Strategy: *Making Bromley Even Better*, specifically in relation to Ambition 5: To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
- 5.2. The process also helps to meet an Action Point under Strategic Objective 2 within the Council's *Open Space Strategy 2021-2031*, under which it aims to regularly review the building stock within its Open Space Portfolio to ensure that it is fully occupied and reflects both current and future objectives.

6. FINANCIAL IMPLICATIONS

- 6.1. This paper seeks to inform members around the letting of parks pavilions moving forward.
- 6.2. The Operational Property Review identified a total estimated refurbishment cost of £17.8m to buildings within the Open Space Portfolio which would result in a reduction of £4.5m maintenance liability, however as identified in the report there is currently no provision within either the Capital Budget, the OPR Programme budget or the Parks Maintenance budget to undertake this work.
- 6.3. The buildings within the Open Space portfolio are not required for the delivery of statutory services but they are used for the delivery of strategic partnerships. Objective 4 of the Operational Estate Strategy therefore notes that officers will seek to negotiate lease arrangements that divests the Council of its ongoing maintenance liabilities wherever possible. Disposal is not recommended for these buildings due to the location of these buildings.
- 6.4. Whilst it is not possible to fully estimate the total receipts that will be generated as a result of any increased rents, the discharging of the Council's maintenance responsibilities and/or investment into the buildings by respective tenants, the process will contribute towards reducing the significant maintenance liability it currently faces across its property portfolio.
- 6.5. The grants referenced in paragraph 3.27 totalling £105k are currently funded from the parks and greenspace revenue budget and administered by idverde on the Council's behalf.

7. LEGAL IMPLICATIONS

Local Government Act 1972 (LGA 1972)

- 7.1. The Act required that:

any intended disposal of park land (open space) must be advertised in the local press for 2 consecutive weeks to consider objections (sections 123(2A) and

demonstrate that best consideration reasonably obtainable has been obtained (section 123 (2)

- 7.2. A lease of 7 years or more is considered a disposal under the LGA 1972 and when granting a new lease for open space, the open space notice procedure mentioned above must be complied with alongside with the Council complying with the requirements of S.123 LGA 1972 i.e. the best value requirements.

Open Spaces Act 1906 (the 1906 Act)

- 7.3. Section 10 of the 1906 Act provides that a local authority that has acquired control over any open space to which the 1906 Act applies shall, subject to certain conditions, hold and administer the open space in trust to allow the enjoyment of it by the public as an open space and for no other purpose.

The Greater London Parks and Open Spaces Order 1967 (the 1967 Order)

- 7.4. Article 7 of the 1967 Order empowers local authorities to provide facilities for public recreation in any open space in greater London. Article 11 sets out provisions in relation to the exercise of those powers, including that the powers cannot be exercised in such a way that members of the public are by reason only of the exercise of those powers, unable to obtain access without charge to some part of the open space.

- 7.5. The 1906 Act and the 1967 Order was applied in the case of *Muir v Wandsworth Borough Council* [2017] EWHC 1947 (Admin) (28 July 2017). The High Court found Wandsworth to have acted unlawfully in granting a nursery lease of part of Wandsworth Common. The obligation under section 10 of the 1906 Act applies equally to buildings in the open space. Local authorities will therefore need to ensure that care is taken not to prevent public use of such buildings for a significant period of time. Consideration also needs to be given whether the services provided by the proposed by the tenant can be said to be for the benefit of the public as a whole, rather than just a specific group of people.

Grant Funding

- 7.6. In terms of the grant funding, the Council has the power under Section 1 of the Localism Act 2011 to deliver grant funding to eligible persons or organisations. In exercising this power, the Council must have due regard to all relevant circumstances and local need in allocating funds on a discretionary basis and treat applicants in a fair manner. The Council should make it clear the rationale upon which funds will be allocated and ensure that organisations submitting applications for the funding are aware of the criteria that will apply.
- 7.7. The Council will also need to be mindful of its obligations under the Subsidy Control Act 2022 (the Act). A subsidy can arise when a public authority provides support to an enterprise that gives them an economic advantage, meaning equivalent support could not have been obtained on commercial terms. The purpose of the subsidy control regime is to prevent public authorities from giving financial advantages to enterprises in a way that could create excessive distortions of competition. Appropriate legal advice will need to be sought when the grants are made in order to ensure that either no subsidy arises or that the subsidy falls within the general exemption for minimal financial assistance (MFA) which allows public authorities to award small subsidies without the need to comply with the majority of the subsidy control requirements outlined in the Act. The template grant agreement should include an MFA declaration which can be completed if required.

8. PROCUREMENT IMPLICATIONS

- 8.1. There are no procurement implications relating to the issue of the leases for the various pavilions and park buildings.
- 8.2. The report also seeks delegated authority to the Chief Officer to enter into appropriate grant agreements to community organisations for parks and open spaces as well as a further award of a grant to the Chislehurst Conservators for a period of five (5) years commencing 2024 at a value of £36,310 per annum (whole life value of £181,550 for the five-year term).
- 8.3. Similar grant awards have been paid to the Chislehurst Conservators since approximately 1994 and the cumulative value of this grant is likely to be significant.
- 8.4. Grant payments of this type may be subject to the Public Contracts Regulations 2015 where receipt of the grant is conditional upon use of funds or services to be delivered (as opposed to a 'gift' of funds). Legal advice should be sought when setting any conditions of grant to determine the scope of the grant. If subject to the Public Contract Regulations 2015, the cumulative value of the grant will exceed the thresholds set out in Part 2 of the Public Contract Regulations 2015 for a Services contract. However, for the reasons set out in sections 3.29 to 3.33, there are no other organisation able to undertake the protection of Chislehurst and St Paul's Cray Commons in this manner and therefore Regulation 32 of the Public Contracts Regulation 2015 may apply allowing award via negotiated procedure due to technical reasons (lack of competition or available market).

- 8.5. An exemption from tendering is 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 with the need to obtain the Approval of the Portfolio Holder following Agreement by the Chief Officer, the Assistant Director Governance & Contract, Director of Finance, and the Director of Corporate Services. In accordance with CPR 2.1.2, Officers must take all necessary professional advice.
- 8.6. The actions identified in this report are provided for within the Council's Contract Procedure Rules, and the proposed actions can be completed in compliance with their content.

9. PROPERTY IMPLICATIONS

- 9.1. The processes recommended in this paper have been carefully developed in close consultation with the Estates team and legal colleagues. This followed a review of past procedures and recent case work involving lease renewals, lease re-gearings and rent reviews.
- 9.2. The purpose of the review by Estates was to:
- Develop a clear process that can be easily understood and followed by interdepartmental officers, stakeholders, and elected members.
 - Streamline the transaction process, bringing efficiency, reducing timelines and costs associated with granting leases.
 - Bring consistency to lease documents and the obligations associated with these commitments so that these can be adopted and applied to property and landed assets throughout the Parks' portfolio to effectively manage the Council's position.
- 9.3. The process was achieved by reviewing:
- The drafting and content of leases (and associated documents and forms) previously granted by the Council.
 - The objectives set out in the Operational Estates Strategy, Open Space Strategy and Regeneration Strategy.
 - The aspirations and directives set out in the Council's Operational Property Review (Committee Report **CSD22139**) which aimed to ensure:
 - I. That there is a commercial use within the building that provides the Council with value for money as per its statutory duty.
 - II. That the Council divests itself of all the liabilities and ongoing maintenance of the building.
 - III. That it produces a community benefit and diversifies use of the Open Space in question in line with our Open Space Strategy and Playing Pitch Strategies.
 - The requirements under section 123(2), Local Government Act 1972, and the objective of achieving best consideration with regard to qualifying leasehold arrangements.
 - Adherence to The Scheme of Delegation to officers Constitution Appendix 10.

- Internal process and standard procedures for leasing and the process of seeking authority by the head of Estates and Asset management, transaction approval requirements and legal instructions.

9.4. The Council’s Estates team must be formally instructed by the service department on all transaction work.

10. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

10.1. Officers’ assessment of Best Value will incorporate an analysis of the sustainability of any construction work that any prospective tenant may need to undertake to prepare the building asset for their proposed purpose, along with that of their proposed-on site operations once established.

10.2. Any prospective tenant will also retain responsibility for ensuring that they undertake any necessary surveys that may be required before any works commence including (e.g. Wildlife and Tree Surveys).

10.3. The application process also requires prospective tenants to illustrate how they will maintain good relations with existing site stakeholders, as well as submitting any Equal Opportunities Policies that they have in place.

11. IMPACT ON THE LOCAL ECONOMY

11.1. ^[OBJ] It is hoped that inviting prospective tenants from a range of backgrounds to submit bids will help to create a diverse set of facilities within Open Spaces that align with the needs of the local economy and communities thus meeting a key Action Point under Strategic Objective 4 of the Council’s *Open Space Strategy 2021-2031*.

12. IMPACT ON HEALTH AND WELLBEING

12.1. ^[OBJ] It is hoped that inviting prospective tenants from a range of backgrounds to submit bids will result in a diverse range of proposals which impact on health and wellbeing to be submitted. This includes those that help to diversify sporting facilities and the number of active uses that one space can accommodate, through to those that may enhance opportunities for social interaction (e.g. fostering gatherings of individuals with a shared purpose or interest), thus meeting key action points within Strategic Objectives 3 and 4 of the *Open Space Strategy*.

13. CUSTOMER IMPACT

13.1. ^[OBJ] The Open Space Building Stock covers a range of sites in the Portfolio including both Parks and Recreation Grounds. Accordingly, this process in conjunction with the *Open Space Strategy 2021-2031* will impact upon all users of the borough’s Open Spaces with built assets.

Non-Applicable Headings:	Personnel Implications, Ward Councillor Views.
Background Documents: (Access via Contact Officer)	Report CSD22139: Operational Property Review Open Space Strategy Regeneration Strategy

Appendix 1

The below table gives an indication as to when different leasing arrangements across the Open Space Portfolio are due to be renewed, along with any that require regularising as they remain open-ended:

Year	Pavilion Renewals
2024	<p>Bromley Council Bowling Club Association with leases at the following locations:</p> <ul style="list-style-type: none"> - Alexandra Recreation Ground - Coney Hall Recreation Ground - Croydon Road Recreation Ground - Goddington Park - Poverest Park - Queensmead Recreation Ground - South Hill Wood - Whitehall Recreation Ground - Willett Recreation Ground <p>Alexandra Recreation Ground Pavilion and Public Conveniences</p>
2025	<p>Croydon Road Recreation Ground Café Kelsey Park Café and Public Conveniences Parkfield Recreation Ground Pavilion Sparrows Den Pavilion 1 (Pitch and Putt).</p>
2026	<p>Cator Park Pavilion and Former Public Conveniences Harvington Sports Ground Pavilion Mottingham Sports Ground Pavilion and Public Conveniences</p>
2027	<p>Coney Hall Recreation Ground and Public Conveniences Norman Park Pavilions x 4</p>
2029	<p>Betts Park Pavilion Chislehurst Recreation Ground Tennis Pavilion</p> <p>Queensmead Recreation Ground Pavilion</p>
2031	<p>Petts Wood Recreation Ground Pavilion</p> <p>Farnborough Recreation Ground Tennis Clubhouse</p> <p>Sparrows Den Pavilion 2 (Rugby)</p>
2032	<p>Hoblingwell Wood Recreation Ground Clubhouse</p>
2038	<p>Goddington Park Pavilion and Public Conveniences</p>
2039	<p>Cudham Recreation Ground Pavilion</p>
2042	<p>Chislehurst Recreation Ground Pavilion and Café</p>

	Farnborough Recreation Ground Sports Pavilion
2056	Havelock Recreation Ground Pavilion
2058	Goddington Park Sports Club Pavilion
To Regularise	Blake Recreation Ground Pavilion Chelsfield Recreation Ground Cricket Pavilion Kelsey Park Information Centre Poverest Park Sports Pavilion St Mary Cray Recreation Ground Pavilion
Vacant	Biggin Hill Recreation Ground Pavilion Chelsfield Recreation Ground Pavilion Croydon Road Recreation Ground Sport Pavilion Croydon Road Recreation Ground Former Public Conveniences Sparrows Den Pavilion 1 (partially vacant) Stanhope Recreation Ground

This page is left intentionally blank

Report No.
ES20355

London Borough of Bromley

PART ONE - PUBLIC

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

Date: Tuesday 23 January 2024

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

Title: OPEN SPACE STRATEGY 2021-2031: YEAR 2 UPDATE

Contact Officer: David Braybrook, Parks and Open Spaces Manager
Tel: 0208 313 4440 E-mail: david.braybrook@bromley.gov.uk

Hannah Jackson, Assistant Director Environment (Carbon Management & Greenspace)
Tel: 0208 461 7690 E-mail: hannah.jackson@bromley.gov.uk

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

Ward: All Wards

1. Reason for decision/report and options

- 1.1 This report provides an update on the delivery of the Open Space Strategy in the second year since its adoption in November 2021.

2. **RECOMMENDATION(S)**

The Environment & Community Services Policy Development and Scrutiny Committee are asked to note the progress made on the Open Space Strategy in its second year of implementation.

Impact on Vulnerable Adults and Children

1. Summary of Impact: The Open Space Strategy has been developed to provide specific benefits for vulnerable adults and children, including actions to use open spaces to improve physical health and wellbeing as well as to improve playgrounds and their accessibility, and to improve access to environmental education.
-

Transformation Policy

1. Policy Status: Existing Policy: Open Space Strategy 2021 - 2031
2. Making Bromley Even Better Priority (*delete as appropriate*):

(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: Parks and Greenspaces
 4. Total current budget for this head: £7.1m
 5. Source of funding: The delivery of the Open Space Strategy has been assisted by the Platinum Jubilee Parks Fund. As noted in this report many of the projects for delivery under this strategy will be subject to external grant identification and funding applications.
-

Personnel

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

Legal

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

Procurement

1. Summary of Procurement Implications: Not applicable.
-

Property

1. Summary of Property Implications: Not applicable.
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: The Open Space Strategy supports the ambitions of the Council's New Zero Action Plan.
-

Impact on the Local Economy

1. Summary of Local Economy Implications: The Open Space Strategy includes Strategic Objective 4 which is to support local economies through attractive open spaces in town centres and provision for sustainable community events.
-

Impact on Health and Wellbeing

1. Summary of Health and Wellbeing Implications: The Open Space Strategy includes Strategic Objective 3 which is to 'manage Bromley's open spaces for improved health and wellbeing'.
-

Customer Impact

1. Estimated number of users or customers (*current and projected*): The Open Space Portfolio covers a range of sites and habitats including formal and informal parks, recreation grounds, nature reserves and woodlands. Accordingly, it affects all customers, including residents, businesses, visitors, and tourists to the borough.
-

Ward Councillor Views

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

3. COMMENTARY

3.1 Following scrutiny at the meeting of the Environment & Community Services PDS committee on 17th November 2021, the Portfolio Holder for Environment agreed to the adoption of the *Open Space Strategy 2021 – 2031* (ES202132).

3.2 The Strategy sets out the Council's vision for 'an open space portfolio that promotes the environmental, social and economic wellbeing of the borough, allowing residents, communities and wildlife to thrive.' The Strategy sets out five Strategic Objects (SOs):

SO1: Quality and accessibility

To improve the quality and accessibility of Bromley's open spaces

SO2: Natural, cultural, and historical assets

To enhance Bromley's diverse natural habitats, protect its cultural and historical assets and to increase public understanding of these sites.

SO3: Health, wellbeing, and community

To manage Bromley's open spaces for improved health and wellbeing

SO4: Local economy

To support local economies through attractive open spaces in town centres and provision for sustainable community events.

SO5: Financially viable open space portfolio

To ensure Bromley's open spaces are financially sustainable by identifying new income and commercial opportunities that allow sensitive enhancement and modernisation of the portfolio.

3.3 Under each Strategic Objective, the Strategy identified specific Action Points. This report provides an update against each of the action points with a target date for delivery before December 2023 or those with a later target date where there is progress to note, with a summary of progress identified in **Appendix 1**.

3.4 Whilst there is still much to do to deliver the ambitions set out in the strategy, there have been some key achievements in 2023, with several projects planned for 2024 and beyond that will deliver these strategic objectives. It is notable that many of these achievements and projects have been made deliverable by the funding from the Platinum Jubilee Parks Fund which was intended to accelerate the achievement of the objectives in the Open Space Strategy whilst also contributing towards the renewal of assets (**CSD22023**). Much of this has only been possible thanks to the partnerships created with community groups, and specifically our Friends of Parks, who in many cases have been able to raise additional funds to support the improvement of their local green spaces.

SO1: Quality & accessibility

3.5 An audit of park infrastructure was undertaken in 2023, with this information being used to prioritise use of the budget for repairs and maintenance. A review of the condition of the equipment and surfacing of playgrounds has also commenced.

- 3.6 A new and improved template for management plans has been established by idverde, and updated management plans have been produced for 72 sites. Green Flag Awards were achieved at 7 of the borough's directly managed open spaces, with idverde aiming to achieve this award at another four sites by 2025, with support of the local Friends groups.

SO2: Natural, cultural, and historical assets

- 3.7 New management regimes are being piloted at sites across the borough, including the Nature Friendly Verges pilot which launched at 11 sites in March 2023, and the Sustainable Planting trial which launched in December 2023 at 10 sites. Additionally, the Brilliant Butterflies project introduced scrapes in two additional sites, and a further two countryside sites were converted to naturalised grasslands.
- 3.8 The Council continues to plan for new woodland establishment. We have appointed Forestry Commission recognised consultants Maydencroft who are working on initial designs for woodlands at the three previously agreed sites (Edgebury Grazing Lands, Kemnal Road, and Worlds End Lane) with public consultation planned for February 2024. Additionally, two new community orchards are currently being planted in Jubilee Country Park and Richmal Crompton Fields, both funded by the Platinum Jubilee Parks Fund. Finally, the Friends of Cator Park and Alexandra Recreation Ground have fund raised to plant a Tiny Forest in Cator Park, planting a mix of native trees in a small area to replicate the natural processes of forest regeneration.
- 3.9 In terms of natural regeneration, the Council is supporting a grant funding application by the Froglife Trust on their Blue Chain project which would seek to restore or create sustainable waterbodies for the benefit of reptile and amphibian species which could include regenerating the pond at Shaftesbury Park, Plaistow. Two ponds at Scadbury Park were also restored this year with funding from the Platinum Jubilee Parks Fund, to reduce gaps between viable breeding habitats for Great Crested Newts. Finally, officers are working with the Southeast Rivers Trust and the Friends of Riverside Gardens and Kent Pond to restore the wetland in Riverside Gardens through an improvement to the reed bed which will support better biodiversity.
- 3.10 The project led by Thames 21 and the Friends of Bromley Town Parks and Gardens to desilt the river Ravensbourne and restore the natural processes for sediment transport and improved fish passage and habitat completed earlier in the year, with funding from the Environment Agency's Water Environment Improvement Fund. Additional planting is planned for Spring 2024.
- 3.11 Works began on site to restore the Croydon Road Recreation Ground Bandstand, with these due to complete shortly.

SO3: Health, wellbeing, and community

- 3.12 Opportunities for physical health and wellbeing have been enhanced in 2023:

- Improvements to tennis courts thanks to grant funding secured from the Lawn Tennis Association, with resurfacing work commenced at four tennis courts in the borough (Coney Hall Recreation Ground, Church House Gardens, Goddington Park and Poverest Park.
- Funding has been secured to introduce new Non-Turf Cricket Pitches at Goddington Park and Poverest Park, with delivery expected in 2024.
- New trim trails have been introduced at Blake Recreation Ground and Penge Recreation Ground, with an adventure trail also installed in Whitehall Recreation Ground, all driven by the local Friends group and funded by the Platinum Jubilee Parks Fund.

- A new outdoor gym has been approved for installation at Biggin Hill Recreation Ground following Biggin Hill Friends of Parks successful application to the Platinum Jubilee Parks Fund.

3.13 Opportunities to improve mental health have also been progressed in 2023:

- An award has been made to the Amber Crisis Pregnancy Care from the Platinum Jubilee Parks Fund towards plans for a memorial garden in a disused part of the cemetery which will be a quiet space of contemplation for those who have lost babies. There will also be opportunities for volunteers to support the maintenance of this new space. Fundraising for this project continues in 2024.
- Several of the Platinum Jubilee Parks Fund projects aim to tackle loneliness: projects at Beckenham Green, Richmal Crompton Fields and Winsford Gardens will create opportunities for people to become more involved in their local green space and make connections with other volunteers.

SO4: Local Economy

3.14 A town centre feasibility study has commenced with Avison Young reviewing five town centre parks (Betts Park, Biggin Hill Recreation Ground, Church House Gardens, Kelsey Park, and Priory Gardens). Stakeholder consultation activities are now completed with the report and recommendations due to be completed in January 2024.

3.15 Several playground improvement projects have been delivered this year:

- New thermoplastic markings and refurbishment of the BMX ramps was completed at Betts Park, along with new benches for the playground funded by the Platinum Jubilee Parks Fund and the Hadley Property Group.
- Surfacing improvements were made at Chislehurst Recreation Ground to tackle surface water issues, and new play equipment was installed. The zipline platforms were refurbished and the matting underneath was replaced.
- New accessible play equipment was installed at Kings Meadow, including some with sound features, and a popular accessible trampoline and cradle swing.
- New play equipment was installed at Petts Wood Recreation Ground, with the local pre-school and Friends group coming together on a community workday to improve the remaining features in the playground.
- New play equipment was installed at Pratts Bottom Open Space, with the local primary school jointing the Friends for an opening event.
- At Ravensbourne Open Space, a new accessible roundabout was installed, as well as woodland play features and a climbing frame for older children, making sure that there is play provision for everyone.
- With support from Riverside School and local businesses, the Friends of St Paul's Cray Recreation Ground secured funding for a resurfacing project for this playground.

3.16 Sporting facilities in the borough are also being developed. In addition to those set out in paragraph 3.12, the following progress has been made to deliver improved grass roots sports facilities and opportunities:

- The Delegated Sports Manager at Norman Park has received a grant of £132k for pitch improvements.
- New pitch licences were granted in 2023 at Biggin Hill Recreation Ground, Queensmead Recreation Ground and Hoblingwell Wood Recreation Ground to introduce additional sporting activities at these sites.

3.17 Catering concessions have been introduced into the Open Space Portfolio this year at Queensmead Recreation Ground and Kings Meadows. A tender for ice cream concessions across the portfolio is currently underway, with new contracts due to commence from 1st April 2024.

SO5: Financial Sustainability and Modernisation

3.18 Fundraising for the borough's parks and open spaces is the responsibility of idverde under their contract. In 2023, idverde colleagues have commissioned and worked on producing a draft fundraising plan specifically for the Open Space Strategy which is due to be completed and put to the Portfolio Holder for adoption later in 2024. This draft plan is considering:

- How to best target applying for grant funding to deliver against the ambitions in this strategy.
- Options for raising funds through commercial sponsorship, donations, and legacy funding.
- Consideration of the establishment of an independent open spaces foundation to access funding not available to the Council.

3.19 In November 2022, officers recommended that three key challenges were addressed and prioritised:

- Understanding the open space portfolio – identifying requirements in terms of investment and enhancement and prioritising these
- Maximising the resources that we have – reviewing governance arrangements to get the most out of our open spaces.
- Having a plan for funding the delivery of the strategy.

3.20 Work is underway to audit the borough's open spaces, with an infrastructure audit completed earlier in the year, and an audit of the lifespan of all play equipment and play surfacing currently underway. Additionally, work has been undertaken to review the condition of the borough's water bodies with Early Contractor Involvement reports produced for five, and condition surveys on most of the park buildings have also been completed, all of which are starting to build a sense of the level of investment needed and how this might be prioritised. However, officers are revisiting the benefit of the natural capital accounting assessment approach referenced in the strategy considering the associated costs, which many local authorities are finding it difficult to justify given budgetary pressures. With the introduction of Biodiversity Net Gain, Parks for London advise that an alternative approach through the creation of Local Nature Recovery Plans may be a better way of understanding opportunities for investment in local greenspace to support improved biodiversity.

3.21 Further work is needed to review governance arrangements for stakeholders in 2024; it is anticipated that a streamlined approach could be used to make better use of the time contributed by stakeholders, and to improve their collective ability to influence the management

and maintenance of greenspaces in the borough. In terms of contractual governance, changes were made to the way in which Key Service Objectives are monitored under the idverde contract, with these being reported in the annual contract performance report in November 2023 (**ES20318**).

3.22 Paragraph 3.18 sets out the work that has been done this year to look at long-term funding for the delivery of the strategy, which sits alongside the Platinum Jubilee Parks Fund.

3.23 Key deliverables in 2024 are:

SO1: Continue with the audit of Open Spaces, and review opportunities for Local Recovery Plans with planning colleagues.

Aim to prepare Green Flag Award applications for a further four sites with revised management plans produced in partnership with key stakeholders.

Complete a review of governance and organisational structures.

SO2: Review the feedback on the Nature Friendly Verges and Sustainable Planting pilots and consider the future use of these management regimes in the borough.

Apply for funding for delivery of woodlands under the Woodlands Establishment project.

Complete works to restore the Croydon Road Recreation Ground bandstand.

Apply for funding for a second phase of works to the Moated Manor at Scadbury Park.

SO3: Install a community garden in Kelsey Park and develop plans for community gardens in Priory Gardens and Betts Park.

Implement changes to web content and align information across the Council, Bromley Parks (idverde), and Friends Forum website.

SO4: As a result of successful applications to the Platinum Jubilee Parks Fund, undertake playground improvements at Cudham Recreation Ground, Farnborough New Inn Fields, Goddington Park, Hoblingwell Wood Recreation Ground, McAndrews Recreation Ground, Queensmead Recreation Ground and Palace Square Open Space.

Explore opportunities for additional concessions in parks and open spaces.

SO5: Adopt a Fundraising Plan for delivery of Open Space Strategy objectives.

3.24 The delivery of the Open Space Strategy continues to be monitored through the governance arrangements previously agreed (**ES20223**) with Council officers and idverde staff meeting regularly, and progress monitored at the monthly contract meetings.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 The Open Space Strategy includes Action Points which aim to ensure that those who are not traditional users of Open Space are included to promote social cohesion and equality of opportunity. This includes:
- The enhancement of Open Space for mental and physical health benefits, including ways to facilitate social networking to combat loneliness and social isolation.
 - The modernisation of play provision to include accessible equipment that caters for a wide range of needs.
 - Enhancement and promotion of the outdoor education offering across the borough.

5. TRANSFORMATION/POLICY IMPLICATIONS

- 5.1 The Open Space Strategy supports the delivery of the Council's Corporate Strategy: Making Bromley Even Better. Whilst there are elements that support each of the Council's ambitions under this strategy, it has the greatest impact on Ambition 4: For residents to live responsibly and prosper in a safe, clean, and green environment great for today and a sustainable future.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications arising directly because of the progress report on the Open Space Strategy, however many of the projects and proposals have cost implications when they are separate considered and many will be subject to external grant identification and funding applications.
- 6.2 To date, the Council has committed £562k of the Platinum Jubilee Parks Fund to fund projects which support the deliver of the strategic objectives in the Open Space Strategy.

7. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

- 7.1 The Open Space Strategy supports the delivery of the Council's Net Zero Action Plan with inclusion of several sustainability initiatives, including woodland establishment projects and nature friendly management regimes which support delivery against Initiative 6: Woodlands, Parks, and Greenspaces.

8. IMPACT ON THE LOCAL ECONOMY,

- 8.1 Strategic Objective 4 of the Open Space Strategy is Local Economy and aims to activate Open Spaces adjacent to or within town centres so that they can be used to sustainably support their growing economies, as well as the provision of community events and the enhancement of the amenity, health, recreation, and sports provision of the Portfolio through the participation of the local community.
- 8.2 This report outlines that officers are working to deliver the Action Points within this Strategic Objective through measures including the Town Centre Feasibility Study and the enhancement of playground facilities.

9. IMPACT ON HEALTH AND WELLBEING

- 9.1 The Open Space Strategy includes Strategic Objective 3 which is to 'manage Bromley's open spaces for improved health and wellbeing'. The Strategy has specific action points to deliver opportunities for physical health and wellbeing and mental health. Paragraphs 3.12 and 3.13 outline progress made against these action points in 2023.

10. CUSTOMER IMPACT

10.1 The Open Space Portfolio covers a range of sites and habitats including formal and informal parks, recreation grounds, nature reserves and woodlands. Accordingly, it affects all customers, including specifically residents, businesses, visitors, and tourists to the borough.

Non-Applicable Headings:	Personnel Implications, Legal Implications, Procurement Implications; Ward Councillor Views
Background Documents: (Access via Contact Officer)	<p>Open Space Strategy 2021 – 2031 Open space strategy – London Borough of Bromley</p> <p>ES20223 Open Spaces Strategy: Year 1 Update ES20132 Open Space Strategy 2021 – 2031 ES20027 Draft Parks and Green Space Strategy 2020 - 2025</p>

Task SO	Action Point	Objective	Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
SO1 Quality and Accessibility	1.1	Member Endorsement of Open Space Strategy	Endorsement of the Full Strategy as a framework for decision making within the Portfolio for the period from 2021-2031.		Nov-21	The Strategy was fully endorsed at the November 2021 committee - it is also now fully designed and available on the Council's website, separated into strategy and appendix format. Work to establish its own proper web page is included as part of the Web Content Review (SO2 Action Point 4.1.)	
SO1 Quality and Accessibility	2.1	Audit of Open Space Portfolio	Draft Audit of the Council's Open Space Portfolio to be undertaken to include a Natural Capital Accounting Assessment and then an evaluation of Open Space quality, assets etc.		Dec-22	Work has started to audit the borough's open spaces, with an infrastructure audit completed earlier in the year (see SO2 Action Point 2.1) along with an audit of the lifespan of all play equipment and play surfacing underway. Condition surveys on parks buildings have also been completed. However this action point has not fully completed in year 2 as, following advice, officers are revisiting the benefit of the natural capital accounting assessment within this Action Point considering the associated costs, which many local authorities are finding it difficult to justify given budgetary pressures. With the introduction of Biodiversity Net Gain, Parks for London advise that an alternative might be the creation of Local Nature Recovery Plans in order to understand opportunities for investment in greenspace to support improved biodiversity. Officers will look to follow up these leads within year 3 of strategy delivery.	Jan-25
SO1 Quality and Accessibility	2.3	Open Space Management Plans	First tranche of individual Open Space Management Plans.		Dec-22	Management Plans were been submitted for all the council's open spaces on contract commencement. In Year 1, idverde reviewed the appropriateness of the first tranche of sites, including the seven sites that were awarded Green Flag status.	
SO1 Quality and Accessibility	2.3	Open Space Management Plans	Complete Management Plans for the remainder of the Portfolio.		Dec-23	In Year 2, idverde produced a new and improved template for management plans and have used this to revisit plans for 72 of the smaller, less prominent sites within the borough along with a new management plan for Cator Park (Penge & Cator) which will be an additional site submitted for a Green Flag in 2024. Management plans will be prepared under this new template with a view to submitting an application for a further four sites to achieve a Green Flag Award by 2025.	
SO1 Quality and Accessibility	2.4.	Queens Gardens	Recycling Pilot to be completed in Queens Gardens		Dec-22	In discussion with the council's waste management team in 2022, scoping for this project was undertaken however delivery was not progressed on the basis that experience has demonstrated that similar pilots can be costly, so there is not likely to be any overall financial benefit. Similarly, evidence suggests that very little on-the-go recycling waste can actually be recycled because of high levels of contamination. In Year 3, officers will review the focus of a recycling pilot in a park to consider whether a promotional campaign with events in parks might be a better use of resources to encourage behavioural change in recycling habits.	Dec-24
SO1 Quality and Accessibility	4.1.	Creation and Implementation of Open Spaces Portfolio Model	Governance and organisational structure review to be undertaken for Open Spaces, Allotments, Cemeteries and Closed Churchyards.		Dec-22	A review into the Performance Monitoring Framework and monitoring arrangements for the idverde contract took place in 2022 and changes have been implemented in 2023 with the aim of securing more accurate performance data. idverde have restructured their teams so that they can respond better to requirements in different geographical locations.	Dec-24
SO1 Quality and Accessibility	4.1	Creation and Implementation of Open Spaces Portfolio Model	Implementation of the new governance arrangements		Dec-23	The new contract monitoring system has been implemented in April 2023 and is kept under monthly review. In addition a restructure of the Fundraising team has led to the creation of a full time Fundraising Manager, plus a rescoping of the role of the Community Managers to include fundraising projects, thus ensuring detailed support is provided to the relevant community groups.	Dec-24
SO1 Quality and Accessibility	5.1.	Review of Governance Arrangements	Undertake a governance and organisational structure review for stakeholders (e.g. DSM's, Friends Groups etc.)		Dec-22	A review took place in 2023 to establish the baseline of current information, which will feed into a joint Council and idverde effort to propose new governance arrangements that streamline engagement points and enhance the voice of stakeholders. Following engagement with stakeholders, new terms of reference/subject expert document will be prepared and it is planned to put these to the relevant groups via a 'pre-proposal engagement tour'.	Dec-24

Task SO	Action Point	Objective	Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
SO2 Natural, Cultural and Historical Assets	1.1	Change in Management Regime	Open Spaces to be identified for a change in management regime (e.g., nature friendly management)		Dec-22	<p>1. The <i>Bromley Biodiversity Plan 2021-2026</i> has been adopted by the Council and progress is being made against this strategy.</p> <p>2. A new, nature friendly management regime for grass verges at 11 sites for the borough is currently under trial ('Nature Friendly Verges') as part of a scheme to improve biodiversity, to act as wildlife corridors and to increase floral diversity and pollinator habitats.</p> <p>3. A trail for sustainable planting at 10 sites around the borough has commenced for 3 years, which aims to maximise opportunity for biodiversity gains and reduce the amount of carbon produced per square metre, as well as reducing overall maintenance expense.</p> <p>4. Additional funding was obtained for the extension of the Brilliant Butterflies scheme to Cator Park (Penge & Cator) and Hoblingwell Wood Recreation Ground (St Paul's Cray) whilst a further two countryside sites have been converted to naturalised grasslands.</p>	
SO2 Natural, Cultural and Historical Assets	1.2	Natural Regeneration of Open Space	Sites and Habitats to be identified with natural regenerative capacity		Dec-22	<p>A series of projects are being delivered:</p> <p>1. Officers are working with the Froglife Trust on the London 'Blue Chain' running parallel to the Green Chain Walk, which aims to create new water bodies or regenerate existing bodies for the benefits of reptile and amphibian species. Potential sites have been identified in Alexandra Recreation Ground (Penge & Cator), Maberley Road Playing Fields (Clock House) and Shaftesbury Park (Plaiستow). A funding application to the Heritage Lottery Fund has been successful and officers will now move to the delivery stage of the project.</p> <p>2. Officers are working with the South East Rivers Trust and the Friends of Riverside Gardens and Kent Ponds to restore a wetland in Riverside Gardens (St Mary Cray) through an improvement in the reed bed, which will lead to associated benefits in biodiversity. Once established it provides opportunities to engage the community in volunteer days and the engagement of local schools. The Council has made a financial contribution to this project via the Jubilee Parks Fund.</p> <p>3. The Council and idverde worked with the Friends of Scadbury Park to restore 2 ponds within the Park as part of their submission to the Jubilee Parks Fund thereby reducing the gaps between viable breeding habitats for Great Crested Newts.</p> <p>4. The Council invested £17.5k in a project in August 2023 to desilt the Croydon Canal in Betts Park (Crystal Palace).</p> <p>5. In addition to the desilting project at Kelsey Park (SO2 Action Point 3.2 for Kelsey Park) officers have also commissioned early contractor involvement reports for the desilting of water bodies in Bromley Palace Park (Bromley Town), Church House Gardens (Bromley Town), Hollydale Recreation Ground (Bromley Common & Holwood), Keston Common (Bromley Common & Holwood) and Priory Gardens (Orpington) and are discussing funding options with the Environment Agency.</p>	

Task SO	Action Point	Objective	Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
SO2 Natural, Cultural and Historical Assets	1.3	Woodland Establishment	Identify sites across the borough where tree planting may take place for benefits such as the capture of atmospheric carbon.		Sep-22	<p>The Woodland Establishment Board has identified three under used sites as potential woodland sites, and received authorisation to proceed to Stage 2 of the Woodlands Creation Planning Grant at the Environment and Community Services PDS Committee in September 2022. These three sites are:</p> <ul style="list-style-type: none"> - Edgebury Grazing Lands, Slades Drive, Chislehurst, BR7 6JY - Kemnal Road, Imperial Way, Chislehurst, BR7 6JR - Worlds End Lane, Chelsfield, BR6 6AW. <p>Consultants Maydencroft have been appointed and consultation on the plans for these sites is due to commence in February 2024.</p> <p>Planting of Community Orchards is to take place at Jubilee Country Park (Bickley) and Richmal Crompton Fields (Bromley Common and Holwood) as part of the respective Friends groups submission to the Jubilee Parks Fund.</p> <p>The Council is working with the Friends of Cator Park and Alexandra Recreation Ground and Earthwatch on a 'Tiny Forests' project at Cator Park (Penge & Cator). This project aims to plant a mix of native trees in a small area to replicate the natural processes of forest regeneration. The funding for this project has been solely raised by the Friends of Alexandra Recreation Ground and Cator Park.</p>	
SO2 Natural, Cultural and Historical Assets	1.3	Woodland Establishment	Develop a fully costed planning regime for member approval and public consultation		Duration of Strategy	Officers have appointed Maydencroft as its Forestry Agent to undertake Stage 2 of the Woodlands Creation Planning Grant on the Council's behalf. It is envisaged that a draft application will be completed by January 2024, with public consultation planned to take place in February 2024 and the final design to be completed around June 2024.	
SO2 Natural, Cultural and Historical Assets	1.4.	Sustainable Drainage	Feasibility study to be undertaken to move towards SuDs.		Dec-22	<p>Mottingham Sports Ground and Marvels Wood (Mottingham): Following issues arising from flooding in Mottingham, officers are looking to undertake some remedial works to tackle the immediate issue, but to investigate this as a SuDs location for further future works.</p> <p>Walden Recreation Ground (Chislehurst): Officers and Idverde are working with the Friends Group on a swale to be planted with native plants and channel any excess water towards the drainage ditch.</p>	Dec-24
SO2 Natural, Cultural and Historical Assets	1.5.	Electric Vehicles.	Alignment with EV strategy to identify appropriate locations for EV charge points within Open Space Portfolio.		Dec-22	<p>Priority locations identified near to Parks have been identified as part of the Council's EV strategy, and tender documentation for the Charging infrastructure Pilot Project are currently being drafted as part of the first stage of rollout.</p> <p>Electrification of idverde fleet is being explored, along with alternative fuel options.</p>	
SO2 Natural, Cultural and Historical Assets	1.5	Electric Vehicles.	Develop proposals for 2-year programme for EV charging locations across the Open Space Portfolio		Jan 23 to December 24	The Council's Transport Division are taking a report to the Environment PDS in January to request permission to appoint Connected Kerb Street charge points to be installed in 40+ locations across the borough. This will potentially lead to more sites being identified including car park and public spaces.	
SO2 Natural, Cultural and Historical Assets	1.6.	Open Space Energy Consumption	Audit of energy consumption and update of asset register to be undertaken. From this implement energy efficiency works (including lighting infrastructure update to LED Updates)		Dec-22	<p>Additional work is needed in partnership with the property division to understand energy consumption in the open space portfolio and this work is underway.</p> <p>A draft asset register of lamp columns within Parks as been completed and has been provided to the Council's Street Lighting Department to look at testing and inclusion in the Council's LED Upgrade programme.</p>	Sep-24
SO2 Natural, Cultural and Historical Assets	2.1	Open Space Asset Model	From S01 Audit, Sustainability of Open Space Portfolio Assets, Built Form and function will be made and proposals developed to support longer term financial planning.	33%	Dec-22	Work has completed on the Idverde audit of Open Space infrastructure assets, the parameters of which were reviewed to build up the quality of the asset information collected including the collection of sites where there is disability friendly play equipment along with their conditions. Officers are now working on proposals to support longer term financial planning for the infrastructure in question such as a prioritisation of the budget for repairs and maintenance.	Dec-24
SO2 Natural, Cultural and Historical Assets	2.2	Rolling Capital and Grant Funded Programme	From audit undertaken in SO1 condition of Open Space Assets, current use and they will be ranked in priority order. From this develop detailed regeneration of open space assets.		Dec-22	To commence following completion of the audit in 2.1 above. However the launch of the Jubilee Parks Fund has allowed communities to apply for and direct investment into a) parks and open spaces that most matter to them and b) projects that they feel are the most beneficial.	Dec-24

Task SO	Action Point	Objective	Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
SO2 Natural, Cultural and Historical Assets	2.3.	Open Space Building Stock	Regular reviews of the Open Space Portfolio Building Stock and Uses		Throughout Strategy Lifetime	Full Council adopted the Operational Property Review in November 2022 and following, a 'drafting committee' formed of representatives from the Council's Parks, Estates and Legal Services division was established to redraft and standardise the lease documentation for Parks properties. This is in recognition of Strategic Objective 4 of the Operational Property Review that notes that officers will seek to negotiate lease arrangements that divest the Council of its ongoing maintenance liabilities wherever possible. A paper to formally adopt this procedure for parks is to be taken to the January 2024 Environment PDS committee. Officers have piloted the marketing of the pavilion in Biggin Hill Recreation Ground (Biggin Hill) with the next priority identified as Stanhope Recreation Ground (Kelsey & Eden Park)	
SO2 Natural, Cultural and Historical Assets	3.1.	Scadbury Park	Develop and deliver the grant funded repair works to protect the vulnerable Brickwork of Scadbury Moated Manor		Dec-22	Works completed in March 2022, with no issues to note at the end of the defects period in March 2023. A monitoring and maintenance regime is now in place to that the impact of the works is retained. There was a successful Open House Weekend in September 2023 with a total of nearly 400 visitors to the site.	
SO2 Natural, Cultural and Historical Assets	3.1	Scadbury Park	Develop a 5-year Master Plan for Scadbury Moated Manor and the broader park that emphasises both its history and biodiversity, and consult upon proposal.		Dec-22	A draft Masterplan for the Moated Manor was provided by Purcell the Council's conservation consultant on the emergency works. Officers will look to start work on the next phase of the restoration for the Moated Manor through the submission of a PA2 grant, which will sit alongside commissioning a plan for the wider site which will look to phase works according to their priority and the availability of project funding.	Dec-24
SO2 Natural, Cultural and Historical Assets	3.2.	Glassmill Lane	Improvement scheme for the Glassmill Lane Reservoir		Dec-24	The Council worked in partnership with Idverde, the Friends of Bromley Town Parks and Gardens and charity Thames21 to desilt the pond and restore the River Ravensbourne's Natural Processes for sediment transport to improve fish passage and create a new wildlife habitat for riverine species. Works completed in the Summer of 2023 and was funded by the Environment Agency's Water Environment Improvement Fund. Additional planting will take place in Spring 2024 to further improve the environment for Biodiversity and the aesthetics of the site.	
SO2 Natural, Cultural and Historical Assets	3.2	Other Key Borough Locations	Croydon Road Recreation Ground: Continuing to develop the Grant funded restoration programme for the 'Bowie' Bandstand		Dec-24	Works for the restoration are now underway with contract AF Starr and it is hoped that they will complete in Spring 2024.	
SO2 Natural, Cultural and Historical Assets	3.2.	Other Key Borough Locations	Croydon Road Recreation Ground: Creation of proposals to create an enhanced community facility for the remainder of the site.		Dec-24	1. After the completion of the restoration works to the Bandstand, officers are to look into conducting a feasibility study for the repair to the paddling pool - which will require a separate fundraising plan. 2. After the completion of the marketing process for Biggin Hill Recreation Ground (SO2, Action Point 2.3), officers will look to market the pavilion within the recreation ground as one of the next priorities, noting that there are restrictions on the types of uses that will be achievable. 3. The friends are currently working with the Council and Idverde on refreshed signage as part of their Jubilee Parks Fund submission.	
SO2 Natural, Cultural and Historical Assets	3.2.	Other Key Borough Locations	Church House Gardens: Proposals for the gardens that reflect its uniqueness, history and horticulture		Dec-24	1. As part of the Lawn Tennis Association Parks Tennis Renovation Fund, the Tennis Courts within the Park are in the process of being refurbished, with an operator to be installed in early 2024 to raise issues. 2. The Chislehurst Youth for Christ and Bromley Town Church are currently working on a submission to the Jubilee Parks Fund for the improvement to the Skate Park. 3. The Gardens are part of the Town Centre Feasibility Study (SO4, Action Point 1.1) with proposals being developed by consultant Avison Young. 4. An early contractor involvement report has been produced to look at the desilting of the pond within the gardens, subject to funding.	

Task SO	Action Point	Objective	Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
SO2 Natural, Cultural and Historical Assets	3.2.	Other Key Borough Locations	Alexandra Recreation Ground: Proposals that reflect its uniqueness, history and horticulture		Dec-24	<p>1. Alternative uses for the former paddling pool area has been delivered via the Jubilee Parks Fund, which were used to repaint the surface with decorations including a hopscotch and adventure trails along with the installation of an outdoor table tennis table.</p> <p>2. The Council and idverde are working with the Friends to plant a hedgerow between the North and South ends of the park, creating a 'green corridor' to increase habitat for a diverse range of species including hedgehogs, birds and invertebrates.</p> <p>3. The park is earmarked for pond restoration as part of the Blue Chain Project (SO2, Action Point 1.2) and officers also wish to attempt to include it in a funding application for the next round of the Brilliant Butterflies scheme.</p>	
SO2 Natural, Cultural and Historical Assets	3.2.	Other Key Borough Locations	Kelsey Park: Proposals that reflect its uniqueness, history and horticulture		Dec-24	<p>1. The Council is investing £567k into a replacement for the larger bridge in the park. The preliminary design work completed through 2023, with works at the time of writing out to tender and to complete in 2024.</p> <p>2. The Council is investing £2m into the desilting of the lake, with preliminary investigative works now underway by Land and Water, the consultant for the project. It is hoped that the works will be out to tender by early to mid 2024, with officers looking to ensure that the programme complements that for the bridge where possible.</p> <p>3. The Council is working with the Friends of Kelsey Park as part of their submission to the Jubilee Parks Fund to establish a community garden within a disused yard in the park, which will be used for planting and growing purposes, as well as establishing a community focal point to encourage healthy eating and encourage active lifestyles. The delivery works on this started in January 2024 (SO3 Action Point 3.1)</p> <p>4. The Park is part of the Town Centre Feasibility Study (SO4, Action Point 1.1) with proposals being developed by consultant Avison Young.</p> <p>5. Officers have identified further wins that could be achieved for the park including legacy signage, bench and playground painting.</p>	
SO2 Natural, Cultural and Historical Assets	3.2.	Other Key Borough Locations	Proposals for the restoration and maximisation of heritage assets in other Open Spaces		Dec-24	<p>1. Betts Park (Crystal Palace & Anerley): The Friends of Betts Park are working with the Council in restoring an obelisk to the plinth in aid of the bi-centenary of Anerley as part of their Jubilee Parks Fund Application.</p> <p>2. Bromley Palace Park (Bromley Town): The Blaise well has been restored within the park by idverde.</p> <p>3. Victorian Water Fountains: Officers are currently working with the Council's Facilities Management to investigate the costs of restoring water fountains within the Open Space Portfolio.</p> <p>4. South Hill Woods (Shortlands & Park Langley): Officers are working with the Friends of South Hill Woods and Kingswood Glen on the restoration of the Coronation Gates as part of their submission to the Jubilee Parks Fund.</p> <p>5. Priory Gardens (Orpington): The gates at the High Street/Court Road entrance were recently restored, along with repairs to a heritage wall at the Church Hill entrance.</p>	

Task SO	Action Point	Objective	Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
SO2 Natural, Cultural and Historical Assets	4.1.	Council and Service Provider Environmental Education Awareness Programme	Development and implementation of biodiversity, ecological and sustainability programme for boroughs Regional, District and Metropolitan Parks		Dec-22	<p>The partnership between the Council, Idverde and the RSPB has delivered ecology and habitat courses to both idverde rangers, BEECHE staff and volunteers. This has included:</p> <ol style="list-style-type: none"> 1. Bromley's allotment Biodiversity Champions have also received their annual species identification and survey course (butterflies). 2. The Friends Forum have received 6 environmental courses with 63 attendees on Amphibian surveys, Summer leaf identification, Invasive species, Biodiversity in amenity spaces and Principles of Habitat Management. 3. An online Leading Workdays Safely has been trialed. 4. Officers from the Council's Performance Development team joined a few Countryside Friends group work days and learnt hands on about habitat management and species surveys. 5. 8 Council interns joined a work day at Lily's Wood (Chelsfield) learning the ancient woodland craft of hedge laying. 	
SO2 Natural, Cultural and Historical Assets	4.2.	Bromley Environmental Education Programme	Development and implementation of environmental education programme to predominantly run at BEECHE centre at High Elms but to expand to other sites initially Crystal Palace Park		Dec-23	<p>The BEECHE Centre now offers an outreach curriculum led environmental programme to all schools between autumn and early spring, whereby its instructors visit schools to deliver environmental study courses, helping to offset increasing costs of schools having to travel to High Elms.</p> <p>From April- July and then between September-October 2023 the BEECHE and Ranger team now offer via its School Partnership programme curriculum led environmental sessions to local schools less than a mile from an idverde managed countryside or woodland site, with plans when resources allow to further roll this out to schools local to urban green spaces</p>	
SO3 Health, Wellbeing and Community	1.1	Green Travel Networks	The promotion of the borough's green travel networks. Facilitate access to green transport networks through new signage and updates.		Throughout Strategy Lifetime	<p>Promotion of walking and cycling routes is part of the idverde community manger role.</p> <p>The Council is working with Bromley Town Parks and Gardens to scope the potential for a circular walk incorporating all of Bromley Town's Parks as part of their submission to the Jubilee Parks Fund.</p> <p>Officers are also working with the Friends of Darrick Common and Newstead Woods on the restoration of a section of the London LOOP Path in Darrick Common (Farnborough & Crofton) as their submission to the Jubilee Parks Fund.</p> <p>Officers worked with the Friends of Coney Hall and Environment Action Coney Hall on the installation of interpretation boards to improve information and access to an existing circular walk, as well as the installation of a nature trail within Coney Hall Recreation Ground (Hayes & Coney Hall)</p>	
SO3 Health, Wellbeing and Community	2.1	Physical Health and Wellbeing Opportunities	Review and redevelop health and wellbeing opportunities ensuring a balanced provision at both urban site and rural sites.		Dec-24	<p>The Council and Idverde are working with the following groups on initiatives to improve health and wellbeing opportunities as part of their submission to the Jubilee Parks Fund:</p> <ol style="list-style-type: none"> 1. Coney Hall Recreation Ground (Hayes & Coney Hall): The Friends of Coney Hall are working on a 'Play for All' project which involves the enlargement of a Multi Use Games Area along with the resurfacing of a disused tennis court with 3 concrete table tennis tables and a 'learn to ride' circuit. 2. Whitehall Recreation Ground (Bromley Common & Holwood): The Friends of Whitehall Recreation Ground worked on a project called 'Lark in the Park', which involved the installation of new items of play equipment in a trim trail along with a basketball hoop in December 2023. 3. Blake Recreation Ground (West Wickham): The Friends of Blake Recreation Ground worked to install gym equipment and trim trail for a range of ages with installation taking place in October 2023. 4. Penge Recreation Ground (Penge & Cator): The Friends of Penge Recreation Ground installed a trim trail as part of their submission with installation taking place in October 2023. 5. Biggin Hill Recreation Ground (Biggin Hill): Biggin Hill Friends of the Parks are working on a project for the installation of an outdoor gym including a hand bike and balance beams. 	

Task SO	Action Point	Objective	Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
SO3 Health, Wellbeing and Community	2.2.	Mental Health Opportunities	Review and redevelop mental health opportunities including community groups and places of relaxation.		Dec-24	<p>The Council and Idverde are working with local community groups on projects that improve mental health opportunities as part of their submission to the Jubilee Parks Fund:</p> <p>Chislehurst Cemetery (Chislehurst): Amber Crisis Pregnancy Care, a local charity based in West Wickham are working to create a memorial garden in a currently disused section of the cemetery that will contain sensory and environmentally friendly planting and a remembrance wall. It is hoped that this will be a quiet space of contemplation for those that have lost babies whilst also giving opportunities to combat loneliness and promote mental wellbeing through maintenance activities via the revived Friends of Chislehurst Cemetery. Fundraising will continue in 2024.</p> <p>2. Richmal Crompton Fields (Bromley Common & Holwood): The Friends are looking to create an Orchard and Sensory Garden project to form a 'green gym' to tackle loneliness and isolation as well as improving wellbeing.</p> <p>3. Beckenham Green (Beckenham Town & Copers Cope): The Friends are working with a Green Gym organisation to provide community garden sessions to promote people getting outdoors and getting involved in physical activity.</p> <p>4. Winsford Gardens (Penge & Cator): The Friends have worked on the creation of a Stumpery and Woodland Garden as part of their work as the 'Penge Green Gym'. The creation of the garden involved considerable physical activity as well helping support the mental health of the volunteers.</p>	
SO3 Health, Wellbeing and Community	3.1.	Community Gardens	Exploring of opportunities for the creation of Community Gardens and growing of healthy food across the Portfolio		Dec-22	<p>Officers have been looking at the creation of Community gardens in the following locations:</p> <p>1. Kelsey Park (Kelsey and Eden Park): The Friends of Kelsey Park are working with the Council and Idverde in the creation of a Community Garden as part of their submission to the Jubilee Parks Fund.</p> <p>2. Betts Park (Crystal Palace & Anerley): It is intended to use silt retained as part of the Croydon Canal Desilting Project (SO2 Action Point 1.2) for the establishment of a Community Garden if this proves feasible.</p> <p>3. Priory Gardens (Orpington): The Friends of Priory Gardens are working with Idverde, Community Payback and the Princes Trust on a community garden as per SO4, Action Point 4.2.</p>	Dec-23
SO3 Health, Wellbeing and Community	4.1.	Review of Web Content	Review of online content to coincide with wider Council Redesign of site		Dec-22	A full website content review has been undertaken of all pages relating to service areas within Neighbourhood Management and Carbon Management and Green Space (including Parks pages). Proposed redesigns have been drawn up to make pages more accessible and update inaccurate information. Officers are currently working with the communications team to publish the recommended changes.	
SO3 Health, Wellbeing and Community	4.1.	Review of Web Content	Implement any recommended changes to web content		Dec-23	Some amendments have been made in 2023, including improvements to the Friends of Parks pages on the Council's website, however there are other recommendations to be implemented which will be worked on in 2024.	
SO4 Town Centre Economy.	1.1.	Town Centre Feasibility Study	Deliver a feasibility study into town centre open spaces and the ways they may contribute to the Bromley Economy		Dec-23	<p>Officers have appointed Avison Young to undertake this feasibility study in 5 town centre parks; Betts Park (Crystal Palace & Anerley), Biggin Hill Recreation Ground (Biggin Hill), Church House Gardens (Bromley Town), Kelsey Park (Kelsey & Eden Park) and Priory Gardens (Orpington).</p> <p>Stakeholder consultation has been undertaken with stakeholders at all parks, with the final report of suggested interventions completed in December 2023. Officers will work in the new year to prioritise these interventions for delivery.</p>	
SO4 Local Economy	2.1.	Events Strategy	Review and rescoping of existing Open Space events policy and programme.	75%	Dec-22	<p>A new events strategy was produced in Jan 2023, which uplifted the events fees (with Friends Groups events continuing to be free). It also introduced some new aspects including the need for noise management plans, the need for consultation with stakeholders and the Bromley Safety Advisory Group and clarifications around Circuses and Animal Performances.</p> <p>The Event Fees were increased but were benchmarked against other London Borough's where they were found to be charged very competitively.</p>	Dec 23.

Task SO	Action Point	Objective	Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
SO4 Local Economy	3.1.	Playground Facilities (Tranche 1)	Enhanced Playground provision at Kings Meadow.		Dec-22	The playground works are complete and it is open to the public.	
SO4 Local Economy	3.1.	Playground Facilities (Tranche 1)	Proposal for improvement to playground area at Betts Park, Old Hill and Palace Square Open Space		Dec-22	<p>1. Betts Park: An improved playground has been delivered through the Jubilee Parks Fund including painting of the tarmac using colour paints and thermoplastic tape, and the cleaning of the skateboard and BMX ramps with painted lines of thermoplastic tapes. In addition the Friends of Betts Park also obtained grant funding from Hadley Property Group for the installation of new benches within the playground.</p> <p>2. Palace Square Open Space: The Friends of Palace Square Open Space have been awarded £20k from the Platinum Jubilee Fund to make improvements to the playground and are currently working with the Council and Idverde to finalise the design.</p> <p>3. Old Hill Playground: Officers will look to incorporate the playground as for review as part of the prioritisation exercise as identified in SO4, Action Point 3.2.</p>	Dec 24.
SO4 Local Economy	3.1.	Additional Playgrounds	Additional Improvements to Playgrounds via the Jubilee Parks Fund.		Dec-24	<p>In addition to Betts Park and Palace Square Open Space, improvements to the following playgrounds have been or are due to be delivered as part of the Jubilee Parks Fund:</p> <p>Delivered Playgrounds <i>Chislehurst Recreation Ground (Chislehurst)</i> <i>Kings Meadow (Plaistow)</i> <i>Penge Recreation Ground (Penge & Cator)</i> <i>Petts Wood Recreation Ground (Petts Wood and Knoll)</i> <i>Pratts Bottom Open Space (Darwin)</i> <i>Ravensbourne Open Space (Hayes & Coney Hall)</i> <i>St Paul's Cray Recreation Ground (St Paul's Cray)</i></p> <p>To be Delivered <i>Cudham Recreation Ground (Darwin)</i> <i>Farnborough New Inn Fields (Farnborough & Crofton)</i> <i>Goddington Park (Orpington)</i> <i>Hoblingwell Wood Recreation Ground (St Paul's Cray)</i> <i>McAndrew's Recreation Ground (West Wickham)</i> <i>Queensmead Recreation Ground (Shortlands)</i></p>	
SO4 Local Economy	4.1.	Grass Roots Sports Facilities.	Deliver improved cricket and pitch playing surfaces at Farnborough Recreation Ground.		Dec-21	Works completed in 2021 and the improved cricket square and outfield is now in full use by Locksbottom Cricket Club in common with the users of Farnborough Recreation Ground.	
SO4 Local Economy	4.1.	Grass Roots Sports Facilities.	Deliver improved grass root sports facilities at Norman Park and Biggin Hill Recreation Ground		Dec-23	<p>Norman Park: The Delegated Sports Manager for the Park received a grant (with the support of the Council) for a £132k pitch improvement plan which is proceeding to schedule.</p> <p>Biggin Hill Recreation Ground: As per SO2 Action Point 3.2, the pavilion has recently been marketed with an emphasis on ensuring that it gets a bid that meets the Council's Strategic Objectives for the site. A licence was granted in Oct 2023 for use of the pitches by use of Biggin Hill FC, in lieu of this work completing.</p> <p>In addition the installation of the Outdoor Gym (SO3, Action point 2.1) will also help to improve sporting provision at the Recreation Ground.</p>	

Task SO	Action Point	Objective	Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
SO4 Local Economy	4.1	Other Sporting Achievements.	Other Sporting Improvements		Dec-24	<p>1. Tennis Courts in Church House Gardens (Bromley Town), Coney Hall Recreation Ground (Hayes & Coney Hall), Goddington Park (Orpington) and Poverest Park (St Mary Cray) are being undertaken through a grant funded programme with the Lawn Tennis Association.</p> <p>2. The Council is working on the proposed installation of Non Turf Cricket Pitches at Goddington Park (Orpington) and Poverest Park (St Mary Cray), through a partnership with the England Cricket Board.</p> <p>3. Officers have worked to restart grassroots football at Queensmead Recreation Ground following the completion of lease negotiations with AFC Shortlands (Shortlands & Park Langley).</p> <p>4. Officers are working with Beccehamian Rugby Football Club to make improvements to the playing pitches at Sparrows Den (West Wickham) through the Jubilee Parks Fund. This comes in addition to the clubs extension of their clubhouse.</p> <p>5. Officers worked Petts Wood Bowling Club on the installation of a community viewing area at Willett Recreation Ground via the Jubilee Parks Fund (Petts Wood & Knoll)</p>	
SO4 Local Economy	4.2.	Amenity, Catering and Public Convenience facilities	Review the amenity, catering and public convenience offer within the Portfolio and present recommendations for enhancing these		Dec-23	<p>3 new concessions have been introduced to the Open Space Portfolio this year.</p> <p>1. Bearded Barista in Norman Park (Bromley Common & Holwood)</p> <p>2. Sierra Coffee Ltd in Kings Meadow (Plaiastow)</p> <p>3. Pines and Needles on Beckenham Green (Beckenham Town & Copers Cope).</p> <p>At time of writing, Ice Cream concessions are out to tender with new contracts to commence on 1st April 2024, with new rules introduced around the products that can be sold.</p>	
SO4 Local Economy	4.3.	Priory Gardens	Develop and consult upon a horticultural 'Arts and Crafts' model for the gardens.		Dec-24	<p>The Friends submission to the Jubilee Parks Fund for an enhancement of the garden within the sites former tennis courts using sensory, drought tolerant planting will help to 'kick-start' the Council's wider ambitions for the gardens. A planning application is currently being compiled for the works owing to the Garden's Grade II Listed Status. Once work on the Jubilee Parks Fund application is completed, a fundraising plan will be put in place to extend the work of the fund.</p> <p>The site is also included as part of the Feasibility Study being with proposals being developed by Avison Young (SO4, Action Point 1.1).</p> <p>The Friends are working with Community Payback and the Princes Trust in helping to establish the foundations of a Community Garden. (SO3 Action Point 3.1)</p>	
SO5 Financial Sustainability and Modernisation	1.1.	30 year model	Analyse the requirements of the Open Space Portfolio and develop proposals to support a viable 30 year model		Dec-22	As per SO2, Action Point 2.1.	
SO5 Financial Sustainability and Modernisation	2.1.	Open Space Grant Funded Programmes	The securing and delivery of a grant funded improvement programme for grass root sports facilities in the Portfolio.		Dec-22	<p>It was recommended that this Action is reprofiled to align with the expiry of Delegated Sports Management agreements in 2024 and 2026. idverde are considering options in their annual fundraising plan, and where community groups are proactive, the council is negotiating terms for occupation with those groups that allow them to independently seek grant funding whilst also discharging the council's statutory obligations in relation to the management of its property and finances (as per SO2, Action Point 2.3.).</p> <p>Officers have also identified that it may be prudent to await for the Playing Pitch Strategy to be adopted and for this to form the main fundraising strategy for sports, to which the Open Space Strategy aligns.</p>	Dec-24

Task SO	Action Point	Objective	Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
SO5 Financial Sustainability and Modernisation	2.1	Open Space Grant Funded Programmes	Development of a 3-year rolling capital and grant funded programme to then support the Council in its objectives for SO1-SO4.		Dec-22	<p>A Fundraising action plan was shared with the Portfolio Holder for Sustainability, Green Services and Open Spaces which forms the baseline of a fundraising plan.</p> <p>A fundraising strategy is being developed by Idverde to accompany the Open Space Strategy. This strategy aims to both provide the Council with a model for long-term fundraising, as well as providing a plan to support the delivery of strategic objectives and action points. However this strategy has yet to be put into a 3 year plan.</p>	Dec-23
SO5 Financial Sustainability and Modernisation	2.1.	Open Space Grant Funded Programmes	Secure and deliver a grant funded cycle track and community club at Hoblingwell Wood Recreation Ground.		Dec-22	<p>The Cycle Track and landscaping improvements are complete and the new facility was opened to the public by the Mayor of Bromley on 22nd June 2022.</p> <p>The Council's partner Access Sport continue to work to deliver outreach sessions in partnership with local schools including skateboarding sessions, with a focus on providing opportunities for girls and young people with disabilities, and are mentoring coaches to support this.</p> <p>A community club is continuing to develop, with the Friends of Hoblingwell supporting the administrative functions in a vital way, and helping to support partnerships with local youth groups. They are looking to establish open access on Saturday Mornings for young riders and their families with the first of these being held in November 2023.</p> <p>Officers intend to sign a partnership agreement between the club and Bromley Council once it is fully established.</p>	
SO5 Financial Sustainability and Modernisation	3.1.	Large Scale Funding	Assess external funder focus, priorities and delivery outcome aspirations and ensure that rolling programmes are aligned to these. Use the outcomes to attract larger scale funds for Biggin Hill Recreation Ground and Norman Park		Dec-23	<p>As per SO4, Action Point 4.1, funding has been obtained from the Football Foundation for Norman Park, with self-funding improvements likely to come to the Biggin Hill pavilion.</p>	
SO5 Financial Sustainability and Modernisation	3.2.	Environmental Stewardship	Identify opportunities to fund biodiversity, ecology and sustainability enhancements through Environmental Stewardship		Throughout Strategy Lifetime	<p>Currently 5 Environmental Stewardship Woodland support and Meadow/grassland mix habitat grants with Natural England are still live until 2025 with plans for Idverde to liaise with Natural England to extend or apply for further funding for these sites:</p> <p><i>Woodland</i></p> <ul style="list-style-type: none"> -Crofton Wood (Petts Wood & Knoll) - Scadbury Park (Chislehurst) - High Elms Country Park and Hang-grove (Darwin) <p><i>Meadow/Grassland Mix</i></p> <ul style="list-style-type: none"> - High Elms Country Park (Darwin) - Ravensbourne Open Space (Hayes & Coney Hall) <p>In addition further Environmental Stewardships for Keston Common and Hayes Common will stay live until 2030.</p> <p>Extended ES Higher Level Stewardship grants on the boroughs non-SSSI sites has been extended until 2028 at Avalon Road (Orpington), Chelsfield Green (Chelsfield), Darrick Wood (Farnborough & Crofton), Downe Orchard (Darwin), Glentrammon Recreation Ground (Chelsfield), Hoblingwell Wood Recreation Ground (St Paul's Cray), Jail Lane Orchard (Biggin Hill), Jubilee Country Park (Bickley), Parkfield Recreation Ground (Bromley Common & Holwood), Langley Nature Reserve (Kelsey and Eden Park), Martins Hill Open Space (Bromley Town), Norman Park (Bromley Common and Holwood), Poverest Park (St Mary Cray), Rushmore Hill (Darwin) and Strawberry Bank (Darwin)</p> <p>Idverde will continue to look as and when changes in policy become apparent as to whether achievements through Environmental Stewardship is considered best practice and/or whether it can be supplemented by additional means.</p>	

Task SO	Action Point	Objective	Description	RAG Status (%)	Date due	Progress Update	Revised Date for delivery
SO5 Financial Sustainability and Modernisation	4.1.	Donations to Open Spaces	Investigate and implement new innovations through which the Council may attract donations to the Open Space Portfolio (e.g. contactless payments and legacy gifting schemes)	100%	Throughout Strategy Lifetime	<p>The Fundraising Strategy (SO5 Action Point 2.1) contains provisions as to how both Contactless Payments and Legacy gifting schemes could be achieved:</p> <p>Donations: The fundraising strategy notes that the best way to increase donations is after the establishment of a foundation (SO5 Action Point 4.2) including Project banners with a 'Text to Give' option, Bar Codes, On-line giving and payment card swipe machines. It also recommends that crowdfunding donations to specific projects linked to specific community groups can also be particularly effective and could be achieved by 'Go Fund Me' pages on Friends Websites, Posters in Parks etc. Officers will look to build on some of the examples that have been run during 2023 including Chislehurst Cemetery Memorial Garden and the Queensmead Recreation Ground and McAndrews Recreation Ground playground improvements.</p> <p>Legacy Funding: This is noted to be a specialist area which would require a clear strategy document to consider what resources are needed to develop and deliver such a proposal. However in the short term it does note that a memorial bench strategy could be put in place, with a medium/longer term an awareness campaign to leave a legacy in a park could be explored. It is envisaged that the proposed Open Spaces Foundation would be a good charitable body to which a legacy could be made, earmarked for a particular park or site (SO5 Action Point 4.2).</p>	
SO5 Financial Sustainability and Modernisation	4.2.	Open Spaces Business Foundation	Establish a foundation with business partners to fund and develop open spaces.	100%	Throughout Strategy Lifetime	<p>The establishment of a Parks/Open Spaces Foundation is strongly recommended within the draft Fundraising Strategy. It notes that such a foundation would need to be independent of the Council and other community/voluntary groups and be registered as a charity. It should look to generate its own funds through events, whilst also having the ability to access larger scale grants. It also notes that it is important to establish that any foundation would not hold or control any land, but simply represent their interests.</p> <p>Once formally presented to the Portfolio Holder, Officers will seek the best way to take these recommendations forward.</p>	
SO5 Financial Sustainability and Modernisation	5.1.	Commercial Use of Open Space	Investigate ways in which to increase the commercial use of the Open Space Portfolio sustainably and sensitively co-aligning with the events strategy in SO4.	100%	Throughout Strategy Lifetime	<p>The use of Parks and Open Spaces for sensitive commercial use is addressed within the draft Fundraising Strategy. It recommends giving consideration to commissioning a specialist events organiser to review the existing events plan, and to further develop an events strategy and business plan that sets financial targets for income generation through third party events and organisers.</p> <p>Officers will seek the best way to take these recommendations forward sensitively given any stakeholder concerns and the provision for events in the Idverde contract.</p> <p>The Proposed Parks/Open Spaces Foundation is recommended as the best vehicle in which to implement commercial uses as per SO5 Action Point 4.2.</p>	
SO5 Financial Sustainability and Modernisation	5.2.	Commercial Sponsorship of Open Space	Investigate and implement a sponsorship strategy for the Open Space Portfolio	100%	Throughout Strategy Lifetime	<p>The use of Parks and Open Spaces for sponsorship is addressed within the draft Fundraising strategy, which notes that Sponsorship funding is typically a long term aspiration and that it requires staff resources to build strong relations with key contacts and senior level staff members, whilst also recognising that there needs to be a corporate recognition policy developed with opportunities. In line with the Open Space Strategy, it must also ensure that there are pre-determined parameters in terms of the type of organisations allowed, and the size and form of the displayed sponsorship.</p> <p>The proposed Open Spaces Foundation may be able to take a lot of these recommendations forward as per SO5 Action Point 4.2.</p>	

This page is left intentionally blank

Report No.
ES20347

London Borough of Bromley

PART ONE - PUBLIC

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

Date: **Tuesday 23 January 2024**

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

Title: **ECS CONTRACT REGISTER**

Contact Officer: Lucy West, Head of Performance Management & Business Support
Tel: 020 8461 7726 E-mail: Lucy.West@bromley.gov.uk

Chief Officer: Director of Environment and Public Protection

Ward: (All Wards);

1. Reason for decision/report and options

- 1.1 This report presents an extract from November 2023's Contracts Register of contracts with a whole life value of £50k or higher, for detailed scrutiny by PDS Committee – all PDS committees will receive a similar report each contract reporting cycle, based on data as at 3rd November 2023 and presented to ER&C PDS on 27th November 2023.
- 1.2 A simple Part 1 report is provided every quarter as an Information item. A full report is provided twice a year (May and November) including a detailed Part 2 report which includes a commentary and RAG (Red, Amber and Green) rating on each relevant contract to inform Members of any issues or developments. The full report has not been presented for this November cycle due to migration of the servers for the Contracts Database. The next full report will be May 2023.
-

2. **RECOMMENDATION(S)**

That the Environment and Community Services PDS Committee:

Reviews and comments on the Contracts Register as at 3rd November 2023.

Impact on Vulnerable Adults and Children

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

Transformation Policy

1. Policy Status: Not Applicable
 2. Making Bromley Even Better Priority (*delete as appropriate*):
 - (1) For children and young people to grow up, thrive and have the best life chances in families who flourish and are happy to call Bromley home.
 - (2) For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices.
 - (3) For people to make their homes in Bromley and for business, enterprise and the third sector to prosper.
 - (4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.
 - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
-

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Environment and Community Services Portfolio
 4. Total current budget for this head: £47.3m
 5. Source of funding: Existing controllable revenue budget 2023/24
-

Personnel

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

Legal

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

Procurement

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

Property

1. Summary of Property Implications: Not Applicable.
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: Not Applicable.
-

Impact on the Local Economy

Summary of Local Economy Implications: Not Applicable.

Impact on Health and Wellbeing

Summary of Health and Wellbeing 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? Not Applicable
2. Summary of Ward Councillors comments: Not Applicable

3. COMMENTARY

- 3.1 The Contracts Database is fully utilised by all Contract Managers across the Council as part of their Contract Management responsibilities, which includes the updating the information recorded on the database. The Register is generated from the Contracts Database which is administered by Corporate Procurement and populated by the relevant service managers (Contract Owners) and approved by their managers (Contract Approvers).
- 3.2 As a Commissioning Council, this information is vital to facilitate a full understanding of the Council's procurement activity and the Contracts Registers is a key tool used by Contract Managers as part of their daily contract responsibilities. The Contract Registers are reviewed by the Procurement Board, Chief Officers and the Corporate Leadership Team.
- 3.3 The Contracts Register is produced four times a year ((with a full report every other quarter) for members and is a 'snapshot' at the time of each report – though the CDB itself is always 'live'. The quarterly reporting cycle is based on the Executive, Resources and Contracts PDS timetable with reports for each Portfolio prepared and distributed at the same time. There may be a time lag between the quarterly reporting cycle and the next available date of the relevant Policy, Development and Scrutiny Committee for each Portfolio. Report authors for each Portfolio have the opportunity to provide updates on any contracts through the accompanying Part 2 report.
- 3.4 Each PDS committee is expected to undertake detailed scrutiny of its contracts – including scrutinising suppliers – and hold the Portfolio Holder to account on service quality and procurement arrangements.

Contract Register Summary

- 3.5 The Council has 246 active contracts across all Portfolios as of 3rd November for the November reporting cycle as set out in Appendix 1.
- 3.6 The summary for the Environment and Community Services Portfolio is as follows:

Item	Category	May 2023	September 2023	November 2023
Contracts (>£50k TCV)	All Portfolios	231	235	246
Flagged as a concern	All Portfolios	2	2	0
Portfolio	Executive, Resources and Contracts	79	76	77
	Adult Care and Health	47	48	51
	Environment and Community Services	22	23	23
	Children, Education and Families	40	39	40
	Renewal and Recreation and Housing	35	40	46
	Public Protection and Enforcement	8	9	9
Risk Index	Higher Risk	69	84	74
	Lower Risk	162	151	172

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

4.1 The Corporate Contracts Register covers all Council services: both those used universally by residents and those specifically directed towards vulnerable adults and children. Addressing the impact of service provision on the vulnerable is a matter for the relevant procurement strategies, contracts, and delivery of specific services rather than this summary register.

5. TRANSFORMATION/POLICY IMPLICATIONS

5.1 The Council's renewed ambition is set out in [Making Bromley Even Better 2021 - 2031](#) and the Contracts Database (and Contract Registers) help in delivering the aims (especially in delivering Ambition Five – Resources & Efficiencies). For Ambition Five, this activity specifically helps by supporting 'robust and active contract management'.

6. FINANCIAL IMPLICATIONS

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

7. PERSONNEL IMPLICATIONS

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

8. LEGAL IMPLICATIONS

8.1 There are no direct legal implications but the Contracts Database does identify those contracts which have a statutory basis and also those laws which should be complied with in delivering the contracted services.

8.2 A list of the Council's active contracts may be found on Bromley.gov.uk to aid transparency (this data is updated after each ER&C PDS meeting).

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

9. PROCUREMENT IMPLICATIONS

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

10. PROPERTY IMPLICATIONS

There are no direct property implications.

11. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

There are no direct carbon reduction/social value implications.

12. IMPACT ON THE LOCAL ECONOMY

There are no direct impacts on the local economy.

13. IMPACT ON HEALTH AND WELLBEING

There are no direct impacts on health and wellbeing.

14. CUSTOMER IMPACT

There are no direct customer impacts.

15. WARD COUNCILLOR VIEWS

There are no direct Ward Councillor views.

Appendix 2 - Contracts Register Key and Background Information

Contract Register Key

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

Register Category	Explanation
Risk Index	Colour-Ranking system reflecting eight automatically scored and weighted criteria providing a score (out of 100) reflecting the contract's intrinsic risk – reported as either Higher Risk or Lower Risk
Contract ID	Unique reference used in contract authorisations
Owner	Manager/commissioner with day-to-day budgetary / service provision responsibility
Approver	Contract Owner's manager, responsible for approving data quality
Contract Title	Commonly used or formal title of service / contract
Supplier	Main contractor or supplier responsible for service provision
Portfolio	Relevant Portfolio for receiving procurement strategy, contract award, contract monitoring and budget monitoring reports
Total Contract Value	The contract's value from commencement to expiry of formally approved period (excludes any extensions yet to be formally approved)
Original Annual Value	Value of the contract its first year (which may be difference from the annual value in subsequent years, due to start-up costs etc.)
Procurement Status (twice a year)	<p>For all contracts automatically ranked by the Database as approaching their end date, a manual RAG rating is assigned by the Assistant Director Governance & Contracts to reflect the status of the contract. The RAG ratings are as follows:</p> <p>Red – there are potential issues with the contract or the timescales are tight and it requires close monitoring.</p> <p>Amber – appropriate procurement action is either in progress or should be commencing shortly.</p> <p>Green – appropriate procurement action has been successfully taken or there is still sufficient time to commence and complete a procurement action.</p>
Start & End Dates	Approved contract start date and end date (excluding any extension which has yet to be authorised)
Months duration	Contract term in months
Commentary	<p>Contract Owners provide a comment –where contracts approach their end date. Corporate Procurement may add an additional comment for Members' consideration</p> <p><i>The Commentary only appears in the 'Part 2' Contracts Register</i></p>
Capital	Most of the Council's contracts are revenue-funded. Capital-funded contracts are separately identified (and listed at the foot of the Contracts Register) because different reporting / accounting rules apply

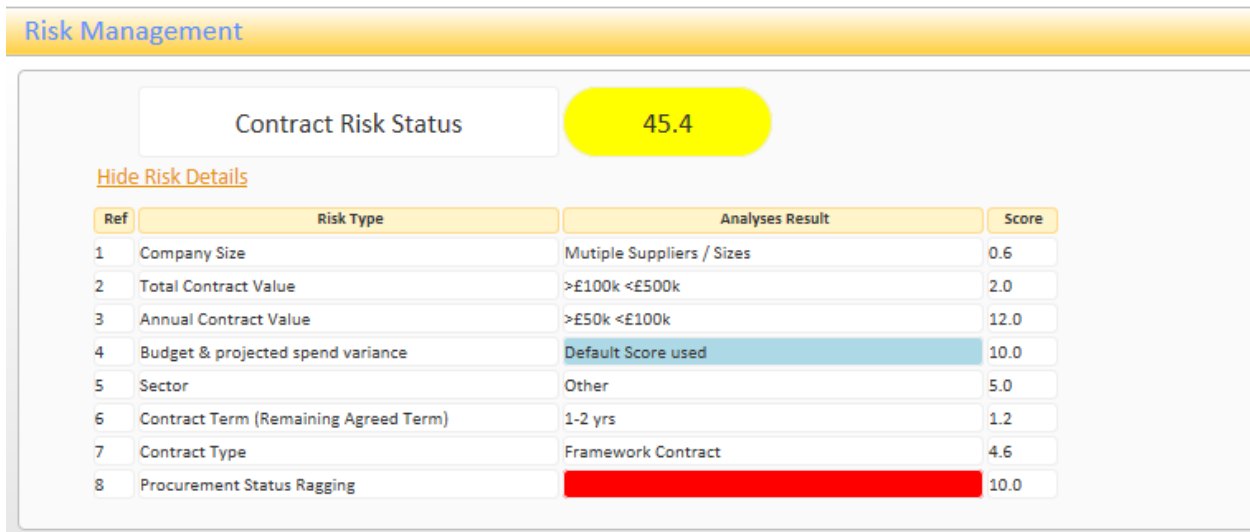
Contract Register Order

1.2 The Contracts Register is ordered by Contract Value. Capital contracts appear at the foot of the Register and 'contracts of concern' (to Corporate Procurement) are flagged at the top.

Risk Index

1.3 The Risk Index is designed to focus attention on contracts presenting the most significant risks to the Council. Risk needs to be controlled to an acceptable level (our risk appetite) rather than entirely eliminated and so the issue is how best to assess and mitigate contract risk. Contract

risk is assessed (in the CDB) according to eight separate factors and scored and weighted to produce a Risk Index figure (out of 100). The Risk Index is reported as either 'Higher Risk' or 'Lower Risk'.



Procurement Status

- 1.4 The Database will highlight contracts approaching their end date through a combination of the Total Contract Value and number of months to expiry . For all contracts highlighted by the Database as potentially requiring action soon, a commentary is provided on the status of the contract and a manual RAG rating is assigned.

Contract Register Report - £50k Portfolio Filtered - Environment and Community Services

November 2023

Risk Index	Main Contract Data						Finance Data		Contract Terms			Capital
	Contract ID	Owner	Approver	Contract Title	Supplier Name	Portfolio	Total Value	Original Annual Value	Start Date	End Date	Months Duration	
Higher Risk	4868	Peter McCready	Colin Brand	Environment Services Lot 2: Waste Collection, Management of Waste Sites and Materials Handling & Sale of Recyclates	Veolia Environmental Services (UK) PLC	Environment and Community Services	102,030,546	12,304,583	01/04/2019	31/03/2027	96	
Higher Risk	3764	Garry Warner	Colin Brand	Highway Maintenance	JB Riney & Co Ltd	Environment and Community Services	90,000,000		01/07/2018	30/06/2027	108	
Higher Risk	4867	Peter McCready	Colin Brand	Environment Services Lot 1: Disposal of Residual Waste	Veolia Environmental Services (UK) PLC	Environment and Community Services	74,902,756	9,595,359	01/04/2019	31/03/2027	96	
Higher Risk	4869	Jim Cowan	Colin Brand	Environment Services Lot 3: Street Environment	Veolia Environmental Services (UK) PLC	Environment and Community Services	44,936,034	5,617,004	01/04/2019	31/03/2027	96	
Higher Risk	4870	Hannah Jackson	Colin Brand	Environment Services Lot 4: Parks Management and Grounds Maintenance	id verde	Environment and Community Services	40,806,832	4,698,854	01/04/2019	31/03/2035	192	
Higher Risk	1371	Chloe Wenbourne	Colin Brand	Parking Enforcement and Associated Services	APCOA Parking (UK) Ltd	Environment and Community Services	19,731,776	1,922,217	03/04/2017	02/04/2027	120	
Lower Risk	4866	Hannah Jackson	Colin Brand	Environmental Services: LOT 5 - Arboricultural Maintenance Services	Glendale Countryside Ltd	Environment and Community Services	4,075,624	509,453	01/04/2019	31/03/2027	96	
Lower Risk	7412	Paul Chilton	Colin Brand	Lease Car Provision	Crown Commercial Suppliers (CCS): Vehicle Lease Framework	Environment and Community Services	2,960,000	808,000	16/05/2023	14/01/2027	44	
Lower Risk	5203	Hugh Chapman	Peter McCready	Tree Planting & Establishment 2023	Gristwood and Toms Ltd	Environment and Community Services	1,175,250	293,813	17/02/2023	31/03/2027	49	
Lower Risk	5184	Peter McCready	Colin Brand	Bromley Market Stall Assembly	MarketForce Services Limited	Environment and Community Services	436,000	109,000	01/01/2022	31/12/2025	48	
Lower Risk	6254	Peter McCready	Colin Brand	FixMyStreet Pro & WasteWorks	SocietyWorks Ltd	Environment and Community Services	432,000	54,000	01/04/2023	31/03/2031	96	
Higher Risk	7425	Garry Warner	Colin Brand	Accommodation Move Programme – Paper Based Document Scanning	Hugh Symons Information Management Services Limited	Environment and Community Services	422,700	422,700	01/08/2023	31/07/2024	12	
Lower Risk	4891	Chloe Wenbourne	Colin Brand	Videalert Ltd	Videalert Ltd	Environment and Community Services	394,496	125,396	01/06/2019	31/05/2026	84	
Lower Risk	5024	Garry Warner	Colin Brand	Rock Salt Access Agreement	ICL UK (SALES) LTD	Environment and Community Services	270,000	90,000	01/10/2020	31/12/2023	39	
Lower Risk	6248	Garry Warner	Colin Brand	CONFIRM	Brightly Software	Environment and Community Services	162,800	81,400	01/07/2022	30/07/2024	25	
Lower Risk	5054	Garry Warner	Colin Brand	Leased Cars Vehicle Bodywork Repair	Grove Autos Ltd	Environment and Community Services	150,000	50,000	01/12/2020	30/11/2023	36	
Lower Risk	7413	Paul Chilton	Colin Brand	Lease Vehicle Provision (LBB Fleet)	Crown Commercial Suppliers (CCS): Vehicle Lease Framework	Environment and Community Services	143,000	39,000	16/05/2023	14/01/2027	44	
Lower Risk	5090	Peter McCready	Colin Brand	GM Canopies	GM Canopies	Environment and Community Services	50,000	12,000	01/07/2021	01/07/2025	48	
Higher Risk	10443	Simon Goodburn	Colin Brand	** Now Live ** Accommodation Move Programme - Neilcott Construction Limited	Neilcott Construction Ltd	Environment and Community Services	9,000,000	83,915	01/10/2023	30/09/2025	24	Capital
Higher Risk	4980	Peter McCready	Colin Brand	Multi disciplinary consultancy services for Depots Improvement Scheme	Pick Everard	Environment and Community Services	758,105		13/03/2020	31/03/2025	60	Capital
Lower Risk	7386	Emma Pearce	Colin Brand	Accommodation Move Programme – Design Consultants Contract	Pellings LLP	Environment and Community Services	225,197	225,197	30/03/2023	31/05/2025	26	Capital
Higher Risk	7393	Hannah Jackson	Colin Brand	Croydon Road Recreation Ground Bandstand Restoration	A.F. Starr Limited	Environment and Community Services	199,926	204,563	10/07/2023	31/01/2024	6	Capital
Lower Risk	6226	Hannah Jackson	Colin Brand	Locksbottom Cricket Square and Outfield	Bourne Sports Ltd	Environment and Community Services	59,836	59,836	01/09/2020	31/12/2023	40	Capital

This page is left intentionally blank

Report No.
ES20349

London Borough of Bromley

PART ONE - PUBLIC

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

Date: Tuesday 23 January 2024

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

Title: ECS RISK REGISTER

Contact Officer: Lucy West, Head of Performance Management & Business Support
Tel: 020 8461 7726 E-mail: Lucy.West@bromley.gov.uk

Chief Officer: Director of Environment and Public Protection

Ward: (All Wards);

1. Reason for decision/report and options

- 1.1 This report presents the revised Environment and Community Services Risk Register for detailed scrutiny by the PDS Committee.
 - 1.2 This appended Risk Register also forms part of the Annual Governance Statement evidence-base and has been reviewed by: E&PP DMT, Corporate Risk Management Group; and the Net Risk position, by way of a Heat Map, by the Audit and Risk Committee.
-

2. **RECOMMENDATION(S)**

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

Impact on Vulnerable Adults and Children

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

Transformation Policy

1. Policy Status: Not Applicable
 2. Making Bromley Even Better Priority (*delete as appropriate*):
 - (1) For children and young people to grow up, thrive and have the best life chances in families who flourish and are happy to call Bromley home.
 - (2) For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence and making choices.
 - (3) For people to make their homes in Bromley and for business, enterprise and the third sector to prosper.
 - (4) For residents to live responsibly and prosper in a safe, clean and green environment great for today and a sustainable future.
 - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing cost Not Applicable:
 3. Budget head/performance centre: Environment and Community Service Portfolio
 4. Total current budget for this head: £47.3m
 5. Source of funding: Existing controllable revenue budget 2023/24
-

Personnel

1. Number of staff (*current and additional*): 145.6 FTE
 2. If from existing staff resources, number of staff hours: Not Applicable
-

Legal

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

Procurement

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

Property

1. Summary of Property Implications: Not Applicable
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: Not Applicable
-

Impact on the Local Economy

1. Summary of Local Economy Implications: Not Applicable
-

Impact on Health and Wellbeing

1. Summary of Health and Wellbeing 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? No Not Applicable
2. Summary of Ward Councillors comments: Not Applicable

3. COMMENTARY

- 3.1 The Council's aims are set out in [Making Bromley Even Better Corporate Strategy](#) and the Portfolio Plans, and a risk can be defined as anything which could negatively affect the associated outcomes. Some level of risk will be associated with any service provision: the question is how best to manage that risk down to an acceptable level? (this is known as our 'risk appetite')
- 3.2 It follows that the Council should be able to clearly and regularly detail the main departmental risks and related mitigation measures to ensure a) that desired outcomes are achieved and b) to allow for Member scrutiny – the purpose of this report.
- 3.3 Although the appended E&PP Risk Register is comprehensive, departmental risk management activity is certainly not exclusive to this report. For instance:
- major programmes and services (e.g. Tree Management Strategy) will have associated Risk Registers (such registers are reviewed by the relevant Programme / Service Boards);
 - financial risk is addressed in each Portfolio's Budget Monitoring Reports and, more generally, in the Council's Annual Financial Strategy Report;
 - audit risk is captured through the Audit Programme's planned and investigative activity and associated reports and management action requirements;
 - contract risk forms part of the Contracts Database (all contracts are now quantified and ranked according to the risk presented to the Council). The new Environmental Services Contract, therefore, appears both in this Risk Register and the Corporate Contracts Register, due to its size and complexity.
- 3.4 In 2016/17 Zurich Municipal (the Council's insurer) undertook a 'check and challenge' review (involving all management teams) of the Council's general approach and the individual risks. This resulted a new-style of register and a greater consistency of approach across the Council. Zurich attended during 2018/19 to repeat this exercise with all E&PP risk owners.
- 3.5 It was agreed that Risk Registers should be presented to each Departmental Management Team, the relevant PDS committee, and Audit Sub-Committee (now Audit and Risk Management Committee) twice a year (minimum) to allow activity to be scrutinised in a regular and systematic manner. At the request of the Audit and Risk Committee, the November 2022 meeting will receive the Departmental Net Risk position by way of Heat Maps. Individual risks should naturally be reviewed (by Risk Owners) at a frequency proportionate to the risk presented (see appendix).
- 3.6 In addition to its use for management and reporting purposes, the Risk Register also forms part of E&PP's evidence-base for contributing to the Council's Annual Governance Statement (which, itself, forms part of the Council's end-of-year management procedures).
- 3.7 Risks from all three departments are considered at the (officer) Corporate Risk Management Group (CRMG), which reviewed all the Risk Registers when it last met on 11th December 2023.
- 3.8 At the time of writing, the Council has 126 individual risks (111 departmental plus 15, high-level, Corporate Risks (covering key risks which apply to the Council as a whole).
- 3.9 E&PP Department currently has 24 risks (~19% of the Council's total). The ECS Portfolio currently has 16 risks.
- 3.10 The ECS Risk Matrix is summarised in the Appendix. Each risk is scored using a combination of the 'likelihood' (definite to remote) and 'impact' (insignificant to catastrophic) to produce a 'gross rating' (prior to controls) and 'net rating' (post management controls) – see Appendix.

- 3.11 The risks (including causes and effects) are described in more detail in the appended Risk Register. Each risk is assigned a category (Compliance & Regulation, Finance, Service Delivery, Reputation and Health & Safety) and scored – using a combination of the ‘likelihood’ and ‘impact’ both being assessed on a scale of 1-5 – to produce a gross risk score.
- 3.12 Current controls designed to mitigate the risk are also listed and these, in turn, generally result in a (lower) net risk score. Finally, additional actions are listed for the Risk Owner to consider to further reduce the level of risk (commensurate with their risk appetite). Risk Ownership will be regularly reviewed and adjusted in light of any changes to the LBB Corporate Leadership Team structure.
- 3.13 The ECS Risk Register was last presented at the November 2023 Committee. Key changes to the register since then are as follows:
- **Score Changes:** There have been no score changes to the register.
 - **Current Red Risk Ratings:**
 - Risk 5 (Highways Maintenance) has a Current Risk Rating of 16, which is red. The team are continuing to monitor conditions of the Highways network through surveys and repairs volumes. Further mitigation has been added to the register following the June 2023 committee. The further action includes seeking additional funding for planned works to reduce the demand on reactive maintenance budgets.
 - Risk 14 (Supplier Failure) has a Current Risk Rating of 15, which is red. Contingency plans to be developed in case of supplier failure. Along with, additional suppliers to be commissioned as required.
 - **Addition of New Risks:** There have been no new risks added to the register.
 - **Removal of Risks:** There have been no risks removed from the register.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

The appended Risk Register covers environmental services, which tend to be universal in nature, rather than being specifically directed towards vulnerable adults and children.

5. TRANSFORMATION/POLICY IMPLICATIONS

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

6. FINANCIAL IMPLICATIONS

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

7. PERSONNEL IMPLICATIONS

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

8. LEGAL IMPLICATIONS

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

9. PROCUREMENT IMPLICATIONS

Contract and hence procurement risk is mainly captured in the Contracts Database and Contracts Register Report rather than this Risk Register Report.

10. PROPERTY IMPLICATIONS

There are no direct property implications, but the Risk Register does identify service areas where Property present challenges (e.g. Disruption to waste services during the Depot Improvement Programme works).

11. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

There are no direct carbon reduction/social value implications, but the Risk Register does identify service areas where carbon reduction and social values are reviewed (e.g. Climate Change).

12. IMPACT ON THE LOCAL ECONOMY

There are no direct impacts to the local economy.

13. IMPACT ON HEALTH AND WELLBEING

There are no direct impacts on health and wellbeing.

14. CUSTOMER IMPACT

There are no direct customer impacts.

15. WARD COUNCILLOR VIEWS

There are no direct Ward Councillor Views.

Non-Applicable Headings:	[List any of headings 4 to 15 that do not apply.]
Background Documents: (Access via Contact Officer)	[List any documents used in preparation of this report - Title of document and date]

Appendix 1: Risk Matrix and Heat Map

Risk Matrix

Risk No.	Risk Ref	Risk Description	Gross Risk Rating	Current Risk Rating
1	1	Emergency Response	12	9
2	2	Central Depot Access	12	9
3	4	Business Continuity Arrangements	12	9
4	8	Health & Safety (ECS)	12	8
5	12	Highways Management	16	16
6	13	Arboricultural Management	12	6
7	14	Income Variation (Highways, Traffic and Parking)	9	6
8	15	Waste Budget	12	8
9	18	Town Centre Markets	12	6
10	20	Staff Resourcing and Capability	12	9
11	22	Climate Change	12	8
12	26	Income Reconciliation (Waste Management)	6	2
13	40	Disruption to waste services during the Depot Improvement Programme works	20	12
14	42	Supplier Failure (Environmental Service Providers)	15	15
15	43	Horizontal Swing Barriers	12	8
16	44	Arboricultural Management: Service Provider Performance Issues	12	12

Environment & Community Services (ECS) Risk Register

Current Risk Rating Heat Map

